

Meeting of the
COUNCIL

Wednesday, 24 June 2015 at 8.00 p.m.

TABLED DOCUMENTS

	PAGE NUMBER	WARD(S) AFFECTED
9. APPOINTMENTS TO COMMITTEES AND PANELS OF THE COUNCIL To appoint a Chair and members to each of the committees and panels of the Council established at item 7 above, in accordance with the nominations submitted by the political groups (to follow).	1 - 18	
13. EXECUTIVE SCHEME OF DELEGATION To note the Executive Scheme of Delegation that is in place pending the election on 11 th June 2015 of a Mayor of Tower Hamlets. The report of the Service Head, Democratic Services is attached.	19 - 26	

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safe to do so by the Senior Fire Marshal. The meeting will reconvene if it is safe to do so, otherwise it will stand adjourned."

LONDON BOROUGH OF TOWER HAMLETS

ANNUAL COUNCIL MEETING

WEDNESDAY 24th JUNE 2015

AGENDA ITEM 9 - APPOINTMENT TO COMMITTEES/PANELS OF THE COUNCIL

TABLED REPORT OF THE SERVICE HEAD, DEMOCRATIC SERVICES

SUMMARY

1. A report at item 7 of the Annual Council agenda recommends the establishment of committees and panels of the Council as set out in the Constitution; and the allocation of places on those committees and panels in accordance with the proportionality rules.
2. The attached appendices set out the nominations received from political groups before the meeting for (a) chairs of the Council committees and (b) members of committees and panels in accordance with the places allocated. Any further nominations received before the meeting will be reported verbally.

RECOMMENDATIONS

3. That the Council appoint the chairs of committees for 2015/16 from amongst the nominations listed at Appendix A attached or any further nominations made at the meeting.
4. That the Council appoint members and deputy members to the committees and panels of the Council and other bodies for the municipal year 2015/16 as set out at Appendix B attached.
5. That in relation to any unfilled places within the seats allocated to a particular political group, the Council note that the Director of Law, Probity and Governance has delegated authority subsequently to agree the appointments to those places in accordance with nominations from the relevant political group.

Appointment of Committee Chairs

Article 8 of the Council's Constitution states that 'the Council will appoint a Member to serve as Chair of each Committee that it appoints under this Article. If the Council does not, the Committee may appoint a Chair from amongst the Members appointed to the Committee by the Council. Each Committee may appoint a Vice-Chair from amongst its Members.'

In accordance with the above, the Council is requested to appoint the Chairs of the committees listed below, to serve for the remainder of the municipal year 2015/16 or until either (i) they resign the position, (ii) are no longer a member of the Council or the Committee concerned or (iii) a successor is appointed, whichever is the sooner.

Any nominations received at the time of printing are listed below and any further nominations received subsequently will be reported verbally.

Committee	Nominations received for Chair
Overview & Scrutiny Committee	(i) Councillor John Pierce (ii) Councillor Oliur Rahman
Development/Strategic Development Committee	Councillor Marc Francis
Appeals Committee	Councillor Rajib Ahmed
General Purposes Committee	Councillor Sabina Akhtar
Audit Committee	Councillor Candida Ronald
Pensions Committee	Councillor Andrew Cregan
Human Resources Committee	Councillor Clare Harrison
Licensing Committee	Councillor Khales Uddin Ahmed

LONDON BOROUGH OF TOWER HAMLETS

COMMITTEE MEMBERSHIPS 2015-2016

NOMINATIONS SUBMITTED TO THE ANNUAL COUNCIL MEETING ON 24th JUNE 2015

APPEALS COMMITTEE (Nine members of the Council)		
<i>Labour Group (5)</i>	<i>Independent Group (4)</i>	<i>Conservative Group (0)</i>
Councillor Rajib Ahmed (Chair) Councillor Sabina Akhtar Councillor Dave Chesterton Councillor Andrew Cregan Councillor Helal Uddin Deputies:- Councillor Marc Francis Councillor Asma Begum Councillor Rachael Saunders	Councillor Mahbub Alam Councillor Shah Alam Councillor Harun Miah Councillor Mufti Miah Deputies:- Councillor Shahed Ali Councillor Maium Miah Councillor Suluk Ahmed	n/a

AUDIT COMMITTEE
(Seven members of the Council)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>
<p>Councillor Candida Ronald (Chair) Councillor Sabina Akhtar Councillor Ayas Miah</p> <p>Deputies:-</p> <p>Councillor Dave Chesteron Councillor Amina Ali Councillor Joshua Peck</p>	<p>Councillor Abjol Miah Councillor Mufti Miah</p> <p>Deputies:-</p> <p>Councillor Ansar Mustaqim Councillor Gulam Kibria</p>	<p>Councillor Andrew Wood</p> <p>Deputies:-</p> <p>t.b.c.</p>

DEVELOPMENT COMMITTEE
(Seven members of the Council)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>
<p>Councillor Marc Francis (Chair) Councillor Sabina Akhtar Councillor Rajib Ahmed Councillor Shiria Khatun</p> <p>Deputies:-</p> <p>Councillor Sirajul Islam Councillor Andrew Cregan Councillor Amina Ali</p>	<p>Councillor Suluk Ahmed Councillor Gulam Kibria</p> <p>Deputies:-</p> <p>Councillor Shah Alam</p>	<p>Councillor Chris Chapman</p> <p>Deputies:-</p> <p>t.b.c.</p>

STRATEGIC DEVELOPMENT COMMITTEE
(Nine members of the Council)

<i>Labour Group (5)</i>	<i>Independent Group (3)</i>	<i>Conservative Group (1)</i>
<p>Councillor Marc Francis (Chair) Councillor Asma Begum Councillor Andrew Cregan Councillor Danny Hassell Councillor Helal Uddin</p> <p>Deputies:-</p> <p>Councillor Khaled Uddin Ahmed Councillor Denise Jones Councillor John Pierce</p>	<p>Councillor Shahed Ali Councillor Ansar Mustaqim Councillor Gulam Robbani</p> <p>Deputies:-</p> <p>Councillor Oliur Rahman Councillor Suluk Ahmed Councillor Maium Miah</p>	<p>Councillor Julia Dockerill</p> <p>Deputies:-</p> <p>t.b.c.</p>

GENERAL PURPOSES COMMITTEE
(Seven members of the Council)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>
<p>Councillor Sabina Akhtar (Chair) Councillor Khaled Uddin Ahmed Councillor David Edgar Councillor Ayas Miah</p> <p>Deputies:- Councillor Danny Hassell Councillor Marc Francis Councillor Asma Begum</p>	<p>Councillor Aminur Khan Councillor Abjol Miah</p> <p>Deputies:- Councillor Oliur Rahman Councillor Abdul Asad</p>	<p>Councillor Craig Aston</p> <p>Deputies:- t.b.c.</p>

HUMAN RESOURCES COMMITTEE
(Seven members of the Council)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>
<p>Councillor Clare Harrisson (Chair) Councillor Rachel Blake Councillor Dave Chesterton Councillor Sirajul Islam</p> <p>Deputies:- Councillor Khaled Uddin Ahmed Councillor Ayas Miah Councillor Shiria Khatun</p>	<p>Councillor Rabina Khan Councillor Shafiqul Haque</p> <p>Deputies:- Councillor Gulam Robbani</p>	<p>Councillor Julia Dockerill</p> <p>Deputies:- t.b.c.</p>

LICENSING COMMITTEE
(Fifteen Members of the Council) (No Deputies permitted)

<i>Labour Group (8)</i>	<i>Independent Group (6)</i>	<i>Conservative Group (1)</i>
Councillor Khaled Uddin Ahmed (Chair) Councillor Rajib Ahmed Councillor Clare Harrison Councillor Denise Jones Councillor Joshua Peck Councillor Candida Ronald Councillor Rachael Saunders Councillor Amy Whitelock Gibbs	Councillor Shah Alam Councillor Mahbub Alam Councillor Ansar Mustaqim Councillor Mufti Miah Councillor Gulam Kibria Councillor Maium Miah	Councillor Peter Golds

OVERVIEW AND SCRUTINY COMMITTEE (Nine members of the Council plus six co-opted members) <i>(NB Scrutiny Lead Members and Chair of Health Scrutiny Panel to be appointed by the O&S Committee)</i>			
Labour Group (5)	Independent Group (3)	Conservative Group (1)	Co-opted Members (for information – to be appointed by Overview & Scrutiny Committee)
<p>Councillor John Pierce <i>(nominated for Chair)</i> Councillor Amina Ali Councillor Danny Hassell Councillor Denise Jones Councillor Helal Uddin</p> <p>Deputies:-</p> <p>Councillor Dave Chesteron Councillor Candida Ronald Councillor Khaled Uddin Ahmed</p>	<p>Councillor Mahbub Alam Councillor Oliur Rahman <i>(nominated for Chair)</i> Councillor Maium Miah</p> <p>Deputies:-</p> <p>Councillor Gulam Robbani Councillor Shafiqul Haque Councillor Shahed Ali</p>	<p>Councillor Peter Golds</p> <p>Deputies:-</p> <p>t.b.c.</p>	<p>Mr Shaynul Khan – Muslim Community representative</p> <p>Ms Victoria Ekubia – Roman Catholic Diocese of Westminster representative</p> <p>Dr Phillip Rice - Church of England Diocese representative</p> <p>Parent Governor representatives:-</p> <ul style="list-style-type: none"> • Mr Nozrul Mustafa • Revd James Olanipekun • 1 vacancy

HEALTH SCRUTINY PANEL
(Nominations for information - Panel to be appointed by Overview & Scrutiny Committee)
(Seven members of the Council)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>
<p>Councillor Amina Ali Councillor Sabina Akhtar Councillor Dave Chesterton Councillor John Pierce</p> <p>Deputies:-</p> <p>Councillor Danny Hassell Councillor Helal Uddin Councillor Denise Jones</p>	<p>Councillor Abdul Asad Councillor Maium Miah</p> <p>Deputies:-</p> <p>Councillor Shahed Ali Councillor Aminur Khan</p>	<p>Councillor Craig Aston</p> <p>Deputies:-</p> <p>t.b.c.</p> <p>Co-opted Members:- To be appointed by the Overview & Scrutiny Committee</p>

PENSIONS COMMITTEE (Seven members of the Council)		
<i>Labour Group (4)</i>	<i>Independent Group (3)</i>	<i>Conservative Group (0)</i>
Councillor Andrew Cregan (Chair) Councillor Clare Harrisson Councillor Md. Abdul Mukit Councillor Candida Ronald Deputies:- Councillor John Pierce Councillor Rajib Ahmed Councillor Rachel Blake	Councillor Suluk Ahmed Councillor Harun Miah Councillor Mufti Miah Deputies:- Councillor Abdul Asad Councillor Shafiqul Haque	n/a

PENSIONS BOARD (One Councillor to work alongside six other members of the Board)		
<i>Labour Group</i>	<i>Independent Group</i>	<i>Conservative Group</i>
Councillor Dave Chesterton		

STANDARDS ADVISORY COMMITTEE

(Seven Members of the Council (who may not include the Mayor or more than one other Cabinet Member) - plus up to seven co-opted members, one of whom shall chair the Committee)

<i>Labour Group (4)</i>	<i>Independent Group (2)</i>	<i>Conservative Group (1)</i>	<i>Co-opted Members (for information)</i>
<p>Councillor Marc Francis Councillor Sirajul Islam Councillor Md. Abdul Mukit Councillor Candida Ronald</p> <p>Deputies:- Councillor Danny Hassell Councillor Amy Whitelock Gibbs Councillor David Edgar</p>	<p>Councillor Shah Alam Councillor Mufti Miah</p> <p>Deputies:- Councillor Gulam Kibria</p>	<p>Councillor Andrew Wood</p> <p>Deputies:- t.b.c.</p>	<p>Mr Matthew Rowe Mr Eric Pemberton Ms Salina Bagum Mr John Pulford MBE Ms Nafisa Adam Mr Michael Houston Mr Daniel McLaughlin</p>

HEALTH AND WELLBEING BOARD

(The Mayor, Councillors, Local Authority Officers, Healthwatch and NHS Commissioners. In addition, non-voting co-opted members including NHS Providers, Housing Forum representative, Chair of the Integrated care Board and the Young Mayor.

Ex-officio Elected Members

Non-Executive Councillor nominee

The Mayor (Chair of the Health & Wellbeing Board)
Cabinet Members for Health and Wellbeing, Children's Services and Resources
Executive Advisor on Adult Social Care

Non-executive majority group councillor nominated by Council

Councillor Denise Jones

ADOPTION PANEL (To comprise two Social Workers, one elected Member, three Independent Persons and to include one man and one woman, up to a maximum of ten persons)		
<i>Labour Group</i>	<i>Independent Group</i>	<i>Conservative Group</i>
Councillor Amina Ali		

FOSTERING PANEL (To comprise two Social Workers, one elected Member and four Independent Persons, up to a maximum of ten persons)		
<i>Labour Group</i>	<i>Independent Group</i>	<i>Conservative Group</i>
Councillor Dave Chesterton		

CORPORATE PARENTING STEERING GROUP (Cabinet Member for Children's Services, other Councillor(s), a Corporate Director and two Young People's Representatives)		
<i>Labour Group</i>	<i>Independent Group</i>	<i>Conservative Group</i>
Councillor David Edgar		

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE) (To comprise members appointed by the LEA)		
<i>Labour Group</i>	<i>Independent Group</i>	<i>Conservative Group</i>
Councillor Andrew Cregan		

TO NOTE POLITICAL GROUP APPOINTMENTS

- | | | | | |
|--------------------|---|---|---|--|
| Labour Group | - | Leader of the Labour Group
Deputy Leader of the Labour Group | - | Mayor John Biggs
Councillor Sirajul Islam |
| Independent Group | - | Leader of the Independent Group | - | Councillor Oliur Rahman |
| Conservative Group | - | Leader of the Conservative Group
Deputy Leader of the Conservative Group | - | Councillor Peter Golds
Councillor Chris Chapman |

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LONDON BOROUGH OF TOWER HAMLETS

ANNUAL COUNCIL MEETING

WEDNESDAY 24th JUNE 2015

AGENDA ITEM 13 – TABLED REPORT

MAYOR'S EXECUTIVE SCHEME OF DELEGATION

1. INTRODUCTION

- 1.1 The Executive Procedure Rules at Part 4.4 of the Council's Constitution provide for the Mayor to delegate specific executive functions to:-
- the Executive as a whole (the Cabinet);
 - a committee of the Executive or an individual member of the Executive;
 - an officer;
 - an area committee;
 - a ward councillor (only in accordance with s.236 of the Local Government and Public Involvement in Health Act 2007);
 - joint arrangements; or
 - another local authority.
- 1.2 The Mayor may amend or revoke any delegation of an executive function at any time.
- 1.3 The Mayor is required to present to the Annual Council Meeting, and if delegations are made or varied between Annual Meetings to present to the Monitoring Officer, a written record of delegations made by him ('the Executive Scheme of Delegation'). This document must contain the following information in so far as it relates to executive functions:
- (a) The extent of any authority delegated to any individual Executive Member or ward councillor including details of the limitation on their authority;
 - (b) The terms of reference and constitution of such Executive Committees as the Mayor appoints and the names of Executive Members appointed to them;
 - (c) The nature and extent of any delegation of executive functions to area Committees, any other authority or any joint arrangements and the names of those Executive Members appointed to any joint Committee for the coming year; and

- (d) The nature and extent of any delegation of executive functions to officers not already specified in Part 3 of the Constitution, with details of any limitation on that delegation and the title of the officer to whom the delegation is made.

- 1.4 In accordance with the above requirements the Executive Scheme of Delegation agreed by the Mayor to apply with effect from 24th June 2015 is set out below.
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PART A - EXECUTIVE SCHEME OF DELEGATION

1. PURPOSE

- 1.1 The purpose of this Executive Scheme of Delegation is to:-
- be clear about who can make which executive decisions including Key Decisions;
 - facilitate the smooth running of Council business;
 - ensure that the Mayor is able to provide effective strategic leadership for the overall policy direction of the Council and to promote partnership working with other agencies; and that officers take responsibility for operational matters and policy implementation

2. THE CONSTITUTION

- 2.1 Once presented by the Mayor to the Annual Council Meeting or to the Monitoring Officer, this Executive Scheme of Delegation will form part of the Council's Constitution and will be appended to it. Its provisions apply alongside the Rules of Procedure and Access to Information provisions included in the Constitution.

3. AMENDMENTS TO THE EXECUTIVE SCHEME OF DELEGATION

- 3.1 This Scheme of Delegation remains in force for the term of office of the Mayor unless and until it is amended or revoked by the Mayor in accordance with Part 4.4 of the Constitution.

4. NON-EXECUTIVE DECISIONS

- 4.1 No delegated power in this Executive Scheme of Delegation applies to any decision that relates to a matter that is not an Executive function either by law or by the allocation of local choice functions under the Council's Constitution.

5. THE COMPOSITION OF THE EXECUTIVE

- 5.1 The Executive shall consist of ten people, namely the Mayor and nine Councillors as set out below:-

Name	Portfolio
Mayor John Biggs	Executive Mayor Specific responsibility for Partnerships, Policy, Strategy & Performance
Cllr Sirajul Islam, Statutory Deputy Mayor	Cabinet Member for Housing Management & Performance Deputy Mayor Responsible also for - Work with Faith Communities - Welfare Reform Response
Cllr Rachael Saunders Deputy Mayor for Education & Childrens Services & the Third Sector	Cabinet Member for Education and Children's Services Deputy Mayor Responsible also for - Grants & Third Sector
Cllr Shiria Khatun Deputy Mayor for Community Affairs	Cabinet Member for Community Safety Deputy Mayor Responsible also for - Community Cohesion. - Tackling Radicalisation.
Cllr Rachel Blake	Cabinet Member for Strategic Development
Cllr Joshua Peck	Cabinet Member for Work & Economic Growth
Cllr Amy Whitelock Gibbs	Cabinet Member for Health and Adult Services
Cllr Asma Begum	Cabinet Member for Culture
Cllr Ayas Miah	Cabinet Member for Environment
Cllr David Edgar	Cabinet Member for Resources

6. DELEGATIONS TO THE EXECUTIVE

- 6.1 The Mayor has not delegated any decision-making powers to the Executive acting collectively.
- 6.2 The Mayor may, in accordance with Part 4.4 of the Council's Constitution, appoint such committees of the Executive as he considers appropriate from time to time, but he does not appoint any such committees at this time.
- 6.3 Subject to the Mayor's prerogative to make decisions on all matters relating to all his statutory powers, the Mayor delegates to each Cabinet Member individually the power to make decisions on matters within their portfolio after consultation with the Mayor and subject to the Mayor raising no objection to the proposed decision. Any such decision by a cabinet member will be subject to a written report and the same procedure as applies to mayoral executive decisions.
- 6.4 In accordance with section 14 (6) of the Local Government Act 2000 (as amended) any arrangements made by the Mayor for the discharge of an executive function by an executive member, committee or officer are not to prevent the Mayor from exercising that function.

7. DELEGATIONS TO OFFICERS

- 7.1 The Mayor has delegated to officers decision making powers in relation to Executive functions as set out at Parts 3 and 8 of the Council's Constitution.

8. OTHER DELEGATIONS

- 8.1 The Mayor has not delegated any powers to any area committee, or to any ward Councillor in accordance with s.236 of the Local Government and Public Involvement in Health Act 2007.
- 8.2 The Mayor has delegated powers to joint arrangements with other local authorities as set out in Article 11 of the Council's Constitution
- 8.3 Subject to 8.2 above, the Mayor has not delegated any powers to any other local authority.

PART B - PROCESS FOR EXECUTIVE DECISION MAKING BY THE MAYOR OR A CABINET MEMBER

1. Where an Executive decision, including a Key Decision, falls to be made and either:-

- (i) authority to make that decision has not been delegated by the Mayor under this Executive Scheme of Delegation; or
- (ii) authority has been delegated but the person or body with delegated powers declines to exercise those powers; or
- (iii) authority has been delegated but the Mayor nevertheless decides to take the decision himself,

the decision shall be made by the Mayor individually, after consultation with the Monitoring Officer, the Chief Finance Officer and such other Corporate Director(s), the Head of Paid Service or Cabinet Member(s) as required.

2. Executive decisions (including Key Decisions) to be taken by the Mayor in accordance with paragraph 1 above shall either be taken:-
 - (a) at a formal meeting of the Executive, notice of which has been given in accordance with Part 4.4 of the Constitution and to which the Access to Information Rules at Part 4.2 of the Constitution shall apply; or
 - (b) in accordance with the procedure at 5 below.
3. In the case of a decision taken at a formal meeting of the Executive, the Mayor will take the decision having received written and oral advice from appropriate officers and consulted those members of the Executive present. In the event that a meeting of the Executive is not quorate, the Mayor may still take any necessary decisions having consulted any Executive members present. All Mayoral decisions taken at a formal meeting of the Executive shall be recorded in the minutes of the meeting.
4. The Cabinet Meeting is not authorised to exercise the Mayor's powers in the absence of the Mayor. If the Mayor is unable to act for any reason, and only in those circumstances, the Deputy Mayor is authorised to exercise the Mayor's powers.
5. The Mayor may at his discretion make a decision in relation to an Executive function, including a Key Decision, alone and outside the context of a meeting of the Executive. In relation to any decision made by the Mayor under this provision:-
 - (i) The decision may only be made following consideration by the Mayor of a full report by the relevant officer(s) containing all relevant information, options and recommendations in the same format as would be required if the decision were to be taken at a meeting of the Executive;
 - (ii) The provisions of the Overview and Scrutiny Procedure Rules in relation to call-in, including the rules regarding urgent decisions, shall apply;
 - (iii) In the case of a Key Decision as defined in Article 13 of the Constitution, the provisions of the Access to Information Procedure

Rules in relation to prior publication on the Forthcoming Decisions Plan (Forward Plan) shall apply; and

- (iv) The decision shall not be made until the Mayor has confirmed his agreement by signing a Mayoral Decision Proforma (example attached) which has first been completed with all relevant information and signed by the relevant Chief Officers.

6. All Mayoral decisions taken in accordance with paragraph 5 above shall be:-

- (i) Recorded in a log held by the Service Head, Democratic Services and available for public inspection; and
- (ii) Published on the Council's website;

save that no information that in the opinion of the Director of Law, Probity and Governance is 'exempt' or 'confidential' as defined in the Council's Access to Information Procedure Rules shall be published, included in the decision notice or available for public inspection.

7. Any decision taken by an individual Cabinet Member in relation to any matter delegated to him/her in accordance with section 6 of the Mayor's Executive Scheme of Delegation shall:-


- (i) be subject to the same process and rules as a Mayoral decision in accordance with paragraphs 5 and 6 above; and
- (ii) not be made until the Mayor has confirmed in writing that he has no objection to the decision.

LOCAL GOVERNMENT ACT, 1972 SECTION 100D (AS AMENDED)

LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of background papers:	Name and telephone number of holder and address where open to inspection
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- None

Individual Mayoral Decision Proforma	 TOWER HAMLETS
Decision Log No: (To be inserted by Democratic Services)	
Report of: [Insert name and title of corporate director]	Classification: [Unrestricted or Exempt]
[Insert title here]	

Is this a Key Decision?	Yes / No (Report author to delete as applicable)
Decision Notice Publication Date:	(Report author to state date of decision notice – either individual notice or within the Forward Plan)
General Exception or Urgency Notice published?	Yes (give details) / Not required (Report author to delete as applicable)
Restrictions:	(If restricted state which of the exempt/confidential criteria applies)

EXECUTIVE SUMMARY

(To be completed by Chief Officer seeking the decision)

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Full details of the decision sought, including reasons for the recommendations and (where applicable) each of the options put forward; other options considered; background information; the comments of the Chief Finance Officer; the concurrent report of the Director of Law, Probity and Governance; implications for One Tower Hamlets; Risk Assessment; Background Documents; and other relevant matters are set out in the attached report.

DECISION

(Proposed decision to be entered here)

.....

APPROVALS

1. (If applicable) Corporate Director proposing the decision or his/her deputy

I approve the attached report and proposed decision above for submission to the Mayor.

Signed Date

2. Chief Finance Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.

Signed Date

3. Monitoring Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.

(For Key Decision only – delete as applicable)

I confirm that this decision:-

(a) has been published in advance on the Council’s Forward Plan OR

(b) is urgent and subject to the ‘General Exception’ or ‘Special Urgency’ provision at paragraph 18 or 19 respectively of the Access to Information Procedure Rules.

Signed Date

4. (If the proposed decision relates to matters for which the Head of Paid Service has responsibility) Head of Paid Service

I have been consulted on the content of the attached report which includes my comments where necessary.

Signed Date

5. Mayor

I agree the decision proposed at above for the reasons set out in paragraph of the attached report.

Signed Date