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| Non-Executive Report of the: Development Committee 8 th June 2016 |  TOWER HAMLETS |
| Report of: Democratic Services | Classification: [Unrestricted] |
| Development Committee Terms of Reference, Quorum, Membership and Dates of Meetings | |

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| Originating Officer(s) | |
| Wards affected | [All wards] |

Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the Development Committee for the Municipal Year 2016/17 for the information of members of the Committee.

Recommendations:

The Committee is recommended to:

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.

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 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.

3.2 The Committee's meetings for the year are set out in Appendix 3 to this report as agreed at the Council meeting on 18 May 2016.

3.4 In accordance with the programme, meetings are scheduled to take place at 7.00pm with the exception of the meeting in June which will start at 5.30pm to accommodate Members who may be participating in Ramadan.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

4.1 There are no specific comments arising from the recommendations in the report. The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Full Council on 18 May 2016.

5. LEGAL COMMENTS

The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Council on 18 May 2016

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 SAGE implications arising from the recommendations in the report.

9. RISK MANAGEMENT IMPLICATIONS

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

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

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

Linked Reports, Appendices and Background Documents

Linked Reports

None.

Appendices

Appendix 1 - Development Committee Terms of Reference and Quorum

Appendix 2 - Development Committee Membership 2016/2017

Appendix 3 - Development Committee Meeting Dates 2016/2017

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

None.

Officer contact details for documents:

- [N/A]