



# GENERAL PURPOSES COMMITTEE WORK PLAN and ACTION LIST 2021/22

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## GENERAL PURPOSES COMMITTEE WORK PLAN 2021/22

### ACTIONS LIST

Action number	Title	Action Owner	Originating Meeting/Item	Due Date / Comment
1.	Feedback and clarity on the processes for raising Members Enquires and efficient ways to get in touch with Tower Hamlets Homes contact centres,	<b>Ruth Dowden</b> , Head of Information Governance	GPC 06/10/20 Item 5.6	Report expected – 24 June 21 meeting  GPC – 04 May 2021 – deferred
2.	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.	<b>Matthew Mannion</b> , Head of Democratic Services	GPC 21/12/20	Matthew to include this in the Constitution report at the GPC meeting in June 2021.

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

**GENERAL PURPOSES COMMITTEE WORK PLAN 2021/22**

<b>05 OCTOBER 2021</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
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. Constitution Review Update	To review any updates or changes to the Constitution	Matthew Mannion, Head of Democratic Services	
4. Forthcoming Restructures – Staffing Implications	An update on forthcoming restructures.	Amanda Harcus, Divisional Director, HR & Transformation	
5. Polling Places Review	To note the commencement of the review of polling places in Tower Hamlets.	Robert Curtis, Head of Elections	Full Council – January 2022
6. Members Enquiry Process	To review the Members Enquiry Process.	Ruth Dowden, Head of Information Governance	
7. Appeals against Dismissal	To review the procedure for appeals against dismissal.	Amanda Harcus, Divisional Director, HR & Transformation	
8. Calculation of Appointments Sub-Committee Proportionality	To consider the review of proportionality for Committees and Sub-Committee.	Matthew Mannion, Head of Democratic Services	

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<b>18 JANUARY 2022</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
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2. Update on Senior Recruitment	An update on recent senior management recruitment.	Amanda Harcus, Divisional Director, HR & Transformation	
3. Constitution Review Update	To review any updates or changes to the Constitution	Matthew Mannion, Head of Democratic Services	
4. Forthcoming Restructures – Staffing Implications	An update on forthcoming restructures.	Amanda Harcus, Divisional Director, HR & Transformation	
5. Employee Relations Casework Policy Quarterly Update Report Q1	To receive a quarterly update on the Employee Relations Casework Policy.	Amanda Harcus, Divisional Director, HR & Transformation	
6. London Councils report on bye-laws	A report about applying to London Councils for them to approve use of fixed penalty notices for breaches of bye-laws	Denise Radley, Corporate Director, Health, Adults & Community Services	
7. Elections Update	To receive an update on the preparations for Elections 2022.	Robert Curtis, Head of Elections	

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<b>22 MARCH 2022</b>			
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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. Constitution Review Update	To review any updates or changes to the Constitution	Matthew Mannion, Head of Democratic Services	
4. Forthcoming Restructures – Staffing Implications	An update on forthcoming restructures.	Amanda Harcus, Divisional Director, HR & Transformation	
5. Employee Relations Casework Policy Quarterly Update Report Q3	To receive a quarterly update on the Employee Relations Casework Policy.	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	

