

**LONDON BOROUGH OF TOWER HAMLETS**  
**RECORD OF THE DECISIONS OF THE CABINET**  
**HELD AT 5.32 P.M. ON TUESDAY, 25 JULY 2017**

**C1, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,  
LONDON, E14 2BG**

**Members Present:**

Mayor John Biggs	
Councillor Rachael Saunders	(Deputy Mayor and Cabinet Member for Health & Adult Services)
Councillor Amina Ali	(Cabinet Member for Environment)
Councillor Rachel Blake	(Cabinet Member for Strategic Development & Waste)
Councillor Asma Begum	(Cabinet Member for Community Safety)
Councillor David Edgar	(Cabinet Member for Resources)
Councillor Joshua Peck	(Cabinet Member for Work & Economic Growth)
Councillor Amy Whitelock Gibbs	(Cabinet Member for Education and Children's Services)

**Other Councillors Present:**

Councillor Peter Golds	(Leader of the Conservative Group)
Councillor Danny Hassell	

**Officers Present:**

John Coker	(Strategic Housing Manager, Place)
Clare Coombe	(Placement Officer)
David Courcoux	(Head of the Mayor's Office)
Adrian Gorst	(Divisional Director, IT)
Matthew Pullen	(Infrastructure Planning Manager)
Andy Scott	(Head of Economic Development, Place)
Zena Cooke	(Corporate Director, Resources)
Debbie Jones	(Corporate Director, Children's)
Denise Radley	(Corporate Director, Health, Adults & Community)
Ann Sutcliffe	(Acting Corporate Director, Place)
Will Tuckley	(Chief Executive)
Sarah Williams	(Team Leader Social Care, Legal Services, Governance)
Matthew Mannion	(Committee Services Manager, Democratic Services, Governance)

## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of:

- Councillor Sirajul Islam (Statutory Deputy Mayor and Cabinet Member for Housing)
- Councillor Abdul Mukit (Cabinet Member for Culture and Youth)
- Councillor Denise Jones (Chair of the Overview and Scrutiny Committee) for whom Councillor Danny Hassell was deputising.
- Asmat Hussain (Corporate Director, Governance) for whom Sarah Williams (Team Leader Social Care, Legal Services) was deputising.

## **2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

There were no Declarations of Disclosable Pecuniary Interests.

## **3. UNRESTRICTED MINUTES**

### **DECISION**

1. That the unrestricted minutes of the Cabinet meeting held on Tuesday 27 June 2017 be approved and signed by the Mayor as a correct record of proceedings.

## **4. OVERVIEW & SCRUTINY COMMITTEE**

### **4.1 Chair's Advice of Key Issues or Questions**

Pre-Decision Scrutiny Questions were received in relation to the following Agenda Items:

- 5.1 Housing Capital Projects
- 5.5 Improvement and Transformation of Information Communications and Technology
- 5.6 Strategic Performance Monitoring – Q4 2016/17

The questions, and responses, were taken as part of the consideration of each item.

### **4.2 Any Unrestricted Decisions "Called in" by the Overview & Scrutiny Committee**

Nil items.

## **5. UNRESTRICTED REPORTS FOR CONSIDERATION**

### **5.1 Housing Capital Projects**

The Pre-Decision Scrutiny Questions and responses were noted.

The Exempt Appendix was noted.

#### **DECISION**

1. To note the approach to community consultation for schemes in the pipeline;
2. To approve the allocation of a capital budget of £3.30 million for feasibility and preliminary works for the schemes listed in the Housing Capital Pipeline Programme;
3. To authorise the Corporate Director, Place, after consultation with the Corporate Director, Governance, to agree to proceed to award contracts and enter into any agreements required to implement recommendation 2 if so required, subject to tenders being within the approved capital budgets and progress the Housing Capital Pipeline Programme.

#### **Action by:**

##### **ACTING CORPORATE DIRECTOR, PLACE (A. SUTCLIFFE)**

(Acting Divisional Manager, Strategic Housing (J. Coker)

(Interim Project Manager, Capital Delivery (J. Abraham)

#### **Reasons for the decision**

The delivery of the Housing Capital Pipeline Programme is essential to contribute towards delivering the Mayoral priority of 1,000 additional Council homes for local people.

In order to progress the Housing Capital Pipeline Programme, the Council is required to appoint design teams to complete design and feasibility works to RIBA (Royal Institute of British Architects) Stage 3, including the submission of planning applications for each viable scheme. Without an approved budget allocation, the Council will not be able to deliver the pipeline programme.

The design teams will be procured through a framework approach in order to expedite the process.

#### **Alternative options**

There are a number of options that the Mayor can consider in relation to the Housing Capital Pipeline Programme.

The first option is to take no action. This will result in the failure to contribute to the Mayoral priority or provide any additional new homes and does not make the best use of the Council's land assets.

The second option is to progress with vacant and infill sites only where no existing residents will be displaced, although they will be impacted by development activity in the vicinity of their homes and the possible loss of garages or other amenities. This option fails to maximise the contribution that the Council could be making to addressing high levels of housing need in the borough.

The third option is to delay the decision to progress with the pipeline programme. This will mean that homeless households currently living in temporary accommodation will have to stay in this type of accommodation than longer than necessary before they are able to move into a permanent affordable home and residents will not get the opportunity to live in good quality energy efficient homes.

The added consequence of any of these alternative options is that the Council will be unable to spend its 'one-for-one' RTB receipts within the prescribed period and will be expected to repay these to the Treasury with interest, impacting on the Council's reputation and its ability to meet the Mayoral priority of additional Council housing within the borough.

## **5.2 IDF: Approval of S106 Funding to WorkPath Training**

### **DECISION**

1. To approve the allocation of £530,244 of S106 funding to the WorkPath Training project as profiled in the PID attached at Appendix A, and in Table 1 of the report.

### **Action by:**

**ACTING CORPORATE DIRECTOR, PLACE (A. SUTCLIFFE)**

(Pre-Employment Manager, Growth and Economic Development (C. Coombe)

### **Reasons for the decision**

The WorkPath Training project is fulfilling a specific S106 obligation of supporting Tower Hamlets residents into employment and training, which is a commitment of the Mayor. The WorkPath Training project is cost effective as it will upskill 1112 residents and move them forward into further training and sustainable employment. This feeds into the 2011 Employment Strategy and the Mayor's pledge to reduce unemployment in the borough and increase the economy.

The existing WorkPath Training project has been funded by S106 over the past 2 years which has enabled the delivery of employer-led training packages with specific learning outcomes for all residents who access the service and require training for employment. The training listed in the PID continues the work that has been delivered successfully over this time. The S106 funding does not have any delivery restrictions other than requiring the beneficiaries to be LBTH residents unlike other funding streams which stipulate that recipients must claim specific unemployment benefits, have a limited educational background, or are from a particular section of the community. Therefore the S106 funding allows the WorkPath service to offer

far more training and employment preparation opportunities to more residents of the borough who require support.

Match funding and using a variety of other funding options has been considered, however the criteria severely restricts the work the Council is able to do, and reduces the number of residents who would be eligible to access the training. S106 funding allows the service to open up the training to all residents in the borough who are eligible to work in the U.K. whereas other funding sources do not. S106 therefore enables the WorkPath service to support greater numbers of residents to prepare and access sustainable employment opportunities.

The project will help to connect businesses with their community; increase employment; and contribute to the delivery of positive improvements to people's lives and the local economy, which underpins the Community Plan theme of:

- A Fair and Prosperous Community.

Please refer to the attached PID in Appendix A to the report for more information about the overall project outcomes and the individual training programmes.

### **Alternative options**

The alternative option is to not allocate the funding to the overall project. However it should be noted that the use of the S106 funding specified in this report is restricted, as it must be spent in accordance with the legal agreement related to the development from which it originates. This may limit the expenditure of the S106 funding to certain infrastructure types or projects, and also by geographical location.

Any alternative expenditure of this funding would have to be on projects that would meet the requirements of the relevant S106 Agreement.

### 5.3 Council Tax Exemption for Care Leavers

#### DECISION

1. To agree to fund the Council Tax payable by care leavers taking up accommodation within the Borough and which would be administered through a local council tax discretionary discount scheme under Section 13A(1)(c) of Local Government Finance Act 1992
2. To agree to fund the balance of any Council Tax payable by care leavers taking up accommodation outside the Borough after application of any financial assistance to which they may be entitled under the Local Council Tax Support Scheme of the borough in which they reside.

#### Action by:

**CORPORATE DIRECTOR, RESOURCES (Z. COOKE)**

(Head of Revenue Services (R. Jones))

#### Reasons for the decision

Children and young people who are looked after by the local authority rather than their parents are amongst the most vulnerable groups in our community. Outcomes for this group are generally poor and, as corporate parents, the Council has the responsibility to keep them safe, make sure their experiences in care are positive and improve their on-going life chances.

The Corporate Parenting Board meeting (formerly the Corporate Parenting Subgroup), held on 15 February 2017, and noted the Children's Society campaign that showed the likelihood of care-leavers falling into arrears and struggling with debt associated with their Council Tax payments.

The Corporate Parenting Board on 15 June 2017 received a report setting out the implications of exempting care leavers from paying council tax and recommended the exemption be presented to the Mayor in Cabinet for consideration.

The exemption is considered to be a relatively low cost for the council but will make a significant difference to those care leavers who often struggle with their finances on turning 18 and moving to independence. The exemption would be in line with the council's corporate parenting duties, parents often help their children with their finances during the transition from childhood to work or university and independent living, to set them up well for adulthood.

The cost/benefit in terms of arrears and debt enforcement and the support being provided through crisis grants is considered positive as these would likely reduce if care leavers didn't have the burden of council tax payments.

This policy along with the growth allocation in the budget for employment support for care leavers is a strong package of measures to support a very vulnerable group of young people to get the best possible start to adult life.

### **Alternative options**

The Council could continue to charge council tax to care leavers when they are liable. However this may cause financial hardship or result in recovery and enforcement action being taken to recover debts from care leavers for whom the council is corporate parent.

## **5.4 Academy Conversions - Clara Grant Primary School and Stepney Green Mathematics and Computing College**

### **DECISION**

1. To agree to the grant of a 125-year lease to the new academy trust for Clara Grant Primary School;
2. To agree to the grant of a 125-year lease to the new academy trust for Stepney Green Maths and Computing College;
3. To authorise the Corporate Director, Place, to agree final terms and conditions for the grant of the new leases for both schools;
4. To authorise the Corporate Director, Place, to agree final terms and conditions with Poplar Harca for the lease of the Clara Grant School nursery class accommodation and sub-lease to the academy trust;
5. To approve the Council to enter into commercial and staffing transfer agreements for both schools;
6. To approve the Council to enter into all other necessary documentation to ensure the liabilities under the PFI arrangements for both schools are transferred to the academies;
7. To authorise the Corporate Director, Children's Services, after consultation with the Corporate Director, Governance and the Corporate Director, Resources to enter into all other necessary agreements and do all that is necessary for the purposes of the conversion of the two schools;
8. To authorise the Corporate Director, Governance to execute all documentation required to implement the decisions;
9. To authorise the Corporate Director, Resources to execute the Local Government (Contract) Act 1997 Certificate required to implement the decisions

### **Action by:**

**CORPORATE DIRECTOR, CHILDREN'S SERVICES (D. JONES)**

(Service Manager, Policy, Programmes and Community Insight (L. Richards))

**Reasons for the decision**

Both schools are maintained community schools and received academy orders dated 23 February 2017. The schools intend to convert simultaneously and form a multi-academy trust.

Both schools have indicated their wish to convert to academies on 1 September 2017.

**Alternative options**

There is no alternative to the planned course of action. Once applications from Governing Bodies have been approved by the Secretary of State, the expectation is that the local authority will work with schools on all transfer matters.

**5.5 Improvement and Transformation of Information Communications and Technology**

The Pre-Decision Scrutiny Questions and responses were noted.

**DECISION**

1. To release up to £16.35m from the ICT Transformation Reserve to improve and transform ICT within the Council.
2. To delegate authority to the Corporate Director, Resources or their nominated officer, after consultation with the Cabinet Member Resources to approve expenditure against the £16.35m,
3. To note that progress on this improvement and investment programme will be reported to the Cabinet through existing performance monitoring and reporting.

**Action by:**

**CORPORATE DIRECTOR, RESOURCES (Z. COOKE)**

(Divisional Director, IT (A. Gorst))

**Reasons for the decision**

The reasons for the decision are to commence the improvement and transformation of ICT across the Council to deliver the benefits and improvements set out in the Medium Term Financial Strategy and the Council's Smarter Together Transformation Programme.

**Alternative options**

The Cabinet could decide not to release the funding or to release a lower level of funding, but these options are not recommended. .

## 5.6 Strategic Performance Monitoring - Q4 2016/17

The Pre-Decision Scrutiny Questions and responses were noted.

### DECISION

1. To note progress in delivering the Strategic Plan at the year-end, including those activities that are flagged as delayed and overdue (appendix 2 to the report); and
2. To note the performance of the strategic measures at year-end, including those measures where the minimum expectation has been missed (appendix 3 to the report);
3. To note those activities and measures that require improvement will be referred to the Performance Improvement Board and Overview and Scrutiny Committee where appropriate;
4. To note the targets that have been set for the strategic measures for 2017/18 (appendix 4 to the report).

### Action by:

**CORPORATE DIRECTOR, RESOURCES (Z. COOKE)**  
(Divisional Director, IT (A. Gorst))

### Reasons for the decision

The Council's Performance Management and Accountability Framework sets out the process for monitoring the Strategic Plan and performance measures which are reported regularly to the Corporate Leadership Team and Cabinet.

This report promotes openness, transparency and accountability by enabling Tower Hamlets' residents to track progress of activities that matter most to them and their communities.

### Alternative options

Cabinet can decide not to review the performance information. This is not recommended as Members have a key role to review and challenge underperformance and also utilise performance information to inform resource allocation.

## 5.7 Contracts Forward Plan 2017/18 Q2

### DECISION

1. To note the contract summary at Appendix 1 to the report.
2. To request further information on the following contracts:
  - a. PL5244 – Vehicle Fleet Procurement – a report to be presented to Cabinet
  - b. AHS5016 – Day Opportunities for Older People – a briefing to be prepared for the Mayor’s Advisory Board who may request a report be presented to Cabinet
3. To agree that the remaining contracts can proceed to contract award after tender.
4. To authorise the Divisional Director, Legal Services to execute all necessary contract documents in respect of the awards of contracts referred to at Recommendation 3 above.
5. To note the procurement forward plan 2017-2022 as set out in Appendix 2 to the report.

#### Action by:

**CORPORATE DIRECTOR, RESOURCES (Z. COOKE)**

**CORPORATE DIRECTOR, HEALTH, ADULTS AND COMMUNITY (D. RADLEY)**

**ACTING CORPORATE DIRECTOR, PLACE (A. SUTCLIFFE)**

#### Reasons for the decision

The Council’s Procurement Procedures require submission of a quarterly forward plan of contracts for Cabinet consideration, and it is a requirement of the Constitution that “The contracting strategy and/or award of any contract for goods or services with an estimated value exceeding £250K, and any contract for capital works with an estimated value exceeding £5m shall be approved by the Cabinet in accordance with the Procurement Procedures”. This report fulfils these requirements for contracts to be let during and after quarter two of the current financial Year.

#### Alternative options

Bringing a consolidated report on contracting activity is considered the most efficient way of meeting the requirement in the Constitution, whilst providing full visibility of contracting activity; therefore no alternative proposals are being made.

## **5.8 List of Individual Mayoral Decisions**

### **DECISION**

1. To note the Individual Mayoral Decisions set out in the Appendices to the report.

#### **Action by:**

**COMMITTEE SERVICES MANAGER (M. MANNION)**

#### **Reasons for the decision**

This is a noting report to aid transparency.

The reasons each decision were taken are set out in their specific reports.

#### **Alternative options**

The alternative option would be to not produce this report, but that would not aid transparency of decision making.

## **6. ANY OTHER UNRESTRICTED BUSINESS CONSIDERED TO BE URGENT**

Nil items.

## **7. EXCLUSION OF THE PRESS AND PUBLIC**

Nil items.

## **8. EXEMPT / CONFIDENTIAL MINUTES**

Nil items.

## **9. OVERVIEW & SCRUTINY COMMITTEE**

### **9.1 Chair's Advice of Key Issues or Questions in Relation to Exempt / Confidential Business**

Nil items.

### **9.2 Any Exempt / Confidential Decisions "Called in" by the Overview & Scrutiny Committee**

Nil items.

## **10. ANY OTHER EXEMPT/ CONFIDENTIAL BUSINESS CONSIDERED TO BE URGENT**

Nil items.  
The meeting ended at 6.59 p.m.

Mayor John Biggs