

GOVERNANCE COMMITTEE

REVISED AGENDA

7.00pm <u>Please note time</u>	Thursday 2 June 2005	Havering Town Hall Main Road, Romford
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Members 9: Quorum 3

COUNCILLORS:

Conservative Group **(4)**

Frederick Thompson
(Chairman)
Michael White (Vice-
Chairman)
Eric Munday
Roger Ramsey

Residents' Group **(3)**

Ivor Cameron
Barbara Reith
Louise Sinclair

Labour Group **(2)**

Ray Harris
Wilf Mills

Note: the Membership is shown subject to any changes that may be necessary in consequence of decisions at the Annual Meeting of the Council on 25 May 2005.

For information about the meeting please contact:

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e-mail ian.buckmaster@havering.gov.uk



NOTES ABOUT THE MEETING

1. HEALTH AND SAFETY

The Council is committed to protecting the health and safety of everyone who attends meetings of its Committees.

At the beginning of the meeting, there will be an announcement about what you should do if there is an emergency during its course. **For your own safety and that of others at the meeting, please comply with any instructions given to you about evacuation of the building, or any other safety related matters.**

2. MOBILE COMMUNICATIONS DEVICES

Although mobile phones, pagers and other such devices are an essential part of many people's lives, their use during a meeting can be disruptive and a nuisance. Everyone attending is asked therefore to ensure that any device is switched to silent operation or switched off completely.

3. CONDUCT AT THE MEETING

Although members of the public are welcome to attend meetings of the Committee, they have no right to speak at them. Seating for the public is, however, limited and the Council cannot guarantee that everyone who wants to be present in the meeting room can be accommodated. When it is known in advance that there is likely to be particular public interest in an item the Council will endeavour to provide an overspill room in which, by use of television links, members of the public will be able to see and hear most of the proceedings.

The Chairman of the meeting has discretion, however, to invite members of the public to ask questions or to respond to points raised by Members. Those who wish to do that may find it helpful to advise the Committee Officer before the meeting so that the Chairman is aware that someone wishes to ask a question.

PLEASE REMEMBER THAT THE CHAIRMAN MAY REQUIRE ANYONE WHO ACTS IN A DISRUPTIVE MANNER TO LEAVE THE MEETING AND THAT THE MEETING MAY BE ADJOURNED IF NECESSARY WHILE THAT IS ARRANGED.

If you need to leave the meeting before its end, please remember that others present have the right to listen to the proceedings without disruption. Please leave quietly and do not engage others in conversation until you have left the meeting room.

AGENDA ITEMS**1 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS
(if any) - receive.**3 MINUTES**

To approve as a correct record the minutes of the meeting of the Committee held on 8 March 2005, and to authorise the Chairman to sign them.

4 APPOINTMENTS TO OTHER ORGANISATIONS, 2005/06**5 APPOINTMENT OF SCHOOL GOVERNORS****6 URGENT BUSINESS**

To consider any other item in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specified in the minutes, that the item should be considered at the meeting as a matter of urgency.

Stephen Evans
Chief Executive

**MINUTES OF A MEETING OF THE
GOVERNANCE COMMITTEE
Havering Town Hall
8 March 2005 (7.30pm – 9:10pm)**

Present:

COUNCILLORS:

Conservative Group Frederick Thompson (in the Chair), Eric Munday and Michael White

Residents' Group +June Alexander, +Malvin Brown and Ivor Cameron

Labour Group Ray Harris and Wilf Mils

+ Substitute Member: Councillors June Alexander (for Louise Sinclair) and Malvin Brown (for Barbara Reith)

Apologies were received for the absence of Councillors Barbara Reith and Louise Sinclair

All decisions were taken with no vote against

No Member declared an interest in any of the business before the Committee

The Chairman reminded Members of the action to be taken in an emergency

The report "**Overview and Scrutiny Review - proposals for change**", item 7 on the agenda, was withdrawn without being considered.

44 **MINUTES**

The Minutes of the meeting of the Committee held on 10 February 2005 were approved as a correct record and signed by the Chairman.

45 **STANDARDS COMMITTEE: ROLE AND NUMBER OF INDEPENDENT MEMBERS – further report**

Governance Committee, 8 March 2005

At its previous meeting, the Committee had deferred its consideration of this report to this meeting. At the request of the Leader of the Council, its consideration is now further deferred, to enable him to confer with the other Group Leaders about the principles involved.

46 COUNCIL PROCEDURE RULES – Council timetable: further report

At its last meeting, the Committee had approved, among others, revised Council Procedure Rules, subject to further consideration at this meeting of the timetable for the submission of motions and amendments. A further report was submitted accordingly.

The Committee noted the timetable currently in use, and agreed that it appeared successfully to have met Members' needs over a number of years.

It was also noted that certain timetable periods set out in the approved draft Rules required alteration to conform to the current timetable.

RESOLVED:

That, in order for the current timetable for Council meetings to continue in use, the revised Council Procedure Rules be altered accordingly before being submitted for approval to Council as recommended at the last meeting.

47 APPOINTMENTS TO OTHER ORGANISATIONS, 2004/05 - further report

Consideration was invited of three appointments to be made to the Hornchurch Housing Trust.

RESOLVED:

- 1 That Councillors Eric Munday and Chris Oliver be appointed to the Trust for the term of office expiring in February 2009.
- 2 That the Leader of the Conservative Group be authorised to nominate a replacement appointee for the term of office expiring in February 2006.

**48 LONDON THAMES GATEWAY DEVELOPMENT CORPORATION:
EXERCISE OF PLANNING POWERS**

The Chairman agreed, pursuant to Section 100B(4) of the Local Government Act 1972, that the Committee should consider the following as a matter of urgency to enable the Council to consider the proposed delegation arrangements at its forthcoming meeting.

The Committee noted that the London Thames Gateway Development Corporation (UDC) would be the Planning Authority for certain categories of

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planning applications and related matters within their own area. Planning applications falling to be dealt with by the UDC would be processed by local authorities' staff, in accordance with a Protocol and Service Level Agreement; and the Council would become consultees on such applications.

Following agreement by the Cabinet that the Regulatory Services Committee should be given delegated authority to respond on the Council's behalf to any such applications, with arrangements being made for the South Havering Area Committee's views also to be ascertained where practicable, the Committee was now invited to recommend accordingly to the Council.

Delegation to the Regulatory Services Committee of authority to do this requires a change to the Constitution and accordingly this Committee is now invited to recommend accordingly to the Council.

RESOLVED:

That the Committee **RECOMMEND** to Council that:

- 1 The functions of Regulatory Services Committee be amended to include the formation of planning views on behalf of the Council in its role as consultee on applications to be decided by the Board of the UDC.
- 2 The Monitoring Officer be authorised to make all necessary consequential alterations to the Constitution.



MEETING	DATE	ITEM
GOVERNANCE COMMITTEE	2 JUNE 2005	4

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: APPOINTMENTS TO OTHER ORGANISATIONS, 2005/06

SUMMARY

The Committee is invited to consider the schedule of other organisations to which the Council has been invited to make appointments. The report includes details of specific organisations where there are special considerations to be borne in mind when making appointments.

RECOMMENDATIONS

1. That the Committee determine upon appointments to the organisations referred to in this report (and its Appendix) for the period until the meeting that deals with appointments for the municipal year, 2006/07 (subject to the appointed Member retaining his or her office following the Council Election on 4 May 2006).
2. That, where the Council's representative (or any deputy or alternative representative where applicable) is unable to attend a particular meeting and the constitutional arrangements of the body

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in question so permit, that representative may mandate the Chair of the meeting to exercise a proxy vote.

3. That the existing Members of the Adoption Panel be re-appointed.
4. That the Council's 5 votes in the LGA General Assembly continue to be exercised: 4 by the Leader of the Council and 1 by the Leader of the Opposition.
5. That the appointments of Councillors Malvin Brown (South Havering), Martin Smith (North Romford), Georgina Galpin (Hornchurch), (Harold Hill and Harold Wood), Frederick Thompson (Central) and Pat Mylod (Upminster, Cranham and Emerson Park) to the Havering Police & Community Consultative Group continue until re-appointed (or replaced) by the relevant Area Committee at their meetings in July.

REPORT DETAIL

- 1.1 The Committee is authorised to make all appointments to other organisations. Except where otherwise specifically provided, appointments are for the period until the meeting of this Committee immediately following the Annual Meeting of Council in 2006 (subject to the appointed Member retaining his or her office following the Council Election on 4 May 2006).
- 1.2 The **Appendix** lists the majority of the appointments requiring to be made; for the most part, these are organisations to which the Council has made appointments for a number of years, and many are purely local voluntary organisations.
- 1.3 Omitted from the Appendices are those organisations that no longer require the Council to make nominations or to which there is no need to make an appointment at this time.
- 1.4 **Details of any Group's proposed nominations that are made available prior to the meeting will be circulated to Members, or tabled at the meeting, in order to facilitate Members' discussions.**

Reports of organisations' proceedings

- 2.1 Members who are appointed to serve on outside bodies who wish to report from time to time on the activities of those organisations are welcome to do so. Such reports will be published in an appropriate edition of Calendar Brief.

Exercise of voting rights

- 3.1 In some cases, the constitution of an organisation permits the casting of proxy votes if the appointed representative is unable to attend a meeting.
- 3.2 In order to avoid a possible loss of influence, it is the Council's usual practice to agree that, where the Council's representative (or any deputy or alternative representative where applicable) is unable to attend a particular meeting and the constitutional arrangements of the body in question so permit, that representative may mandate the Chair of the meeting to exercise a proxy vote.
- 3.3 **The Committee is asked to agree to that practice continuing for the coming year.**

SPECIFIC ISSUES

4. Adoption Panel

- 4.1 The Adoption Panel considers adoption cases. Regulations specify the composition of panels as a minimum of 6 and a maximum of 10, with at least one man and one woman. The chair must be experienced in adoption, and the membership must include:
- at least two of the agency's social work staff (in Havering, three are appointed to ensure continuity)
 - a member of the Council who is either a member of the cabinet or of the overview and scrutiny committee within whose remit covers adoption matters
 - the agency's medical adviser
 - at least three independent persons (if possible including an adoptive parent and an adult who was adopted)
- 4.2 It has been customary in Havering for two elected Members to be appointed to the Adoption Panel. The Regulations require that they be either a Cabinet Member with responsibility for adoption matters or a Member of an Overview & Scrutiny Committee dealing with adoption matters.
- 4.3 Currently the membership of the Panel comprises:
- | | |
|---------------------------------|-------------------------|
| Councillor Wendy Brice-Thompson | Elected Member |
| Councillor Patricia Mylod | Elected Member |
| Ms Ruth Jenkins | Social Worker appointee |
| Ms Linda McGrath | Social Worker appointee |
| Mr Roger Bolton | Independent Person |
| Mrs Beryl Thornton | Independent Person |

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Mr Alan Johnstone	Chair; Independent
Mr Cedric Hendricks	Representing the Education Service
Dr K Banerjee	Medical Adviser

4.4 The Chair, Mr Johnstone, is also chair of the panels established by the Southend-on-Sea and Thurrock borough councils, which have entered in consortium arrangements with Havering for adoptions. Having a single chair for all three areas greatly facilitates operational arrangements.

4.5 There is currently a vacancy for a Social Worker appointee.

5. Corporate Parenting Panel

5.1 This Panel was formally know as the Quality Protects Children and Families Scrutiny Panel.

6. Local Government Association - General Assembly

6.1 The Council is entitled to 5 votes in the General Assembly. Currently, the Leaders of the Council and of the Opposition are allocated 4 votes and 1 vote each respectively. **The Committee is asked to confirm that the voting rights will continue to be exercised that way.**

7. Havering Theatre Trust

7.1 In addition to the appointments shown in the schedule, the Council appoints the members of the Council of Management and of the Board of the Havering Theatre Trust (which is a limited company). The Council also appoints 10 non-Councillor members of the Council of Management.

7.2 It is customary for the Committee to consider recommendations from the Trust as to appointments to be made. These recommendations are, of course, not binding on the Council but Members have previously found them helpful. It is understood that the Trust meets shortly to consider such recommendations and its views – if available in time – will be reported in a supplementary report (or tabled at the meeting).

8. Association of London Government

8.1 The Association of London Government has a new policy area: Children, Young People and Families. This has been added to the Member Structure to reflect developments in Children's Services. As a result, the Education Forum and Steering Group have been discontinued and the

Health & Social Care Group will focus on Adult Services. Boroughs are asked to nominate for appointment to the new group the Cabinet member for Children's Services where that post exists, or alternatively the Cabinet member for Education or Social Care.

9. Lee Valley Regional Park Authority

- 9.1 The eight members currently appointed to the Park Authority by the "non-riparian councils" will cease to hold office on 30 June 2005. "Non-riparian councils" are the London Borough Councils **other** than Enfield, Hackney, Haringey, Newham, Tower Hamlets and Waltham Forest.
- 9.2 The new appointments will be effective from 1 July 2005 for a term of four years. The decision as to which non-riparian councils are represented on the Park Authority is made by the Association of London Government and Havering is invited to make a nomination for consideration.

10. Havering Police And Community Consultative Group (PCCG).

- 10.1 The Council is entitled to appoint six Members to the PCCG. The PCCG's constitution requires, in effect, that one Member be appointed by each of the Area Committees.
- 10.2 In 2004/05, special circumstances meant that the appointments had to be dealt with by this Committee. Those circumstances no longer apply and so it is proposed to invite each Area Committee to make an appointment at its first meeting of this municipal year (all due during July).
- 10.3 As those meetings are not due to be held in the immediate future, however, the Committee is invited to confirm that Councillors Malvin Brown (South Havering), Martin Smith (North Romford), Georgina Galpin (Hornchurch), (Harold Hill and Harold Wood), Frederick Thompson (Central) and Pat Mylod (Upminster, Cranham and Emerson Park) will continue in office until re-appointed (or replaced) by the relevant Area Committee.

Equalities and Social Inclusion Implications and Risks

- 11.1 There are no specific implications or risks. Appointments should be made with the Council's equalities policies in mind.

Legal, Finance and Environmental Implications and Risks

- 12.1 These appointments are administrative and have no direct legal, financial or environmental implications. In some cases, membership of an organisation is dependent upon the Council paying a subscription: where relevant, the subscription will be paid from an appropriate budget provision.

Stephen Evans
Chief Executive

Staff Contact: Ian Buckmaster, Manager of Committee and Overview &
Scrutiny Support
Telephone: 01708 432431

Background Papers

A number of files is held by Democratic Services which provide information on the organisations to which appointments are being made.

APPOINTMENTS MADE BY THE COUNCIL TO OTHER ORGANISATIONS

ORGANISATION AND NUMBER OF APPOINTEES	CURRENT APPOINTEE(S)
Age Concern : Havering (Havering Old People's Welfare Association Council) - 2	Councillors June Alexander and Steven Kelly
Ardleigh House Community Association - 2	Councillor Eddie Cahill and Michael White
Association of London Government (Leaders' Committee)	Representative (1): Councillor Michael White Deputy: (1) Andrew Curtin
Transport & Environment Committee	Representative (1): Andrew Mann Deputies (up to 4): Councillors Joe Webster and Owen Ware Two vacancies remain
Grants Committee	Representative (1): Councillor Andrew Curtin Deputy (4): Councillors Michael Armstrong, Malvin Brown, Wilf Mills and Martin Smith

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Greater London Provincial Council	Representative (ex officio): Councillor Michael White Deputy Representative: Councillor Andrew Curtin
London Housing Unit Committee - 1	Councillor Michael Armstrong
London Housing Unit Executive Sub-Committee -1	Councillor Michael Armstrong
Crime and Public Protection Forum - 1	Councillor Georgina Galpin
Culture & Tourism Forum - 1	Councillor Andrew Curtin
Economic Development Forum - 1	Councillor Ray Harris
Education Panel Forum - 1	Councillor Geoff Starns
Health and Social Care Forum -1	Councillor Steven Kelly
Housing Forum -1	Councillor Michael Armstrong
Bretons Community Association -1	Councillor Jan Davis
Cleanaway Havering Riverside Trust	Councillor Barbara Reith
Cleanaway Havering Riverside Maintenance Trust	Councillor Barbara Reith
Court of The City University -1	Councillor Geoff Starns

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Connexions	Councillor Joe Webster (Sue Allen (Head of School and Student Services) – alternate director)
Corporate Parenting Panel - 3	Councillors Wendy Brice- Thompson, Yve Cornell and Patricia Mylod
Coopers Company & Coborn Educational Foundation	Councillor Louise Sinclair
Cranham Community Association - 1	Councillor June Alexander
East London Waste Authority - 2	Councillors Joe Webster and Owen Ware
Education Otherwise Than At School Service (EOTAS) Management Advisory Committee	Councillor Geoff Starns
Elm Park Community Association - 1	Cllr Graham Carr
Emerson Park Community Association - 1	Councillor Paul Rochford
Essex Wildlife Trust (Bedfords Park Management Committee)	Councillor Andrew Mann
Front Lane Community Association - 1	Councillor Louise Sinclair
Governor Panel	Councillors Geoff Starns, Keith Darvill and Gillian Ford
Greater London Enterprise Limited - 1	Councillor Paul Rochford

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Harold Hill & District Community Association - 2	Councillors Denis O'Flynn and Jeff Stafford
Harold Wood Neighbourhood Centre - 2	Councillors Daryl Williams and Natasha Ratty
Havering and Barking Relate - 2	Councillors Wendy Brice-Thompson and Steven Kelly
Havering Admissions Forum - 5	Councillors Geoff Starns, Alex Smith, Keith Darvill, Gillian Ford and Owen Ware
Havering & Brentwood Bereavement Service - 1	Councillor Graham Price
Havering Arts Council - 5	Councillors Andrew Curtin, Jean Gower, John Mylod, Linda Hawthorn and one Labour Group nominee
Havering Association for People with Disabilities - 2	Councillors Steven Kelly and Patricia Mylod
Havering Bands and Majorettes Association - Executive Committee - 3	Councillors Andrew Curtin, Jeff Stafford and Len Long
Havering CAB Management Committee - 2	Councillors Roger Ramsey and one Labour Group nominee
Havering Chamber of Commerce and Industry - 1	Councillor Michael White
Havering College of Adult Education - 5	Councillors Michael Armstrong, Georgina Galpin, Bill Harrison, Mike Winter, Owen Ware and Geoff Starns

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Havering Community Safety Partnership – 2	Councillors Andrew Mann and the Executive Director, Environment
Havering Early Years Development Partnership - 5	Councillors Geoff Starns, Steven Kelly, Keith Darvill, Gillian Ford and Owen Ware
Havering Joint Forum - 6	Councillors Ray Harris, Eric Munday, John Mylod, Barbara Reith, Roger Ramsey and Michael White
Havering Local Strategic Partnership - 3	Councillors Ray Harris, Barbara Reith and Michael White
Havering Police and Community Consultative Group – 6 (plus Cabinet Member with responsibility for crime & disorder issues)	Councillor Malvin Brown, Martin Smith, Georgina Galpin, Yve Cornell, Frederick Thompson and Patricia Mylod (until respective Area Committee meetings in July 2005)
Havering Sports Council - 5	Councillors Georgina Galpin, Martin Smith, John Mylod. Linda Hawthorn and one Labour Group nominee to be appointed
Havering Theatre Trust	<p><u>Councillor Members of the Council of Management:</u> Councillors Wendy Brice-Thompson, Andrew Curtin, Jean Gower, Bill Harrison, Malvin Brown, Roger Ramsey, Louise Sinclair and Reg Whitney.</p> <p><u>Councillor Members of the Board:</u> Councillors Andrew Curtin, Louise Sinclair and Bill Harrison</p>
Havering Voluntary Youth Forum - 1	Councillor Georgina Galpin
Havering Youth Inclusion and Support Panel	Councillor Wendy Brice-Thompson (Member); Councillor Andrew Mann (Deputy Member)

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Hides Educational Foundation - 3	Councillors Gillian Ford, Geoff Starns and Mr G Lewis
IWMS Contract Liaison Committee	Councillor Jeff Stafford
Joint Monitoring Group – Education Development Plan – 5	Councillors Joe Webster, Geoff Starns, Keith Darvill, Gillian Ford and Owen Ware
Lee Valley Regional Park - 1	Vacancy from July 2005 – July 2009
Local Government Association General Assembly – 4	Councillors Michael White, Andrew Curtin, Barbara Reith and Ray Harris.
Local Government Association Tourism Forum - 1	Councillor Andrew Curtin
Local Government Association Urban Commission – 1	Councillor Eric Munday
London Accident Prevention Council – 2	Councillors Alex Smith and John Mylod
London East Local Authorities' Group	Councillor Geoff Starns
London and Quadrant Housing Trust – (North Thames Regional Committee) – 1	Councillor Jean Gower
London Home and Water Safety Council – 1	Councillor John Mylod
London Local Authority Arts Forum - 2	Councillors Andrew Curtin and John Mylod

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London Riverside Limited – 1 (formerly Heart of Thames Gateway)	Councillor Ray Harris
London Youth Games Limited – 1	Councillor Andrew Curtin
Mardyke Youth and Community Centre - 2	Councillors Len Long and Reg Whitney
New Horizons for Harold Hill Partnership - 3	Councillors Yve Cornell, Wilf Mills and Denis O’Flynn
North London Thames Gateway Groundwork Trust - 1	Councillor Andrew Curtin
North Romford Community Association - 1	Councillor Andrew Mann
Rainham and Wennington Community Association - 1	Councillor Jeffrey Tucker
Reserve Forces & Cadets Association - 1	Councillor John Mylod
Romford Carnival Committee - 2	Councillors Andrew Curtin and Jean Gower
Romford Town Centre Partnership - 2	Councillor Michael White (Councillor Paul Rochford as deputy) and Chief Executive
Romford Young Men’s Christian Association (YMCA) - Board Of Management -1	Councillor Jean Gower
Rush Green Community Association – 2	Councillors Jean Gower and Barry Tebbutt

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School Organisation Committee - 7	Councillors Keith Darvill, Georgina Galpin, Graham Carr, Geoff Starns, Barry Oddy, Owen Ware and Joe Webster
Second Chance - Theatre for the People - 1	Councillor Andrew Curtin
Tenant Compact Working Party – 6	Councillors Geoff Starns, Andrew Curtin, Barbara Reith, June Alexander, Wilf Mills and Denis O'Flynn
Standing Advisory Council on Religious Education (SACRE) - 5	Councillors Joe Webster, Geoff Starns, Keith Darvill, Mike Winter and Gillian Ford
Thames Chase Joint Committee - 3	Councillors Andrew Curtin, Harry Webb and Louise Sinclair
Thames Gateway London Partnership - 1	Councillor Ray Harris
Upminster Windmill Preservation	Councillor Keith Darvill

GOVERNANCE COMMITTEE

SUPPLEMENTARY AGENDA

2 June 2005

Supplementary report

- 4 APPOINTMENTS TO OTHER ORGANISATIONS, 2005/06
HAVERING THEATRE TRUST**

Additional report

- 5 APPOINTMENT OF SCHOOL GOVERNORS**

**Stephen Evans
Chief Executive**



MEETING	DATE	ITEM
GOVERNANCE COMMITTEE	2 JUNE 2005	4

SUPPLEMENTARY

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: APPOINTMENTS TO OTHER ORGANISATIONS, 2005/06 HAVERING THEATRE TRUST

As noted in the principal report, the Council appoints the members of the Council of Management and of the Board of the Havering Theatre Trust (which is a limited company), including 10 non-Councillor members of the Council of Management.

It is customary for the Committee to consider recommendations from the Trust as to appointments to be made. These recommendations are, of course, not binding on the Council but Members have previously found them helpful.

The Trust has now recommended that the existing Councillor and non-Councillor members all be re-appointed.

The Councillors are those named in the Appendix to this report. The non-Councillor members are:

Dennis Roycroft (chairman)
David Burn (vice-chairman)
Pamela Wilkes (secretary)
Peter Harlock
Vernon Keeble-Watson
Angela Marshall
Roger Newnham
Chris Purnell
Michael Quine
Caroline Wood

RECOMMENDATION

6. That the Committee determine upon appointments to the organisations referred to in this report (and its Appendix) for the period until the meeting that deals with appointments for the municipal year, 2006/07 (subject to the appointed Member retaining his or her office following the Council Election on 4 May 2006).

**Stephen Evans
Chief Executive**