


<p style="text-align: center;">Non-Executive Report of the:</p> <p style="text-align: center;"><b>Housing Scrutiny Sub-Committee</b></p> <p style="text-align: center;">12<sup>th</sup> July 2017</p>	 <p style="text-align: center;"><b>TOWER HAMLETS</b></p>
<p><b>Report of:</b> Matthew Mannion, Committee Services Manager</p>	<p><b>Classification:</b> Unrestricted</p>
<p><b>HOUSING SCRUTINY SUB-COMMITTEE TERMS OF REFERENCE, QUORUM, MEMBERSHIP AND DATES OF MEETINGS</b></p>	

<b>Originating Officer(s)</b>	Farhana Zia Democratic Services
<b>Wards affected</b>	All wards

**1. SUMMARY**

- 1.1 This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the Housing Scrutiny Sub-Committee for the Municipal Year 2017/18 for the information of members of the Committee.

**2. RECOMMENDATION**

- 2.1 That the Housing Scrutiny Sub-Committee agrees to note its Terms of Reference, Quorum, Membership and Dates of future meetings as set out in Appendices 1, 2 and 3 to this report.

**3. REASONS FOR THE DECISIONS**

- 3.1 This report is for the information of the Committee and no specific decisions are required.

**4. ALTERNATIVE OPTIONS**

- 4.1 Not applicable to reports for noting.

**5. DETAILS OF THE REPORT**

- 5.1 At the Annual General Meeting of the full Council held on 17<sup>th</sup> May 2017 the Authority approved the review of proportionality, establishment of the Committees and Panels of the Council and appointment of Members thereto.

- 5.2 At the first meeting of the Overview and Scrutiny Committee held on 21<sup>st</sup> June 2017 the Committee noted the proportionality and establishment of the Housing Scrutiny Sub-Committee and approved the appointment of co-opted members thereto.
- 5.3 It is traditional that following the Annual General Meeting of the Council at the start of the Municipal Year, at which various committees are established, that those committees note their Terms of Reference, Quorum and Membership for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 5.4 The Committee's meetings for the remainder of the year, as agreed at the Annual General Meeting of the Council on 17<sup>th</sup> May 2017 as set out in Appendix 3 to this report.
- 5.5 In accordance with the programme of meetings for principal meetings, meetings are scheduled to take place at 6.30pm, except where the meeting falls within the month of Ramadan which will be at 5.30 pm.

## **6. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 6.1 Matters brought before the Committee under its terms of reference during the year will include comments on the financial implications of decisions provided by the Chief Finance Officer. There are no specific comments arising from the recommendations in this report.

## **7. LEGAL COMMENTS**

- 7.1 The terms of reference provided for the Panel to note are in line with Section 3.3.6 in Part 3 of the Council's Constitution.

## **8. ONE TOWER HAMLETS CONSIDERATIONS**

- 8.1 When drawing up the schedule of dates, consideration was given to avoiding schools holiday dates and known dates of religious holidays and other important dates where at all possible.

## **9. BEST VALUE (BV) IMPLICATIONS**

- 9.1 There are no specific Best Value implications arising from this noting report.

## **10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

- 10.1 There are no specific sustainability implications arising from this noting report.

## **11. RISK MANAGEMENT IMPLICATIONS**

11.1 There are no specific risk management implications arising from this noting report.

## **12. CRIME AND DISORDER REDUCTION IMPLICATIONS**

12.1 There are no specific crime and disorder implications arising from this report.

### **Linked Reports, Appendices and Background Documents**

#### **Linked Report**

- None

## **13. APPENDICES**

Appendix 1 – Housing Scrutiny Sub-Committee Terms of Reference

Appendix 2 – Appointments to Committee

Appendix 3 – Dates of Meeting

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#### **Officer contact details for documents:**

If not supplied  
Name and telephone number of holder

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