



Havering

LONDON BOROUGH

GOVERNANCE COMMITTEE AGENDA

7.00 pm	Thursday 11 June 2026	Appointments Centre, Rooms 7 and 8, Town Hall, Main Road, Romford
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Members 5: Quorum 3

COUNCILLORS:

**Reform UK Havering Group
(4)**

**George Harwin (Chairman)
Joe Lock (Vice-Chair)
TBC
TBC**

**Havering Aligned Residents'
Associations Group
(1)**

Gillian Ford

**For information about the meeting please contact:
Anthony Clements tel: 01708 433065
e-mail: anthony.clements@havering.gov.uk**

Please would all Members and officers attending ensure they sit in their allocated seats as this will enable correct identification of participants on the meeting webcast.

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:-

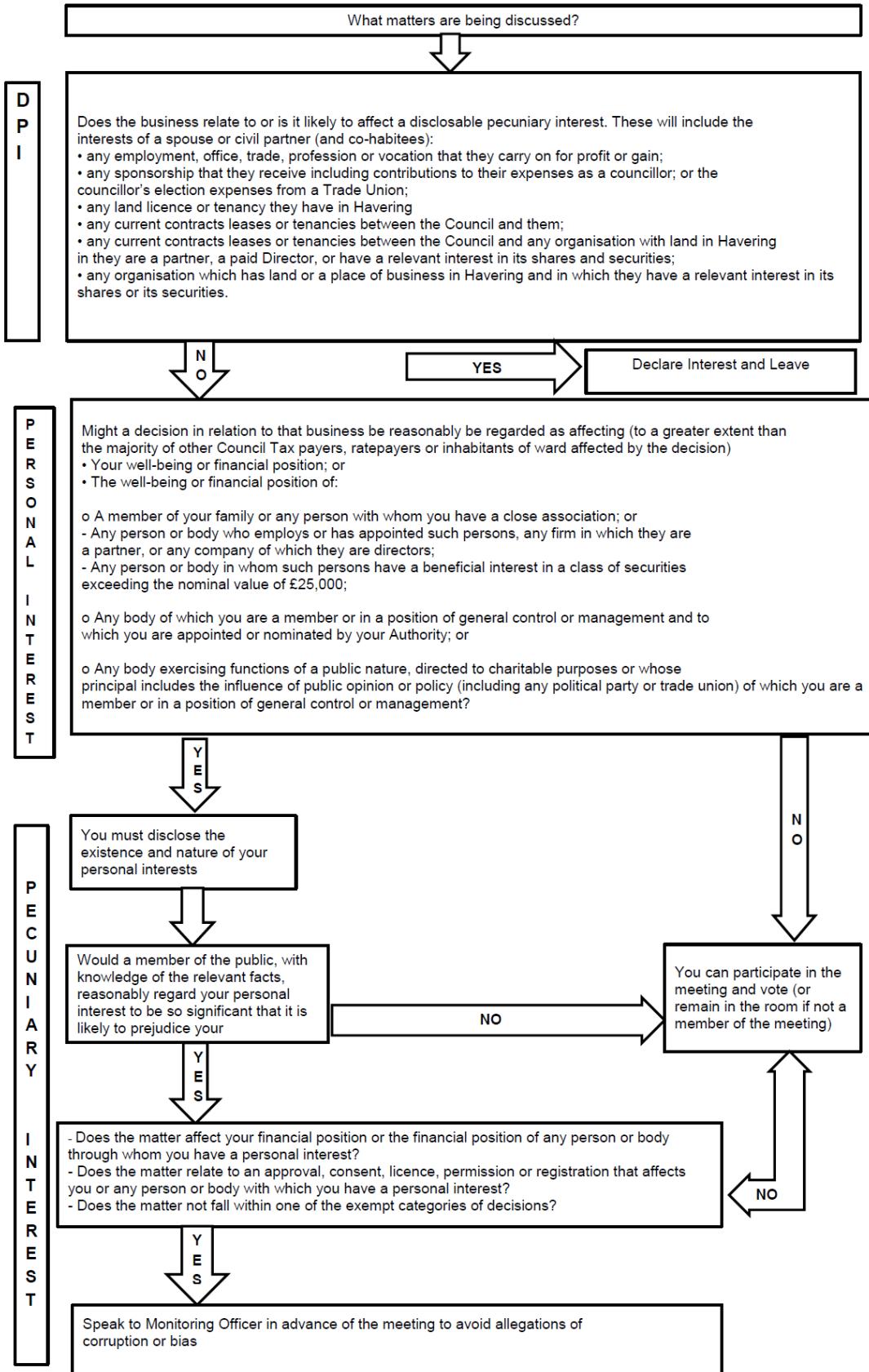
- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing,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



Principles of conduct in public office

In accordance with the provisions of the Localism Act 2011, when acting in the capacity of a Member, they are committed to behaving in a manner that is consistent with the following principles to achieve best value for the Borough's residents and to maintain public confidence in the Council.

SELFLESSNESS: Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

INTEGRITY: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

OBJECTIVITY: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

ACCOUNTABILITY: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

OPENNESS: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

HONESTY: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

LEADERSHIP: Holders of public office should promote and support these principles by leadership and example.

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

Apologies have been received from Councillor Gillian Ford (Councillor Barry Mugglestone substituting).

To receive any other apologies for absence.

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 7 - 10)

To approve as a correct record the minutes of the Committee held on 10 March 2026 (attached) and to authorise the Chairman to sign them.

5 APPOINTMENTS TO OTHER ORGANISATIONS 2026/27 (Pages 11 - 22)

Report and appendices attached.

Zena Smith
Head of Committee and
Election Services

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

Present:

COUNCILLORS

Conservative Group Nisha Patel and Viddy Persaud

Havering Residents' Group Ray Morgon (Chairman), Gillian Ford (Vice-Chair), Reg Whitney, John Crowder and Christine Smith

Labour Group Keith Darvill and Patricia Brown

East Havering Residents Group Martin Goode

Residents' Association Independent Group 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.

Chairman

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GOVERNANCE COMMITTEE

11 June 2026

Subject Heading:

APPOINTMENTS TO OTHER ORGANISATIONS, 2026/27

SLT Lead:

Patricia Narebor
Monitoring Officer
01708 431942

Report Author and contact details:

Jacqui Barr
Governance Officer
jacqui.barr@onesource.co.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

People - Supporting our residents to stay safe and well

Place - A great place to live, work and enjoy

Resources - Enabling a resident-focused and resilient Council X

SUMMARY

The Council makes appointments to a number of other organisations, some statutory, others voluntary.

Since the current governance arrangements came into force in 2002, responsibility for making executive appointments has passed from this Committee to the Leader of the Council, but the Constitution provides that this Committee agrees appointments to non-executive positions.

RECOMMENDATIONS

That:

- 1 (a) The Committee determine appointments to the non-executive organisations referred to in this report for the period until the meeting that deals with appointments for the municipal year, 2027/2028 (or such other period as may be relevant in any specific case).
- 1 (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 authorise 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).

REPORT DETAIL

- 1.1 The Committee is authorised to make all appointments to outside bodies and other organisations, apart from 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 2027/28, except where otherwise specifically provided.
- 1.2 **Appendix 1** Executive appointments. **The Committee is asked to review the appointments and confirm 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 any changes 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 authorise the Chair of the meeting to exercise a proxy vote.

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.

The Committee is asked to ratify the voting arrangements for the forthcoming year.

3. Poyntz and Other Charities

- 3.1 The Poyntz Charity is a local charity, administering benefits for the poor, including two almshouses in North Ockendon. The Council appoints three of the trustees. Trustees can be Councillors, but it is not a requirement of the scheme of appointment.
- 3.2 The Parish Priest of St Mary Magdalene's, North Ockenden is the ex-officio Chair of the trust, but the incumbency is currently vacant and a new vicar has yet to be appointed
- 3.3 In December 2024, the long serving Secretary resigned and moved out of the area. This left only one Committee Member who is in full time employment, with limited time to spare. The Trust has therefore been unable to meet and faces an uncertain future.

The Committee is asked to **NOTE** the position in respect of the Poyntz Charity.

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 instances where membership of an organisation is dependent upon the Council paying a subscription, the subscription will be met from within an appropriate budget provision.

BACKGROUND PAPERS

None

PPPOINTMENTS RECOMMENDED BY THE COUNCIL TO OTHER ORGANISATIONS, 2026/27

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

Strategic Director of Place

East London Waste Authority - 2

Cabinet Member for Public Realm and Cabinet Member for Finance – ***Cllr Martynas Cekavicius*** and ***Cllr Sue Benjamins***

East London Waste Authority Board (Officer)

Director of Environment
Head of Finance

London Councils
(Leaders' Committee)

Representative (1): Leader of the Council – ***Cllr Keith Prince***
Deputy: (1) Deputy Leader of the Council – ***Cllr Sue Benjamins***

Transport & Environment Committee

Representative (1): ***Cllr Alex Sibley***
Deputies (up to 4): ***Cllr Martynas Cekavicius***

Appointments to other organisations, 2024/25

Grants Committee

Representative (1): ***Cllr Sue Benjamins***

Deputy (up to 4): ***Cllr Kevin Gill***

Pensions CIV (Sectorial Joint Committee)

Representative (1): Chairman of Pensions Committee – ***Cllr David Johnson***

Deputy (up to 2): *Vice Chair of Pensions Committee* – ***Cllr Graham Edwards***

Greater London Employment Forum

Representative (1): ***Cllr Keith Prince***

Deputy Representative (1): ***Cllr Sue Benjamins***

Local London Inter Authority

Representative: Leader of the Council – ***Cllr Keith Prince***

Deputy: Deputy Leader of the Council – ***Cllr Sue Benjamins***

*Agreed by
Executive Decision
on 04/05/2023*

Newable (formerly Greater London Enterprise Limited) -1

Cllr Robert Whitton

London Riverside (BID) Ltd

Representative (1): Cabinet Member for Regeneration – ***Cllr Robert Whitton***

Thames Freeport Governance Board

Leader of the Council – ***Cllr Keith Prince***

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Appointments to other Organisations 2026/27

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non-Executive Appointments)	COMMENTS AND NOTES
Adoption & Permanency Panel-2	Cabinet Member for Children – Cllr Kevin Gill and Vacancy	
Children’s Executive Board	Cabinet Member for Children – Cllr Kevin Gill	
Coopers Company & Coborn Educational Foundation -1	Cllr Christopher Wilkins	Current Representative
Havering Chamber of Commerce and Industry	Vacancy	
Havering Community Safety Partnership – 2	Cabinet Member for Planning & Public Protection – Cllr Terry Brown & the Chief Executive – Andrew Blake-Herbert	
Havering Joint Forum - 6	Leader of the Council – Cllr Ray Morgon Deputy Leader of the Council – Cllr Sue Benjamins Leader of the Opposition Group – Cllr Gillian Ford Cllr Martin Goode Cllr Matt Stanton	
Havering Theatre Trust - 2	Cllr Trevor McKeever Vacancy	Current Representative

Appointments to other Organisations 2026/27

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non-Executive Appointments)	COMMENTS AND NOTES
<i>Hornchurch Housing Trust (Nomination Trustees) - 1</i>	Ms Carol Smith (sine dies)	
Local Government Association General Assembly - 4	Leader of the Council – Cllr Keith Prince Councillor Sue Benjamins Councillor Gillian Ford Vacancy	
Local Government Information Unit - 1	Leader of the Council- Cllr Keith Prince	
London Road Safety Council - 2	Cabinet Member for Highways – Cllr Alex Sibley Vacancy	
London Youth Games-1	Cabinet Member for Adults & Health – Cllr Graham Day	
<i>Lucas Children’s Play Charity Nominative Trustees – 2</i>	Vacancy Councillor Matthew Stanton (until June 2028)	Current Representative
NELFT NHS Council of Governors	Councillor Julie Wilkes (until July 2026)	Current Representative
North East London NHS Foundation Trust – 1	Strategic Director of People – Barbara Nicholls	
Poyntz (a.k.a. Richard Poyntry’s) and other charities	1 ex-officio 2 Vacancies Representative Trustees (until March 2028)	

Appointments to other Organisations 2026/27

ORGANISATION AND NUMBER OF APPOINTEES	MEMBER APPOINTED (Non-Executive Appointments)	COMMENTS AND NOTES
Reserve Forces & Cadets Association -1	Champion for the Armed Forces	
Romford Town Management Partnership	Cabinet Member for Regeneration- Cllr Robert Whitton	
<i>Romford Combined Charity</i> <u>Nominative Trustees</u> – 2	Mrs Wendy Brice Thompson and Mrs Jane Keane (until 3.11.26) Mr Melvin Wallace (until 3.11.27) Mrs Viddy Persaud (until 3.11.28)	Current representatives- need not be Councillors
Safer Neighbourhood Board	Cabinet Member for Planning & Public Protection – Cllr Terry Brown	
Standing Advisory Council for Religious Education (SACRE) - 5	Vacancy Vacancy Vacancy Vacancy Vacancy	
Tenant Management Organisations - 3	Ward Councillors BETRA (Gooshays) – Vacancy	

Appointments to other Organisations 2026/27

	DELTA (Squirrels Heath)-- Vacancy PETRA (St Andrews') – Vacancy	
Wennington Quarry Community Liaison Committee- 1	Vacancy	