



Havering

L O N D O N B O R O U G H

GOVERNANCE COMMITTEE AGENDA

7.30 pm

**Thursday
2 June 2011**

**Havering Town Hall,
Romford**

Members 11: Quorum 4

COUNCILLORS:

**Conservative Group
(7)**

**Residents' Group
(2)**

**Labour Group
(1)**

**Independent
Residents' Group
(1)**

Robert Benham
Becky Bennett (Vice-
Chair)
Osman Dervish
Stephen Kelly
Eric Munday
Roger Ramsey
Michael White
(Chairman)

Clarence Barrett
Ray Morgon

Keith Darvill

Jeffrey Tucker

**For information about the meeting please contact:
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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 DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

4 MINUTES (Pages 1 - 4)

To approve as a correct record the minutes of the meeting of the committee held on 11 May 2011, and to authorise the Chairman to sign them.

5 MINUTES OF THE ADJUDICATION AND REVIEW COMMITTEE (Pages 5 - 8)

To approve as a correct record the minutes of the Adjudication and Review Committee held on 27 May 2011, and to authorise the Chairman to sign them

These minutes are submitted for approval by this committee as its successor body.

6 MINUTES OF THE APPOINTMENTS COMMITTEE (Pages 9 - 14)

To approve as a correct record the minutes of the meeting of the Appointments Committee held on 22 July and 18 August 2010, and to authorise the Chairman to sign them.

These minutes are submitted for approval by this committee as its successor body.

7 WEBCASTING (Pages 15 - 18)

Members are invited to approve the continued use of web casting as a tool in the Council's programme of community engagement.

8 OUTSIDE BODIES (Pages 19 - 34)

Members are invited to consider the appointments to various outside bodies and note that since the new executive governance arrangements came into force, responsibility for making some appointments has passed from this Committee to the Leader of the Council but the Constitution provides that it is for this Committee to make recommendations to the Leader.

9 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.

**Ian Buckmaster
Committee Administration &
Member Support Manager**

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**MINUTES OF A MEETING OF THE
GOVERNANCE COMMITTEE
Havering Town Hall
11 May 2011 (7.30pm – 8.15pm)**

Present:

COUNCILLORS:

Conservative Group Michael White (in the Chair), Becky Bennett, Robert Benham, Osman Dervish, Steven Kelly, Eric Munday and Roger Ramsey

Residents' Group Clarence Barrett and Ray Morgon

Labour Group Keith Darvill

Independent Residents' Group +Michael Deon Burton

+ Councillor Michael Deon Burton for Councillor Jeffrey Tucker

All decisions were taken with no votes against.

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

44 MINUTES

The minutes of the meeting held on 16 March 2011 were agreed as a correct record and signed by the Chairman.

45 FUTURE OF LOCAL PUBLIC AUDIT – GOVERNMENT CONSULTATION

The Head of Finance and Procurement provided Members with a summary of the consultative document produced by the Secretary of State for Communities and Local Government concerning the future of local public audit which came about after the abolition of the Audit Commission. The proposals concerned the make-up, scope and authority of audit committees.

Members expressed astonishment at the proposals contained within the document and across the Groups, there was agreement that they were, by and large, unworkable in their current format. Members also considered that the draft response, as presented to them, was too weak and did not adequately reflect the strength of feeling about those proposals.

The principal areas of contention were those relating to the appointment of Independent Persons to Chair and fill the Audit Committee, the appointment periods proposed (which, at five years did not reflect council cycles and the apparent restriction placed on the appointment of external auditors which,

Governance Committee 11 May 2011

Members felt, was too prescriptive and limited choice to the few major practices and ignored the possibility of appointing local firms.

It was observed by more than one Member that the proposals looked as though – instead of saving money, they could cost the Authority a good deal more than the current procedures. Some Members who had served on the Audit Committee found some of the inferences in the document offensive as the wording suggested that elected Councillors were not proper persons to oversee the audit process.

RESOLVED:

1. To note the Government's consultation document "The Future of Local Public Audit" and to authorise the Head of Finance and Procurement to present their comments on it.
2. To authorise the Head of Finance and Procurement to amend the Council's draft response to the consultation to reflect the Committee's concerns as expressed.
3. To delegate to the Cabinet Member for Value authority to approve the final version of the Council's response.
4. To note that this report was being referred to the Audit Committee for its information and comment.

46 MONITORING OFFICER'S REPORT No 7 - AMENDMENTS TO THE CONSTITUTION

The Committee was reminded that the Constitution authorised the Monitoring Officer to amend the Constitution to correct errors or to comply with any legal requirement or to reflect organisational changes to the Council's structure.

It was now noted that, in accordance with those provisions, the Monitoring Officer had made a number of changes, set out in Appendix 1 to these minutes, and that this had been the first reasonable opportunity of reporting those changes.

47 URGENT BUSINESS – CHANGES TO THE ARRANGEMENTS CONCERNING ILLEGAL MONEY LENDING

The Acting Monitoring Officer/Assistant Chief Executive reminded Members that some 18 months previously (October 2009), a report had been presented to it concerning illegal money-lending and the Committee recommended to Council that the borough should work in partnership with other neighbouring boroughs under Tower Hamlets to pool resources to investigate and prosecute such instances of illegal money-lending within the boundaries of the partnering boroughs.

He then reported that since April this local arrangement had been superseded

and that a national body had replaced the local arrangement and authority needed to be transferred to Birmingham. This was a matter of some urgency and he invited the Committee to present a report to Council.

RESOLVED to RECOMMEND to the Council:

1. In pursuance of Section 101(1)(b) of the Local Government Act 1972, Section 19 of the Local Government Act 2000 and Regulation 7 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000, delegates to Birmingham City Council:
 - (A) Enforcement of Parts III and IV of the Consumer Credit Act 1974, and
 - (B) The enforcement functions and powers under Parts XI and XII of the Consumer Credit Act 1974, and
 - (C) The power of prosecution under section 222 of the Local Government Act 1972

All in connection with money-lending or the activities of money lenders and/or their agents and associates, and the laundering of the proceeds of illegal money-lending.

2. Agrees that Part 3, Section 2.3 of the Constitution (functions exercised by another authority on behalf of this authority) be amended accordingly
3. Authorises the Acting Assistant Chief Executive to agree the terms of the delegation agreement with Birmingham City Council.
4. Agrees that the Council will enter into a joint Cross Border Working Protocol with Birmingham City Council in respect of illegal money lending.
5. Notes the exercise by the Chief Executive of her powers within Part 3, Section 3.1.8 of the Council's Constitution temporarily to delegate the above powers to Birmingham City Council to allow an investigation to proceed prior to this meeting.

.....
CHAIRMAN
2 June 2011

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**MINUTES OF A MEETING OF THE ADJUDICATION AND REVIEW COMMITTEE
Wednesday 27 April 2011 (7.30pm – 8.30pm) At Havering Town Hall**

Present:

COUNCILLORS:

Conservative Group

Dennis Bull (Chairman), Sandra Binion, Garry Pain, Barry Oddy and Peter Gardner

Residents' Group

June Alexander and John Mylod

Independent Residents' Group

Michael Deon Burton

Labour Group

Councillor Keith Wells was also present at the invitation of the Chairman

All decisions were reached without dissent.

18 **MINUTES**

The Minutes of the Meeting held on 18 January 2011 were agreed and signed by the Chairman. There were no matters arising.

19 **NEW CRM (CUSTOMER RELATIONSHIP MANAGEMENT) SYSTEM & CUSTOMER COMPLAINTS**

A further presentation was given to Members by the CRM Project Manager and the Program Manager tasked with replacing the existing Oracle based CRM system with a Microsoft Dynamic version that would interface with Outlook, the council-wide applications software to inform them as to the current position of the installation of the new system and when it would start.

Members remained enthusiastic about the scope of the system, its flexibility and apparent user-friendliness. Questions were asked to ascertain the system's operating capacity and Members were provided with encouraging predictions. Members particularly liked the idea that the new system was not only easier to access, but that the way it was constructed meant that many enquiries – from different services – could be made and that the records would be updated in real-time, making them far more useful than the current static format.

The new system had been scheduled to go live at the beginning of April, but during testing, some anomalies had come to light which were being rectified. The Committee was informed that the revisions were undergoing testing and the system should be going live during May.

20 CRM (STATISTICAL UPDATE)

The CRM Program Manager presented the CRM statistics for the previous three months. A Member observed that there had been a sharp increase in complaints raised against Culture & Community in March and was reminded that the old Revenues and Benefits Service had been transferred there from the Finance & Commerce directorate and that the period was in fact the one in which the Council Tax bills would have been sent out; hence the rise in complaints (even though there had been no change in CT from the previous year).

Another Member asked about the management of complaints against Homes in Havering (HiH) through CRM and was reminded that HiH was not part of either the existing CRM system or the new version, though it was hoped that this could be changed at some point in the future.

The oral report was **noted**.

21 LOCAL GOVERNMENT OMBUDSMAN – STATISTICAL UPDATE: 1 January to 31 March 2011

The clerk drew the Committee's attention to the charts appended to the agenda and asked whether there were any questions about them. As there were none, he asked Members to note in particular that Culture and Community (the most outward looking directorate) had over 50% of the Ombudsman's activity; that almost half of the contacts were premature complaints which filtered into the Corporate complaints process – though he reminded Members that several of those went on to become investigations.

In addition, during the past year, Romford Town and Gooshays wards had produced the highest number of complaints with 14 apiece. Whilst Homes in Havering had accounted for 24% of all complaints, Housing and Public Protection and Development and Building Control each returned 16% which was in line with national averages.

The oral report was **noted**.

22 LOCAL GOVERNMENT OMBUDSMAN – OVERVIEW OF LAST YEAR (2010/11)

The clerk presented a briefing to the Committee in which Members were informed of changes and developments emanating from the Ombudsman's office during the past year. Members were informed that the biggest changes were just coming into force and involved the greater involvement of the Ombudsman in Social Care coupled with a change in computer software and the current interregnum after the retirement of Tony Redmond. The clerk said that currently a replacement was not yet in place but that his region was being administered by Jane Martin (one of the remaining two local government Ombudsmen).

The clerk also warned the Committee that further changes were being contemplated with new powers being granted to the Ombudsman (such as the alarming change in the status of the Ombudsman's decisions which are expected to soon be given the force of law. A further area to be kept in mind was that concerning social housing. The Local Government Ombudsman was already in negotiations with his opposite number in Social Housing to hand over some jurisdiction as and when the necessary legislation was in place. The clerk reminded Members that if and when that happened, housing complaints could become rather less straight-forward than they were at present as there could be two Ombudsmen involved with one tenant's complaint if it crossed the boundary between repairs and maintenance and tenancy issues.

Members **noted** the briefing and asked the clerk to keep them informed of future developments.

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MINUTES OF A MEETING OF THE APPOINTMENTS COMMITTEE

Thursday 22 July 2010 (7.30pm – 7.50pm)
at Havering Town Hall
Wednesday 18 August 2010 (9.35am – 12.52pm)
at CEME, Marsh Way, Rainham

Present [22 July 2010]:

COUNCILLORS:

Conservative Group Keith Wells (in the Chair), Steven Kelly and Michael White

Residents' Group Clarence Barrett and Ray Morgon

Apologies for absence received from Councillors Keith Darvill and Eric Munday

Present [18 August 2010]:

COUNCILLORS:

Conservative Group Keith Wells (in the chair), + Robert Benham, Eric Munday and Michael White

Residents' Group Clarence Barrett and Ray Morgan

Labour Group Keith Darvill

An apology for absence was received from Councillor Steven Kelly.

+ Substitute Member: Councillor Robert Benham for Councillor Steven Kelly.

Andrew Blake Herbert, Group Director Finance and Commerce and Cynthia Griffin, Group Director, Culture & Community and Bob Edwards an independent HR Advisor were also present on 18th August.

1 MINUTES

At the meeting on 22 July the minutes of the meeting held on 11 May and 21 August 2009 were confirmed as a correct record and were signed by the Chairman.

Appointments Committee, 22 July and 18 August 2010**2 SENIOR MANAGEMENT APPOINTMENT PROCESS**

The Committee considered a report which sought approval of the process for making appointments to senior officer posts as a consequence of a senior management restructure. It was proposed to apply this process to the forthcoming senior management appointments/dismissals that would be considered by the Committee in August, and to any subsequent realignment until or unless amended or revoked by this Committee (or any successor body) at any point in the future.

Among other things the report set out details around the assimilation process, ring fencing, pay protection, selection for redundancy, redeployment, and rights of appeal in any case of redundancy.

RESOLVED

That the process set out in the report for making appointments to senior officer posts (Heads of Service and above) as a consequence of a senior management restructure be approved and applied to:

- the 2010 senior management restructure; and
- any subsequent senior management realignment/restructure until or unless amended or revoked by this Committee (or any successor body) at any point in the future).

3 EXCLUSION OF THE PUBLIC

On the proposal of the Chairman it was **RESOLVED**

That the public be excluded from the remainder of the meeting on the grounds that it was likely that, in view of the nature of the business to be transacted and the nature of the proceedings, if members of the public were present during those items there would be disclosure to them of exempt information within the meaning of paragraph 1 of Schedule 12A to the Local Government Act 1972.

4 SENIOR MANAGEMENT RESTRUCTURE JULY 2010 – assimilation and redeployment process

The Committee considered a report which sought agreement to the appointments process for the proposed senior management posts

Appointments Committee, 22 July and 18 August 2010

which were outlined in the proposed senior management restructure 2010. These posts were –

1. Head of Regeneration, Policy and Planning
2. Head of Customer Services
3. Head of Shared Services
4. Head of People and Change

These roles formed a major strand of the proposed senior management structure as outlined in the Senior Management Consultation document in respect of which consultation would close on 6 August 2010. To ensure that appointments were made to these posts in a timely manner, it was necessary to take certain preparatory steps in advance of the Cabinet's consideration of the proposed restructure, which would be subject to any objections emerging from the consultation process.

Among other things, the report set out details around ring fencing, right of appeal, the selection process and the consequences of any failure to appoint.

The Committee **RESOLVED**, pursuant to the agreement to implement the Chief Executive's proposed senior management restructure of July 2010,

1. **To confirm the assimilation of Roger McFarland from his existing role of Head of Regeneration and Strategic Planning to the newly established role of Head of Regeneration, Policy and Planning on the immediate conclusion of the consultation period and not withstanding any objections raised as part of this process.**
2. **To approve the ring-fenced pools identified for the appointment of the remaining newly established posts, namely, Head of People and Change, Head of Customer Services and Head of Internal Shared Services.**
3. **To approve the process for managing the redeployment, appointment and potential dismissal of senior staff affected by the current management reorganisation proposals as set out in the report.**
4. **To delegate to the Chief Executive authority to determine the actual date of redundancy of any staff who are not successful in obtaining redeployment.**

[Meeting adjourned until 18th August 2010]

Appointments Committee, 22 July and 18 August 2010

5. SENIOR MANAGEMENT RESTRUCTURE

On the oral report of the officers members **noted** the posts for which expressions of interest had been lodged. In particular it was noted that there was one expression each for the posts of Head of Customer Services and Head of Internal Services and that there were no such expressions for the post of Head of People and Change.

6. APPOINTMENT TO POST OF HEAD OF CUSTOMER SERVICE

The Committee received a formal submission of interest and a presentation from one applicant for appointment. The Committee satisfied themselves as to their professional competency by questioning the applicant in turn. After careful consideration it was **RESOLVED:**

That Jeff Potter had the requisite experience, skills and knowledge and should be appointed to the post of Head of Customer Service, subject to the notification provisions of paragraphs 5 and 12 of the Staff Employment Procedure Rules set out in part 4, Section 9 of Havering's Constitution.

7. APPOINTMENT TO POST OF HEAD OF INTERNAL SHARED SERVICES

The Committee received a formal submission of interest and a presentation from one applicant for appointment. The Committee satisfied themselves as to their professional competency by questioning the applicant in turn. After careful consideration it was **RESOLVED:**

That Sarah Bryant had the requisite experience, skills and knowledge and should be appointed to the post of Head of Internal Shared, subject to the notification provisions of paragraphs 5 and 12 of the Staff Employment Procedure Rules set out in part 4, Section 9 of Havering's Constitution.

8. HEADS OF SERVICE – job re-evaluation

With the agreement of the Chairman a report on this matter was put before members and considered as an urgent matter pursuant to Section 100B (4) of the Local Government Act 1972.

The Committee received a tabled report (replacing the previously-circulated report) on the outcome of a re-evaluation of the grading of certain Head of Service posts emerging from the senior management

Appointments Committee, 22 July and 18 August 2010

restructure. The report set out the outcomes in detail and the options available to the committee. After careful consideration of the report it was **RESOLVED**:

1. **To note the Hay evaluation of both the Head of Service, Culture and Leisure and Head of Exchequer Services at the 460 'Know How' level and to agree to the re-grading of the post holders to Head of Service 1 level; and**
2. **To retrospectively place the affected post holders onto the correct scale so that the post holders of the Head of Culture and Leisure and Head of Exchequer Services roles are placed on spinal point 2 of the Head of Service 1 grading as at 1st July 2008, as set out in option 1 presented in the report.**

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GOVERNANCE COMMITTEE

2 June 2011

REPORT

Subject Heading:	WEBCASTING OF COUNCIL MEETINGS
CMT Lead:	Cynthia Griffin Group Director, Culture & Community 01708 432260
Report Author and contact details:	Elizabeth Aelberry External Relations Manager, Strategy & Communications elizabeth.aelberry@havering.gov.uk 01708 432001
Policy context:	The Council continues to webcast as a means of making its decision-making procedures open and accessible to the wider public
Financial summary:	The contract and other costs will be met from existing budget provision

The subject matter of this report deals with the following Council Objectives

Clean, safe and green borough	<input type="checkbox"/>
Excellence in education and learning	<input type="checkbox"/>
Opportunities for all through economic, social and cultural activity	<input type="checkbox"/>
Value and enhance the life of every individual	<input checked="" type="checkbox"/>
High customer satisfaction and a stable council tax	<input checked="" type="checkbox"/>

SUMMARY

Havering Council has been 'webcasting', full Council and Cabinet meetings since December 2009, in addition the new 'Ask The Cabinet' sessions are also webcast and available in the webcasting archive.

This report proposes that the Council continues to webcast as a means of making its decision-making procedures open and accessible to the wider public.

RECOMMENDATIONS

1. That the Committee approve the continued use of web casting as a tool in the Council's programme of community engagement.
2. That the Committee authorises the Head of Communications to continue broadcasting meetings of the Council, Cabinet and Ask the Cabinet over the internet, together with other sessions of interest where this has been agreed with the relevant Chairman or Cabinet Member.

REPORT DETAIL

1. The committee first considered this issue at its meeting in July 2009 and again in October 2009. The latter report was approved and 'webcasting' of Cabinet and Council began in December 2009. 'Ask the Cabinet' has also been webcast since its introduction in February 2010.
2. The 'webcasting' contract is due to end in September. If members wish to end this contract there is a three month break clause, which would necessitate a decision at this meeting of the Governance Committee.
3. In total 26 meetings have been broadcast. There has been a total of 446 viewings of live meetings. Significantly more people, 4,441, have accessed the archive webcast. On average 18 people watch each meeting through the webcast and 171 access the archive material.
4. Since 'Ask the Cabinet' sessions were introduced, the number of viewings of Cabinet has increased by around two thirds. In January, for example, there were 12 viewings of Cabinet, compared to 36 in March and 30 in April.

5. The Council is committed to improving its engagement with the public, which is why the 'Ask the Cabinet' sessions were introduced. The webcasting will continue to help people understand how local democracy works, and allow them to view the process in action at a time and a place that is convenient for them.
6. Following the appropriate procurement procedures, discussions have continued with the current provider Public-i to renew the contract. The cost will be £33,554 for a two year contract – payable in two annual instalments. This will include the hire of equipment, technical support, provision for 120 hours of webcasting and unlimited downloading from the archive after the event. Given the time limitation, care will be needed to ensure that optimum use is made of the facility and therefore not every meeting can be webcast. The archive shelf life will be for six months after a given event.
7. As members will be aware, there has been a significant rise in the use of social media and there is now the technology to use 'Twitter' through webcasting as well as members being able to talk online to residents.. At its last meeting, the Committee considered advice from the Local Government Minister, Bob Neill MP suggesting that greater use be made of such social media – Members concluded, among other things, that the Council's use of webcasting obviated the need for people to use Twitter during Council meetings.
8. This additional functionality is not being recommended in this report as the Council is introducing new social media protocols and these need to be in first before a decision is made to change the webcasting contract.

IMPLICATIONS AND RISKS

Equalities and Social Inclusion Implications and Risks

There are no apparent direct implications and risks.

Some training in Communications and Democratic Services may be required but any costs will be met from existing budget provision.

Legal Implications and Risks,

The contract between the Council and Public-i will conform to legal requirements.

Financial Implications and Risks

The contract and other costs will be met from existing budget provision within the budget for Communications. This will include monitoring service use to ensure maximum value is derived from the contract.

Environmental Implications and Risks

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

BACKGROUND PAPERS

There are none.



GOVERNANCE COMMITTEE

REPORT

2 June 2011

Subject Heading:	APPOINTMENTS TO OTHER ORGANISATIONS, 2011/12
CMT Lead:	Christine Dooley Assistant Chief Executive 01708 432442
Report Author and contact details:	Jacqui Barr Research & Information Officer, Committee Administration jacqui.barr@havering.gov.uk 01708 432439
Policy context:	The Council appoints Members and others to serve on a variety of other bodies
Financial summary:	There are no significant financial implications.

The subject matter of this report deals with the following Council Objectives

Clean, safe and green borough	[x]
Excellence in education and learning	[x]
Opportunities for all through economic, social and cultural activity	[x]
Value and enhance the life of every individual	[x]
High customer satisfaction and a stable council tax	[x]

SUMMARY

The Council makes appointments to a large number of other organisations, some statutory, others voluntary.

Since the new executive governance arrangements came into force, responsibility for making some appointments has passed from this Committee to the Leader of the Council but the Constitution provides that it is for this Committee to make recommendations to the Leader.

RECOMMENDATIONS

That:

- 1 (a) The Committee determine appointments to the organisations referred to in this report for the period until the meeting that deals with appointments for the municipal year, 2012/13 (or such other period as may be relevant in any specific case).
- (b) Where the appointment is executive, the Committee **RECOMMEND** to the Leader that the appointment be made.
- 2 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 The Council's voting rights at the General Assembly of the Local Government Association be exercised by Councillor Michael White (4 votes) and Councillor Clarence Barrett (1 vote) (or their respective nominees in the event either is unable to vote in person).

REPORT DETAIL

- 1.1 The Committee is authorised to make all appointments to other organisations (other than executive appointments, which are made by the Leader). Except where otherwise specifically provided, appointments are for the period expiring at the first meeting of this Committee in the municipal year 2012/13 (probably during the last week of May 2012).

- 1.2 **Appendix 1** Executive appointments. **The Committee is asked to review the appointments and to make recommendations to the Leader.**
- 1.3 **Appendix 2** lists the appointments made by office-held and by individual member, but are not executive. **The Committee is asked to review these appointments and either confirm them or agree what changes are to be made.**
- 1.4 Appointments that do not require review or renewal for the present are highlighted. **The Committee is asked to note these appointments.**

Exercise of voting rights:

- 2.1 In some cases, the constitution of an organisation permits the casting of proxy votes if the appointed representative is unable to attend a meeting.
- 2.2 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.
- 2.3 **The Committee is asked to agree to that practice continuing for the coming year.**
- 2.4 The Council is entitled to 5 votes in the General Assembly of the Local Government Association. Previously, the Leaders of the Council and of the Opposition were allocated 4 votes and 1 vote each respectively.
- 2.5 **The Committee is asked to confirm that this arrangement should continue.**

Adoption Panel:

- 3.1 The Fostering and Adoption Regulations changed with effect from 1 April 2011. Panel membership now allows for a central list of members that can serve both the Adoption Panel and the Carers Panel. A full report outlining the changes to the regulations and the implications for Havering will be put before Governance Committee on 5 July 2011.

3.2 The current membership is:

Panel Member	Status	Date eligibility to serve ends
Vacancy	Independent Member; Chair	June 2017
Leroy Harry	Independent Member; Vice Chair	February 2018
Lynne Adams	Social Worker	December 2015
Carole Balfe	Social Worker	March 2018
Councillor Georgina Galpin	Authority Member	December 2017
Vacancy	Independent Member	December 2015
Tony Ferguson	Independent Member	December 2015
Betty Haltham	Independent Member	December 2015
Beryl Thornton	Independent Member	December 2011

3.3 **The Committee is asked to note the current membership until such time as the new arrangements are approved.**

Carers Panel:

4.1 The Carers Panel is similarly subject to the changes brought in by the *Fostering and Adoption Regulations* introduced in April 2011 and will be the subject of a full report to Governance Committee on 5 July 2011.

4.2 The membership of the Panel is currently as follows:

Alan Johnstone - Panel Chair - Independent
Carol Balfe - Social Work Member - Fostering Experience
Marie Pudney - Health Representative
Wendy Johnson - Social Work Member - Child Care Experience
Floyd Powell - Independent Member
Trevor Sim - Education Representative
Vacancy - Independent Member - foster parent
Dr. Saminathan - Independent Member
Joyce Adelakun - Independent Member

4.3 **The Committee is asked to note the current membership until such time as the new arrangements are approved.**

London Councils:

- 5.1 The arrangements for appointment to the following remain unchanged from last year (the Executive is not directly appointed by the boroughs, nominations to it come from the party groups).

Committees

- Leaders
- Transport and Environment
- Grants
- Greater London Provincial Council

Forums:

- Greater London Employment Forum

All formal London Councils committee or forum meetings are held during the day on weekdays.

- 5.2 Councils are advised to appoint deputies who have some knowledge of the policy area concerned and can be kept informed of a member body's activities and act as a substitute if a principal nominee cannot attend.

- 5.3 The following forums have been discontinued in terms of formal regular meetings:

- Children and Young People
- Economic Development
- Crime and Public Protection
- Culture, Tourism and London 2012
- Health and Adult Services and
- Housing

However, London Councils will be advised of the lead members in these policy areas in order to consult from time to time on matters of major importance.

Groundwork East:

- 6.1 The Groundwork London Board agreed to establish a committee to review the governance of Groundwork London in September 2010. The Sub Regional Committees (SRC), upon which Havering had formerly been represented were replaced by a single cross-London Local Authority Strategic Input Board.

Local Authorities which currently have a formal relationship with Groundwork or are part of an agreed Trust programme will be invited to nominate one elected member to the Local Authority Strategic Input Board. However, it was decided that as part of the cost saving measures, Havering was not in a position to fund this offer or enter into a formal relationship with the Groundwork Trust, so membership of the organisation has now ceased.

Havering College of Adult Education:

- 7.1 Over the course of time, changes to the planning and funding regimes and powers introduced under the constitution of the Council have seen a considerable reduction in the duties and roles previously exercised by the Governing Body. The diminished role led to inquorate meetings and so it seemed appropriate to undertake a review as part of the Council's Transformation Programme. In March 2011, it was thus agreed to abolish the Governing Body and Member representation is no longer required. It is likely that a Lead Accountable Body will be established in due course to co-ordinate the provision of adult learning by all public and private within the area. Representation on the body would include both providers and learners.

Havering College of Further and Higher Education:

- 8.1 Since the incorporation of the College, it is no longer a requirement under the Instrument and Articles of Government for the Local Authority to appoint Councillors as members of the Board. Both Councillor Paul Rochford and Councillor Geoff Starns are Governors in their own right.

Local Government Information Unit:

- 9.1 In July 2010, Cabinet identified several savings measures and agreed to terminate the subscription to the Local Government Information Unit. The Council's membership ceased on 31 December 2010 and therefore appointment is no longer required.

Thames Chase:

- 10.1 A report went to Cabinet on 23 March 2011 that the Agreement between members of the former Thames Chase Joint Committee expired on 31 March 2010 and had not been renewed, and that Essex Council, as lead Authority, was in the process of winding up the affairs of the Joint Committee including proposals for dealing with outstanding assets and liabilities which Cabinet agreed on behalf of Havering.

As the Joint Committee has ceased to exist, Havering is no longer required to make nominations as part of the annual appointments to outside bodies.

IMPLICATIONS AND RISKS

Equalities and Social Inclusion Implications and Risks

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

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

BACKGROUND PAPERS

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

APPENDIX 1

ORGANISATION AND NUMBER OF APPOINTEES	EXECUTIVE MEMBER APPOINTMENTS	
CEME (Centre for Engineering & Manufacturing Excellence) - 1	Group Director, Finance & Commerce	
Connexions	Cabinet Member – Children & Learning (Manager of Youth Services – alternate director)	
East London Waste Authority - 2	Deputy Leader of the Council and Cabinet Member – Environment	
Futures Charitable Trust (from January 2012)		
Greater London Enterprise Limited -1	Cabinet Member– Community Empowerment	
IWMS Contract Liaison Committee - 1	Deputy Leader of the Council	
Local Government Information Unit	Cabinet Member Value	
London Councils (Leaders' Committee)	Representative (1): Leader of the Council	
Transport & Environment Committee	Deputy: (1) Deputy Leader of the Council Representative (1): Cabinet Member - Environment	
	Deputies (up to 4): Deputy Leader of the Council, Cabinet Member – Community Empowerment, Cabinet Member – Value	

Governance Committee, 2 June 2011

Grants Committee

Representative (1): Cabinet Member – Value

Deputy (up to 4): Deputy Leader of the Council, Cabinet Member – Towns & Communities & Cabinet Member-Transformation

Greater London Employment Forum

Representative: Cabinet Member – Value

Deputy Representative: Deputy Leader of the Council

Crime and Public Protection Forum - 1

Cabinet Member – Community Safety

Children, Young People & Families Forum – 1

Cabinet Member – Children & Learning

Culture , Tourism & 2012 Panel - 1

Cabinet Member – Towns & Communities

Economic Development - 1

Cabinet Member-Transformation

Health and Adult Services Forum -1

Cabinet Member -Individuals

Thames Gateway London Partnership

Leader of the Council

APPENDIX 2

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	
Adoption Panel	Councillor Georgina Galpin, vacancy (Chairman), Leroy Harry, Dr Haq, Carole Balfe Tess Blight , Betty Haltham, Tony Ferguson, Lynn Adams and Beryl Thornton	
Age Concern : Havering (Havering Old People's Welfare Association Council) - 2	Cabinet Member – Individuals and Councillor June Alexander	
Carers Panel	Alan Johnstone (Chairman), Carol Balfe, Marie Pudney, Wendy Johnson, Floyd Powell, vacancy, Councillor Wendy Brice-Thompson, Dr Saminathan, Trevor Sim and Joyce Adalakun	
Coopers Company & Coborn Educational Foundation	Councillor Linda van den Hende	
Damyns Hall Aerodrome Joint Consultative Committee	Cabinet Member for Community Empowerment and Councillor Linda van den Hende	
Draper's Academy	Councillor Geoff Starns	
Essex Wildlife Trust (Bedfords Park Management Committee)	Councillor Billy Taylor	

Governance Committee, 2 June 2011

Governor Panel - 3

Cabinet Member – Children & Learning, Councillor Wendy Brice-Thompson and Councillor Gillian Ford

Groundwork Trust

Councillor Michael Armstrong

Havering Admissions Forum - 2

Cabinet Member – Children & Learning and Councillor Sandra Binion.

Havering Arts Council - 5

Cabinet Member- Towns & Communities, Councillors Rebecca Bennett, Garry Pain, Linda Hawthorn and Barbara Matthews.

Havering Association for People with Disabilities - 2

Councillors Steven Kelly and Councillor Nic Dodin

Havering Bands and Majorettes Association - Executive Committee - 3

Councillors Andrew Curtin, Osman Dervish and Linda Hawthorn

Havering & Brentwood Bereavement Service - 1

Councillor Dennis Bull

Havering Chamber of Commerce and Industry

Leader of the Council

Havering Children's Trust

Cabinet Member – Children & Learning

Havering College of Adult Education -5

Cabinet Member – Children & Learning, Councillors Sandra Binion, Lynden Thorpe, John Mylod and Gillian Ford.

Havering College of Further & Higher Education

Councillors Paul Rochford and Geoffrey Starns

Governance Committee, 2 June 2011

Havering Community Safety Partnership – 2	Cabinet Member– Community Safety and the Assistant Chief Executive, Legal and Democratic Services
Havering Joint Forum - 6	Leader of the Council, Deputy Leader of the Council, Cabinet Member – Value, Cabinet Member- Transformation, Leader of the Opposition Group and Councillor Linda van den Hende
Havering Local Strategic Partnership - 3	Leader of the Council, Deputy Leader of the Council and Leader of the Opposition
Havering Police and Community Consultative Group - 9 appointed by Council 20 th October 2010	Cabinet Member- Community Safety and Councillors Roger Evans (Elm Park & Hylands); Paul Rochford (Emerson Park & Harold Wood); Lynden Thorpe (Gidea Park); Denis O’Flynn (Harold Hill); Nic Dodin (Hornchurch); Billy Taylor (North Romford); Fred Osborne (Romford); Michael Deon Burton (South Hornchurch & Rainham); Gillian Ford (Upminster)
Havering Sports Council - 5	Cabinet Member – Towns & Communities , Cabinet Member – Community Empowerment, Councillors Osman Dervish, John Mylod and Denis Breeding.
Havering Sixth Form College	Cabinet Member – Children & Learning (till July 2014) Councillor Steven Kelly (till July 2013)
Havering Theatre Trust - 3	Cabinet Member - Value, Cabinet Member – Transformation and Councillor Gillian Ford.
Havering Twinning Educational Association	Councillor Melvin Wallace
Havering Youth Inclusion & Support Panel	Councillor Wendy Brice-Thompson and Councillor Linda Trew (Deputy)

Governance Committee, 2 June 2011

Homes in Havering (Housing ALMO Board)	Councillors Steven Kelly, Jeff Brace, Billy Taylor and June Alexander
Hornchurch Housing Trust (Nomination Trustees) - 6	Mr Ray Emmett and Mr David Williams (until February 2015) Mr Chris Oliver and Councillor Eric Munday (until February 2013) Mr Ivor Cameron and Mrs Peggy Munday (until February 2014)
Lee Valley Regional Park Authority (indirect appointment via nomination to London Councils)	Councillor Andrew Curtin (until June 2013)
London Accident Prevention Council	Councillors Fred Osborne and John Mylod
London Councils, London Caribbean	Councillor Andrew Curtin
Local Government Association General Assembly - 4	Leader of the Council, Deputy Leader of the Council, Cabinet Member, Value and Leader of the Opposition
Local Government Association Tourism Forum - 1	Cabinet Member – Towns & Communities
Local Government Association Urban Commission- 1	Cabinet Member – Community Empowerment
London Home & Water Safety Council	Councillors Fred Osborne
London Youth Games-1	Cabinet Member – Towns & Communities
Lucas Children's Play Charity Nominative Trustees – 2	Councillors Andrew Curtin and Councillor Linda Hawthorn (appointed till 2011)

Governance Committee, 2 June 2011

Management Committee of the Tuition Service	Cabinet Member – Children & Learning
North East London NHS Foundation - 1	Cabinet Member – Individuals
Orchard Village Neighbourhood Management Board	Cabinet Member- Housing, Cabinet Member-Community Empowerment, Rebecca Bennett and Denis Breading
Partnerships in Parking - 1	Cabinet Member – Environment
Poyntz (a.k.a. Richard Poyntz's) and other charities	Councillor June Alexander (until March 2012)
Relate North East	Councillors Keith Wells and Brian Eagling
Reserve Forces & Cadets Association	Councillor Ted Eden
Romford Town Centre Partnership	Leader of the Council, Cabinet Member – Community Empowerment (Deputy) and Chief Executive
<u>Romford Combined Charity Nominative Trustees - 2</u>	Councillor Michael Armstrong, Councillor Andrew Curtin and (until 3.11.14) Wilf Mills (until 3.11.12) Councillor Osman Dervish (until 25.10.11)
Second Chance Theatre for the People	Councillor Andrew Curtin
Standing Advisory Council for Religious Education (SACRE) - 5	Cabinet Member- Children & Learning, Councillors Wendy Brice-Thompson (observer), Damian White, Linda Trew, Gillian Ford and Paul McGeary
Tenant Management Organisations	BETRA (Gooshays) – Councillor Dennis Bull DELTA (Squirrels Heath) – Councillor Lynden Thorpe PETRA (St Andrews) – Councillor Garry Pain

Governance Committee, 2 June 2011

Thames Chase Joint Committee	Councillors Robert Benham, Eric Munday and Ron Ower
Thames Regional Flood Defence Committee- 1	Cabinet Member – Environment (until November 2014)
Upminster Windmill Preservation Trust	Councillor Linda Hawthorn
Veolia ES Cleanaway Havering Riverside Trust - 1	Cabinet Member – Transformation
Veolia ES Cleanaway - Maintenance Trust	Cabinet Member – Transformation