



# Haverling

LONDON BOROUGH

## GOVERNANCE COMMITTEE AGENDA

7.30 pm

Wednesday  
5 June 2024

Appointments Centre –  
Rooms 10 and 11,  
Town Hall, Main Road,  
Romford

Members 12: Quorum 5

### COUNCILLORS:

#### Conservative Group (3)

Keith Prince  
Timothy Ryan  
Joshua Chapman

#### Labour Group (1)

Keith Darvill  
Vacancy

#### Residents' Association Independent Group (1)

John Tyler

#### Haverling Residents' Group (2)

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

#### East Haverling 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)

***Under the Committee Procedure Rules within the Council's Constitution the Chairman of the meeting may exercise the powers conferred upon the Mayor in relation to the conduct of full Council meetings. As such, should any member of the public interrupt proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room and may adjourn the meeting while this takes place.***

***Excessive noise and talking should also be kept to a minimum whilst the meeting is in progress in order that the scheduled business may proceed as planned.***

### **Protocol for members of the public wishing to report on meetings of the London Borough of Havering**

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

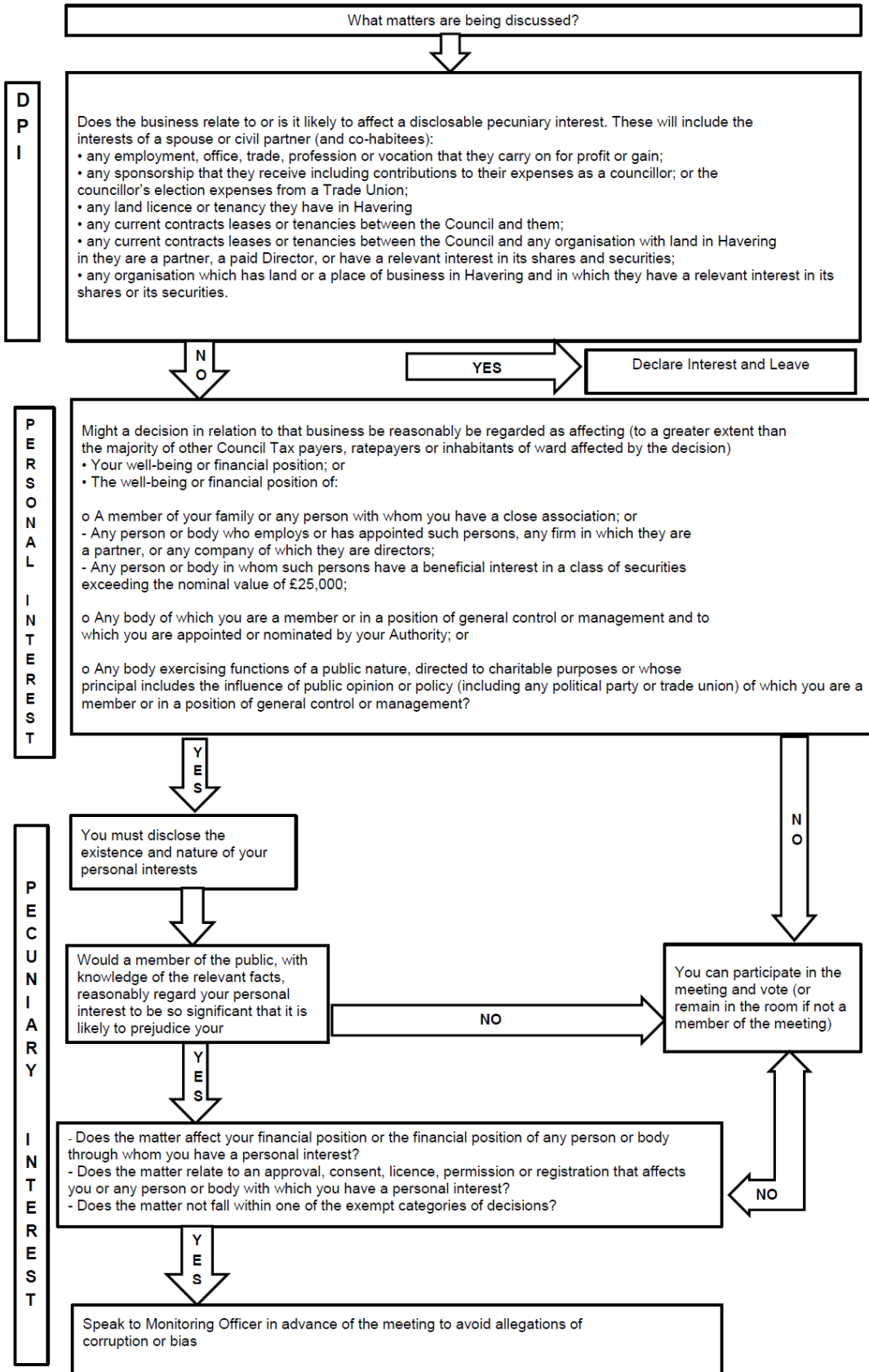
- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

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



## AGENDA ITEMS

### 1 CHAIRMAN'S ANNOUNCEMENTS

The Chairman will advise of arrangements in case of fire or other events that may require the evacuation of the meeting room or building.

### 2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF 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 APPOINTMENTS TO OTHER ORGANISATIONS 2024/25 (Pages 5 - 14)

Report attached.

### 5 MAYORAL HANDBOOK AND PROCEDURES MANUAL (Pages 15 - 44)

Report attached.

### 6 COUNCILLOR COMPLAINTS - ANNUAL UPDATE (Pages 45 - 50)

Report attached.

### 7 CONSTITUTIONAL REVIEW - UPDATE (Pages 51 - 72)

Report attached.

**Zena Smith**  
**Head of Committee and**  
**Election Services**