


<p>Non-Executive Report of the:</p> <p>Children and Education Scrutiny Sub-Committee</p> <p>25th June 2019</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Asmat Hussain – Corporate Director of Governance</p>	<p>Classification: Unrestricted</p>
<p>Children and Education Scrutiny Sub-Committee Terms of Reference, Quorum, Membership and Dates of Meetings 2019/20</p>	

Originating Officer(s)	Farhana Zia, Senior Committee Officer
Wards affected	All wards

Executive Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of Meetings of the Children and Education Scrutiny Sub-Committee for the Municipal Year 2019/20 for the information of Members of the Children and Education Scrutiny Sub-Committee.

Recommendations:

The Children and Education Scrutiny Sub-Committee is recommended to:

1. Note its Terms of Reference, Quorum, Membership, and Dates of future meetings as set out in the appendices of this report.

1. REASONS FOR THE DECISIONS

- 1.1 This report is for the information of the sub- committee and no specific decisions are required.

2. ALTERNATIVE OPTIONS

- 2.1 This is not applicable for a report for noting.

3. DETAILS OF THE REPORT

- 3.1 At the Annual General Meeting of Council held on 15th May 2019, the Authority approved the review of proportionality, establishment of the Committees, Panels of the Council and the appointment of Members. It delegated authority to the Overview and Scrutiny Committee to establish its sub-committees.
- 3.2 The Overview and Scrutiny Committee met on the 20th May 2019 and agreed to set up three sub-committees, including this one, on which occasion they agreed the terms of reference for all three sub-committees. The groups have since submitted their nominations for membership which have been agreed by the Corporate Director for Governance.
- 3.3 It is within tradition 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 the appendices of the report.
- 3.4 The Sub-Committee's meetings for the remainder of the year have been agreed by the Corporate Director for Governance and are set out in Appendix 3 of this report.
- 3.5 Meetings are scheduled to take place at 6.30pm except where the meeting falls within the month of Ramadan where they will aim to take place at 5.30pm. The Sub-Committee may wish to discuss an appropriate start time that suits it's Members at the first meeting of the Sub-Committee.
- 3.6 It may be necessary to convene additional meetings of the Sub-Committee should urgent business arise. Officers will consult with the Chair and Members as appropriate.

4. EQUALITIES IMPLICATIONS

- 4.1 Not applicable 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 Not applicable to this report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 This report recommends that the Children and Education Scrutiny Sub-Committee note its Terms of Reference, Quorum, Membership, and Dates of future meetings as set out in the appendices of this report. There are no direct financial implications arising from this report.

7. COMMENTS OF LEGAL SERVICES

7.1. The Council is required to establish an Overview and Scrutiny Committee to discharge the functions under sections 9F to 9FI of the Local Government Act 2000. Establishment of the Children and Education sub-committee is consistent with Part 1.6 and Article 6 of the Council's Constitution. The proposed membership of the sub-committee complies with the requirements of Schedule A1 to the Local Government Act 2000.

Linked Reports, Appendices and Background Documents

Linked Report

- None.

Appendices

- Appendix 1 – Children and Education Scrutiny Sub-Committee Terms of Reference.
- Appendix 2 – Proportionality and Membership of Children and Education Scrutiny Sub-Committee
- Appendix 3 – Meeting procedure and dates of meeting.

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