



GENERAL PURPOSES COMMITTEE WORK PLAN and ACTION LIST 2022/23

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GENERAL PURPOSES COMMITTEE WORK PLAN 2022/23

ACTIONS LIST

Action number	Title	Action Owner	Originating Meeting/Item	Due Date / Comment
1.	Proposals to monitor effectiveness of the Council's representatives on outside bodies	Matthew Mannion	January 2022	This matter is subject to discussion. A report will be brought forward at the appropriate time
2.	A summary review of all BAME Governors appointed within Tower Hamlets.	Farhad Ahmed		Scheduled for February 2023 meeting.
3.	Review on Polling Stations	Robert Curtis		Complete – see agenda for this meeting.
4.	Restructures and compulsory redundancies – role of GPC	TBC	October 2022	This matter is subject to discussion. A report will be brought forward at the appropriate time.
5.	Propose options for a constitution working group	Matthew Mannion	October 2022	This matter is subject to discussion. A report will be brought forward at the appropriate time.
6.	To receive an update on the Constitution	Matthew Mannion	NA	Reports to be brought to the Committee as and when changes are proposed.
7.	Special Severance Payments	Musrat Zaman	NA	Reports on special severance payments will be presented to full Council as and when needed.

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

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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. Employee Relations Casework Policy Annual Report (21/22)	An update on the Employee Relations Casework Policy Annual Report	Musrat Zaman Director of Workforce, OD and Business Support	
4. Post-Election Report – Thursday 5 May 2022	To receive an update following the Elections 2022.	Robert Curtis, Head of Elections	

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13 OCTOBER 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 School Governance, Information and Traded Services	
2. Composition of Appeals Panels	To review Tower Hamlets Employment Appeals process	Musrat Zaman, Director of Workforce, OD and Business Support	
3. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Musrat Zaman, Director of Workforce, OD and Business Support	
4. Special Severance Payments Recommendations	An update on the Special Severance Payments	Musrat Zaman, Director of Workforce, OD and Business Support	
5. Update on Senior Recruitment	An update on Tower Hamlet Senior Recruitment	Musrat Zaman, Director of Workforce, OD and Business Support	

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15 DECEMBER 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 School Governance, Information and Traded Services	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Musrat Zaman, Director of Workforce, OD and Business Support	
3. Constitution Update	To review the Constitution	Matthew Mannion, Head of Democratic Services	
4. Review on Polling Stations	To review the Tower Hamlets Polling Station process	Robert Curtis, Head of Electoral Services	
5. Update on senior recruitment	To note recruitment activity for senior officer posts.	Musrat Zaman, Director of Workforce, OD and Business Support	

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23 FEBRUARY 2023			
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. Governors BAME Summary	A summary review of BAME Governors appointed within Tower Hamlets.	Farhad Ahmed, Head of School Governance, Information and Traded Services	
3. Update on senior recruitment	To note recruitment activity for senior officer posts.	Musrat Zaman, Director of Workforce, OD and Business Support	
4. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Musrat Zaman, Director of Workforce, OD and Business Support	