



THE FORWARD PLAN

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The Forward Plan is published 28 days before each Cabinet meeting.

In addition, new issues and changes to existing issues will be published on the website as soon as they are known.

The web pages also contain past Forward Plans and publication deadlines for future Plans. To visit the web pages go to www.towerhamlets.gov.uk/forwardplan or for smart phone/tablet users scan the QR code to the right with your device camera.



Tower Hamlets Council **Forthcoming Decisions Plan**

What is this document?

The Forthcoming Decisions Plan (or 'Forward Plan') contains information on significant decisions that the Council expects to take over the next few months.

As a minimum this will include notice of:

- All **Key Decisions** to be taken by the Mayor, Cabinet or Cabinet Sub-Committees
 - This could include decisions taken at public meetings or taken individually at other times.
- Budget and Policy Framework Decisions (for example the Budget Report itself and major policies to be agreed by Council as set out in the Constitution)

Key Decisions

The Council is required to publish notice of all key decisions at least 28 days before they are taken by the Executive or Commissioners. Key decisions are all those decisions which involve major spending, or savings, or which have a significant impact on the local community. The precise definition of a key decision adopted by Tower Hamlets is contained in Article 13.03 of the [Constitution](#). Key Decisions can be taken by the Mayor outside of meetings, the Mayor in Cabinet or by a Cabinet Sub-Committee.

Publication of Forthcoming Decisions

Individual notices of new Key Decisions will be published on the website as they are known on the 'Forthcoming Decisions' page, whilst this 'Forward Plan' collating these decisions will be published regularly, as a minimum at least, 28 days before each Cabinet meeting. The Plan will be published on the Council's website and will also be available to view at the Town Hall and Libraries, Ideas Centres and One Stop Shops if required.

Urgency

If, due to reasons of urgency, a Key Decision has to be taken where 28 days' notice have not been given. Notice will be published (on the website) as early as possible and Urgency Procedures as set out in the Constitution have to be followed.

Make your views known

The most effective way for the public to make their views known about a Forthcoming Decisions is to contact the lead officer, or Cabinet Member (where stated), listed. You can also view the Council's [Consultation Calendar](#), which lists all the issues on which the Council and its partners are consulting.

Information about the Decision Makers

Further information on the Mayor and Members of the Cabinet can be found on the Council [website](#).

Notice of Intention to Conduct Business in Private

The Council is also required to give at least 28 days' notice if it wishes to consider any of the reports on the agenda of an Executive meeting (such as Cabinet) in private session. The last row of each item below will indicate any proposal to consider that item in private session. Should you wish to make any representations in relation to item being considered in private please contact Democratic Services on the contact details listed on the front page.

The notice may reference a paragraph of Section 12A of the 1972 Local Government Act. In summary those paragraphs refer to the following types of exempt information (more information is available in the Constitution):

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority handling the information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:-
 - a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Contact Details for this Plan

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* New Issues published since the last Forward Plan

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Title of Report	Academy Conversion - Phoenix Primary and Secondary School	Ward Bow West	Key Decision? Yes
Summary of Decision	To approve putting into effect the documentation required to achieve the conversion, including lease and Commercial Transfer Agreement.		

Decision maker Date of decision	Cabinet Not before 19/12/17
Community Plan Theme	Creating and maintaining a vibrant, successful place
Cabinet Member	Cabinet Member for Education and Children's Services
Who will be consulted before decision is made and how will this consultation take place	Consultation is being carried out by the school.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	An Equality Impact Assessment does not need to be carried out first
Contact details for comments or additional information	Corporate Director, Children's Services
What supporting documents or other information will be available?	N/a
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Consultations on a new Community infrastructure Levy (CIL) Charging Schedule and submission for examination	Ward All Wards	Key Decision? Yes
Summary of Decision	Approval to undertake consultations on a new Community Infrastructure Levy Preliminary Draft Charging Schedule and submit for examination. Purpose - To help maximise funding to contribute to infrastructure required to support development.		

Decision maker Date of decision	Cabinet Not before 19/12/17
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Cabinet Member for Strategic Development and Waste
Who will be consulted before decision is made and how will this consultation take place	At least two public consultations will be carried out, in accordance with the Council's Statement of Community Involvement.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	An Equalities Checklist was completed and referred to the Place Directorate's Equalities Champion. It established that the proposal will not have any impacts on any particular equalities groups
Contact details for comments or additional information	Matthew Pullen (Infrastructure Planning Manager) matthew.pullen@towerhamlets.gov.uk
What supporting documents or other information will be available?	
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Local Council Tax Reduction Scheme 2018-19	Ward All Wards	Key Decision? Yes
Summary of Decision	To consider options for the Council's Local Council Tax Reduction Scheme (LCTRS) for 2018/19. And to agree the Local Council Tax Reduction Scheme for 2018/19.		

Decision maker Date of decision	Cabinet Not before 19/12/17
Community Plan Theme	Creating and maintaining a vibrant, successful place
Cabinet Member	Cabinet Member for Resources
Who will be consulted before decision is made and how will this consultation take place	The council launched a LCTRS consultation asking residents to help shape the future of the council's LCTR scheme.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Neville Murton (Divisional Director, Finance, Procurement & Audit) neville.murton@towerhamlets.gov.uk
What supporting documents or other information will be available?	To be determined during the writing of the report.
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	The Council's 2018-19 Budget Report and Medium Term Financial Strategy 2018-21	Ward All Wards	Key Decision? Yes
Summary of Decision	This is a noting report that will provide Cabinet with an update on progress to date and plan for developing the MTFs for 2018 – 2021. This report will include the recommendation to confirm the Council's decision to be included in the London-wide business rates retention pilot from the 1st April 2018.		

Decision maker Date of decision	Cabinet Council Not before 19/12/17 21/02/18
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Councillor David Edgar, (Cabinet Member for Resources) Cabinet Member for Resources Cllr.David.Edgar@towerhamlets.gov.uk
Who will be consulted before decision is made and how will this consultation take place	The Mayor, Lead Member for resources and the Chair of Overview and Scrutiny will be consulted.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	N/a
Contact details for comments or additional information	Neville Murton Corporate Director, Resources (Divisional Director, Finance, Procurement & Audit) neville.murton@towerhamlets.gov.uk
What supporting documents or other information will be available?	N/a
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Fees and Charges 2018/19	Ward All Wards	Key Decision? Yes
Summary of Decision	Fees and charges are reviewed annually as part of the financial and business planning process. This ensures that they are set at the appropriate level for the prevailing economic circumstances and represents good practice in terms of the Council's aim to provide value for money.		

Decision maker Date of decision	Cabinet Not before 19/12/17
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Cabinet Member for Resources
Who will be consulted before decision is made and how will this consultation take place	Internal meetings between Directorates; The Mayor and Lead Members for each directorate.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Neville Murton (Divisional Director, Finance, Procurement & Audit) neville.murton@towerhamlets.gov.uk
What supporting documents or other information will be available?	No
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Council Tax Base Report 2018-19 (1065475)	Ward All Wards	Key Decision? Yes
Summary of Decision	To approve, in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992, the amount calculated by the London Borough of Tower Hamlets as its Council Tax Base for the year 2018/19.		

Decision maker Date of decision	Cabinet Not before 19/12/17
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Cabinet Member for Resources
Who will be consulted before decision is made and how will this consultation take place	The Revenues Team
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Neville Murton (Divisional Director, Finance, Procurement & Audit) neville.murton@towerhamlets.gov.uk
What supporting documents or other information will be available?	Council Tax Base Return
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Disposal of 2 Trinity Green, Mile End Road, E.1. 4TS	Ward Bethnal Green	Key Decision? No
Summary of Decision	<p>A decision is required to declare a dwelling that forms part of the Trinity Green Almshouses as surplus to the council's operational requirements and dispose of it on the open market. This is due to the prohibitive cost of bringing the property back up to a habitable standard.</p> <p>Disposing of it would allow the purchaser to bring the dwelling back up to a habitable standard through a restoration programme and return the site to housing use. This would place the expense and risk on them and allow the council to invest the receipt in other priority areas in the Housing Revenue Account.</p> <p>The proposal is for the disposal of 2 Trinity Green, Mile End Road, E1 4TS.</p>		

Decision maker Date of decision	Cabinet Not before 31/10/17
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Cabinet Member for Resources, Deputy Mayor and Cabinet Member for Housing
Who will be consulted before decision is made and how will this consultation take place	<ol style="list-style-type: none"> 1. Asset Management Working Group (9th March 2017); 2. Asset Management Board (14th April 2017); and 3. Lead Member and Mayor will be consulted prior to decision going to Cabinet.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	Not applicable
Contact details for comments or additional information	Corporate Director, Place
What supporting documents or other information will be available?	Not applicable
Is there an intention to consider this report in private session and if so why?	Partly Exempt (Part of the report will be exempt) Financially sensitive information

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Title of Report	Careers Service restructure and integration into WorkPath	Ward All Wards	Key Decision? No
Summary of Decision	This report will address the proposed restructure of the careers service and the integration of the service with WorkPath and other employment services for young people.		

Decision maker Date of decision	Cabinet Not before 28/11/17
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Cabinet Member for Education and Children's Services, Cabinet Member for Environment
Who will be consulted before decision is made and how will this consultation take place	To be considered during the drafting of the report.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	To be considered during the drafting of the report.
Contact details for comments or additional information	Andy Scott, Christine McInnes (Divisional Director, Growth & Economic Development) andy.scott@towerhamlets.gov.uk, (Divisional Director, Education and Partnership, Children's) christine.mcinnnes@towerhamlets.gov.uk
What supporting documents or other information will be available?	To be considered during the drafting of the report.
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Strategic Performance Monitoring 2017/18 Q2	Ward All Wards	Key Decision? Yes
Summary of Decision	Note the Council's performance at the Q2 (July- September 2017-18) stage for the six month stage for strategic plan and strategic measures.		

Decision maker Date of decision	Cabinet 30/01/18
Community Plan Theme	A transformed council, making best use of resources and with an outward looking culture
Cabinet Member	Mayor
Who will be consulted before decision is made and how will this consultation take place	None
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Sharon Godman, Afazul Hoque (Divisional Director, Strategy, Policy and Partnerships) sharon.godman@towerhamlets.gov.uk, (Interim Service Manager, Strategy, Policy & Performance) afazul.hoque@towerhamlets.gov.uk
What supporting documents or other information will be available?	None
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Community Engagement Strategy (I068121)	Ward All Wards	Key Decision? Yes
Summary of Decision	To agree the Strategy for delivery.		

Decision maker Date of decision	Cabinet 30/01/18
Community Plan Theme	Creating and maintaining a vibrant, successful place
Cabinet Member	Mayor
Who will be consulted before decision is made and how will this consultation take place	<p>As detailed above.</p> <p>Overall, the strategy has been developed in close collaboration with local stakeholders. The strategy was developed through open dialogue with representatives from a variety of council services. A cross-directorate Working Group has met regularly to lead the strategy and provide input and communication on behalf of directorates more widely. This Group has also included a social housing provider and a community based organisation that was responsible for engaging with, and feeding in voices of the community. All DMTs and Community Plan Delivery Groups as well as the Community Involvement Network have received a presentation on the strategy and had the opportunity to feed in. There have also been a number of articles in Managers' and Members' Briefings, to encourage a wide range of officers and members to feed into the development of the strategy.</p> <p>As well as an online survey open to the wider public, a programme of consultation and engagement was commissioned and delivered by Urban Inclusion (a small local community led organisation). This included engagement with:</p> <ul style="list-style-type: none"> • "Representative" bodies for particular issues or interest groups; • Community groups; • Service user forums; • Steering / taskforce groups; • Other community forums of residents. <p>Engagement included focus groups, interviews and a literature review. The strategy has also been informed by engagement with councillors and the Mayor including a cross-party Members' Seminar and a number of discussions at Transparency and Overview and Scrutiny committees.</p> <p>The draft strategy and action plan are also scheduled for formal consultation from June to July 2017. It is intended that a short, easy to use summary version of the strategy will be the main document consulted on, with the more detailed strategy and action plan available for those who wish to access it.</p>
Has an Equality Impact Assessment been	Yes

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<p>carried out and if so the result of this Assessment?</p>	
<p>Contact details for comments or additional information</p>	<p>Sharon Godman, Emily Fieran-Reed (Divisional Director, Strategy, Policy and Partnerships) sharon.godman@towerhamlets.gov.uk, (Service Manager, Community Cohesion, Engagement and Commissioning, Strategy, Policy and Equality) Emily.FieranReed@towerhamlets.gov.uk</p>
<p>What supporting documents or other information will be available?</p>	<p>An initial draft has already been completed. This will be finalised in August 2017 following public consultation on the draft strategy.</p>
<p>Is there an intention to consider this report in private session and if so why?</p>	<p>No, Unrestricted</p>

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Title of Report	Physical Activity & Sport Strategy	Ward All Wards	Key Decision? Yes
Summary of Decision	This report asks Cabinet to approve the Physical Activity & Sport Strategy for Tower Hamlets		

Decision maker Date of decision	Cabinet 27/02/18
Community Plan Theme	Creating opportunity by supporting aspiration and tackling poverty
Cabinet Member	Cabinet Member for Culture and Youth
Who will be consulted before decision is made and how will this consultation take place	See above Representative sample market research / survey Physical activity and sports sector engagement event Other Directorates Key partners through the Health & Wellbeing Board
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	An Equalities Analysis will be carried out alongside the development of the strategy to inform the strategy objectives and actions.
Contact details for comments or additional information	Judith St John (Divisional Director, Sports, Leisure and Culture) judith.stjohn@towerhamlets.gov.uk
What supporting documents or other information will be available?	N/a
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Best Value Improvement Plan (BVIP) Q4 update report	Ward All Wards	Key Decision? Yes
Summary of Decision	To note progress of the BVIP and to consider and provide feedback on the Q4 BVIP update report.		

Decision maker Date of decision	Cabinet 27/03/18
Community Plan Theme	(All Corporate Priorities)
Cabinet Member	Mayor
Who will be consulted before decision is made and how will this consultation take place	None
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Afazul Hoque, Sharon Godman (Interim Service Manager, Strategy, Policy & Performance) afazul.hoque@towerhamlets.gov.uk, (Divisional Director, Strategy, Policy and Partnerships) sharon.godman@towerhamlets.gov.uk
What supporting documents or other information will be available?	Best Value Improvement Plan (BVIP) Q4 update report
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Barley Mow Estate: Malting and Brewster Houses External Fire Risk Works	Ward Limehouse	Key Decision? Yes
Summary of Decision	Proposals for additional resources and urgent works needed to address fire safety concerns.		

Decision maker Date of decision	Mayor Not before 31/10/17
Community Plan Theme	Creating and maintaining a vibrant, successful place
Cabinet Member	Deputy Mayor and Cabinet Member for Housing
Who will be consulted before decision is made and how will this consultation take place	<p>Consultation has already been undertaken with the following:</p> <ol style="list-style-type: none"> 1. Tower Hamlets Homes; 2. London Fire Brigade; 3. LBTH Resources Directorate; and 4. LBTH Legal Services.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Corporate Director, Place
What supporting documents or other information will be available?	No
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	Determining the School Admission Arrangements for 2019/2020 (ID 1066189)	Ward All Wards	Key Decision? Yes
Summary of Decision	To approve the School Admission Arrangements for 2019/20		

Decision maker Date of decision	Cabinet 27/02/18
Community Plan Theme	Creating opportunity by supporting aspiration and tackling poverty
Cabinet Member	Councillor Amy Whitelock Gibbs, (Cabinet Member for Education and Children's Services) cllr.amy.whitelockgibbs@towerhamlets.gov.uk
Who will be consulted before decision is made and how will this consultation take place	To be considered during the drafting of the report.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	To be considered during the drafting of the report
Contact details for comments or additional information	Christine McInnes (Divisional Director, Education and Partnership, Children's) christine.mcinnnes@towerhamlets.gov.uk
What supporting documents or other information will be available?	To be considered during the drafting of the report
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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