

Committee: Human Resources Committee	Date: 15 September 2014	Classification: Unrestricted	Report No: GPC001/145	Agenda Item:
Report of: Service Head, Democratic Services Originating Officer(s): Jonathan Regal, Democratic Services		Title: Human Resources Committee Terms of Reference, Quorum, Membership and Dates of Meetings Ward(s) affected: All		

1. SUMMARY

- 1.1 This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the Human Resources Committee for the Municipal Year 2014/15 for the information of members of the Committee.

2. RECOMMENDATIONS

- 2.1 That the Human Resources Committee note its Terms of Reference, Quorum, Membership and Dates of future meetings as set out in Appendices 1, 2 and 3 to this report.

3. BACKGROUND

- 3.1 At the Annual General Meeting of the full Council held on 11 June 2014, the Authority approved the review of 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, Quorum and Membership for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 3.3 The Committee's meetings for the remainder of the year, as agreed at the meeting of the Council on 11th June 2014, are as set out in Appendix 3 to this report.
- 3.4 In accordance with the agreed calendar, meetings are scheduled to take place at 7.30pm.

4. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 4.1 Matters brought before the Committee under its terms of reference during the year will include comments on the financial implications of decisions provided by the Chief Finance Officer. There are no specific comments arising from the recommendations in this report.

5. LEGAL COMMENTS

- 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 11th June 2014.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1 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.

7. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 7.1 There are no specific SAGE 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 Reduction implications arising from the recommendations in the report.

10. EFFICIENCY STATEMENT

- 10.1 There are no specific Efficiency implications arising from the recommendations in the report.

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

10. APPENDICES

Appendix 1 – Human Resources Committee Terms of Reference
Appendix 2 – Appointments to Committee
Appendix 3 – Dates of Meeting
