

GENERAL PURPOSES COMMITTEE

Tuesday, 9 September 2014 at 7.00 p.m.

Room MP701, 7th Floor, Town Hall, Mulberry Place, 5 Clove Crescent,
London, E14 2BG

This meeting is open to the public to attend.

Members:

Chair: Councillor Shiria Khatun
Vice-Chair:

Councillor Rajib Ahmed, Councillor Craig Aston, Councillor Alibor Choudhury,
Councillor David Edgar, Councillor Aminur Khan and Councillor Oliur Rahman

Deputies:

Councillor Asma Begum, Councillor Chris Chapman, Councillor Marc Francis,
Councillor Peter Golds, Councillor Danny Hassell and Councillor Andrew Wood

[The quorum for this body is 3 Members]

Contact for further enquiries:

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E-mail: Jonathan.Regal@towerhamlets.gov.uk
Web: <http://www.towerhamlets.gov.uk/committee>

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QR code for smart phone users.

APOLOGIES FOR ABSENCE

To receive any apologies for absence.

1. ELECTION OF VICE-CHAIR

At the Annual General Meeting of the Council held on 11th June 2014, Councillor Shiria Khatun was appointed Chair of the General Purposes Committee for the Municipal Year 2014/2015.

However, it is necessary to elect a Vice-Chair of the General Purposes Committee for the Municipal Year 2014/2015.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

1 - 4

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992.

See attached note from the Monitoring Officer.

3. UNRESTRICTED MINUTES

5 - 6

To confirm as a correct record of the proceedings the unrestricted minutes of the meeting of the General Purposes Committee held on 19 March 2014.

4. REPORTS FOR CONSIDERATION

4 .1 General Purposes Committee Terms of Reference, Quorum, Membership and Dates of Meeting

7 - 14

4 .2 Governance Review - Oral Update

5. EXCLUSION OF 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.

6. RESTRICTED MINUTES

15 - 18

To confirm as a correct record of the proceedings the restricted minutes of the meeting of the General Purposes Committee held on 19 March 2014.

7. REPORTS FOR CONSIDERATION

7.1 Local Authority Governor Appointments

19 - 66

Next Meeting of the Committee:

Wednesday, 10 December 2014 at 7.00 p.m. in Room MP701, 7th Floor, Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG

Agenda Item 2

DECLARATIONS OF INTERESTS - NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Members' Code of Conduct at Part 5.1 of the Council's Constitution.

Please note that the question of whether a Member has an interest in any matter, and whether or not that interest is a Disclosable Pecuniary Interest, is for that Member to decide. Advice is available from officers as listed below but they cannot make the decision for the Member. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending a meeting.

Interests and Disclosable Pecuniary Interests (DPIs)

You have an interest in any business of the authority where that business relates to or is likely to affect any of the persons, bodies or matters listed in section 4.1 (a) of the Code of Conduct; and might reasonably be regarded as affecting the well-being or financial position of yourself, a member of your family or a person with whom you have a close association, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward affected.

You must notify the Monitoring Officer in writing of any such interest, for inclusion in the Register of Members' Interests which is available for public inspection and on the Council's Website.

Once you have recorded an interest in the Register, you are not then required to declare that interest at each meeting where the business is discussed, unless the interest is a Disclosable Pecuniary Interest (DPI).

A DPI is defined in Regulations as a pecuniary interest of any of the descriptions listed at **Appendix A** overleaf. Please note that a Member's DPIs include his/her own relevant interests and also those of his/her spouse or civil partner; or a person with whom the Member is living as husband and wife; or a person with whom the Member is living as if they were civil partners; if the Member is aware that that other person has the interest.

Effect of a Disclosable Pecuniary Interest on participation at meetings

Where you have a DPI in any business of the Council you must, unless you have obtained a dispensation from the authority's Monitoring Officer following consideration by the Dispensations Sub-Committee of the Standards Advisory Committee:-

- not seek to improperly influence a decision about that business; and
- not exercise executive functions in relation to that business.

If you are present at a meeting where that business is discussed, you must:-

- Disclose to the meeting the existence and nature of the interest at the start of the meeting or when the interest becomes apparent, if later; and
- Leave the room (including any public viewing area) for the duration of consideration and decision on the item and not seek to influence the debate or decision

When declaring a DPI, Members should specify the nature of the interest and the agenda item to which the interest relates. This procedure is designed to assist the public's understanding of the meeting and to enable a full record to be made in the minutes of the meeting.

Where you have a DPI in any business of the authority which is not included in the Member's register of interests and you attend a meeting of the authority at which the business is considered, in addition to disclosing the interest to that meeting, you must also within 28 days notify the Monitoring Officer of the interest for inclusion in the Register.

Further advice

For further advice please contact:-

Meic Sullivan-Gould, Monitoring Officer, 020 7364 4801; or

John Williams, Service Head, Democratic Services, 020 7364 4204

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	<p>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.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>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—</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
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	<p>Any tenancy where (to the Member's knowledge)—</p> <p>(a) the landlord is the relevant authority; and</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p>
Securities	<p>Any beneficial interest in securities of a body where—</p> <p>(a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(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.</p>

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LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE GENERAL PURPOSES COMMITTEE

HELD AT 7.00 P.M. ON WEDNESDAY, 19 MARCH 2014

**MP702, 7TH FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,
LONDON, E14 2BG**

Members Present:

Councillor Shiria Khatun (Chair)

Councillor Aminur Khan
Councillor Marc Francis
Councillor John Pierce
Councillor Alibor Choudhury

Other Councillors Present:

Officers Present:

Hania Franek – (Head of School Governance & Information,
Education Social Care & Wellbeing)

Antoinette Duhaney – (Interim Senior Committee Officer)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Rajib Ahmed.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

Councillors Aston, Khatun and Pierce declared a non pecuniary interest in paras 4.25 and 4.37 on the grounds that the applicants were known to them.

Councillor Choudhury declared a non pecuniary interest in paras 4.2 and 4.21 on the grounds that the applicants were known to him.

3. UNRESTRICTED MINUTES

RESOLVED

That the unrestricted minutes of the meeting held on 18 December 2013 be agreed as a correct record of the proceedings.

4. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That in accordance with 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 on the grounds that the remaining agenda item contained information defined as exempt or confidential in Part 1 of Schedule 12A to the Local Government Act 1972.

5. RESTRICTED MINUTES

RESOLVED

That the restricted minutes of the meeting held on 18 December 2013 be agreed as a correct record of the proceedings.

6. LOCAL AUTHORITY GOVERNOR APPOINTMENTS

RESOLVED

That the officer recommendations be agreed subject to minor amendments.

The meeting ended at 7.30 p.m.

Chair, Councillor Shiria Khatun
General Purposes Committee

Agenda Item 4.1

Committee: General Purposes Committee	Date: 9 September 2014	Classification: Unrestricted	Report No: GPC001/145	Agenda Item:
Report of: Service Head, Democratic Services Originating Officer(s): Jonathan Regal, Democratic Services		Title: General Purposes Committee Terms of Reference, Quorum, Membership and Dates of Meetings Ward(s) affected: All		

1. **SUMMARY**

- 1.1 This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the General Purposes Committee for the Municipal Year 2014/15 for the information of members of the Committee.

2. **RECOMMENDATIONS**

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

3. **BACKGROUND**

- 3.1 At the Annual General Meeting of the full Council held on 11 June 2014, the Authority approved the review of proportionality, establishment of the Committees and Panels of the Council and appointment of Members thereto.
- 3.2 It is traditional that following the Annual General Meeting of the Council at the start of the Municipal Year, at which various committees are established, that those committees note their Terms of Reference, Quorum and Membership for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 3.3 The Committee's meetings for the remainder of the year, as agreed at the meeting of the Council on 11th June 2014, are as set out in Appendix 3 to this report.
- 3.4 In accordance with the agreed calendar, meetings are scheduled to take place at 7.00pm.

4. COMMENTS OF THE CHIEF FINANCIAL OFFICER

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

5. LEGAL COMMENTS

5.1 The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Full Council on 11th June 2014.

6. ONE TOWER HAMLETS CONSIDERATIONS

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

7. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

7.1 There are no specific SAGE implications arising from the recommendations in the report.

8. RISK MANAGEMENT IMPLICATIONS

8.1 There are no specific Risk Management implications arising from the recommendations in the report.

9. CRIME AND DISORDER REDUCTION IMPLICATIONS

9.1 There are no Crime and Disorder Reduction implications arising from the recommendations in the report.

10. EFFICIENCY STATEMENT

10.1 There are no specific Efficiency implications arising from the recommendations in the report.

**LOCAL GOVERNMENT ACT, 1972 SECTION 100D (AS AMENDED)
LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT**

Brief description of "background paper"	If not supplied Name and telephone number of holder
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10. APPENDICES

Appendix 1 – General Purposes Committee Terms of Reference
Appendix 2 – Appointments to Committee
Appendix 3 – Dates of Meeting

APPENDIX 1

EXCERPT FROM THE LONDON BOROUGH OF TOWER HAMLETS CONSTITUTION

3.3.6 General Purposes Committee Terms of Reference

Membership: Seven Members of the Council. Up to three substitutes may be appointed for each Member	
Functions	Delegation of Functions
<p>(i) Elections: To exercise powers in relation to the holding of elections and the maintenance of the electoral register including:-</p> <ul style="list-style-type: none"> • the provision of assistance at European Parliamentary elections; • power to make submissions to the Local Government Commission in relation to the boundaries of the borough or ward boundaries; • the appointment of a proper officer for the purposes of giving various notices in relation to elections and referenda (e.g. in relation to the verification number for petitions for a referendum under LGA 2000). <p>(ii) Appointments of officers, Members or other persons to external bodies on behalf of the Council, where the appointment is not the responsibility of the Mayor.</p> <p>(iii) To recommend to Council the introduction, amendment or revocation of by-laws.</p> <p>(iv) Responsibility for the appointment and revocation of local authority school governors</p> <p>(v) To make changes to the membership and substitute membership of committees appointed by the Council and their subordinate bodies, consistent with the proportionality rules.</p> <p>(vi) To consider amendments to the Council's constitution; and to make non material changes to the Constitution upon the recommendation of the Monitoring Officer.</p> <p>(vii) Any other functions which under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, may not be the responsibility of the Executive and which are not delegated elsewhere under this Constitution.</p>	<p>The Director of Law, Probity and Governance is authorised to make or amend committee/panel appointments in accordance with section 3.12.2</p>
Quorum Three Members of the Committee	

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APPENDIX 2

GENERAL PURPOSES COMMITTEE (Seven members of the Council)		
<i>Labour Group (3)</i>	<i>Tower Hamlets First Group (3)</i>	<i>Conservative Group (1)</i>
Cllr Shiria Khatun (Chair) Cllr Rajib Ahmed Cllr David Edgar Deputies:- Cllr Asma Begum Cllr Marc Francis Cllr Danny Hassell	Cllr Alibor Choudhury Cllr Aminur Khan Cllr Oliur Rahman Deputies:- t.b.c.	Cllr Craig Aston Deputies:- Cllr Chris Chapman Cllr Peter Golds Cllr Andrew Wood

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APPENDIX 3

SCHEDULE OF DATES 2014/15

GENERAL PURPOSES COMMITTEE

Tuesday 9th September 2014
Wednesday 10th December 2014
Wednesday 25th March 2015

It may be necessary to convene additional meetings of the Committee should urgent business arise. Officers will keep the position under review and consult with the Chair and other Members as appropriate.

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Agenda Item 6

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Agenda Item 7.1

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