



GENERAL PURPOSES COMMITTEE WORK PLAN and ACTION LIST 2020/21

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GENERAL PURPOSES COMMITTEE WORK PLAN 2020/21

ACTIONS LIST

Action number	Title	Action Owner	Originating Meeting/Item	Due Date / Comment
1.	Report on proposals for alternative models of Employee Appeal Committees	Amanda Harcus , Divisional Director, HR & Transformation	GPC 06/10/20 Item 5.3	GPC – 23 February 2020 meeting (Provisional) COMPLETED
2.	Feedback and clarity on the processes for raising Members Enquires and efficient ways to get in touch with Tower Hamlets Homes contact centres,	Asmat Hussain , Corporate Director Governance & Monitoring Officer Afazul Haque , Head of Corporate Strategy & Policy Matthew Mannion , Head of Democratic Services	GPC 06/10/20 Item 5.6	Afazul Haque/Matthew Mannion, to discuss the concerns raised by The Committee with the Corporate Director Governance and Monitoring Officer and report back to the Committee at the earliest opportunity. GPC – 04 May 2021
3.	All Councillors to receive a copy of the Submission to the Polling Districts and Polling Places Review 2019	Robert Curtis , Head of Elections	GPC 06/10/20 Item 5.5	Robert Curtis to circulate to all Councillors. COMPLETED
4.	A training package to be developed on how to use the Councillor Call for Action (CCfA) procedure and when to appropriately use this process.	Sharon Godman , Service Head Corporate Strategy, Policy and Performance	GPC 08/12/20 Item 4.6	Sharon Godman's team to lead and to be supported through the Member Learning and Development Programme.
5.	The Constitution to includes an explicit statement that under the new structure the Monitoring Officer and Chief Finance Officer will have direct access to the CE.	Matthew Mannion , Head of Democratic Services	GPC 21/12/20	Matthew will include this in the Constitution report at the GPC meeting in February 2021.

N.B. once concluded - actions should remain on the list marked 'complete' for the remainder of the municipal year.

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23FEBRUARY 2021			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Local authority school governor appointments	To endorse or reject nominations for appointments to local authority school governor positions.	Runa Basit, Head of School Governance & Information	
2. Update on Senior Recruitment	An update on recent senior management recruitment.	Amanda Harcus, Divisional Director, HR & Transformation	
3. Communication Strategy on #THdecides2021	To note the Communication Strategy	Andreas Christophorou, Divisional Director Communications & Marketing /Matthew Mannion, Head of Democratic Services	
4. Elections 2021 Update	To receive an update on the Polls for 06 May 2021	Robert Curtis, Head of Elections	
5. Financial Regulations and Procedure Rules	To note and consider the Financial Regulations and Procedure Rules.	Kevin Bartle, Divisional Director of Finance, Procurement and Audit	
6. Alternative Models for Employee Appeals Committees.	To review proposals for alternative models of Employee Appeal Committees	Amanda Harcus, Divisional Director, HR & Transformation	
7. Annual Pay Policy	To adopt a pay policy for each financial year.	Amanda Harcus, Divisional Director, HR & Transformation	Council (04/03/21)
8. Constitutional Review	To add changes to the Constitution made to the OSC procedure rules.	Matthew Mannion, Head of Democratic Services	

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04 MAY 2021			
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3. Strengthening Local Democracy	To receive a report on strengthening local democracy.	Afazul Haque, Head of Corporate Strategy & Policy	
4. Schemes of Delegation	To review the schemes of delegation.	Matthew Mannion, Head of Democratic Services	
5. Annual update on the number of redundancies	To receive an annual update on the number of redundancies packages approved over the past year.	Amanda Harcus, Divisional Director, HR & Transformation	
6. Update on Local authority school governor appointments - demographic breakdown	The Committee to receive an update report on the demographic breakdown of the local authority school governor appointments.	Runa Basit, Head of School Governance & Information	
7. HR Policies and Procedures	To receive a quarterly update on the updates HR polices and procedures.	Amanda Harcus, Divisional Director, HR & Transformation	
8. Members Enquiry Process	To receive an update on the members enquiry process.	Ruth Dowden, Head of Information Governance	SAC (22/04/21)

