


Non-Executive Report of the: Housing & Regeneration Scrutiny Sub Committee Tuesday, 22 June 2021	 TOWER HAMLETS
Report of: Director of Legal and Monitoring Officer	Classification: Open (Unrestricted)
Housing & Regeneration Scrutiny Sub-Committee Terms of Reference, Quorum, Membership and Dates of Meetings 2021/22	

Originating Officer(s)	Joel West, Democratic Services Team Leader
Wards affected	(All Wards);

Executive Summary

This report sets out terms of reference, membership and quorum, and rules of procedure (including dates of meetings) of the housing & regeneration scrutiny sub-committee for the municipal year 2021/22 for information.

Recommendations:

The Housing & Regeneration Scrutiny Sub-Committee is **recommended** to:

1. Note its terms of reference, membership and quorum, and rules of procedure (including dates of 2021/22 meetings) as set out in appendices 1, 2 and 3 of this report.

1. REASONS FOR THE DECISIONS

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

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to the report.

3. DETAILS OF THE REPORT

- 3.1 At the Annual General Meeting of Council held on 19 May 2021, the council approved the review of proportionality, establishment of the committees of the Council and the appointment of members. It delegated authority to the Overview and Scrutiny Committee to establish its sub-committees.
- 3.2 The Overview and Scrutiny Committee met on the 24 May 2021 and agreed to set up three sub-committees, including this one, on which occasion they agreed the terms of reference and membership for all three sub-committees.

3.3 It is usual practice that, at the first meeting following the Annual General Meeting, all committees and sub committees note their terms of reference, rules of procedure, membership quorum for the forthcoming municipal year. These are set out in the appendices of the report as follows:

- Appendix 1 – Terms of Reference
- Appendix 2 – Membership and quorum
- Appendix 3 – Meeting Procedure rules, including dates of 2021/22 meetings

3.4 Meetings are scheduled to take place at 6.30pm except where the meeting falls within the month of Ramadan where they will aim to take place at 5.30pm. The Sub-Committee may wish to discuss an appropriate start time that suits its Members at the first meeting of the Sub-Committee.

3.5 It may be necessary to convene additional meetings of the Sub-Committee should urgent business arise. Officers will consult with the Chair and Members as appropriate.

4. EQUALITIES IMPLICATIONS

4.1 Not applicable to this report

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.
- Data Protection / Privacy Impact Assessment.

5.2 There are no other statutory implications.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

This report recommends that the Housing & Regeneration Scrutiny Sub-Committee note its Terms of Reference, Quorum, Membership, and Dates of future meetings as set out in **Appendices 1-3**. There are no direct financial implications arising from this report.

7. COMMENTS OF LEGAL SERVICES

- 7.1 The Council is required by section 9F of the Local Government Act 2000 to have an Overview and Scrutiny Committee and to have executive arrangements that ensure the committee has specified powers. Consistent with this obligation, the Council's Constitution provides that the Overview and Scrutiny Committee can appoint such Sub-Committees or Scrutiny Panels as the Committee considers appropriate from time to time to carry out individual reviews under the Overview and Scrutiny work programme.
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Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendix 1 – Terms of Reference
- Appendix 2 – Membership and quorum
- Appendix 3 – Meeting Procedure rules, including dates of 2021/22 meetings

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:

Joel West, Democratic Services Team Leader (Committee)