

Committee	Date	Classification	Report No.
Human Resources Committee	20 th June 2013 (extraordinary meeting)	Unrestricted	4.1
Report of: Assistant Chief Executive (Legal)		Title : Human Resources Committee Terms of Reference, Membership and Quorum	
Originating Officer(s) : Evelyn Akoto, Head Democratic Services		Ward(s) affected: N/A	

1. Summary

- 1.1 This report sets out the Terms of Reference, Membership and Quorum of the Human Resources Committee for the Municipal Year 2013/14 for Members' information.

2. Recommendation

- 2.1 That the Human Resources Committee note its Terms of Reference, Membership and Quorum as set out in Appendices 1 and 2 to this report.

3. Background

- 3.1 At the Annual General Meeting of the full Council held on 22nd May 2013, the Authority approved the 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 for the forthcoming Municipal Year.
- 3.3 The Committee's meetings for the remainder of the year, as agreed at the Annual General Meeting of the Council on 17th April 2013, are as follows:
- 2nd July 2013
 - 30th October 2013
 - 29th January 2013
 - 12th March 2014

Meetings are scheduled to take place at 7.30pm in accordance with the programme of meetings for principal meetings.

4. Comments of the Chief Financial Officer

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

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

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 22nd May 2013.

6. One Tower Hamlets Considerations

6.1 There are no specific One Tower Hamlets considerations arising from the recommendation in the report.

7. Sustainable Action for a Greener Environment

7.1 There are no specific risk management 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 implications

10. Efficiency Statement

10.1 There are no efficiency implications.

**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
None	

11. APPENDICES

Appendix 1 – Human Resources Committee Terms of Reference
Appendix 2 – Appointment to Committee
