

# General Purposes Committee



Thursday, 23 February 2023 at 6.30 p.m.

Committee Room - Tower Hamlets Town Hall, 160

Whitechapel Road, London E1 1BJ

## Tabled papers – Work Plan 22/23

This meeting is open to the public to attend.

### Further Information

For further information including Membership of this body and public information see the main agenda.

#### Contact for further enquiries:

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**General Purposes Committee**

**Thursday, 23 February 2023**

**6.30 p.m.**

**PAGE  
NUMBER(S)**

**3. WORK PLAN**

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To review the Committee's work plan for the current municipal year.



# **GENERAL PURPOSES COMMITTEE WORK PLAN and ACTION LIST 2022/23**

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Agenda Item 3

|                  |  |
|------------------|--|
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GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23

## ACTIONS LIST

| Action number | Title   | Action Owner    | Originating Meeting/Item | Due Date / Comment  |
|---------------|---|-----------------|--------------------------|---|
| 1.            | Proposals to monitor effectiveness of the Council's representatives on outside bodies | Matthew Mannion | January 2022             | This matter is subject to discussion. A report will be brought forward at the appropriate time  |
| 2.            | A summary review of all BAME Governors appointed within Tower Hamlets.                | Farhad Ahmed    |                          | <b>On the agenda for this meeting.</b>  |
| 3.            | Review on Polling Stations  | Robert Curtis   |                          | <b>Complete</b>   |
| 4.            | Restructures and compulsory redundancies – role of GPC                                | TBC             | October 2022             | This matter is subject to discussion. A report will be brought forward at the appropriate time. |
| 5.            | Propose options for a constitution working group                                      | Matthew Mannion | October 2022             | <b>On the agenda for this meeting.</b>  |
| 6.            | To receive an update on the Constitution  | Matthew Mannion | NA                       | Reports to be brought to the Committee as and when changes are proposed.                        |
| 7.            | Special Severance Payments  | Musrat Zaman    | NA                       | Reports on special severance payments will be presented to full Council as and when needed.     |

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**N.B. once concluded** - actions should remain on the list marked 'complete' for the remainder of the municipal year.

**GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23**

| <b>21 JUNE 2022</b>   |  |  |                             |
|---|--|--|-----------------------------|
| <b>REPORT TITLE</b>   | <b>BRIEF SUMMARY</b>   | <b>LEAD OFFICER</b>  | <b>OTHER CTTEE MEETINGS</b> |
| 1. Local Authority Governor Applications                    | To endorse nominations for appointments to Local Authority Schools | Farhad Ahmed<br>Head of Governance<br>Information and Traded<br>Services |                             |
| 2. Constitution Update                                      | To receive an update on the Constitution                           | Matthew Mannion<br>Head of Democratic Services                           |                             |
| 3. Employee Relations Casework Policy Annual Report (21/22) | An update on the Employee Relations Casework Policy Annual Report  | Musrat Zaman<br>Director of Workforce, OD<br>and Business Support        |                             |
| 4. Post-Election Report – Thursday 5 May 2022               | To receive an update following the Elections 2022.                 | Robert Curtis, Head of<br>Elections                                      |                             |

**GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23**

**13 OCTOBER 2022**

| <b>REPORT TITLE</b>  | <b>BRIEF SUMMARY</b>   | <b>LEAD OFFICER</b>   | <b>OTHER CTTEE MEETINGS</b> |
|--|--|---|-----------------------------|
| 1. Local Authority Governor Applications                   | To endorse nominations for appointments to Local Authority Schools   | Farhad Ahmed,<br>Head of School Governance,<br>Information and Traded<br>Services |                             |
| 2. Composition of Appeals Panels                           | To review Tower Hamlets Employment Appeals process                   | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |
| 3. Employee Relations Casework and Policy Quarterly Review | An update on the Employee Relations Casework Policy Quarterly Report | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |
| 4. Special Severance Payments Recommendations              | An update on the Special Severance Payments                          | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |
| 5. Update on Senior Recruitment                            | An update on Tower Hamlet Senior Recruitment                         | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |

**GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23**

| <b>15 DECEMBER 2022</b>                                    |  |   |                             |
|--|--|---|-----------------------------|
| <b>REPORT TITLE</b>  | <b>BRIEF SUMMARY</b>   | <b>LEAD OFFICER</b>   | <b>OTHER CTTEE MEETINGS</b> |
| 1. Local Authority Governor Applications                   | To endorse nominations for appointments to Local Authority Schools   | Farhad Ahmed,<br>Head of School Governance,<br>Information and Traded<br>Services |                             |
| 2. Employee Relations Casework and Policy Quarterly Review | An update on the Employee Relations Casework Policy Quarterly Report | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |
| 3. Constitution Update                                     | To review the Constitution   | Matthew Mannion,<br>Head of Democratic Services                                   |                             |
| 4. Review on Polling Stations                              | To review the Tower Hamlets Polling Station process                  | Robert Curtis,<br>Head of Electoral Services                                      |                             |
| 5. Update on senior recruitment                            | To note recruitment activity for senior officer posts.               | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |

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**GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23**

| <b>23 FEBRUARY 2023</b>                                    |  |   |                             |
|--|--|---|-----------------------------|
| <b>REPORT TITLE</b>  | <b>BRIEF SUMMARY</b>   | <b>LEAD OFFICER</b>   | <b>OTHER CTTEE MEETINGS</b> |
| 1. Local Authority Governor Applications                   | To endorse nominations for appointments to Local Authority Schools   | Farhad Ahmed,<br>Head of Governance<br>Information and Traded<br>Services         |                             |
| 2. Governors BAME Summary                                  | A summary review of BAME Governors appointed within Tower Hamlets.   | Farhad Ahmed,<br>Head of School Governance,<br>Information and Traded<br>Services |                             |
| 3. Update on senior recruitment                            | To note recruitment activity for senior officer posts.               | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |
| 4. Employee Relations Casework and Policy Quarterly Review | An update on the Employee Relations Casework Policy Quarterly Report | Musrat Zaman,<br>Director of Workforce, OD<br>and Business Support                |                             |