


Non-Executive Report of the: Human Resources Committee 1 July 2015	 TOWER HAMLETS
Report of: John S. Williams. Service Head, Democratic Services	Classification: Unrestricted
Human Resources Committee Terms of Reference, Quorum, Membership and Dates of Meetings	

Originating Officer(s)	Matthew Mannion, Committee Services Manager
Wards affected	All wards

Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the Human Resources Committee for the Municipal Year 2015/16 for the information of members of the Committee.

Recommendations:

The Human Resources 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.

1. REASONS FOR THE DECISIONS

- 1.1 This report is for the information of the Committee and no specific decisions are required.

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to noting reports.

3. DETAILS OF REPORT

- 3.1 At the reconvened Annual General Meeting of the full Council held on 24 June 2015, 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 24 June 2015, 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.
- 3.5 At the time of writing this report the reconvened AGM on 24 June had yet to take place. Any alterations made at that meeting and the membership of the Human Resources Committee (Appendix 2) will be tabled at the meeting on 1 July 2015.

4. COMMENTS OF THE CHIEF FINANCE 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 24 June 2015.

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. BEST VALUE (BV) IMPLICATIONS

7.1 There are no specific Best Value implications arising from this noting report.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

8.1 There are no specific sustainability implications arising from this noting report.

9. RISK MANAGEMENT IMPLICATIONS

9.1 There are no specific risk management implications arising from this noting report.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

10.1 There are no specific crime and disorder implications arising from this report.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- Appendix 1 – Human Resources Committee Terms of Reference
- Appendix 2 – Appointments to Committee (to be tabled)
- Appendix 3 – 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