

**MINUTES OF A MEETING OF THE  
GOVERNANCE COMMITTEE  
Town Hall, Main Road, Romford  
10 March 2026 (7.00 - 7.51 pm)**

**Present:**

**COUNCILLORS**

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| <b>Conservative Group</b>                       | Nisha Patel and Viddy Persaud  |
| <b>Havering Residents' Group</b>                | Ray Morgon (Chairman), Gillian Ford (Vice-Chair),<br>Reg Whitney, John Crowder and Christine Smith |
| <b>Labour Group</b>                             | Keith Darvill and Patricia Brown   |
| <b>East Havering Residents Group</b>            | Martin Goode   |
| <b>Residents' Association Independent Group</b> | John Tyler   |

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 Barry Mugglestone (John Crowder substituting) Stephanie Nunn (Christine Smith substituting) and Matt Stanton (Pat Brown substituting).

**2 DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

**3 MINUTES**

The minutes of the meeting held on 26 November 2026 were agreed as a correct record and signed by the Chairman.

**4 PROPOSED NEW CONTRACT PROCEDURE RULES 2025**

The Head of Procurement and Contract Management explained that the introduction of new legislation had necessitated some revisions to the Contract Procedure Rules (CPRs).

Delegations now reflected the current thresholds in the Constitution and the use of e-auction processes had been made more discretionary. A more

structured approach had also been introduced for waivers and exceptions which would be easier for officers to follow. New procurement routes had also been added covering areas such as dynamic markets. Processes for care oriented procurement were now included as were clearer definitions of agency workers and consultants.

The Monitoring Officer confirmed that he had reviewed the Contract Procedure Rules and that a further review of contract thresholds may be needed in perhaps six months time. Consultation on the revised CPRs had been undertaken with finance, legal and committee services. Drafts of the document had also been taken to the Constitution Working Party and Theme Board. The Overview and Scrutiny Board was also welcome to scrutinise the CPRs if it wished.

The Council was required by law to ensure ease of access by local firms to the contract bidding process and engagement had been undertaken with the local Business Forum. A toolkit for local small and medium-sized businesses would be developed.

Contracts in excess of £30k would go through the new e-procurement portal which would give greater transparency and value for money. If a contract was worth more than £214k, a legal process would need to be followed with for example a requirement for pre-market testing. Contract management was encouraged by legislation and it was anticipated that management meetings would be included as part of the contract specification. Social value for lower value contracts could be picked up the e-procurement system. Training packages on this would be tailored to Havering.

A Member commented that there was not enough information in the CPRs on embedded leases and s 20 notices. Officers responded that these issues could be picked up by the review group. There would also be a more collaborative approach with the leaseholder team. The Monitoring Officer clarified that contracts could be sealed manually or electronically and that sealed contracts could give a longer enforcement period.

It was **AGREED**:

**That the Contract Procedure Rules 2025 be recommended to Council for adoption in place of the Contract Procedure Rules 2016.**

## 5 **CONSTITUTIONAL REVIEW - VARIOUS PARTS**

The Monitoring Officer advised that an end of year summary of work on the Constitution was due to go to Council next week. This was taken to Council each March as part of a three year project on the Constitution. All changes had gone through the Constitution Working Party and Governance Committee. This process was due to continue into the new municipal year.

Members felt that the Constitution Working Party should continue as it had proved useful in the cycle of reviewing the Constitution.

The Monitoring Officer summarised some of the principal changes being proposed to the Constitution:

- The Access to Information Procedure Rules had been divided into two parts.
- A provision for a staff representative on the Pensions Committee had been introduced.
- The Contract Procedure Rules had been revised.
- More straightforward arrangements for Member Code of Conduct complaints has been introduced.
- Changes to the management structure had been reflected and the Appointments Sub-Committee would now only deal with appointments at a higher level – grade G14 and above.
- The sign-off of Council policies and strategies had been reallocated to Council/Cabinet/Portfolio Holders/Strategic Directors/Heads of Service as appropriate. A list of Council policies could be brought to a future meeting of Governance Committee.

It was **AGREED**:

**That the revised Constitution be submitted to full Council for approval and adoption.**

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**Chairman**