

Non-Executive Report of the: Human Resources Committee Monday 12 June 2023	 TOWER HAMLETS
Report of: Janet Fasan, Director Legal and Monitoring Officer	Classification: Open
Human Resources Committee, Terms of Reference 2022/23	

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

Executive Summary

All Committees of Council receive a terms of reference report annually asking them to consider and note their terms of reference and delegated powers.

Recommendations:

The Human Resources Committee is recommended to:

1. Note its 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 No alternative practice in respect of this report occurs in the Authority.

3. DETAILS OF THE REPORT

- 3.1 At the Annual Meeting of the Full Council to be held on 17 May 2023, Council is anticipated to establish a new Human Resources Committee, appoint its membership and delegate to it a range of duties and responsibilities in accordance with the Constitution.
- 3.2 Following the Annual Meeting of the Council, the various committees established will note their Terms of Reference, quorum and membership for the forthcoming municipal year. These are set out in the appendices 1 and 2 to this report.

- 3.3 The Committee's meeting dates for the remainder of the year will also be agreed at the Annual Meeting of the Council. The dates of Human Resources Committee meetings in 2022/23 are attached at Appendix 3.
- 3.4 In accordance with the calendar, meetings are scheduled to take place at 6.30pm.
- 3.5 Should the Annual Council Meeting agree any changes to the information presented in the appendices to this report, officers will advise the Committee verbally at the meeting.

4. EQUALITIES IMPLICATIONS

- 4.1 When the calendar of meetings was set up consideration was given to avoiding school holidays and known 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.
- Data Protection / Privacy Impact Assessment.

5.2 There are no specific statutory implications arising from this noting report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 There are no specific financial implications arising from this report.

7. COMMENTS OF LEGAL SERVICES

7.1 The terms of reference for the Human Resources Committee are as set out in the Council's Constitution agreed by Council.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE.

Appendices

- Appendix 1 – Committee Terms of Reference
- Appendix 2 – Membership of the Committee in 2023/24
- Appendix 3 – Dates of scheduled meetings of the Committee in 2023/24

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.