

Non-Executive Report of the: Children and Education Scrutiny Sub-Committee Tuesday, 12 th July 2022	 TOWER HAMLETS
Report of: Director of Legal and Monitoring Officer	Classification: Open (Unrestricted)
Children and Education Scrutiny Sub-Committee Terms of Reference, Quorum, Membership and Dates of Meetings 2022/23	

Originating Officer(s)	Farhana Zia
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 2022-23 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 Appendices 1, 2 and 3 to this report.
2. Determine the preferred time at which the scheduled meetings will start

1. REASONS FOR THE DECISIONS

- 1.1 The report is brought annually to assist new and returning Members by informing them of the framework of the Committee set out in the Council's Constitution.

2. ALTERNATIVE OPTIONS

- 2.1 The report asks Members solely to confirm its constitutional arrangements and therefore they are not required to consider any alternative options.

3. DETAILS OF THE REPORT

- 3.1 Each year, following the establishment of the Committee at the Council's Annual Meeting, it is customary that the newly established committee or sub committee considers its procedural arrangements.

Overview and Scrutiny Sub-Committee Arrangements

- 3.2 At the Annual General Meeting of the full Council held on 25th May 2021, the Authority approved proportionality, establishment of the Committees and Panels of the Council and appointment of Members thereto. It delegated authority to the Overview and Scrutiny Committee (OSC) to establish its sub-committees.
- 3.3 The Overview and Scrutiny Committee met on the 7th June 2022 and agreed to set up three sub-committees, including this one. The Committee also agreed the terms of reference, chairs and membership for all three sub-committees.
- 3.4 The membership of the Children and Education Scrutiny Sub-Committee for the municipal year 2022/23 is set out at Appendix 2 to the report.
- 3.5 As reported in more detail to OSC on 7 June, the sub committee's membership includes five statutory education co-optees. Four of the statutory education co-optee positions were appointed by the OSC on 7 June; one position remains to be filled. The sub committee's membership also includes a Muslim representative role for which recruitment is underway. In accordance with the Council's Overview and Scrutiny Procedure Rules, all education co-optees (including the Muslim representative) can speak on all matters and can vote on education matters only.
- 3.6 Having been established by Council, it is customary that the sub committee (at its first meeting of the municipal year) notes its terms of reference and quorum. These are set out in Appendix 1 to the report.
- 3.7 The Committee's meetings for the remainder of the year, as agreed at the same meeting of the Council, are also provided at Appendix 3.
- 3.8 Meetings are scheduled to take place at 6:30 p.m. except where the meeting falls within the month of Ramadan where they will aim to take place at 5:30 p.m. The sub committee may wish to discuss an appropriate start time that suits its Members at the first meeting.
- 3.9 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 When drawing up the schedule of dates, consideration was given to avoiding school holiday dates and known dates of religious holidays and other important dates where at all possible.

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 Appendices 1 – 3. 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 Paragraph 9 of Part A, and Paragraph 19.6 of Part B 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

- [Establishment of the Scrutiny Sub-Committees and Appointment of Members to those Sub-Committees, Overview and Scrutiny Committee 7 June 2022.](#)

Appendices

- Appendix 1 – Children and Education Scrutiny Sub-Committee Terms of Reference.

- Appendix 2 –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