

General Purposes Committee

Agenda

**Tuesday, 21 June 2022 at 6.30 p.m.
Committee Room One - Town Hall, Mulberry
Place, 5 Clove Crescent, London, E14 2BG**

Chair: Councillor Saif Uddin Khaled

Vice Chair: To be appointed.

Members:

Councillor Kabir Ahmed, Councillor Musthak Ahmed, Councillor Asma Begum, Councillor Maisha Begum, Councillor Abu Chowdhury, Councillor James King, Councillor Maium Talukdar and Councillor Abdal Ullah

Substitutes: Councillor Gulam Kibria Choudhury, Councillor Mufeedah Bustin, Councillor Sirajul Islam, Councillor Amin Rahman and Councillor Asma Islam

[The quorum for this body is 3 voting Members]

Contact for further enquiries:

Justina Bridgeman, Democratic Services,

Justina.bridgeman@towerhamlets.gov.uk

020 7364 4120

1st Floor, Town Hall, Mulberry Place, 5 Clove Crescent, E14 2BG

<http://www.towerhamlets.gov.uk/committee>



Public Information

Viewing or Participating in Committee Meetings

The meeting will be broadcast live on the Council's website. A link to the website is detailed below. The press and public are encouraged to watch this meeting on line.

Please note: Whilst the meeting is open to the public, the public seating in the meeting room for observers may be limited due to health and safety measures. You are advised to contact the Democratic Services Officer to reserve a place.

Meeting Webcast

The meeting is being webcast for viewing through the Council's webcast system.

<http://towerhamlets.public-i.tv/core/portal/home>

Electronic agendas reports and minutes.

Copies of agendas, reports and minutes for council meetings can also be found on our website from day of publication.

To access this, click www.towerhamlets.gov.uk/committee and search for the relevant committee and meeting date.

Agendas are available on the Modern.Gov, Windows, iPad and Android apps



Scan this QR code to view the electronic agenda



A Guide to General Purposes Committee

This Committee is responsible for a range of non executive functions, including electoral matters, personnel issues and appeals. It also has responsibility for considering and making recommendations to Full Council on the introduction, amendment or revocation of new byelaws and can consider and make non-material changes to the Council's Constitution

Public Engagement

Meetings of the committee are open to the public to attend, and a timetable for meeting dates and deadlines can be found on the council's website.

London Borough of Tower Hamlets

General Purposes Committee

Tuesday, 21 June 2022

6.30 p.m.

APOLOGIES FOR ABSENCE

1. ELECTION OF VICE-CHAIR

To receive nominations for vice-chair.

2. DECLARATIONS OF INTERESTS (PAGES 7 - 8)

Members are reminded to consider the categories of interest in the Code of Conduct for Members to determine whether they have an interest in any agenda item and any action they should take. For further details, please see the attached note from the Monitoring Officer.

Members are reminded to declare the nature of the interest and the agenda item it relates to. Please note that ultimately it's the Members' responsibility to declare any interests and to update their register of interest form as required by the Code.

If in doubt as to the nature of your interest, you are advised to seek advice prior to the meeting by contacting the Monitoring Officer or Democratic Services

3. MINUTES (PAGES 9 - 16)

To agree the unrestricted minutes of the General Purposes Committee meeting held on 22 March and 25 May 2022.

4. WORK PLAN (PAGES 17 - 20)

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

5. REPORTS FOR CONSIDERATION

5.1 Local Authority Governor Applications June 2022 (Pages 21 - 26)



5 .2 Post Election Report - Thursday 5th May 2022

TO FOLLOW.

5 .3 Annual report on employee relations casework and policies (Pages 27 - 32)

5 .4 Constitution Update Report (Pages 33 - 68)

6. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

7. EXCLUSION OF THE PRESS AND PUBLIC

In view of the contents of the remaining items on the agenda the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government Act, 1972.”

EXEMPT SECTION (Pink Papers)

The exempt committee papers in the agenda will contain information, which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting, please hand them to the Committee Officer present.

8. RESTRICTED REPORTS FOR CONSIDERATION

8 .1 Local Authority Governor Applications - June 2022 - Restricted Appendices (Pages 69 - 82)

8 .2 Forthcoming Restructures - Staffing Implications

TO FOLLOW

Next Meeting of the General Purposes Committee

Thursday, 13 October 2022 at 6.30 p.m. to be held in Committee Room One - Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG



This page is intentionally left blank

Agenda Item 2

DECLARATIONS OF INTERESTS AT MEETINGS– NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Code of Conduct for Members at Part C, Section 31 of the Council's Constitution

(i) Disclosable Pecuniary Interests (DPI)

You have a DPI in any item of business on the agenda where it relates to the categories listed in **Appendix A** to this guidance. Please note that a DPI includes: (i) Your own relevant interests; (ii) Those of your spouse or civil partner; (iii) A person with whom the Member is living as husband/wife/civil partners. Other individuals, e.g. Children, siblings and flatmates do not need to be considered. Failure to disclose or register a DPI (within 28 days) is a criminal offence.

Members with a DPI, (unless granted a dispensation) must not seek to improperly influence the decision, must declare the nature of the interest and leave the meeting room (including the public gallery) during the consideration and decision on the item – unless exercising their right to address the Committee.

DPI Dispensations and Sensitive Interests. In certain circumstances, Members may make a request to the Monitoring Officer for a dispensation or for an interest to be treated as sensitive.

(ii) Non - DPI Interests that the Council has decided should be registered – (Non - DPIs)

You will have 'Non DPI Interest' in any item on the agenda, where it relates to (i) the offer of gifts or hospitality, (with an estimated value of at least £25) (ii) Council Appointments or nominations to bodies (iii) Membership of any body exercising a function of a public nature, a charitable purpose or aimed at influencing public opinion.

Members must declare the nature of the interest, but may stay in the meeting room and participate in the consideration of the matter and vote on it **unless:**

- A reasonable person would think that your interest is so significant that it would be likely to impair your judgement of the public interest. **If so, you must withdraw and take no part in the consideration or discussion of the matter.**

(iii) Declarations of Interests not included in the Register of Members' Interest.

Occasions may arise where a matter under consideration would, or would be likely to, **affect the wellbeing of you, your family, or close associate(s) more than it would anyone else living in the local area** but which is not required to be included in the Register of Members' Interests. In such matters, Members must consider the information set out in paragraph (ii) above regarding Non DPI - interests and apply the test, set out in this paragraph.

Guidance on Predetermination and Bias

Member's attention is drawn to the guidance on predetermination and bias, particularly the need to consider the merits of the case with an open mind, as set out in the Planning and Licensing Codes of Conduct, (Part C, Section 34 and 35 of the Constitution). For further advice on the possibility of bias or predetermination, you are advised to seek advice prior to the meeting.

Section 106 of the Local Government Finance Act, 1992 - Declarations which restrict Members in Council Tax arrears, for at least a two months from voting

In such circumstances the member may not vote on any reports and motions with respect to the matter.

Further Advice contact: Janet Fasan, Monitoring Officer, Tel: 0207 364 4800.

APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to the Member's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

22/03/2022

LONDON BOROUGH OF TOWER HAMLETS
MINUTES OF THE GENERAL PURPOSES COMMITTEE
HELD AT 6.00 P.M. ON THURSDAY, 22 MARCH 2022

**COMMITTEE ROOM ONE – TOWN HALL, MULBERRY PLACE, 5 CLOVE
CRESCENT, LONDON E14 2BG**

Members Present in Attendance:

Councillor Helal Uddin (Chair)

Councillor Danny Hassell (Vice-Chair)

Councillor Peter Golds

Councillor Tarik Khan

Councillor Zenith Rahman

Members in Attendance Virtually:

Councillor Amina Ali

Councillor Denise Jones

Officers Present in Person

Janet Fasan – (Director, Legal – Monitoring Officer)

Matthew Mannion – (Head of Democratic Services, Governance)

Simmi Yesmin – (Democratic Services Officer, Committees, Governance)

Justina Bridgeman – (Democratic Services Officer, Committees)

Officers in Attendance Virtually:

Farhad Ahmed – (Head of Governance Information and Traded Services)

Keith Stanger – (Head of Safer Neighbourhood Operations)

Barry Scales – (Project Lead Community Safety Transformation)

Pat Chen – (Head of HR)

Apologies

Councillor Asma Islam

Councillor Motin Uz-Zaman

22/03/2022

1 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of disclosable pecuniary interests.

2 MINUTES OF THE PREVIOUS MEETING(S)

The minutes of the General Purposes Committee meeting held on 10 January 2022 were approved as a correct record of proceedings.

3. WORK PLAN

The Committee reviewed the work plan for the current municipal year. Simmi Yesmin, Democratic Services Officer, noted that the Work Plan 2022/23 will be submitted at the next General Purposes Committee to be held on 21 June 2022 which was the first meeting of the municipal year.

At the invitation of The Chair Terry McGreenera, local resident, addressed a series of complaints. Officers informed the resident that matters raised were not in the remit of the Committee however, they would alert officers from Housing services all concerns.

RESOLVED

1. That the General Purposes Work Plan be noted.

4. REPORTS FOR CONSIDERATION**4.1 Local Authority Governor Applications**

Farhad Ahmed, Head of Governance Information and Traded Services, introduced the report which detailed two recommended Governors to be appointed to Tower Hamlets maintained primary schools. Farhad noted that a great deal of work to recruit BAME Governors has been undertaken, and of the last six appointments, half have been BAME Governors.

The Committee AGREED the recommendations submitted and requested a summary to review all BAME Governors appointed within Tower Hamlets at the next Committee meeting.

RESOLVED

22/03/2022

1. That the recommended Governor applications be approved.
2. A summary on all BAME Governors be submitted at the next General Purposes Committee meeting.

4.2 Use of Fixed Penalty Notices for Breaches of Byelaws and Setting of Penalties. Sections 15-18 London Local Authorities Act (LLA) 2004 – Facilitated Through London Councils’ Transport and Environment Committee (TEC)

Keith Stanger, Head of Safer Neighbourhood Operations, introduced the Committee to the amended summary report, following comments made on 10 January 2022 meeting where Officers sought legal clarification and was noted for the following:

- The 2013 byelaws relate to all Tower Hamlets parks and open spaces, regardless of any name changes to that section of land which existed at the time. A new proposal will have to be submitted for any new locations going forward.
- Applications to enforcement changes for all byelaws is recommended. Decisions on specific localities can then be determined.

The Committee AGREED the recommendation for the proposal.

RESOLVED

1. That the proposal to authorise the submission for consideration by the London Councils Transport and Environment Committee to authorise the use of Fixed Penalty Notices for Byelaws within Tower Hamlets to set penalty fees be approved.
2. That the report be noted.

4.3 Localism Act 2011 – Pay Policy Statement 2022/23

Pat Chen, Head of HR, introduced the report on behalf of Musrat Zaman, Director, Workforce, OD and Business Support. The report requires approval to adopt and publish the pay policy statement for 2022/23.

The policy sets out authorised council staff payments and includes both the pay structure and ratio levels for 2020/21 (1:13.65) and 2021/22 (1:11.45). Details will be updated in April 2022 to reflect the changes for 2022/23. The report also includes redundancy agreements and an amendment to post titles authorising entry level salaries above the spinal column from Director of Workforce, OD and Business Support to Head of HR/Senior HR Business Partners. This change is included in the Constitution Update report noted in item 4.5 of the agenda.

22/03/2022

The Committee AGREED the recommendation to adopt the pay policy statement 2022/23 with specified amendments.

RESOLVED

1. That the Pay Policy Statement 2022/23 be recommended for adoption by Full Council on 25 May 2022.
2. The Chief Executive, following consultation with the Director of Workforce, OD and Business Support, Chair of the GP Committee and Monitoring Officer, be delegated to make any minor changes to the 2022/23 pay policy statement.

4.4 Update on Senior Recruitment- March 2022

Pat Chen introduced the Committee to the following Senior Management updates:

- Corporate Director of Resources (Section 151 Officer). Interim arrangements are currently in place and adverts are scheduled for publication in April 2022. Interviews are scheduled to commence in June 2022.
- Director of Commissioning and Culture. Interviews are scheduled to commence in June 2022, as the current Director will stay until August 2022.

It was noted that there are no financial implications on recruitment to Tower Hamlets Council and the Committee AGREED to the report.

RESOLVED

1. That the report be noted.

4.5 Member Induction Plan 2022

Matthew Mannion, Head of Democratic Services, introduced the Committee to the amended report, following comments at the 10 January 2022 meeting. It was noted that the induction programme was extensive and subject to adjustment in terms of timelines.

Following questions from Members, Mr. Mannion explained that:

- IT training will be made available to Members during their first week of induction, which will include hybrid meeting tools. Most of the Member Seminar and Training programmes will permit physical and remote access to allow Member to attend as many events as possible. However, Members are expected to attend Committee formal meetings in person.

22/03/2022

- Member Seminars do not provide formal qualifications, however; Members will have access to the Learning Hub, which does give certification for completed courses. Mr. Mannion will look further into accredited qualifications and provide information to the Committee at a future meeting.
- As regulations have been amended, Members are no longer permitted to join the Council pensions scheme.

The Committee AGREED to the Members Induction Plan 2022.

RESOLVED

1. That the Members Induction Plan 2022 be approved.
2. That the report be noted.

4.6 Constitution Updates

(The numbers in brackets below relate to the paragraphs in the report submitted to the Committee)

Matthew Mannion introduced the report, which requires noting and/ or approval to a number of amendments to the Constitution, primarily:

- The addition of the Chief Executive's Office within the Council structure (3.5).
- Amendments to the Executive Scheme of Delegation (3.6)
- Additions and amendments to the Health and Wellbeing Board Terms of Reference (3.9), which have been signed off by the forementioned Board.
- London Housing Consortium exit from the Joint Committee (3.11)
- The addition of the new Code of Conduct, agreed by Council on the 17 November 2021 to the Constitution for May 2022.
- The tabled change to the Corporate Operating Procedures in relation to the proposed that a potential review of the Constitution to the General Purposes Committee Work Plan as a further recommendation.

The Committee thanked Mr Mannion for his good work and ensuring the Constitution was looked at in depth and AGREED to the recommendations outlined in the Constitution updates.

RESOLVED

1. That the amendments to the Constitution be approved.
2. That the report be noted.

22/03/2022

5. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

As this was the last General Purposes Committee meeting of the year, the Committee commended the Chair and Vice Chair who will both be standing down. Thanks was also given to the officers for all the good quality of work undertaken throughout the year supporting the Committee. In turn, The Chair thanked the Committee for the solidarity, cooperation and guidance during the past years.

6. EXCLUSION OF THE PRESS AND PUBLIC

No resolution to exclude the press and public was passed at this meeting.

7. ANY OTHER EXEMPT / CONFIDENTIAL BUSINESS THAT THE CHAIR CONSIDERS URGENT

The exempt appendices related to the school Governor appointments were noted.

The meeting ended at 18.35pm

Chair, Councillor Helal Uddin
General Purposes Committee

LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE GENERAL PURPOSES COMMITTEE

HELD AT 8.37 P.M. ON WEDNESDAY, 25 MAY 2022

**COUNCIL CHAMBER - TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,
LONDON, E14 2BG**

Members Present in Person:

Councillor Shafi Ahmed (Administrative Chair)
Councillor Musthak Ahmed
Councillor Kabir Ahmed
Councillor Abu Chowdhury
Councillor Saif Uddin Khaled
Councillor Maium Talukdar
Councillor Abdal Ullah
Councillor Maisha Begum
Councillor Asma Begum

Apologies:

Councillor James King

Officers Present in Person:

Janet Fasan (Director of Legal & Monitoring Officer)
Matthew Mannion (Head of Democratic Services, Governance)
Justina Bridgeman Democratic Services Officer (Committee)

1. DECLARATIONS OF INTERESTS

None were declared.

2. REPORTS FOR CONSIDERATION

2.1 General Purposes Committee, Terms of Reference 2022/23

Resolved:

1. Terms of reference, quorum, membership and dates of future meetings as set out in Appendices 1, 2 and 3 to this report be noted.

2.2 Establishment of Appointments Sub-Committee

Resolved:

1. Terms of reference for Appointments Sub-Committees for the remainder of the municipal year 2022/23 as set out at paragraph 4.1 of this report have been agreed.
2. The arrangements for nominating Councillors to serve on an Appointments Sub-Committee be as set out at paragraph 4.2 of this report and the Director, Workforce, OD & Business Support (or their respective nominee) be authorised and dates of Appointments Sub-Committee meetings and the membership of the Sub-Committee for each appointment that is required in accordance with nominations from the opposition group leader and the Mayor have been agreed.
3. The process for appointment to Chief Officer and Deputy Chief Officer Page 19 Agenda Item 2.2 posts as set out at section 5 b are noted.

3. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

Nil items.

The meeting ended at 8.39 p.m.

Chair, Councillor Shafi Ahmed
General Purposes Committee



GENERAL PURPOSES COMMITTEE WORK PLAN and ACTION LIST 2022/23

Contact Officer:	Justina Bridgeman Democratic Services
Email:	justina.bridgeman@towerhamlets.gov.uk
Telephone:	020 7364 3932
Website:	www.towerhamlets.gov.uk/committee

ACTIONS LIST

Action number	Title	Action Owner	Originating Meeting/Item	Due Date / Comment
1.	To report back on the work that is being undertaken on the outside bodies where Members are representing the Council	Matthew Mannion	GPC 10/01//22	
2.	A summary review of all BAME Governors appointed within Tower Hamlets.	Farhad Ahmed,	A summary review of all BAME Governors appointed within Tower Hamlets.	Farhad requested this item be moved to the GPC meeting scheduled for 13.10.22

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

GENERAL PURPOSES COMMITTEE WORK PLAN 202/23

21 JUNE 2022			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Local Authority Governor Applications	To endorse nominations for appointments to Local Authority Schools	Farhad Ahmed Head of Governance Information and Traded Services	
2. Constitution Update	To receive an update on the Constitution	Matthew Mannion Head of Democratic Services	
3. Forthcoming Restructures	To report on any forthcoming restructures	Musrat Zaman Director of HR & Workplace Development	
4. Employee Relations Casework Policy Annual Report (21/22)	An update on the Employee Relations Casework Policy Annual Report	Musrat Zaman Director of HR & Workplace Development	
5. Post-Election Report – Thursday 5 May 2022	To receive an update following the Elections 2022.	Robert Curtis, Head of Elections	

Non-Executive Report of the: General Purposes Committee 21 st June 2022	
Report of James Thomas, Corporate Director (Children's Services)	Classification: [Unrestricted or Exempt]
Local Authority Governor Application	

Originating Officer(s)	Farhad Ahmed
Wards affected	All wards

Executive Summary

This report sets out for Members details of applicants who have applied to be nominated as the local authority governor at Tower Hamlets maintained schools.

Recommendations:

The General Purposes Committee is recommended to:

1. Consider the applications and agree to nominate the applicants to the positions that are available for local authority governors at maintained schools in Tower Hamlets.

1. REASONS FOR THE DECISIONS

- 1.1 The School Governance (Constitution) (England) Regulations 2012 set out the process for the appointment of local authority governors to maintained schools. The Regulations allow for the local authority to nominate a person to fill the position of local authority governor. It is for the governing body to appoint that person if the governing body considers the person meets any eligibility criteria that it has set.
- 1.2 The governor nominations in this report are to fill the current LA governor vacancies

2. ALTERNATIVE OPTIONS

- 2.1 To improve the efficiency for appointing local authority governors to school vacancies, the General Purposes Committee at a meeting held on Wednesday 15 February 2006 made the decision to delegate authority to the Corporate Director (Children, Schools & Families) to appoint and revoke the appointment of local authority governors, except where there was a dispute about an appointment or there was more than one applicant for a post in

which case the Committee would decide the appointment.

2.2 At a meeting on 29 November 2011, the Council resolved to amend the constitution and the terms of reference of the General Purposes Committee were amended. The committee is now responsible for the appointment and revocation of local authority school governors.

2.3 As this is a function of the local authority there is no alternative option.

3. DETAILS OF THE REPORT

3.1 Applications to be nominated as the Local Authority governor to 3 schools are attached as Appendices to this report in the restricted area of the agenda.

3.2 APPLICATIONS

New Appointments

- a) The Chair and Headteacher of St Elizabeth Primary School are in support of the appointment of David O'Milegan. David O'Milegan's application is enclosed at **Appendix 1.**
- b) The Chair and Headteacher of St Annes & Guardians Angels Primary School are in support of the appointment of Jonathan Zephir. Jonathan Zephir's application is enclosed at **Appendix 2.**
- c) The Chair and Headteacher of Stepney Park Primary School are in support of the appointment of Linda Ewers. Linda Ewers's application is enclosed at **Appendix 3.**

Re – Appointments

- d) The Chair and Headteacher of Bigland Green Primary School are in support of the re-appointment of Dennis Twomey. Dennis Twomey's application is enclosed at **Appendix 4.**
- e) The Chair and Headteacher of Old Palace Primary School are in support of the re-appointment of Natalie Davis. Natalie Davis's application is enclosed at **Appendix 5.**
- f) The Chair and Headteacher of Phoenix Special School are in support of the re-appointment of Pip Pinhorn. Pip Pinhorn's application is enclosed at **Appendix 6.**

4. EQUALITIES IMPLICATIONS

- 4.1 Local Authority Governors are drawn from all sectors of the community. There is a mechanism in place to ensure, as far as possible, that the composition of governing bodies reflects the makeup of the school and wider community.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.

- 5.2 There are no further specific statutory implications arising from the report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 There are no financial implications arising from the recommendations in this report.

7. COMMENTS OF LEGAL SERVICES

- 7.1 *Section 19 of the Education Act 2002 requires each maintained school to have a governing body, which is a body corporate constituted in accordance with the Regulations. Each maintained school is required to have an instrument of government, which specifies the membership of the governing body. Regulations require a governing body to include person appointed as a local authority governor and for a number of associated matters.*

- 7.2 *The 2012 Regulations detail the composition of the governing body and the appointment of governors, including local authority governors. The 2012 Regulations provide that there can be only one local authority nominated governor. A local authority governor is a person who is nominated by the local authority and is appointed by the governing body after being satisfied that the person meets any eligibility criteria set by the governing body. It is for the governing body to decide whether the Local Authority nominee has the skills to contribute to the effective governance and success of the school and meets any eligibility criteria they have set. If the governing body has set eligibility criteria, then these should be notified at the meeting, so the Committee can consider them before making a nomination.*

7.3 *Schedule 4 to the 2012 Regulations set out the circumstances in which a person is qualified or disqualified from holding or continuing in office as a governor, details of which are as follows –*

- *A person who is a registered pupil at a school is disqualified from holding office as a governor of the school.*
- *A person must be aged 18 or over at the date of appointment to be qualified to be a governor.*
- *A person cannot hold more than one governor post at the same school at the same time.*
- *A governor who fails to attend meetings for six months without the consent of the governing body becomes disqualified from continuing to hold office.*
- *A person is disqualified from holding or continuing in office if: (1) his or her estate is sequestered (under bankruptcy) or the person is subject to a bankruptcy restrictions order or an interim order; (2) he or she is, broadly speaking, disqualified from being a company director; (3) he or she has been removed from office as trustee of a charity; (4) he or she has a criminal conviction of a specified kind within a specified time period; (5) he or she is subject to a specified prohibition or restriction on employment, such as being barred from ‘regulated activity’ relating to children under the Safeguarding of Vulnerable Groups Act 2006; or (6) he or she refuses to apply for a criminal records certificate when requested to do so by the clerk to the governing body.*
- *A person is disqualified from appointment as a local authority governor if he or she is eligible to be a staff governor.*

7.4 *Once appointed, a governor will hold office for a fixed period of four years from the date of appointment, except in a limited number of circumstances. This does not prevent a governor from being elected for a further term. A governor may resign, be removed or be disqualified from holding office in the circumstances specified in the relevant Regulations.*

7.5 *In determining whether to appoint an authority governor, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don’t. The Committee will wish to be satisfied that the process of selection is fair, open and consistent with furtherance of these equality objectives.*

7.6 *The Council’s Constitution gives the General Purposes Committee responsibility for appointment of local authority school governors.*

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendices 1 – 4 [EXEMPT] LA Governor Application Forms

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- NONE

Officer contact details for documents:

Farhad Ahmed

This page is intentionally left blank

Cover Report to: GENERAL PURPOSES COMMITTEE 21 June 2022	 TOWER HAMLETS
Report of: Musrat Zaman, Director of Workforce, OD and Business Support Services	Classification: Unrestricted
Annual report on Employee Relations casework and policy	

Originating Officer(s)	Pat Chen, Head of HR
Wards affected	None

1. EXECUTIVE SUMMARY

- 1.1. The attached report is to update GPC on the level and management of employee relations casework within the Council, highlighting progress made.
- 1.2. Previously, reports were produced on a quarterly basis. It was agreed by GPC in January 2022 that future reports would be and brought to GPC annually for information. This report is for the period April 2021 –March 2022.

2. RECOMMENDATIONS:

- 2.1. The General Purposes Committee is recommended to:
 1. Note the report.

This page is intentionally left blank

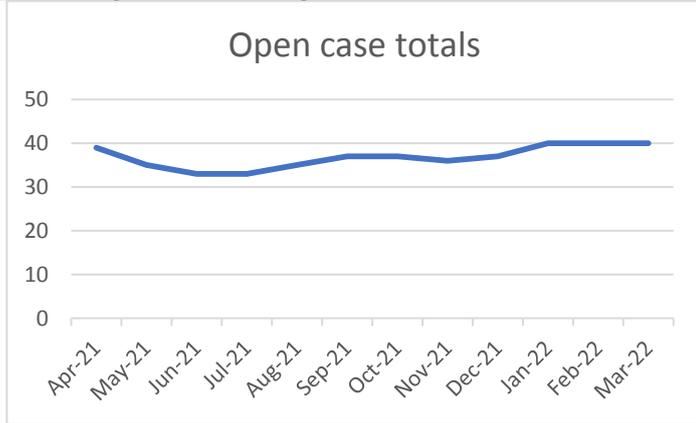
Employee Relations Annual Report on Casework and Policies

1 April 2022 to 31 March 2022



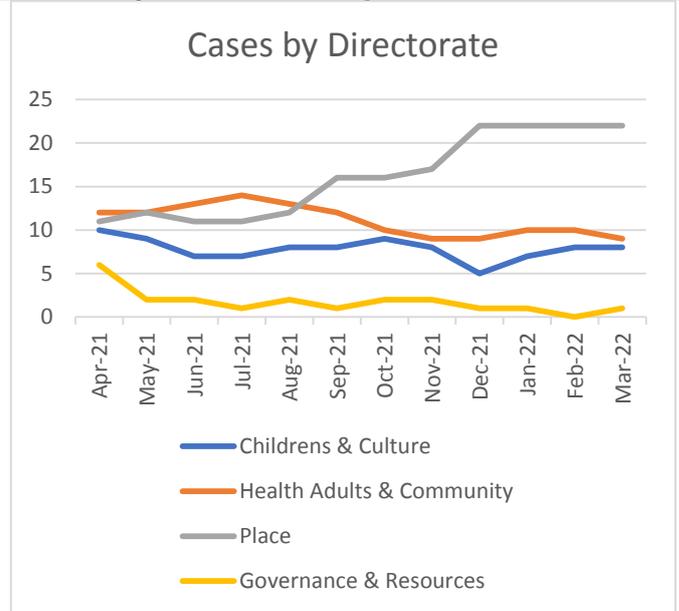
ER Casework Dashboard

Total open cases Apr 21 to Mar 22:



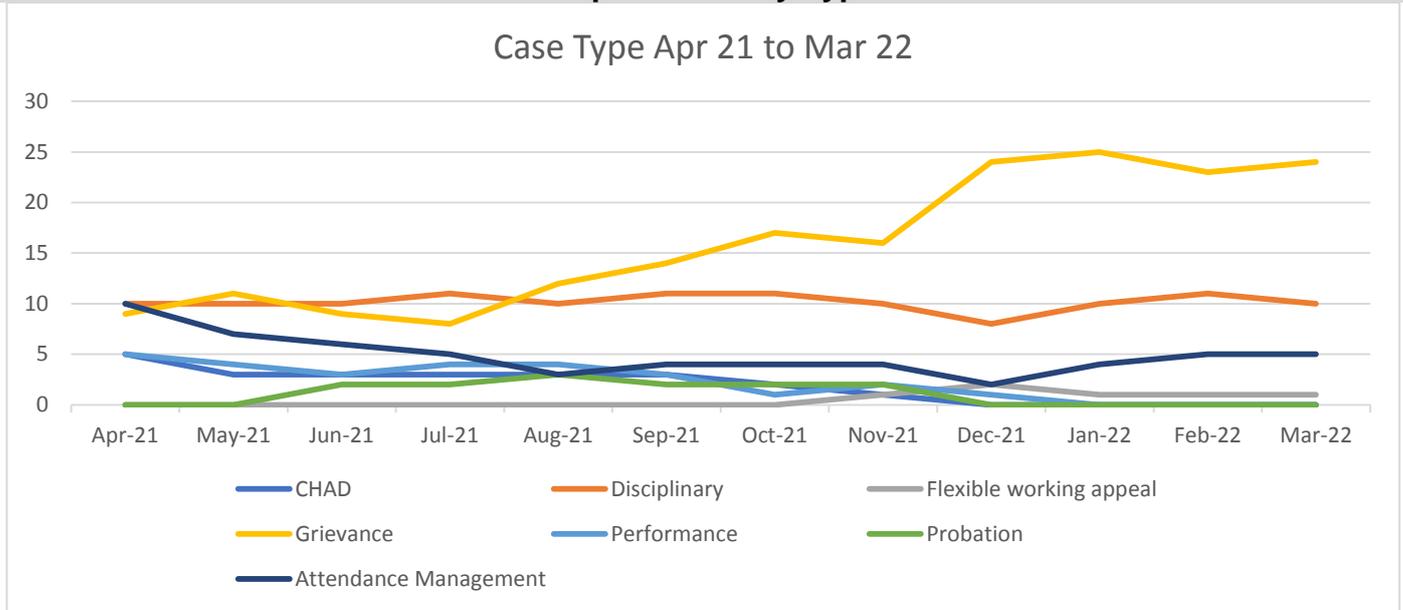
For 2021 to 2022 the total number of cases has been fairly constant and is at 40 cases as of 31 Mar 2022.

Cases by Directorate Apr 21 to Mar 22:



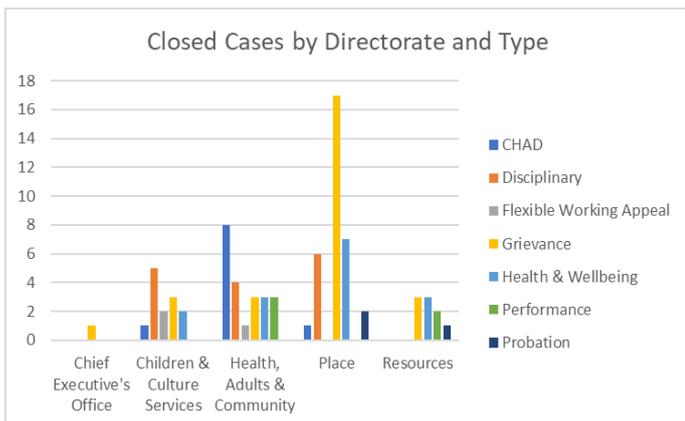
Over the year cases in Place have grown above others

Open cases by Type:



Grievances are the highest of case types

Cases (closed) by Type and Directorate Apr 21 to Mar 22:



Closed Case Type	Number of Cases
Grievance	27
Disciplinary	15
Health & Wellbeing	15
CHAD	10
Performance	5
Flexible Working Appeal	3
Probation	3
Grand Total	78

Summary of Annual Casework Data (1 April 2021 to 31 March 2022):

- Case numbers have remained steady over the year, with 40 open cases at 31 March 2022. This is a vast improvement on the numbers for the previous year which had more than 90+ open cases.
- There has been a steady increase in grievances. A new mediation service has been established to address the number of grievances raised by staff, offering an alternative route to resolve disputes swiftly and effectively. The service has been launched following extensive training of 12 staff, who are now nationally certified to practice.
- Consistently over this period, the greatest number of cases continue to be in the three largest Directorates. Whilst overall numbers of cases in Health, Adults & Community and Children & Culture have reduced during the 12-month period, the number of open cases in Place has doubled. This can partly be accounted for by a collective complaint involving a group of staff in this Directorate.
- Overall, the team has closed 78 cases in the year.
- 65 new cases were opened in the year, which included 38 Grievances, 13 disciplinaries, 9 health and Wellbeing stage 3 cases.
- Looking at key outcomes data: for grievances, 18 were upheld or partially upheld and 8 not upheld; for disciplinaries, 3 involved dismissal and 7 involved some form of written warning; for health and wellbeing stage 3 meetings, 4 involved dismissal and 5 involved ill health retirement.
- Equalities data is gathered on individual staff members, the line managers of staff and the managers who decide about a case. This information helps us to assess if cases are managed fairly and consistently and to address any areas of concern.
- There were 19 open Employment Tribunal cases at the end of the year.

Policy Development

- HR are currently working closely with Communications and the trade unions to better position all HR related policies on the Bridge, making them easier to find in one place.
- Over the past 12 months we have revised and updated or introduced new policies and guidance for Attendance Management, Discipline, Grievance, Domestic Abuse, Menopause, Mediation, Parental Bereavement Leave, Support for Parents with Premature or Sick Babies, Gifts and Hospitality.
- Consultations have now taken place on a new Recruitment & Selection Policy, a Secondment Policy, a Guide to Ill Health Retirement, and a revised Probation Policy.
- Consultation for redrafted guides on Death in Service, Organisational Change and Redeployment, and a new Smarter Working Policy will start shortly.
- We have introduced bite-size e-learning courses that cover the essential skills and knowledge that managers need to understand and be compliant when using our policies. We also provide longer, interactive sessions where needed.

This page is intentionally left blank

Non-Executive Report of the: General Purposes Committee Tuesday, 21 June 2022	 TOWER HAMLETS
Report of: Janet Fasan, Director of Legal and Monitoring Officer	Classification: Open (Unrestricted)
Constitution Update Report	

Originating Officer(s)	Matthew Mannion, Head of Democratic Services
Wards affected	(All Wards);

Executive Summary

Following the Annual Meeting of Council signing off the current Constitution on 25 May 2022, day-to-day oversight of the document returns to the General Purposes Committee.

This update report asks the Committee to note its role as monitor of the Constitution, consider whether it wishes to undertake any reviews of sections (or the whole) constitution and asks it to note a few minor additions/amendments.

Recommendations:

The General Purposes Committee is recommended to:

1. Note its role as general overseer of the Council’s Constitution.
2. Confirm whether it wishes to undertake reviews of any sections of the document.
3. Note the changes set out in Paragraph’s 3.12 to 3.14 of the report.
4. Agree the changes set out in Paragraph’s 3.15 to 3.17 of the report.

1. REASONS FOR THE DECISIONS

- 1.1 The General Purposes Committee has day-to-day oversight of the Council’s Constitution and is responsible for ensuring it is up to date and effective.

2. ALTERNATIVE OPTIONS

- 2.1 The report offers the Committee the opportunity to consider a review of any parts of the Constitution it wishes.

3. DETAILS OF THE REPORT

History of the current version of the Council's Constitution.

- 3.1 The Council has had a Constitution since that requirement was introduced with the Leader and Cabinet model in the year 2000. However, the current format can be traced to two recent reviews.
- 3.2 The Council procedure rules were reviewed and significantly updated in 2017 to better manage meetings of Council and its Committees. The remainder of the Constitution was thoroughly reviewed by the Committee in 2018-2019 leading to the new style of document with four Parts (A-D). Consisting of:
 - Part A – Summary and Explanations
 - Part B – Responsibility for Functions and Decision Making Procedures
 - Part C – Codes and Protocols
 - Part D – Supplementary Documents
- 3.3 Since that review, the General Purposes Committee has taken ownership of overseeing the Constitution, receiving regular reports suggesting necessary changes and amendments.
- 3.4 The Committee has the delegated authority to agree most changes but very significant changes would be forwarded to Council for its approval. Examples of such changes include the new Member Code of Conduct and also the Member Allowances Scheme which is presented to Council each year.
- 3.5 Oversight of the Constitution is one of the Committee's most important roles as the efficient and effective operation of the Council's decision-making arrangements is key to ensure to Council can act with appropriate speed and transparency and take sound decisions.

Constitution Review

- 3.6 Since the last full review of the Constitution took place in 2018 it is appropriate for the Committee to consider whether it wishes to undertake another full review or a review of any particular part of the document(s).
- 3.7 No particularly problematic sections have been identified recently beyond minor amendments which continue to be made but this does not mean that a full review may not be useful.
- 3.8 Equally, if the Committee decided on only a partial review the following are examples of areas of work that could be explored:
 - Whether more clearly splitting the Constitution into Executive and Non-Executive halves would be useful.
 - A look at Council and Committee procedure rules.

- Whether Part A captures all necessary information to perform its role as an Introduction.
- Are the delegations set out for Part D documents appropriate and should all documents listed in Part D be in the Constitution?

3.9 Alternatively, the Committee could decide to bring Parts/Sections to the Committee over a period of time to allow them to consider them formally.

Minor Amendments and Updates

3.10 As set out above, the regular Constitution reports will generally include a few factual changes and other minor amendments for the Committee to note or agree.

3.11 The changes are split into two groups. The first group will be changes that can formally be agreed by others, for example, the Monitoring Officer has authority to approve purely factual changes. The second group will be changes that require agreement from the Committee.

Changes to note

3.12 Overview and Scrutiny Procedure Rules – these are being amended to reflect the new job title of the Director, Strategy, Improvement and Transformation. As a factual change this can be agreed by the Monitoring Officer and the Committee are asked to note the change.

3.13 Scheme of Delegation - The Corporate Director, Place has agreed some changes to delegations in respect of decisions delegated under Planning and Building Control. There is also one new delegation in respect of Planning Obligations. Corporate Directors have the authority to agree changes to their own schemes and the Committee are asked to note this change. The changes are set out in Appendix 2 to this report.

3.14 Officer decision consultation – At the Annual Meeting of Council, the Mayor in his Executive Scheme of Delegation, set out a change to the requirements around officer decisions. He set out that officer decisions between £250,000 and £1 Million must be consulted with the Mayor before the decision was taken. Currently Part A Section 3 (How Decisions are Made) states that the decision must be consulted with the Lead Member. This should be changed to match the Executive Scheme of Delegation. As a factual change the Monitoring Officer has authority to make the change and the Committee are asked to note it. The full Executive Scheme of Delegation presented at the Annual Meeting will also be added to the Constitution.

Changes to agree

3.15 Officer Code of Conduct – The Director of Workforce, OD and Business Support has requested a small change to the Office Code of Conduct to reflect a change that has been made to the staff gifts and hospitality policy. This is to try and avoid situations where refusing to accept a gift could cause

offence or distress e.g. such as a small gift offered by someone leaving care. The request is to replace the first paragraph below with the second paragraph. This change is for the Committee's agreement.

Current paragraph:

There may be occasions where refusal of personal hospitality or a small token gift (e.g. at Christmas or another notable religious occasion) would clearly cause offence or be impracticable for cost or other reasons. The dividing line between what is and what is not acceptable is not a clear one and you should always exercise extreme caution. If you are considering acceptance, you should discuss the matter with your line manager before doing so and seek approval from your director or in their absence your chief officer.

New paragraph:

There may be occasions where refusal of personal hospitality or a small token gift would clearly cause offence or distress if it was refused. The dividing line between what is and what is not acceptable is not a clear one and you should always exercise extreme caution and inform your line manager if it is accepted. This does not need to be recorded in the Gifts and Hospitality Register.

- 3.16 Pensions Committee Terms of Reference – The Pensions Committee have agreed some minor amendments to their Terms of Reference. General Purposes Committee is asked to agree to add them to the version in the Constitution. These are set out in Appendix 1.
- 3.17 Audit Committee Terms of Reference – The Audit Committee have also agreed minor amendments to their Terms of Reference these are also presented for agreement to add to the Constitution. These are set out in Appendix 3.

4. EQUALITIES IMPLICATIONS

- 4.1 None specific to this report.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.
 - Data Protection / Privacy Impact Assessment.

5.2 None specific to this report although a effective Constitution supports the Council's ability to manage all the above statutory implications.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 There are no direct financial implications arising from this report.

7. COMMENTS OF LEGAL SERVICES

7.1 [Section 9P of the Local Government Act 2000 (as amended) requires the Council to prepare and keep up to date a constitution.

7.2 Under the Council's Constitution, the General Purposes Committee has delegated power to make the amendments referred to in this report.

7.3 _____

Linked Reports, Appendices and Background Documents

Linked Report

- None.

Appendices

- Appendix 1 – Pensions Committee Terms of Reference
- Appendix 2 – Place Scheme of Delegation Amendments
- Appendix 3 – Audit Committee Terms of Reference

Local Government Act, 1972 Section 100D (As amended)

List of "Background Papers" used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- None.

Officer contact details for documents:

N/A

This page is intentionally left blank

Pensions Committee

<p>Summary Description To consider pension matters and meet the obligations and the duties of the Council under the Superannuation Act 1972 and the various statutory requirements in respect of investment matters.</p>	
<p>Membership 7 Councillors, 1 representative of the Admitted Bodies and 1 Trade Union representative. The Admitted Body and Trade Union representatives will be non-voting members of the Committee.</p> <p>Declaration of Interests: Members of the Pensions Committee including co-opted members, are required to declare any interests that they have in relation to the Pension Fund or items on the agenda at the commencement of the meeting</p>	
<p>Functions</p>	<p>Delegation of Functions</p>
<ol style="list-style-type: none"> 1. To act as Trustees of the Council’s Pension Fund, consider pension matters and meet the obligations and the duties of the Council under the Superannuation Act 1972, the Public Service Pensions Act 2013, and the various pensions’ legislation. 2. To make arrangements for the appointment of and to appoint suitably qualified pension fund administrators, actuaries, advisers, investment managers and global custodians and periodically to review those arrangements. 3. To formulate and publish an Investment Strategy Statement. 4. To set the overall strategic objectives for the Pension Fund, having taken appropriate expert advice, and to develop a medium-term plan to deliver the objectives. 5. To determine the strategic asset allocation policy, the mandates to be given to the investment managers and the performance measures to be set for them. 6. To make arrangements for the triennial actuarial valuation, to monitor liabilities and to undertake 	<p>None</p>

<p>any asset/liability and other relevant studies as required.</p> <ol style="list-style-type: none"> 7. To monitor the performance and effectiveness of the investment managers and their compliance with the Investment Strategy Statement. 8. To set an annual budget for the operation of the Pension Fund and to monitor income and expenditure against budget. 9. To receive and approve an Annual Report and accounts on the activities of the Fund prior to publication. 10. To make arrangements to keep members of the Pension Fund informed of performance and developments relating to the Pension Fund on an annual basis. 11. To keep the terms of reference under review. 12. To determine all matters relating to admission body issues. 13. To review the Pension Fund's policy and strategy documents on a regular basis and review performance against the Fund's objectives within the business plan including stakeholder communications. 14. To maintain an overview of pensions training for Members. 15. To ensure compliance with the LGPS Regulations, Codes of Practice or guidance issued by the Pensions Regulator and the National Scheme advisory Board as they apply to pension benefits and the payment of pensions and their day to day administration and to be responsible for any policy decisions relating to the administration of the scheme. 16. Selection, appointment and termination of external Additional Voluntary Contribution (AVC) providers and reviewing performance. 17. Approve policy on environmental, social and governance considerations, responsible 	
---	--

<p>investment and on the exercise of share voting rights.</p> <p>18. To review the risks inherent in the management of the Pension Fund.</p> <p>19. To consider any recommendations made or views expressed by the London Borough of Tower Hamlets Pensions Board.</p> <p>20. In relation to pooled asset arrangements under the London Collective Investment Vehicle (LCIV) Shareholder Committee:</p> <ul style="list-style-type: none"> • Undertaking the role of Shareholder in relation to the Shareholder agreement relating to LCIV • Functions relating to the LCIV including receiving and considering reports and recommendations from the London CIV Share holder Committee. • Ensuring that appropriate measures are in place to monitor and report on the ongoing costs of investment pooling and performance of LCIV. • Determining what the administering authority requires the pool to provide to enable it to execute its local investment strategy effectively. • Undertaking the role of Client in relation to the Service Level Agreement 	
<p>Quorum: 3 Members of the Committee</p>	
<p>Meetings: At least four times a year in the ordinary course of business and additional meetings may be arranged as required to facilitate work. Work for the year will be agreed with the Committee to include dedicated training sessions for Committee members.</p>	
<p>Additional Information:</p> <ul style="list-style-type: none"> • Constitution Part D, Section 53 (Pensions Committee Meeting Procedure Rules) 	

This page is intentionally left blank

PLACE DIRECTORATE

PLANNING AND BUILDING CONTROL DIVISION

OFFICER SCHEME OF DELEGATION

This Scheme of Delegation is made pursuant to Sections 23 to 25 of the Council's Constitution.

Corporate Directors may delegate decisions or functions for which they are responsible to one or more officers within their directorate provided that they maintain a Directorate Officer Scheme of Delegation which is notified to the Monitoring Officer and published in Part D of this Constitution in due course.

I hereby delegate the decisions or functions set out in this scheme of delegation to be carried out by the holders of the named posts, subject to the general principles and limitations set out in Section 23 of the Council's Constitution.

This scheme of officer delegation applies to all decisions made before or after the date hereof.

Ann Sutcliffe
Corporate Director – Place



18 May 2022

Date:

.....

1. Town Planning

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other (including any limitations)
1(a)	<p>Development Plans</p> <p>Functions relating to development plans (Part 2 of the Town and Country Planning Act 1990) except:</p> <ul style="list-style-type: none"> where approval by Cabinet is needed for a Supplementary Planning Document, the Local Development Scheme, the Statement of Community Involvement or the Annual Monitoring Report; or where approval by Council is needed for a Development Plan Document. 	Place	<p>Planning & Building Control</p> <p>Deputy Divisional Director (in-DD absence)</p>	Strategic Planning Manager	<p>Plan Making Team Leader</p> <p>Place Shaping Team Leader</p>
1(b)	<p>Development Management</p> <p>Functions relating to Control over Development pursuant to Part 3 of the Town and Country Planning Act 1990 including authority to adopt Environmental Impact Assessment Screening and Scoping Opinions</p> <p>Except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning & Building Control</p> <p>Deputy Divisional Director (in-DD absence)</p>	Development Manager Management	<p>Area Planning Managers</p> <p>Planning Compliance Manager (1) (<i>see Conditions key below</i>)</p> <p>Team Leaders DM (1)</p> <p>Principal Planning Officers DM (2)</p> <p>EIA Officer (5)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(c)	<p>Enforcement and Compliance</p> <p>All functions relating to planning control and enforcement</p> <p>Part 7 of the Town and Country Planning Act 1990</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Principal Planning Compliance Officer (3)</p>
1(d)	<p>Lawful Development Certificates</p> <p>Functions relating to the determination and granting of lawful development certificates</p> <p>Part 7 of the Town and Country Planning Act 1990 as amended</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Principal Planning Officer DM (2)</p> <p>Principal Planning Compliance Officer (3)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(e)	<p>Advertisements, trees and land adversely affecting amenity</p> <p>Functions relating to special planning controls.</p> <p>Part 8 of the Town and Country Planning Act 1990.</p> <p>e.g. trees, amenity land and advertisements</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Strategic Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM (1)</p> <p>Principal Planning Officer DM (2)</p> <p>Principal Planning Compliance Officer</p> <p>Place Making Team Leader (for matters relating to trees)</p>
1(f)	<p>Highways and Planning</p> <p>Functions relating to highways and planning (Part 10 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(g)	<p>Statutory Undertakers</p> <p>Functions relating to statutory undertakers and planning (Part 11 of the Town and Country Planning Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(h)	<p>Crown Land</p> <p>Functions relating to Crown land and planning (Part 13 of the Town and Country Planning Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(i)	<p>Financial Provisions</p> <p>Functions relating to financial provisions for planning (Part 14 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Divisional Support</p>	<p>Area Planning Manager</p> <p>Planning & Building Control Support Team Leader</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(j)	<p>Miscellaneous planning provisions</p> <p>Functions relating to miscellaneous and general planning provisions (e.g. rights of entry) (Part 15 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p>
1(k)	<p>Listed Buildings</p> <p>Functions relating to listed buildings (Part 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Strategic Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>
1(l)	<p>Conservation Areas</p> <p>Powers relating to conservation areas (Part 2 of the Planning (Listed Buildings and Conservation Areas) Act 1990) except:</p> <ul style="list-style-type: none"> the designation of a conservation area by Cabinet; or where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference. 	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Strategic Planning</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(m)	<p>Listed buildings and conservation areas - general</p> <p>Functions relating to general matters relating to listed buildings and conservation areas (eg Crown land and rights of entry) (Part 3 of the Planning (Listed Buildings and Conservation Areas) Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD-absence)</p>	<p>Development Manager Management</p> <p>Strategic Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>
1(n)	<p>Control over hazardous substances</p> <p>Functions relating to controls over hazardous substances (Planning (Hazardous Substances) Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD-absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(o)	<p>Other bodies or planning authorities</p> <p>Planning related matters delegated to the Council by other bodies (e.g. London Legacy Development Corporation) plus any other similar provisions made in the future) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p> <p>Responses to requests for observations received from neighbouring or other planning authorities.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in-DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(p)	<p>Illegal Advertisement Hoardings</p> <p>Functions related to the removal of illegal advertising hoardings (Section 11 London Local Authorities Act 1995)</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p>
1(q)	<p>Execution of Documents</p> <p>Authority to instruct the Director of Legal Services or their nominated officer to execute agreements or deeds of variation, pursuant to Section 106 of the Town and Country Planning Act 1990 and to accept Unilateral Undertakings and authority to execute agreements pursuant to Section 278 and section 38 of the Highways Act 1980 (in so far as it relates to a Planning Application).</p>	Place	<p>Planning & Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM</p> <p>Infrastructure Planning Manager (Programming) (6)</p>
1(r)	<p>Legal Proceedings</p> <p>Authority to instruct the Director of Legal Services or their nominated officer to institute, conduct, settle and conclude legal proceedings, including section 106 obligations in the course of Appeal proceedings, section 106 injunctions and for the avoidance of doubt authority to use rubber stamps and mechanical devices to reproduce the Director's signature where appropriate.</p>	Place	<p>Planning & Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM</p> <p>Infrastructure Planning Manager (Programming) (7)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(s)	<p>Planning Obligations</p> <p>Authority to cancel a planning obligation on the land charges register as a result of an application to modify or discharge a planning obligation or where the planning permission has not been implemented within the required time limit and an application is made to remove the obligation</p>	Place	<p>Planning & Building Control</p> <p>Deputy Director</p>	<p>Development Management</p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM</p> <p>Infrastructure Planning Manager (Programming) (8)</p>

Conditions and Limitations relating to planning functions

- (1) Development Management decisions by **Team Leaders** and **Planning Compliance Manager** is LIMITED to the determination of all planning, listed building consent, advertisement consent and related applications made under the named Acts, for non-major development (see definition below) and where the number of individual representations (including signatures on a petition) received in response to publicity is 5 or less.
- (2) Development Management Decisions by **Principal Planning Officers** is LIMITED to the determination of all planning, listed building consent, advertisement consent and related applications under the named Acts, for non-major development (see definition below) and where no representations have been received in response to publicity.
- (3) Enforcement Functions exercised by **Principal Planning Compliance Officer** is LIMITED to decisions to serve Planning Contravention Notices, Breach of Condition Notices, Section 215 (Amenity) Notices and determination of Lawful Development Certificates for non-major development and where no representations have been received in response to publicity.
- (4) For the purposes of limitations (1) and (2), **non-major development** is defined as development (including changes of use) involving the creation of fewer than 10 dwellings (unless total floor space exceeds 1000m²), site areas less than 0.5 hectares, office / light industrial, general industrial, retail and other non-residential development of less than 1000 m² / under 1 hectare, gypsy/traveler sites up to 9 pitches, householder development, advertisement consent or development where no floor space is created (e.g. shop fronts, telecommunications and changes of use).
- (5) Decisions by the EIA officer are limited to the adoption of EIA Screening and Scoping Opinions where they are not the author of the draft recommendation.
- (6) For Deed of Variations to s106 agreements only
- (7) For securing compliance with s106 agreements only
- (8) For applications made to remove an obligation

2. Building Regulations

PBCS = Principal Building Control Surveyor

BCS = PBCS and Building Control Surveyor

SDTL = **Spatial Data Team Leader**

SN&NO = Street Naming & Numbering Officer

BC Engineer = Building Control Engineer [Structures] and Building Control Engineer [Fire Safety Services]

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2.(a)	Powers and duties relating to the relaxation of building regulations, passing or rejection of plans and breach of building regulations (Part I of the Building Act 1984)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2.(b)	Powers and duties relating to the supervision of building work etc otherwise than by local Authorities (Part II of the Building Act 1984)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS
2.(c)	Powers and duties relating to defective premises, demolitions, etc including the power to serve notice and issue schedules of conditions (Part III of the Building Act 1984)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS [in TL absence]

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(d)	Powers and duties relating to the duties of local authorities to execute the Building Act 1984 and to enforce building regulations (Part IV of the Act)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS [in TL absence]
2(e)	Authority and power to enter premises for the purpose of enforcing the provisions of the Building Act 1984 (Part IV of the Act)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS BC Engineer
2(f)	Authority to sign documents required under the Building Act 1984	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS [in TL absence]
2(f1)	Powers & Duties in respect of Naming & Numbering of Streets & Buildings & (Part II of the London Building Acts [Amendment] Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Directorate Management Systems Divisional Support	Team Leader (SN&N) SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(f2)	Section 6 of the London Building Acts [Amendment] Act 1939) Assigning of names of streets etc.	Place	Planning & Building Control Deputy Divisional Director (in DD-absence)	Directorate Management Systems Divisional Support	Team Leader (SN&N) SDTL Principal Spatial Data Officer
2 (f3)	Section 8 of the London Building Acts [Amendment] Act 1939) Setting up of names of streets	Place	Planning & Building Control Deputy Divisional Director (in DD-absence)	Directorate Management Systems Divisional Support	Team Leader (SN&N) SDTL Principal Spatial Data Officer
2 (f4)	Section 11 of the London Building Acts [Amendment] Act 1939) Numbering and naming of buildings	Place	Planning and Building Control Deputy Divisional Director (in DD-absence)	Directorate Management Systems Divisional Support	Team Leader (SN&N) SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(g)	Powers and duties, in respect of the construction of buildings (Part III of the London Building Acts (Amendment) Act 1939 (as amended))	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(h)	Powers and duties in respect of special and temporary buildings (Part IV of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(i)	Powers and duties in respect of precautions against fire in certain old buildings (Part V of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(j)	Powers and duties in respect of dangerous and neglected structures (Part VII of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS BC Engineer (Structures)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(k)	The power to discharge the duties of the district surveyor (part IX of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2(l)	Powers and duties in respect of legal proceedings (Part XI of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2(m)	The power to issue consents and make regulations under Part XII of the London Building Acts (Amendment) Act 1939	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2(n)	Authority and power to enter premises for the purpose of enforcing the provisions of the London Building Acts (Amendment) Act 1939 (all relevant sections)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control Directorate Management Systems Divisional Support	Team Leader (Building Control) BCS BC Structural Engineer SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(o)	Power to authorise notices under all relevant sections of the Building (Approved Inspector) Regulations 2000 (as amended)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(p)	Power to approve the safety of platforms etc. erected or issued on public occasions (section 37 of the Public Health Acts Amendment Act 1890)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2(q)	The power to act as Client under the (Construction (Design & Management Regulations 1994) in appointing planning supervisor in relation to demolition and other works in connection with:- Dangerous and Neglected Structures and works in contravention of legislation	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)
2(r)	Power to act as 'appointing officer' (sections 10(8) and 20(8) of the Party Wall etc. Act 1996)	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(s)	Authority to modify the Charges Scheme to ensure recovery of the proper costs incurred in performing the Council's building control functions under the Building (Local Authority Charges) Regulations 2010.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control Divisional Support	
2 (t)	Theatre Act 1968 ~ section 15 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS
2 (u)	Cinema Act 1985 ~ section 13 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS
2 (v)	London Government Act 1963 ~ section 12(1) Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2 (w)	Safety of Sports Ground Act 1975 ~ section 11 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS
2 (x)	Private Places of Entertainment (Licensing) Act 1967 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Building Control	Team Leader (Building Control) BCS
2(y)	Legal Proceedings Authority to institute, conduct and conclude legal proceedings, including specifically the use of rubber stamps and mechanical devices to reproduce the Director's signature where appropriate.	Place	Planning & Building Control Deputy Director	Building Control	

3. Community Infrastructure Levy Regulations

Decision (Power)	Corporate Director	Divisional Director	Head of Service	Other (name post)
<p>3(a) Powers relating to the issuing of notices, raising of relevant invoices and payments under the Community Infrastructure Levy Regulations 2010 (as amended) (Parts 6 & 8) relating to:</p> <ul style="list-style-type: none"> • Issuing Default liability notices • Apportionment of liability and subsequent information notice • Effect of death on assumed liability • Acknowledging an assumption of liability notice or a liability transfer notice • Acknowledging notices received and notifying relevant persons of withdrawn amounts • Serving Information Notices and notices re disqualifying events • Referral of applications for exceptional circumstances to the Mayor of London as required • Issuing notice of chargeable development • Issuing and withdrawing CIL liability notices (including revised liability) and demand notices • Suspending demand notices • Acknowledging receipt of notices and payments • Making payments to Charging Authorities • Registering and removing CIL as a local land charge • Determining deemed commencement and serving notice of deemed commencement/commencement notices as required • Providing abatements and overpayment • Review a request for payment deferrals 	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Infrastructure Planning Manager	Infrastructure Planning Team Leader Manager (Growth) (for any CIL liable amount) Infrastructure Planning Manager (Programming) (1) Principal Growth & Infrastructure Planner (up to CIL liabilities of £100,000 or less)

Decision (Power)	Corporate Director	Divisional Director	Head of Service	Other (name post)
<ul style="list-style-type: none"> • Reviewing a request for surcharge and interest deferral • Approval of agreements to make payments in kind, administration and collection of payments in kind • Requesting information as a collecting authority to relevant person 				
<p>3(b) Powers relating to Part 9 (Enforcement) of The Community Infrastructure Levy Regulations 2010 (as amended) relating to:</p> <ul style="list-style-type: none"> • Application of CIL surcharges and late payment interest • Serving Warning Notices, CIL Stop Notices and withdrawal of a CIL Stop Notice and registering • Apply to court for an injunction • Enforcement of local land charges • Power to require information from any owner of a material interest in any relevant land • Authorising powers of entry • Issuing a reminder notice • Issuing applications for liability and charging orders to the Magistrates' Court (or appropriate court) and issuing associated notices • Seizing goods if debtor in pursuance of distress • Dealing with appeals in connections with distress • Issuing applications for the issue of warrant committing a debtor to prison with the Magistrates' Court • Making applications for charging orders • Pursuing CIL debts 	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Infrastructure Planning Manager	Infrastructure Planning Team Leader Manager (Growth)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
	<ul style="list-style-type: none"> Power to require information from any owner of a material interest in any relevant land Prosecution of CIL offences Recovering CIL liable from executors or administrators 				
3(c)	Powers relating to Part 10 (Appeals) of The Community Infrastructure Levy Regulations 2010 (as amended) relating to: <ul style="list-style-type: none"> Considering requests for reviews Dealing with all matters relating to appeals 	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Infrastructure Planning*	<i>*(NOTE: Person reviewing must be more senior to the person making the original calculation and has had no previous involvement)</i> Infrastructure Planning Manager (Growth) (for any CIL liable amount)
3(d)	Powers relating to Part 10A (Reporting) of The Community Infrastructure Levy Regulations 2010 (as amended) <ul style="list-style-type: none"> Publication of Annual Infrastructure Funding Statement Publication of Annual CIL Rate Summary 	Place	Planning & Building Control Deputy Director	Infrastructure Planning	Infrastructure Planning Manager (Growth) Infrastructure Planning Manager (Programming)

(1) for approval of agreements to make payments in kind, administration and collection of payments in kind only

This page is intentionally left blank

1. Audit Committee

Summary Description:	
<ol style="list-style-type: none"> 1. The Audit Committee is a key component of the Council's corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards. 2. The purpose of the Audit Committee is to provide independent assurance to the Members of the adequacy of the risk management framework and the internal control environment. It provides independent review of the Council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place. 	
Membership: 8 Councillors. The Audit Committee shall not be chaired by a Member of the Executive.	
Independent Person: The Audit Committee may choose to appoint an Independent Person (IP) to advise and support the Committee. The IP will not be a member of the Audit Committee but would be entitled to attend all the meetings and associated training of the Committee. The IP can receive and comment on any reports submitted to the Committee, including restricted agenda items.	
Functions	Delegation of Functions
<u>Governance, Risk and Control</u>	None
1. To review the Council's corporate governance arrangements against the good governance framework, including the ethical framework and consider the local code of governance.	
2. To review the Annual Governance Statement (AGS) prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account internal audit's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control.	None
3. To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.	None
4. To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.	None
5. To monitor the effective development and operation of risk management in the Council.	None
6. To monitor progress in addressing risk-related issues reported to the committee.	None
7. To consider reports on the effectiveness of internal controls	None

and monitor the implementation of agreed actions.	
8. To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.	None
9. To monitor the counter-fraud strategy, actions and resources.	None
10. To review the governance and assurance arrangements for significant partnerships or collaborations.	None
<u>Internal audit</u>	None
11. To approve the internal audit charter.	
12. To review proposals made in relation to the appointment of external providers of internal audit services.	None
13. To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.	None
14. To approve significant interim changes to the risk-based internal audit plan and resource requirements.	None
15. To make appropriate enquiries of both management and the Head of Internal Audit to determine if there are any inappropriate scope or resource limitations.	None
16. To consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the Head of Internal Audit. To approve and periodically review safeguards to limit such impairments.	None
17. To consider reports from the Head of Internal Audit on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include: <ul style="list-style-type: none"> a. Updates on the work of internal audit including key findings, issues of concern and management actions as a result of internal audit work. b. Regular reports on the results of the Quality Assurance and Improvement Programme (QAIP). c. Reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards (PSIAS) and the associated Local Government Application Note (LGAN) published by the Chartered Institute of Public Finance and Accountancy (CIPFA) considering whether the non-conformance is significant enough that it must be included in the AGS. 	None
18. To consider the Head of Internal Audit's annual report, including: <ul style="list-style-type: none"> a. The statement of the level of conformance with the PSIAS and LGAN and the results of the QAIP that 	None

<p>support the statement.</p> <p>b. The opinion on the overall adequacy and effectiveness of the Council’s framework of governance, risk management and control together with the summary of the work supporting the opinion – these will assist the committee in reviewing the AGS.</p>	
19.To consider summaries of specific internal audit reports as requested.	None
20.To receive reports outlining the action taken where the Head of Internal Audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.	None
21.To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every five years.	None
22.To consider a report on the effectiveness of internal audit to support the AGS, where required to do so by the Accounts and Audit Regulations.	None
23.To provide free and unfettered access to the Audit Committee chair for the Head of Internal Audit, including the opportunity for a private meeting with the committee.	None
24.To commission work from internal audit.	None
<u>25.To consider the Council’s RIPA policy under the Regulation of Investigatory Powers Act 2000 and the Investigatory Powers Act 2016</u>	<u>None</u>
<u>26.To consider the Council’s use of surveillance in accordance with the Regulation of Investigators Powers Act 2000 and the Investigatory Powers Act 2016.</u>	<u>None</u>
<u>External audit</u>	None
25.To support the independence of external audit through consideration of the external auditor’s annual assessment of its independence and review of any issues raised by Public Sector Audit Appointments (PSAA) or the authority’s auditor panel as appropriate.	
26.To consider the external auditor’s annual letter, relevant reports and the report to those charged with governance.	None
27.To consider specific reports as agreed with the external auditor.	None
28.To comment on the scope and depth of external audit work and to ensure it gives value for money.	None
29.To commission work from external audit.	None
30.To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.	None
<u>Financial reporting</u>	None

31. To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.	
32. To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.	None
<u>Accountability arrangements</u> 33. To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.	None
34. To report to full Council on a regular basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.	None
35. To publish an annual report on the work of the committee.	None
Quorum: 3 Members of the Committee	

Agenda Item 8.1

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank