

**Executive Decision
Individual Decision Notice
Special Urgency Notification**



Decision Maker: FIELD_DMTITLE, FIELD_DUE_DATE

Classification:
[Unrestricted or Exempt]

FIELD_TITLE

Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 – notice is hereby given that an Executive Key Decision is required to be taken under Special Urgency provisions as it is not possible to provide at least 5 clear days’ notice of the decision.

As required under the above regulations, the Chair of the Overview and Scrutiny Committee has agreed to the above decision being taken under the Special Urgency Provision.

This notification will be published as soon as possible before the decision is taken.

Reason why it is impractical to provide 28 clear days’ notice of the decision:

FIELD_USE_URGENCY_EXPLAIN

Signature:

Date:

FIELD_ISSUE_FIRST_PUBLIC_PUB

Comments of the Chair of the Overview and Scrutiny Committee:

Signature:

Date:

Further details of the decision to be taken:

Key Decision?
FIELD_KEY

Ward(s) FIELD_WARDS

Summary of Decision

FIELD_SUMMARY

Community Plan Theme	FIELD_PRIORITIES
Cabinet Member	FIELD_LEAD_MEMBER_EXPAND FIELD_MEMBER_EMAIL
Who will be consulted before decision is made and how will this consultation take place	FIELD_CONSULTEES FIELD_CONSULTATION
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	FIELD_BACKGROUND1
Contact details for comments or additional information	FIELD_OFFICER_NAME FIELD_OFFICER_POSTTELEMAIL
What supporting documents or other information will be available?	FIELD_BACKGROUND2
Is there an intention to consider this report in private session and if so why (Paragraph number – see notes section)?	FIELD_LIKELY_EXEMPTION_CLASS FIELD_LIKELY_EXEMPTION_EXPLAIN FIELD_LIKELY_REASON_RESTRICTED

NOTES

Advance notice of Key Decisions

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 are taken by the Mayor, or the Mayor in Cabinet.

Individual notices of new Key Decisions will be published on the website as they are known, whilst a Forward Plan collating these decisions will be published 28 days before each Cabinet meeting. The Forward 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. [The Committee pages](#) on the Council website include copies of the Forward Plan, Cabinet and other meeting dates and the publication dates of the Forward Plan.

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 (including on the website) as early as possible and Urgency Procedures as set out in the Constitution will have to be followed.

The most effective way for the public to make their views known about the issues listed in the Forward Plan is to examine the consultation column of the Forward Plan, and/or contact the report author or Cabinet Lead Member as soon as possible, and no later than 10 working days before the decision is expected to be taken.

Reports, appendices and background papers will be available on the Council's website 5 clear working days before the Cabinet meeting. For all other information or to submit documents in relation to any issue, please contact the relevant officer.

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 an item being considered in private please contact Democratic Services on the contact details listed below. Note that this applies to Cabinet but not to Individual Mayoral Decisions outside of Cabinet.

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.

Democratic Services Contact Details:

Contact Matthew Mannion
Officer: Democratic Services
Email: matthew.mannion@towerhamlets.gov.uk
Telephone: 020 7364 4651

**Executive Decision
Individual Decision Notice
Special Urgency Notification**



Decision Maker: Mayor, Not before 16th Dec 20

Classification:
[Unrestricted or Exempt]

Christmas provision for free school meals eligible children

Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 – notice is hereby given that an Executive Key Decision is required to be taken under Special Urgency provisions as it is not possible to provide at least 5 clear days’ notice of the decision.

As required under the above regulations, the Chair of the Overview and Scrutiny Committee has agreed to the above decision being taken under the Special Urgency Provision.

This notification will be published as soon as possible before the decision is taken.

Reason why it is impractical to provide 28 clear days’ notice of the decision:

Signature:

Vicky Clark, Lindsey Gibson, Ellie Kershaw,
Nicole Layton, James Thomas

Date:

Comments of the Chair of the Overview and Scrutiny Committee:

Signature:

Date:

Further details of the decision to be taken:

Key Decision? No

Ward(s) All Wards

Summary of Decision	This report seeks permission for the spot purchasing of vouchers to fulfil the council's response to Christmas holiday provision for free school meals eligible pupils.
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Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Cabinet Member for Work and Economic Growth (Councillor Motin Uz-Zaman)
Who will be consulted before decision is made and how will this consultation take place	N/A Cllrs Bustin and Hassell have been consulted as the relevant portfolio holders. Key staff from Children's Services have been consulted in relation to the preferred option for provision.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No- this will be a universal offer to families with free school meals eligible children
Contact details for comments or additional information	Vicky Clark, Lindsey Gibson, Ellie Kershaw, Nicole Layton, James Thomas (Divisional Director for Growth and Economic Development) vicky.clark@towerhamlets.gov.uk, (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, (Tackling Poverty Programme Manager, Benefits) ellie.kershaw@towerhamlets.gov.uk, Executive Support Team Leader, Place Nicole.Layton@towerhamlets.gov.uk, (Corporate Director, Children and Culture) James.Thomas1@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 (Paragraph number – see notes section)?	No, Unrestricted

NOTES

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12. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
13. 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.
14. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Democratic Services Contact Details:

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