


Non-Executive Report of the:  <b>Development Committee</b>  Thursday 8 <sup>th</sup> October 2020	 <b>TOWER HAMLETS</b>
<b>Report of:</b> Matthew Mannion, Head of Democratic Services	<b>Classification:</b> [Unrestricted]
Development Committee Terms of Reference, Quorum, Membership and Dates of Meetings	

<b>Originating Officer(s)</b>	Zoe Folley, Democratic Services Officer (Committees)
<b>Wards affected</b>	[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 2020/21 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. The Membership is to be appointed by the Annual Council meeting on 30<sup>th</sup> September 2020.
- 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 30 September 2020.

3.4 In accordance with the programme, meetings are scheduled to take place at 6.00pm.

#### **4. EQUALITIES IMPLICATIONS**

4.1 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.

#### **5. OTHER STATUTORY IMPLICATIONS**

5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:

- Best Value Implications,
- Consultations,
- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.

5.2 No implications arising from this report.

#### **6. COMMENTS OF THE CHIEF FINANCE OFFICER**

6.1 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 30 September 2020.

#### **7. COMMENTS OF LEGAL SERVICES**

7.1 The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Council on 30 September 2020.

### **Linked Reports, Appendices and Background Documents**

#### **Linked Reports**

None.

#### **Appendices**

Appendix 1 - Development Committee Draft Terms of Reference and Quorum

Appendix 2 - Development Committee Meeting Dates 2020/2021

**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]