



# Havering

LONDON BOROUGH

## MEMBER CODE OF CONDUCT ASSESSMENT PANEL AGENDA

<b>11.00 am</b>	<b>Wednesday 29 May 2024</b>	<b>Town Hall, Main Road, Romford (Room EF14)</b>
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Members 12: Quorum 3

### COUNCILLORS:

**Conservative Group  
( 1)**

Nisha Patel

**Havering Residents' Group  
( 1)**

Gerry O'Sullivan

**Labour Group  
( 1)**

Mandy Anderson

**East Havering Residents Group  
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**For information about the meeting please contact:  
Bernadette Lynch tel: 01708 434849  
e-mail: [bernadette.lynch@havering.gov.uk](mailto:bernadette.lynch@havering.gov.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 CHAIR'S ANNOUNCEMENTS**

The Chair 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 EXCLUSION OF THE PUBLIC**

**The Committee resolved to exclude the public from the meeting during discussion of the following item on the grounds that if members of the public were present it was likely that, given the nature of the business to be transacted, that there would be disclosure to them of exempt information within the meaning of paragraph 1 of Schedule 12A to the Local Government Act 1972 which could reveal information relating to an individual.**

### **5 MEMBERS' CODE OF CONDUCT (Pages 5 - 16)**

### **6 ARRANGEMENTS FOR DEALING WITH ALLEGATIONS (Pages 17 - 32)**

### **7 ASSESSMENT OF COMPLAINTS (Pages 33 - 62)**

To consider whether the attached complaints warrants further investigation.

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