

Committee Development Committee	Date 19 th June 2013	Classification Unrestricted	Report No. DC 01/134	Agenda Item No. 6
Report of: Assistant Chief Executive		Title : Development Committee Terms of Reference, Quorum, Membership and Dates of Meetings		
Originating Officer(s) : Democratic Services		Ward(s) affected: N/A		

1. Recommendation

- 1.1 To note the Development Committee's Terms of Reference, Quorum, Membership and Dates of future meetings as set out in Appendices 1, 2 and 3 to this report.

2. Background

- 2.1 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.
- 2.2 The Committee's meetings for the year are set out in Appendix 3 to this report as agreed at the Council meeting on 17th April 2013.
- 2.3 In accordance with the programme, meetings are scheduled to take place at 7.00pm with the exception of the meeting in July which will start at 5.30pm to accommodate Members who may be participating in Ramadan.

3. Comments of the Chief Financial Officer

- 3.1 There are no specific comments arising from the recommendations in the report.

4. Concurrent report of the Assistant Chief Executive (Legal)

- 4.1 The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Council on 22nd May 2013 and 17th April 2013.

5. One Tower Hamlets Considerations

- 5.1 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.

6. Sustainable Action for a Greener Environment

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

7. Risk Management Implications

7.1 The Council needs to have a programme of meetings in place to ensure effective and efficient decision making arrangements.

8. Crime and Disorder Reduction Implications

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

9. Efficiency Statement

9.1 There are no implications arising from the recommendations in the report.

Appendices

Appendix 1 - Development Committee Terms of Reference and Quorum

Appendix 2 - Development Committee Membership 2013/2014

Appendix 3 - Development Committee Meeting Dates 2013/2014

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:
Council's Constitution Council AGM 22 nd May 2013 – Report and Decision, Agenda item - Appointment to Committees and Panels of the Council Council 17 th April 2013 - Report and Decision Agenda item - Programme of Meetings 2013/14	Zoe Folley, Democratic Services 020 7364 4877 The papers can also be found on the Council webpages www.towerhamlets.gov.uk under Council and Democracy section.