



# Havering

L O N D O N   B O R O U G H

## GOVERNANCE COMMITTEE AGENDA

**7.30 pm**

**Wednesday  
24 August 2022**

**Town Hall, Main Road,  
Romford**

Members 12: Quorum 5

### **COUNCILLORS:**

#### **Conservative Group (5)**

Joshua Chapman  
Osman Dervish  
Jason Frost  
David Taylor  
Damian White

#### **Havering Residents' Group (4)**

Ray Morgon (Chairman)  
Gillian Ford (Vice-Chair)  
Christopher Wilkins  
Graham Williamson

#### **Labour Group (2)**

Mandy Anderson  
Keith Darvill

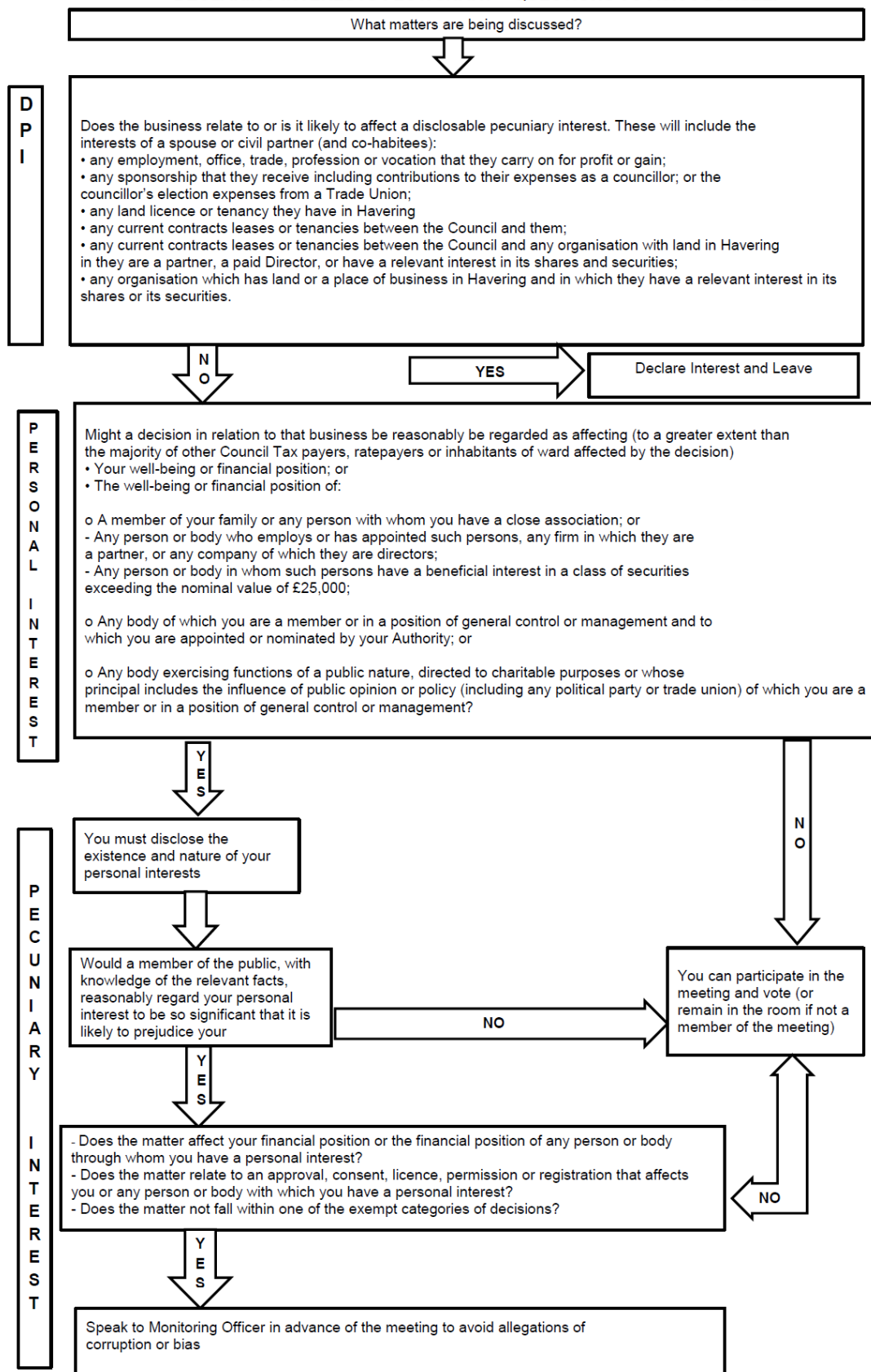
#### **East Havering Residents Group (1)**

Martin Goode

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**For information about the meeting please contact:  
Anthony Clements tel: 01708 433065  
e-mail: [anthony.clements@onesource.co.uk](mailto:anthony.clements@onesource.co.uk)**

**DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF**



## **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 & SUBSTITUTE MEMBERS**

(If any) – receive.

### **3 DISCLOSURE OF INTERESTS**

Members are invited to disclose any interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any interest in any item at any time prior to the consideration of the matter.*

### **4 MINUTES** (Pages 1 - 12)

To approve as a correct record the minutes of the meetings of the Committee held on 22 June 2022 and 10 August 2022 (attached) and to authorise the Chairman to sign them.

### **5 OUTSIDE BODIES**

Report to follow.

### **6 CONSTITUTION REVIEW**

Report to follow.

### **7 EXCLUSION OF THE PUBLIC**

To consider whether the public should now be excluded from the remainder of the meeting on the grounds that it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during these 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; and, if it is decided to exclude the public on these grounds, the Sub-Committee to resolve accordingly on the motion of the Chairman.

### **8 APPOINTMENT OF DEPUTY DIRECTOR LEGAL AND GOVERNANCE** (Pages 13 - 24)

Report attached (appendix not available to press or public).

**Zena Smith**  
**Democratic and Election**  
**Services Manager**



**MINUTES OF A MEETING OF THE  
GOVERNANCE COMMITTEE  
Council Chamber - Town Hall  
22 June 2022 (7.30 - 8.00 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Ray Best, Christine Smith, Osman Dervish, David Taylor and Damian White
<b>Havering Residents' Group</b>	Christopher Wilkins and Graham Williamson
<b>Labour Group</b>	Patricia Brown and Mandy Anderson
<b>East Havering Residents Group</b>	Martin Goode

All decisions were taken with no votes against.

**5 CHAIRMAN'S ANNOUNCEMENTS**

Instructions of what to do in case of an emergency/evacuation were announced.

**6 APOLOGIES FOR ABSENCE & SUBSTITUTE MEMBERS**

Apologies were received from Councillors Jason Frost (substitute Christine Smith), Joshua Chapman (substitute Ray Best) and Keith Darvill (substitute Patricia Brown).

**7 DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

**8 MINUTES**

The meeting minutes of the 3rd March 2022 were accepted as a true and accurate record and signed by the Chairman.

## 9 APPOINTMENTS TO OTHER ORGANISATIONS 2022/23

### **Executive Appointments**

The Committee agreed to ratify the appointments to the Executive positions that were filled by the relevant Lead Member. The full list is attached at Appendix 1.

### **Non-Executive Appointments**

#### **Essex Wildlife Trust (Bedfords Park Management Committee)**

The Bedford Park Management Committee has not met for some time and in the event that meetings should resume, will only require Officer attendance. The Committee **NOTED** that Member appointments are therefore no longer required.

#### **Havering Local Board**

In March 2022, the Clerk to the Corporation wrote to the Council seeking a replacement for Mrs Sally Miller, who had not met the requisite attendance criteria to continue on the Board.

There was no requirement for the replacement to be an elected Member. and the appointee could be a local community representative or an Officer.

The Board requested a representative with an interest and involvement in the community, ideally in the area around one of the three campuses which are based at Ardleigh Green, Wingletye Lane and Rainham

The Committee **AGREED** to appoint Councillor Darvill to the Havering Local Board until October 2024, in order that it would be quorate for its Annual General Meeting in early July.

#### **Local Authority Governor Panel**

Since 2014 the recommendation for appointment of Local Authority Governors has been considered by the LA Governor Appointment Panel, which meets termly and comprises of representative Governors, Head Teachers and Elected Members nominated by Governance Committee.

On account of the increasing number of Academy Trusts and Federations within the Borough, the demand for Local Authority Governors has become less. The current process of reviewing applications, seeking references and convening the Governor Panel is consequently disproportionate to the level of vacancies and demand.

It is anticipated that the number of Local Authority governors will continue to reduce as more schools obtain academy status. Therefore, the Committee **AGREED** that the Governor Panel be disbanded with immediate effect.

Some vacancies for Non-Executive appointments were agreed by Office and the full list is attached as Appendix 2.

For the remaining vacancies, the Committee decided to adopt a different approach from that taken in previous years.

It was agreed that:

- All Councillors would be invited to put themselves forward for nomination to Outside Bodies, matching their skills and interests wherever possible.
- Officers would contact Citizens Advice Havering, Havering Arts Council, Havering Association for People with Disabilities, Havering Bands & Majorettes Association, Havering Sports Council, Relate North East, Sight Action Havering and Wennington Quarry Community Liaison Committee to seek their acceptance of the new process and ensure that it accorded with the Terms of Reference and/or Constitutions of their respective organisations.
- The role descriptions and Terms of Reference for the Non Executive Bodies that are held on file will be circulated to all Councillors.
- In the event that more than one Councillor puts themselves forward, the organisation will be consulted on the choice of representative.
- Governance Committee will agree all outstanding appointments on 24th August irrespective of whether or not nominations have been received.
- The Leader expressed a wish to reduce the number of appointments that the Council currently made to Outside Bodies. It was agreed that Officers would update Members at the next meeting on the outcome of communications with the organisations identified by the Committee (above).
- It was agreed that Officers would bring a report to Governance Committee on 24th August to determine the revised process for dealing with Outside Bodies appointments.

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**Chairman**



## PPOINTMENTS RECOMMENDED BY THE COUNCIL TO OTHER ORGANISATIONS, 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	EXECUTIVE MEMBER APPOINTMENTS	
<b>Capital Letters- 1</b>	Cabinet Member for Housing – <b><i>Cllr Paul McGeary</i></b>	
<b>CEME (Centre for Engineering &amp; Manufacturing Excellence) - 1</b>	Director of Regeneration Programme Delivery	
<b>East London Waste Authority - 2</b>	Cabinet Member for Environment and the Leader of the Council– <b><i>Cllr Barry Mugglestone</i></b> and <b><i>Cllr Ray Morgon</i></b>	
<b>East London Waste Authority Board (officer)</b>	Director of Neighbourhoods	
<b>London Councils</b> (Leaders' Committee)	Representative (1): Leader of the Council – <b><i>Cllr Ray Morgon</i></b> Deputy: (1) Deputy Leader of the Council – <b><i>Cllr Gillian Ford</i></b> (2) <b><i>Cllr Keith Darvill</i></b>	
Transport & Environment Committee	Representative (1): <b><i>Cllr Barry Mugglestone</i></b> Deputies (up to 4): <b><i>Cllr Ray Morgon</i></b>	
Grants Committee	Representative (1): <b><i>Cllr Ray Morgon</i></b>	

**Appointments to other organisations, 2022/23**

Deputy (up to 4): ***Cllr Chris Wilkins***

Pensions CIV (Sectorial Joint Committee)

Representative (1): Chairman of Pensions Committee – ***Cllr Mandy Anderson***

Deputy (up to 2): ***Vice Chair of Pensions Committee***

Greater London Employment Forum

Representative (1): ***Cllr Gillian Ford***

Deputy Representative (1): ***Cllr Graham Williamson***

**Newable (formerly Greater London Enterprise Limited ) -1**

Leader of the Council – ***Cllr Ray Morgon***

**London Riverside (BID) Ltd**

Representative (1): Cabinet Member for Development & Regeneration - ***Cllr Graham Williamson***

**Thames Gateway Strategic Group**

Leader of the Council and Cabinet Member for Environment - ***Cllr Ray Morgon and Cllr Barry Mugglestone***

# Appointments to other Organisations 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Adoption & Permanency Panel-2	<b>Cabinet Member for Children's Services – Cllr Oscar Ford</b>	
Children's Executive Board	<b>Cabinet Member for Children's Services – Oscar Ford</b>	
Citizens Advice Havering - 2		
Coopers Company & Coborn Educational Foundation		
Havering Arts Council - 5		
Havering Association for People with Disabilities - 2		
Havering Bands and Majorettes Association- Executive Committee - 3		
Havering Chamber of Commerce and Industry		
Havering Community Safety Partnership – 2	<b>Cabinet Member for Environment – Cllr Barry Mugglestone &amp; the Chief Executive – Andrew Blake-Herbert</b>	

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Havering Joint Forum - 6	<b>Leader of the Council – Cllr Ray Morgon</b> <b>Deputy Leader of the Council – Cllr Gillian Ford</b> <b>Leader of the Opposition Group – Cllr Damian White</b>	
Havering Local Board (formerly Havering Sixth Form College & Havering College of Further and Higher Education)- 1	<b><i>Cllr Keith Darvill (until October 2024)</i></b>	
Havering Sports Council - 5		
Havering Theatre Trust - 3		
Hornchurch Housing Trust (Nomination Trustees) - 1	<b>Mr John Mylod (until February 2026)</b>  <b>Cllr Carol Smith and Mr Melvin Wallace (until February 2023)</b> <b>Mr Roger Evans and Mr Peter Salisbury (until February 2025)</b>	<i>Under the Trust's new Constitution, only one Council representative is required. This is currently Mr John Mylod. As other appointments expire, they will not be replaced.</i>

## Appointments to other Organisations 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Lee Valley Regional Park Authority- 1	<b>Cllr Dilip Patel (until July 2025)</b>	<i>Appointed by London Councils 21.07.21</i>
Local Government Association General Assembly - 4	<b>Leader of the Council – Cllr Ray Morgon Councillor Gillian Ford Councillor Keith Darvill Councillor Michael White</b>	<i>Appointed at Annual Council on 25<sup>th</sup> May</i>
Local Government Information Unit - 1		
London Road Safety Council - 2		
London Youth Games-1		
Lucas Children's Play Charity Nominative Trustees – 2	<b>Cllr Robert Benham and Cllr Osman Dervish (appointed till November 2023)</b>	Agreed at Governance on 14.11.19
North East London NHS Foundation Trust – 1	<b>Director of Adult Services – Barbara Nicholls</b>	
Poyntz (a.k.a. Richard Poyntz's) and other charities	<b>Cllr Linda Hawthorn (until March 2024) Mr Ron Ower (until March 2024)</b>	Mr Ower's appointment agreed by Governance on 13 January 2021
Relate North East - 2		
Reserve Forces & Cadets Association -1		
Romford Town Management Partnership		
Romford Combined Charity <u>Nominative Trustees</u> – 2	<b>Mrs Wendy Brice Thompson and Councillor Dilip Patel (until 3.11.22) Mr Melvin Wallace (until 3.11.23) Councillor Joshua Chapman (until 3.11.24)</b>	Mr Wallace's appointment agreed by Governance on 14 November 2019.

# Appointments to other Organisations 2022/23

		Cllr Chapman's appointment agreed by Governance on 13 January 2021
ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Safer Neighbourhood Board	Cabinet Member for Environment – Cllr Barry Mugglestone	
Sight Action Havering		
Standing Advisory Council for Religious Education (SACRE) - 5		
Tenant Management Organisations - 3	BETRA (Gooshays) – DELTA (Squirrels Heath)- PETRA (St Andrews') –	
Veolia ES Cleanaway Havering Riverside Trust - 1		
Wennington Quarry Community Liaison Committee- 1 (until May 2022)		

# Public Document Pack

## **MINUTES OF A MEETING OF THE GOVERNANCE COMMITTEE Town Hall, Main Road, Romford 10 August 2022 (7.30 - 7.50 pm)**

**Present:**

### **COUNCILLORS**

<b>Conservative Group</b>	Joshua Chapman, Osman Dervish, Jason Frost, David Taylor and Damian White
<b>Havering Residents' Group</b>	Ray Morgon (Chairman), Gillian Ford (Vice-Chair), Christopher Wilkins and Graham Williamson
<b>Labour Group</b>	Patricia Brown and Paul McGeary
<b>East Havering Residents Group</b>	Martin Goode

All decisions were taken with no votes against.

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

### **9 APOLOGIES FOR ABSENCE & SUBSTITUTE MEMBERS**

Apologies were received from Councillors Keith Darvill (Pat Brown substituting) and Mandy Anderson (Paul McGeary substituting).

### **10 DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

### **11 MINUTES 22 JUNE 2022**

The minutes of the meeting held on 22 June 2022 would be reviewed at a later point as it was wished to ensure that they were an accurate reflection of the meeting.

### **12 APPOINTMENT OF DEPUTY DIRECTOR - LEGAL AND GOVERNANCE**

Following a recruitment process and the conducting of interviews by the Onesource Joint Committee, the Governance Committee was asked to confirm the choice of candidate for the position.

Questions were raised about the level of information that the Committee had received to ensure proper due diligence had been undertaken. It was confirmed that proper due diligence had been undertaken and that because

this was a Onesource post it was required to be ratified through the Governance Committee as stated in the Constitution.

Some Members felt that the READI review had however highlighted that staff were worried about a barrier to progression in Havering. Clear recommendations of the review had been the use of DandI questions and diverse panels when recruiting and a Member asked if these had been complied with during the interview process and if the READI review had been taken into account. A Member also requested that consideration be given to how a more diverse panel for Havering could be formed going forward.

It was also raised whether there were any internal candidates for the recruitment and whether work needed to be carried out to increase the flow of internal talent and encourage internal applicants. Officers confirmed that no internal applicants had applied for the position. Some Members felt that there was a need to explore whether this was directly linked to a barrier to progression and if the Council as an Authority could do more to support its staff.

It was requested that further information on this appointment be provided at the next meeting; including the number of candidates who applied, the recruitment process and details of the other candidates (anonymised) that were interviewed.

The Committee **APPROVED** the choice of the Onesource Joint Committee for the post of Deputy Director – Legal and Governance.

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Chairman





## GOVERNANCE COMMITTEE 24 August 2022

**Subject Heading:**

Appointment of Deputy Director – Legal and Governance – Recruitment Information

**SLT Lead:**

Andrew Blake-Herbert

**Report Author and contact details:**

Anthony Clements  
Principal Democratic Services Officer  
Anthony.clements@onesource.co.uk

**Policy context:**

The Governance Committee asked for further information about the recruitment process for the appointment of the Deputy Director – Legal and Governance.

**Financial summary:**

None directly – the post is funded from within existing budgets.

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

Communities making Havering	<input checked="" type="checkbox"/>
Places making Havering	<input type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

<b>SUMMARY</b>
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Some further information on the recruitment process for the appointment of the Deputy Director – Legal and Governance is attached as requested by the Governance Committee.

## **RECOMMENDATIONS**

- 1 That the Committee notes the further information provided on the recruitment process for the post of Deputy Director – Legal and Governance as shown in the attached appendix.

## **REPORT DETAIL**

- 1.1 A recruitment process has recently been undertaken to appoint a permanent Deputy Director – Legal and Governance (Monitoring Officer) for Havering. The choice of candidate of the Onesource Joint Committee was, as required under the Council's Constitution, considered and approved by the Governance Committee at its meeting on 10 August. At that meeting, Members asked for some further information on the recruitment process for the position and this is attached as the appendix to this report.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

None directly as funding for the post is included within existing budgets.

### **Legal implications and risks:**

The recruitment to this position allows the Council to continue to meet its statutory obligations to have a Monitoring Officer. Under the Council's Constitution, the Governance Committee is required to endorse or otherwise the choice of candidate selected by the Joint Committee.

### **Human Resources implications and risks:**

None beyond those stated in the main body of the report.

### **Equalities implications and risks:**

The recruitment process was undertaken in accordance with the Council's equality and diversity policies.

**Climate Change Implications and Risks:**

None.

<p><b>BACKGROUND PAPERS AND APPENDICES</b></p>
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Appendix – Details of recruitment process and anonymised details of candidates (not available to press or public).

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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