



Haverling

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

GOVERNANCE COMMITTEE (OUTSIDE BODIES) AGENDA

7.30 pm	Wednesday 22 June 2022	Council Chamber - Town Hall
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Members 12: Quorum 5

COUNCILLORS:

**Conservative Group
(5)**

TBC

**Residents' Group
(4)**

Ray Morgon (Chairman)
Gillian Ford (Vice-Chairman)

Labour Group (2)

TBC

**East Haverling Residents
Group (1)**

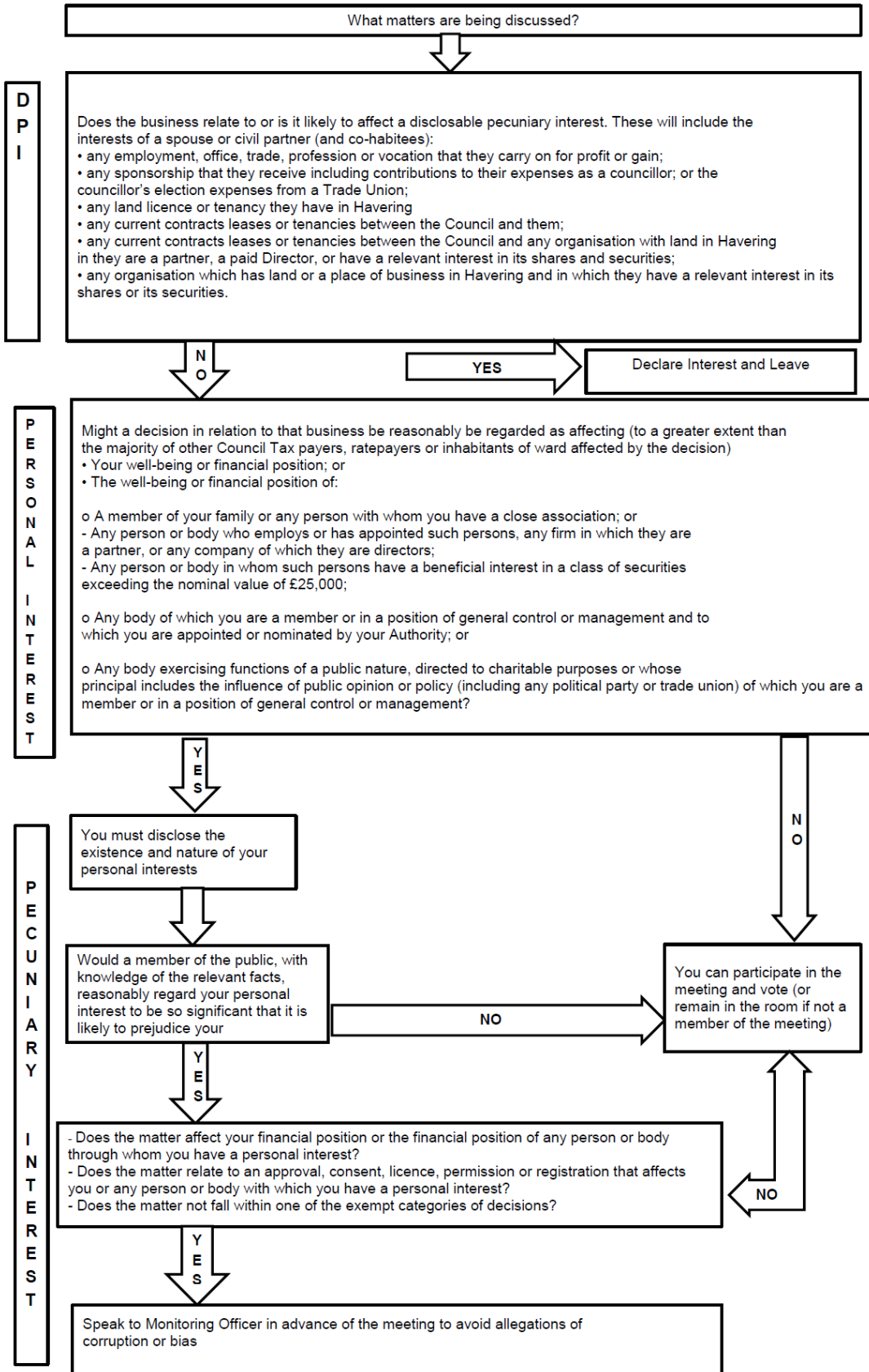
TBC

For information about the meeting please contact:

Anthony Clements tel: 01708 433065

e-mail: 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 - 4)

To approve as a correct record the minutes of the Committee held on 8 March 2022 (attached) and to authorise the Chairman to sign them.

5 APPOINTMENTS TO OTHER ORGANISATIONS 2022/23 (Pages 5 - 20)

Report attached.

Zena Smith
Democratic and Election
Services Manager

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**MINUTES OF A MEETING OF THE
GOVERNANCE COMMITTEE
Town Hall, Main Road, Romford
8 March 2022 (7.30 - 8.23 pm)**

Present:

COUNCILLORS

Conservative Group Robert Benham, Damian White (Vice-Chair),
Viddy Persaud, Ciaran White (Chairman),
John Crowder and Christine Smith

Residents' Group Reg Whitney

**Upminster & Cranham
Residents' Group**

**Independent Residents
Group**

Labour Group

**North Havering
Residents Group** Martin Goode

All decisions were taken with no votes against.

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

1 APOLOGIES FOR ABSENCE & SUBSTITUTE MEMBERS

Apologies were received from Councillors Joshua Chapman (John Crowder substituting) Roger Ramsey (Christine Smith substituting) Ray Morgon (Reg Whitney substituting) Barry Mugglestone, Linda Hawthorn and David Durant.

2 DISCLOSURE OF INTERESTS

Agenda Item 4. APPOINTMENTS TO OTHER ORGANISATIONS 2022/23.
Councillor Damian White, Personal, Formerly a director of Hornchurch Housing Trust.

3 APPOINTMENTS TO OTHER ORGANISATIONS 2022/23

A report asked the Committee to note the new Constitution of the Hornchurch Housing Trust and to agree the appointment of one Trustee to the Trust until February 2026.

It was unanimously **AGREED** that:

The new Constitution of the Hornchurch Housing Trust be noted and that Councillor John Mylod be appointed as a Trustee of the Hornchurch Housing Trust until February 2026.

4 **MEMBER INDUCTION PROGRAMME 2022**

A report gave details of the proposed Member Induction Programme following the May 2022 local elections. This included an additional training offer compared to the 2018 programme.

The Committee made a number of suggestions for additional Member training including on community safety (public protection, licensing, Houses of Multiple Occupation) and more in-depth, workshop style training on finance issues. It was also suggested that Member training should be delivered over a longer period of time and that the Member Development Group should be re-established with representatives from each political group.

Members also felt it was important to maximise the support available from the Local Government Association. Some Members felt a list of contact details for officers would be useful but it was pointed out that issues such as pothole repairs or missed refuse collection should be reported via the Council website or the Members' portal. This would empower Members to resolve more issues themselves. The CRM system would provide this but it was accepted that the system needed to be more user friendly.

It was suggested that weekly training or Member Briefing sessions should be restarted on Tuesdays following the election. Members could be asked to nominate areas to be covered in the briefings. A separate training programme would be required for Cabinet Members, possibly lasting 2-4 weeks following the election. The sessions could be used to give training to Members on how issues such as missed refuse collections etc could be reported on-line.

Current Members had been asked for their views of the existing Member training and it was agreed that it was important that Group Leaders took responsibility for encouraging their Members to attend training. It was clarified that some training was compulsory for e.g. licensing, pensions and planning committees.

It was suggested that a handbook be given to all candidates, detailing the training commitment required. The political parties also offered training that could be accessed by Members. Members were concerned about wellbeing and mental health issues of Councillors and felt that information on this should be included in the Member Handbook. The Leader suggested that

key dates e.g. Remembrance Day and Holocaust Memorial Day should also be listed in the handbook.

It was also suggested that perhaps the limit above which gifts and hospitality needed to be reported should be raised from £25 to £100. Members expressed some confusion about the position with Councillor parking and the Chief Executive would clarify this and arrange for details to be put in the handbook.

It was noted that money saved on printing agendas, the Member courier run etc could increase the budget for Member training. A paper on this could be brought to a future meeting of Governance Committee. Some Members did raise concerns about the stopping of hard copies and felt it was important to get the technology right. It was confirmed that an electronic copy of the Member Handbook would be sent to all Members.

It was **AGREED** that the Member Development Group be restarted and that the comments made by the Committee as outlined above be considered. The report and programme of training sessions was otherwise noted.

Chairman

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GOVERNANCE COMMITTEE 22 June 2022

Subject Heading:

**APPOINTMENTS TO OTHER
ORGANISATIONS, 2022/23**

SLT Lead:

Alison McKane
Deputy Director, Legal Services
01708 438958

Report Author and contact details:

Jacqui Barr
Senior Democratic Services Support
Officer
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

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"/>

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, 2023/2024 (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 the Leader of the Council (5 votes, or his respective nominee in the event he is unable to vote in person). Or alternative arrangements confirmed.

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). Appointments are for the period expiring at the first meeting of this Committee in the municipal year 2023/24 (probably during the last week of May 2023), except where otherwise specifically provided.
- 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 number of appointees required for each organisation is indicated in brackets. **The Committee is asked to review these appointments and agree what changes are to be made.**
- 1.4 Appointments that do not require review or renewal for the present are shown in italics. **The Committee is asked to note these appointments.**

2. 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 Leader of the Council and the Leader of the Opposition were allocated 4 votes and 1 vote each respectively. At the meeting of Governance Committee on 12th August 2020, it was agreed that all 5 votes should be cast by the Leader.
- 2.5 **The Committee is asked to confirm the voting arrangements for the forthcoming year. Please note that the Council's representatives were appointed at Council on May 25th 2022 in order to meet the deadline for notification of delegates to the Assembly.**
- 2.6 **The Committee is asked to ratify this decision for non-executive appointments.**

3. Essex Wildlife Trust (Bedfords Park Management Committee)

- 3.1 The Bedford Park Management Committee has not met for some time and in the event that it should be re-instated, will only require Officer attendance at meetings. Member appointments are therefore no longer required.

4. Havering Local Board (formerly Havering Sixth Form College & Havering College of Further and Higher Education)

- 4.1 At present, former Councillor Sally Miller represents the Council on the Havering Local Board. Mrs Miller was appointed until 2024.
- 4.2 In March 2022, the Clerk to the Corporation wrote to the Council seeking a replacement for Mrs Miller, who had not met the requisite attendance criteria to continue on the Board.
- 4.3 The appointee need not be an elected Member, but could be a local community representative or an Officer. The Local Board has undergone several changes since the merger with New City College. It is now focused building links with the community and working with Havering employers. It aims to provide the best possible experience for its learners and the local area it serves. The Board has

no decision-making powers as these are reserved to the New City College Corporation.

The Board is seeking a representative who has an interest and involvement in the community, ideally in the area around one of the three campuses which are based at: Ardleigh Green, Wingleye Lane and Rainham. For further information, the most recent advert for attracting representation from local employers is included as an appendix.

4.4 Meetings are held between three and four times a year. It is planned that the Autumn meetings will be held at the Sixth Form in Wingleye Lane, Hornchurch, the Spring meetings will be held at Ardleigh Green and the Summer meetings will take place at the Rainham campus.

4.5 The Committee is asked to **appoint** a representative until June 2024.

5. Local Authority Governor Panel

5.1 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.

5.2 On account of the increasing number of Academy Trusts and Federations within the Borough, the demand for Local Authority Governors has become less and the vacancy rate currently stands at four, two of which have an identified candidate awaiting appointment. The current process of reviewing applications, seeking references and convening the Governor Panel is consequently disproportionate to the level of vacancies and demand.

5.3 It is anticipated that the number of Local Authority governors will continue to reduce as more schools obtain academy status. Therefore, it is proposed that the Governor Panel be disbanded. In future, School Governing Bodies will be asked to identify suitable candidates based on the needs of the individual Governing Body and request subsequent Local Authority approval.

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

None

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Am I who you need?!

We are currently looking for employers to join the Havering Colleges Local Board, part of the New City College Group.

If you are interested in helping us develop the relationship between the college and the workplace and help our students gain the skills and experience they need to excel, we'd love to hear from you! It is likely that you will be an employer or decision maker within a medium to large local business or maybe a national business which employs students from the Havering area. You will have experience and knowledge of the local jobs market and have an interest in employing our students or offering apprenticeships and work placements. You might be interested in helping to shape the curriculum because you have an insight into the skills needed for the future.

What is the Havering Local Board?

The Havering Colleges (Havering FE College, including the Rainham Construction Centre, and Havering Sixth Form College) are part of the New City College group. Educational provision includes that for 16-18 year olds (vocational and academic), adult learners, apprentices and HE.

The Colleges have their own Havering Local Board which is an advisory body to the New City College Corporation. The Local Board seeks to improve opportunities to meet the needs of both employers and students in the local area and feeds into the development of the curriculum offer having considered information relating to skills gaps, industry trends and developments and the implications for the future, in line with local, national and regional strategies and priorities. In addition, the Board works with the Local Authority and local schools to ensure provision meets the needs of 16-18 year olds in Havering; reviews stakeholder satisfaction; monitors local marketing; and offers feedback on the development of the Havering campuses.

Tell me about New City College?

New City College began when three east London colleges came together. Mergers with Epping Forest and then Redbridge Colleges followed. In August 2019 both Havering College of Further and Higher Education and Havering Sixth Form College also joined the New City Group making it the fourth largest college group in the UK. Whilst increasing in size and scale, strong local identities in each Borough have been retained and there are wide ranges of courses at each campus aimed at supporting local communities. New City College has a proven track record of curriculum improvement despite an ever more challenging environment.

Who are you looking for?

- The Havering Local Board is looking for Independent Members who can bring enthusiasm and commitment.
- You will be an employer or decision maker in a local business.
- You will be an advocate for young people who are just beginning to make their way in the world of work.
- You do not need to have any Board experience, nor be familiar with the education sector.
- You will be expected to undergo an enhanced DBS check on appointment and to complete certain mandatory training, such as Safeguarding and Equality and Diversity..
- We are keen to attract candidates from diverse backgrounds, reflecting the communities that the Havering Colleges serve.

How much time would I need to commit?

Members attend three meetings per year, one per term. Meetings begin at 5.30 pm and alternate between our two sites in Hornchurch. Each meeting lasts a maximum of 2 hours plus you will need time in advance to read your papers. We occasionally hold a half-day Strategy Session which is normally on a Friday afternoon. In addition, there are training and development opportunities as well as invitations to Havering Colleges events such as Performing Arts productions.

Will I make a difference?

As a volunteer Member of the Board, you will bring your skills, experience and enthusiasm to consider how the curriculum can better meet local need and help develop the links between the Colleges, the community and local business. But most importantly you will contribute to developing the place of post 16 education, academic and vocational, in our society, helping us to make a positive difference to the lives of our students and the local community. Young people are the future and we want them to leave us having had a great education and an unforgettable experience.

What are the benefits for me?

As a Member of the Local Board, you will be part of a dedicated and diverse group of people who really care about post-16 education in the Borough. You will receive training, along with opportunities for development and throughout your time on the Board, you will be fully supported to carry out your role.

Being part of a Board gives you the opportunity to contribute to your local community and it can be helpful for your career too. It gives you the opportunity to make a real difference to people's lives and to develop your strategic leadership skills. You will learn from the other Board Members who have a whole range of skills and experience as well as senior College staff.

What next?

This is an excellent time to join the Local Board as we look to a future changed by COVID-19 where it is going to be harder than ever for our young people to find employment. We want to do everything we can to help them. If you would like to be part of this too, please send an outline of your past and present experience along with a short statement explaining why you would like to join the Board to: Cathy Horne, Head of Governance – Havering, by email at cathy.horne@ncclondon.ac.uk by 5 pm on Friday 29th October.

Interviews will take place on Thursday 11th November and shortlisted candidates will be asked to complete an application form prior to this.

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PPPOINTMENTS RECOMMENDED BY THE COUNCIL TO OTHER ORGANISATIONS, 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	EXECUTIVE MEMBER APPOINTMENTS	
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Capital Letters - 1
CEME (Centre for Engineering & Manufacturing Excellence) - 1

Cabinet Member for Housing
 Director of Regeneration Programme Delivery

East London Waste Authority - 2

East London Waste Authority Board (officer)

Director of Neighbourhoods

London Councils
 (Leaders' Committee)

Representative (1): Leader of the Council – Councillor Ray Morgon
 Deputy: (1) Deputy Leader of the Council –
 (2)

Transport & Environment Committee

Representative (1): Councillor Barry Mugglestone
 Deputies (up to 4):

Appointments to other organisations, 2022/23

Grants Committee

Representative (1): Councillor Ray Morgon

Deputy (up to 4):

Pensions CIV (Sectorial Joint Committee)

Representative (1): Chairman of Pensions Committee –

Deputy (up to 2):

Greater London Employment Forum

Representative (1):

Deputy Representative (1):

Newable (formerly Greater London Enterprise Limited) -1

Leader of the Council –

London Riverside (BID) Ltd - 1

Representative (1):

Thames Gateway Strategic Group - 2

Leader of the Council and Cabinet Member for Environment -

Appointments to other Organisations 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Adoption & Permanency Panel-2		
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 Children’s Trust	Cabinet Member for Education, Children & Families	
Havering Community Safety Partnership – 2	Cabinet Member for Public Protection and Safety – the Chief Executive – Andrew Blake-Herbert	
ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES

Appointments to other Organisations 2022/23

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES
Havering Joint Forum - 6	Leader of the Council – Deputy Leader of the Council – Leader of the Opposition Group –	
<i>Havering Local Board (formerly Havering Sixth Form College & Havering College of Further and Higher Education)- 1</i>	<i>Vacancy (until October 2024)</i>	
Havering Sports Council - 5		
Havering Theatre Trust - 3		
<i>Hornchurch Housing Trust (Nomination Trustees) - 6</i>	<i>Mr John Mylod (until February 2026)</i> <i>Cllr Carol Smith and Mr Melvin Wallace (until February 2023)</i> <i>Mr Roger Evans and Mr Peter Salisbury (until February 2025)</i>	<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
Local Government Association General Assembly - 4	Leader of the Council – Cllr Ray Morgon Cllr Gillian Ford, Cllr Keith Darvill, Cllr Michael White	As appointed by Annual Council on May 25 th 2022
Local Government Information Unit - 1		
London Home & Water Safety Council -1	Cabinet Member for Environment	
London Road Safety Council - 2		
London Youth Games-1		
<i>Lucas Children’s Play Charity Nominative Trustees – 2</i>	Cllr Robert Benham and Cllr Osman Dervish (appointed till November 2023)	Agreed at Governance on 14.11.19
North East London NHS Foundation Trust – 1	Director of Adult Services – Barbara Nicholls	
<i>Poyntz (a.k.a. Richard Poyntry’s) and other charities</i>	Cllr Linda Hawthorn (until March 2024) Mr Ron Ower (until March 2024)	M Ower’s appointment agreed by Governance on 13 January 2021
Relate North East - 2		
Reserve Forces & Cadets Association -1		
Romford Town Management Partnership		
<i>Romford Combined Charity Nominative Trustees – 2</i>	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)	Mr Wallace’s appointment agreed by Governance on 14 November 2019. Cllr Chapman’s appointment agreed by Governance on 13 January 2021
ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non Executive Appointments)	COMMENTS AND NOTES

Appointments to other Organisations 2022/23

Safer Neighbourhood Board	Cabinet Member for Public Protection and Safety –	
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 (<i>until May 2026</i>)		