

<p>Non-Executive Report of the:</p> <p>Strategic Development Committee</p> <p>6th September 2023</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Janet Fasan, Director of Legal and Monitoring Officer.</p>	<p>Classification: Unrestricted</p>
<p>Strategic Development Committee, Terms of Reference, Quorum, Membership and Dates of Meetings 2023/24.</p>	

Originating Officer(s)	Justina Bridgeman, Committee Services Officer
Wards affected	All

Executive Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of meetings of the Strategic Development Committee for the Municipal Year 2023/24 for the information of the Strategic Development Committee members.

Recommendations:

The Strategic Development Committee is recommended to:

1. Note the Terms of Reference, Quorum, Membership and Dates of future meetings as set out in Appendices 1, 2 and 3 of this report.
2. Determine the preferred time at which the scheduled meetings will start.

1. REASONS FOR THE DECISIONS

- 1.1 The report is brought annually to assist new and returning Members by informing them of the framework of the Committee set out in the Council's Constitution.

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to this report.

3. DETAILS OF THE REPORT

- 3.1 At the Annual General Meeting of the full Council held on 17th May 2023, the Authority approved the review of proportionality, establishment of the Committees and Panels of the Council and appointment of Members.
- 3.2 As per tradition, following the Annual General Meeting of the Council at the start of the Municipal Year, various committees are established and those committees note their Terms of Reference, Dates of meetings, Quorum and

Membership for the forthcoming Municipal Year. These are set out in **Appendix 1 and 2** of the report.

3.3 Meetings are scheduled to take place at 6.30pm **See Appendix 3.**

4. EQUALITIES IMPLICATIONS

4.1 When drawing up the schedule of dates, consideration was given to avoiding school 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.
- Data Protection / Privacy Impact Assessment.

5.2 No other statutory implications have been identified.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

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

7. COMMENTS OF LEGAL SERVICES

7.1 This is a noting report for the committee. There are no direct legal implications arising from this report

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- **Appendix 1** – Membership of the Committee.
- **Appendix 2** – Terms of Reference of Committee.
- **Appendix 3** – Dates of Sub-Committee Meetings 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.

Officer contact details for documents:

- N/A