

OVERVIEW & SCRUTINY COMMITTEE

Monday, 14 December 2020 at 6.30 p.m., Online 'Virtual' Meeting -
<https://towerhamlets.public-i.tv/core/portal/home>

This meeting is open to the public to view.

Members:

Chair: Councillor James King

Vice Chair: Councillor Bex White

Scrutiny Lead for Children and Education

Councillor Faroque Ahmed

Scrutiny Lead for Community Safety & Environment

Councillor Marc Francis

Councillor Ehtasham Haque

Scrutiny Lead for Housing and Regeneration

Councillor Denise Jones

Councillor Gabriela Salva Macallan

Scrutiny Lead for Health and Adults

Councillor Leema Qureshi

Scrutiny Lead for Resources and Finance

Councillor Andrew Wood

Councillor Motin Uz-Zaman

(Cabinet Member for Work and Economic Growth)

Co-opted Members:

Halima Islam

Co-Optee

James Wilson

Co-Optee

Deputies:

Councillor Peter Golds, Councillor Zenith Rahman, Councillor Mohammed Pappu and Councillor John Pierce

[The quorum for this body is 3 voting Members]

Contact for further enquiries:

David Knight, Democratic Services

1st Floor, Town Hall, Town Hall, Mulberry Place, 5 Clove Crescent,
London, E14 2BG

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Web: <http://www.towerhamlets.gov.uk/committee>

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To access this, click www.towerhamlets.gov.uk/committee and search for the relevant committee and meeting date.

Agendas are available on the Mod.Gov, iPad and Android apps.



QR code for smart phone users.

SECTION ONE	WARD	PAGE NUMBER(S)
1. APOLOGIES FOR ABSENCE		
To receive any apologies for absence.		
2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS	All Wards	7 - 8
<p>Members are reminded to consider the categories of interest in the Code of Conduct for Members to determine whether they have an interest in any agenda item and any action they should take. For further details, please see the attached note from the Monitoring Officer.</p> <p>Members are reminded to declare the nature of the interest and the agenda item it relates to. Please note that ultimately it's the Members' responsibility to declare any interests form and to update their register of interest form as required by the Code.</p> <p>If in doubt as to the nature of your interest, you are advised to seek advice prior to the meeting by contacting the Monitoring Officer or Democratic Services</p>		
3. UNRESTRICTED MINUTES	All Wards	
To confirm as a correct record of the proceedings the unrestricted minutes of the meeting of the Overview and Scrutiny Committee held on 23 rd November, 2020 – To follow.		

- 4. REQUESTS TO SUBMIT PETITIONS**
To receive any petitions (to be notified at the meeting).
- 5. FORTHCOMING DECISIONS** **All Wards** **9 - 32**
- 6. UNRESTRICTED REPORTS 'CALLED IN'** **All Wards**
No decisions of the Mayor in Cabinet on 25th November, 2020 in respect of unrestricted reports on the agenda were 'called in'.
- 7. COVID 19 UPDATE** **All Wards**
The Committee will received an update on COVID-19 from Dr Somen Banerjee – Director of Public Health
- 8. SCRUTINY SPOTLIGHT**
- 8.1 Work Path** **All Wards**
The Committee will undertake a review and critical challenge of WorkPath – Presentation to be made available prior to the meeting.
- 8.2 Budget Update** **All Wards**
The Committee will undertake a critical friend challenge to the Budget Setting process in line with the Council's priorities – Presentation to be made available prior to the meeting.
- 9. SCRUTINY PROCEDURE RULES** **All Wards** **33 - 38**
- 10. PRE-DECISION SCRUTINY OF UNRESTRICTED CABINET PAPERS**
To consider and agree pre-decision scrutiny questions/comments to be presented to Cabinet. [click here](#) to access the agenda papers
(Time allocated – 30 minutes).
- 11. VERBAL UPDATES FROM SCRUTINY LEADS**
(Time allocated – 5 minutes each)

12. ANY OTHER UNRESTRICTED BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

To consider any other unrestricted business that the Chair considers to be urgent.

13. EXCLUSION OF THE PRESS AND PUBLIC

In view of the contents of the remaining items on the agenda the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government Act, 1972.”

EXEMPT/CONFIDENTIAL SECTION (Pink Papers)

The exempt committee papers in the agenda will contain information, which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting, please hand them to the Committee Officer present.

SECTION TWO

WARD

PAGE NUMBER(S)

14. EXEMPT/ CONFIDENTIAL MINUTES

All Wards

Nil items

15. EXEMPT/ CONFIDENTIAL REPORTS 'CALLED IN'

All Wards

No decisions of the Mayor in Cabinet on 25th November, 2020 in respect of exempt/ confidential reports on the agenda were 'called in'.

16. PRE-DECISION SCRUTINY OF EXEMPT/ CONFIDENTIAL) CABINET PAPERS

To consider and agree pre-decision scrutiny

questions/comments to be presented to Cabinet.

(Time allocated 15 minutes).

17. **ANY OTHER EXEMPT/ CONFIDENTIAL
BUSINESS THAT THE CHAIR CONSIDERS
URGENT**

All Wards

To consider any other exempt/ confidential business that the Chair considers to be urgent.

Next Meeting of the Overview and Scrutiny Committee

Monday, 11 January 2021 at 6.30 p.m. to be held in Online 'Virtual' Meeting -
<https://towerhamlets.public-i.tv/core/portal/home>

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Agenda Item 2

DECLARATIONS OF INTERESTS AT MEETINGS– NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Code of Conduct for Members at Part C, Section 31 of the Council's Constitution

(i) Disclosable Pecuniary Interests (DPI)

You have a DPI in any item of business on the agenda where it relates to the categories listed in **Appendix A** to this guidance. Please note that a DPI includes: (i) Your own relevant interests; (ii) Those of your spouse or civil partner; (iii) A person with whom the Member is living as husband/wife/civil partners. Other individuals, e.g. Children, siblings and flatmates do not need to be considered. Failure to disclose or register a DPI (within 28 days) is a criminal offence.

Members with a DPI, (unless granted a dispensation) must not seek to improperly influence the decision, must declare the nature of the interest and leave the meeting room (including the public gallery) during the consideration and decision on the item – unless exercising their right to address the Committee.

DPI Dispensations and Sensitive Interests. In certain circumstances, Members may make a request to the Monitoring Officer for a dispensation or for an interest to be treated as sensitive.

(ii) Non - DPI Interests that the Council has decided should be registered – (Non - DPIs)

You will have 'Non DPI Interest' in any item on the agenda, where it relates to (i) the offer of gifts or hospitality, (with an estimated value of at least £25) (ii) Council Appointments or nominations to bodies (iii) Membership of any body exercising a function of a public nature, a charitable purpose or aimed at influencing public opinion.

Members must declare the nature of the interest, but may stay in the meeting room and participate in the consideration of the matter and vote on it **unless:**

- A reasonable person would think that your interest is so significant that it would be likely to impair your judgement of the public interest. **If so, you must withdraw and take no part in the consideration or discussion of the matter.**

(iii) Declarations of Interests not included in the Register of Members' Interest.

Occasions may arise where a matter under consideration would, or would be likely to, **affect the wellbeing of you, your family, or close associate(s) more than it would anyone else living in the local area** but which is not required to be included in the Register of Members' Interests. In such matters, Members must consider the information set out in paragraph (ii) above regarding Non DPI - interests and apply the test, set out in this paragraph.

Guidance on Predetermination and Bias

Member's attention is drawn to the guidance on predetermination and bias, particularly the need to consider the merits of the case with an open mind, as set out in the Planning and Licensing Codes of Conduct, (Part C, Section 34 and 35 of the Constitution). For further advice on the possibility of bias or predetermination, you are advised to seek advice prior to the meeting.

Section 106 of the Local Government Finance Act, 1992 - Declarations which restrict Members in Council Tax arrears, for at least a two months from voting

In such circumstances the member may not vote on any reports and motions with respect to the matter.

Further Advice contact: Asmat Hussain, Corporate Director, Governance and Monitoring Officer,
Tel: 0207 364 4800.

APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to the Member's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.



THE FORWARD PLAN

Published: 8 December 2020

Contact Matthew Mannion
Officer: Democratic Services
Email: matthew.mannion@towerhamlets.gov.uk
Telephone: 020 7364 4651
Fax No: 020 7364 3232

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 <http://democracy.towerhamlets.gov.uk/mgPlansHome.aspx?bcr=1>.

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 or Cabinet.
 - 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)

In addition the Council aims to publish all other decisions to be taken by the Mayor and/or Cabinet.

Key Decisions

The Council is required to publish notice of all key decisions at least 28 days before they are taken by the Executive. 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 Section 3 of the [Constitution](#). Key Decisions can be taken by the Mayor, the Mayor in Cabinet or an officer if it has been expressly delegated.

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 'Forthcoming Decisions 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's [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

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

Forward Plan December 2020

Contents:

Decision Title	Due Date	Page No.
*2021-22 Budget Consultation Outcome	16/12/20	23
Adoption of the High Density Living Supplementary Planning Document	16/12/20	19
Amending the Policy on Housing Succession	27/01/21	16
*Approval of extension to existing Servelec contract and SaaS hosting arrangement	27/01/21	12
*Calculation of Council Tax Base 2021-22	06/01/21	15
Contracts Forward Plan 2020/21 – Quarter Three	27/01/21	18
*Fees and Charges 2021-22	06/01/21	15
*George Green’s Almshouses - Transfer of RTB grant to new Charitable Incorporated Organisation	27/01/21	13
Land at Malcolm and Mantus Road; disposal to Tower Hamlets Community Housing	16/12/20	19
*Local Government and Social Care Ombudsman, Determination of Outcome	16/12/20	23
*Outcome of consultation on revised approach to day support in adult social care	03/03/21	10
*Procurement of the Leisure Management Contract	27/01/21	14
Report and Recommendations following Housing Regeneration Scrutiny Sub-committee Challenge session on 2nd March 2020 ‘The Homelessness Reduction Act (2017) – One year on’	27/01/21	17
Spitalfields Neighbourhood Plan – Validation of Submission	16/12/20	21
*Strategic performance and delivery reporting – Q3 2020/21	03/03/21	11
The Council’s 2021-22 Budget Report and Medium Term Financial Strategy 2021-24	24/02/21	21
*Report on the outcome of public representations received in response to the statutory Notice on the proposal to amalgamate Cubitt Town Infants and Junior Schools • Decision on Amalgamation of Cubitt Town Infants and Junior Schools • Decision on Closure	03/03/21	5
*Report on the outcome of public representations received in response to the statutory proposal to close Cherry Trees Special School. • Decision on Closure of Cherry Trees Special School.	03/03/21	7
*Report on the outcome of public representations received in response to the statutory proposal to close Shapla Primary School • Decision on Closure of Shapla Primary School.	03/03/21	6
*Report on the outcome of public representations received in response to the statutory proposal to close St Matthias Primary School • Decision on Closure of St Matthias Primary School.	03/03/21	9

* New Issues published since the last Forward Plan

<p>Title of Report</p>	<p>• Report on the outcome of public representations received in response to the statutory Notice on the proposal to amalgamate Cubitt Town Infants and Junior Schools • Decision on Amalgamation of Cubitt Town Infants and Junior Schools • Decision on Closure</p>	<p>Ward All Wards</p>	<p>Key Decision? Yes</p>
<p>Summary of Decision</p>	<p>This report informs the council of the outcome of the four week period of public representation in response to the statutory notice on the proposal for the amalgamation (merger) of Cubitt Town Infants' and Cubitt Town Junior Schools from April 2022.</p> <p>This would require the closure of Cubitt Town Infants School and extending the age range of Cubitt Town Junior School, to establish a 3FE entry, all-through 3-11 Primary School.</p> <p>It recommends for the Mayor in cabinet to consider a decision on whether or not to formally proceed with plans for the schools' merger that would take effect from the 1st April 2022. Cubitt Town Infants School would therefore officially close on 31st March 2022</p> <p>The report includes a summary of representations received and any responses made; risk and opportunities; officer's recommendations; decisions available to the Mayor in Cabinet.</p>		

<p>Decision maker Date of decision</p>	<p>Cabinet 03/03/21</p>		
<p>Community Plan Theme</p>	<p>TH Plan 1: A better deal for children and young people: aspiration, education and skills</p>		
<p>Cabinet Member</p>	<p>Cabinet Member for Children and Schools</p>		
<p>Who will be consulted before decision is made and how will this consultation take place</p>	<p>Along with the general public, the following stakeholders were invited to make representations: Parents and carers, students, Roman Catholic and Church of England Dioceses, Council of Mosques, Head Teachers, school staff, school governors, neighbouring Local Authorities, the National Education Union. Secretary of State for Education.</p> <p>A stage one consultation was held in the Summer term 2020. This was followed by Cabinet on 21 October 2020, agreeing to publish a statutory notice and proposal, for a four week formal consultation between 16th November 2020 and 16th December 2020. During this statutory consultation period all interested stakeholders were invited to send any comments and or objections to the</p>		

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	Council. The statutory notice was published at the schools' and on the Council website and advertised in the Docklands & East London Advertiser.		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	YES		
Contact details for comments or additional information	Christine McInnes (Divisional Director, Education and Partnerships) christine.mcinnnes@towerhamlets.gov.uk		
What supporting documents or other information will be available?	<ul style="list-style-type: none"> • Statutory Notice • Copies of all representations received in response to the statutory proposal • Analysis of feedback from the statutory proposal • LA Pupil Projections 2020-2028 • Report on support to be provided to school staff • Summary analysis on the current financial position of both schools • Equalities Assessment (to be updated) 		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	<ul style="list-style-type: none"> • Report on the outcome of public representations received in response to the statutory proposal to close Shapla Primary School • Decision on Closure of Shapla Primary School. 	Ward All Wards	Key Decision? No
Summary of Decision	<p>This report informs the council of the outcome of the four week period of public representation in response to the statutory notice on the proposal to close Shapla Primary School.</p> <p>It recommends for the Mayor in cabinet to consider a decision on whether or not to formally proceed with plans for Shapla Primary School to officially close on 31st August 2021</p> <p>The report includes a summary of representations received and any responses made; risk and opportunities; officer's recommendations; decisions available to the Mayor in Cabinet.</p>		

Decision maker	Cabinet
Date of decision	03/03/21
Community Plan	TH Plan 1: A better deal for children and young people: aspiration,

Forward Plan December 2020

Theme	education and skills		
Cabinet Member	Cabinet Member for Children and Schools		
Who will be consulted before decision is made and how will this consultation take place	<p>Along with the general public, the following stakeholders were invited to make representations: Parents and carers, students, Roman Catholic and Church of England Dioceses, Council of Mosques, Head Teachers, school staff, school governors, neighbouring Local Authorities, the National Education Union. Secretary of State for Education.</p> <p>A stage one consultation was held in the Summer term 2020. This was followed by Cabinet on 21 October 2020, agreeing to publish a statutory notice and proposal, for a four week formal consultation between 16th November 2020 and 16th December 2020. During this statutory consultation period all interested stakeholders were invited to send any comments and or objections to the Council. The statutory notice was published at the schools' and on the Council website, and advertised in the Docklands & East London Advertiser.</p>		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	YES		
Contact details for comments or additional information	Christine McInnes (Divisional Director, Education and Partnerships) christine.mcinnnes@towerhamlets.gov.uk		
What supporting documents or other information will be available?	<ul style="list-style-type: none"> Report on the outcome of public representations received in response to the statutory proposal to close Shapla Primary School Decision on Closure of Shapla Primary School. 		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	<ul style="list-style-type: none"> Report on the outcome of public representations received in response to the statutory proposal to close Cherry Trees Special School. Decision on Closure of Cherry Trees Special School. 	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report presents the outcome of the four week period of public representation in response to the statutory notice on the proposal to close Cherry Trees Special School.</p> <p>It recommends for the Mayor in cabinet to consider a decision on whether or not to formally proceed with plans for Cherry Trees Special School to officially close</p>		

Forward Plan December 2020

	<p>on 31st August 2021</p> <p>The report includes a summary of representations received and any responses made; risk and opportunities; officer's recommendations; decisions available to the Mayor in Cabinet.</p>
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Decision maker	Cabinet
Date of decision	03/03/21
Community Plan Theme	TH Plan 1: A better deal for children and young people: aspiration, education and skills
Cabinet Member	Cabinet Member for Children and Schools
Who will be consulted before decision is made and how will this consultation take place	<p>Along with the general public, the following stakeholders were invited to make representations: Parents and carers, students, Roman Catholic and Church of England Dioceses, Council of Mosques, Head Teachers, school staff, school governors, neighbouring Local Authorities, the National Education Union. Secretary of State for Education.</p> <p>A stage one consultation was held in the Summer term 2020. This was followed by Cabinet on 25 November 2020, agreeing to publish a statutory notice and proposal, for a four week formal consultation between 4 December 2020 and 4 January 2021. During this statutory consultation period all interested stakeholders were invited to send any comments and or objections to the Council. The statutory notice was published at the schools' and on the Council website and advertised in the Docklands & East London Advertiser.</p>
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	YES
Contact details for comments or additional information	Christine McInnes (Divisional Director, Education and Partnerships) christine.mcinnnes@towerhamlets.gov.uk
What supporting documents or other information will be available?	<ul style="list-style-type: none"> • Statutory Notice • Copies of all representations received in response to the statutory proposal • SEMH Policy • Analysis of feedback from the statutory proposal • Report on support to be provided to school staff • Summary analysis on the current financial position of Cherry Trees Special School • Equalities Assessment (to be updated)
Is there an intention to consider this report in private session and if so	No, Unrestricted

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why?			
Title of Report	<ul style="list-style-type: none"> Report on the outcome of public representations received in response to the statutory proposal to close St Matthias Primary School • Decision on Closure of St Matthias Primary School. 	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report informs the council of the outcome of the four week period of public representation in response to the statutory notice on the proposal to close St Matthias Primary School.</p> <p>It recommends for the Mayor in cabinet to consider a decision on whether or not to formally proceed with plans for St Matthias Primary School to officially close on 31st August 2021</p> <p>The report includes a summary of representations received and any responses made; risk and opportunities; officer's recommendations; decisions available to the Mayor in Cabinet.</p>		

Decision maker Date of decision	Cabinet 03/03/21
Community Plan Theme	TH Plan 1: A better deal for children and young people: aspiration, education and skills
Cabinet Member	Cabinet Member for Children and Schools
Who will be consulted before decision is made and how will this consultation take place	<p>Along with the general public, the following stakeholders were invited to make representations: Parents and carers, students, Roman Catholic and Church of England Dioceses, Council of Mosques, Head Teachers, school staff, school governors, neighbouring Local Authorities, the National Education Union. Secretary of State for Education.</p> <p>A stage one consultation was held in the Summer term 2020. This was followed by Cabinet on 25 November 2020, agreeing to publish a statutory notice and proposal, for a four week formal consultation between 4 December 2020 and 4 January 2021. During this statutory consultation period all interested stakeholders were invited to send any comments and or objections to the Council. The statutory notice was published at the schools' and on the Council website and advertised in the Docklands & East London Advertiser.</p>
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	YES

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Contact details for comments or additional information	Christine McInnes (Divisional Director, Education and Partnerships) christine.mcinnnes@towerhamlets.gov.uk		
What supporting documents or other information will be available?	<ul style="list-style-type: none"> • Statutory Notice • Copies of all representations received in response to the statutory proposal • Analysis of feedback from the statutory proposal • LA Pupil Projections 2020-2028 • Report on support to be provided to school staff • Summary analysis on the current financial position of St Matthias Primary School • Equalities Assessment (to be updated) 		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Outcome of consultation on revised approach to day support in adult social care	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report will set out the outcome of a consultation on a new model of day support for adult social care and will seek approval on the final model.</p> <p>The report is a follow-up to the 28th October 2020 Cabinet report on day support. The October report described a new model with the following changes:</p> <ol style="list-style-type: none"> 1. To have fewer day centre service buildings overall 2. To use day service buildings as community support hubs 3. To help people who need adult social care to use a bigger range of daytime activities 4. To support people to organise their own support through direct payments <p>These proposals include previously agreed savings of £317,000 per year from 2021-22 and proposes additional savings of £252,000 as part of the 2021-24 Medium-Term Financial Strategy.</p> <p>Public consultation on these proposals ran from 9 November 2020 to 4 January 2021. This item will describe the outcome of the consultation and will present final proposals for the future of day support in adult social care for agreement.</p> <p>As in the October report, there is a direct impact of these changes on the Council's in-house day centres for older and disabled people (Riverside and Physical Disability Day Opportunities) and for people who need mental health support (Pritchards Road).</p>		

Decision maker Date of decision	Cabinet 03/03/21
Community Plan	A borough that our residents are proud of and love to live in

Forward Plan December 2020

Theme			
Cabinet Member	Deputy Mayor and Cabinet Member for Adults, Health and Wellbeing		
Who will be consulted before decision is made and how will this consultation take place	To be outlined in report. Consultation proposals will be included as part of the item.		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	Yes. An Equality Impact Assessment will be included in the report.		
Contact details for comments or additional information	Claudia Brown (Divisional Director of Adults Social Care) Claudia.Brown@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		
Title of Report	Strategic performance and delivery reporting – Q3 2020/21	Ward All Wards	Key Decision? No
Summary of Decision	This report provides the Mayor in Cabinet with an update on the delivery and implementation of the council's Strategic Plan.		

Decision maker Date of decision	Cabinet 03/03/21
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Mayor
Who will be consulted before decision is made and how will this consultation take place	N/A None - this is a performance and delivery update
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional	Sharon Godman (Divisional Director, Strategy, Policy and Performance)

Forward Plan December 2020

information	sharon.godman@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		
Title of Report	Approval of extension to existing Servelec contract and SaaS hosting arrangement	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report will request that the Mayor in Cabinet approve an extension to the existing Servelec contract. Servelec provide the Council with a case management solution utilised by Adults and Children's Social Care.</p> <p>The financial value of the change of contract exceeds the threshold for delegated decisions.</p>		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	People are aspirational, independent and have equal access to opportunities
Cabinet Member	Cabinet Member for Children and Schools, Cabinet Member for Resources and the Voluntary Sector, Deputy Mayor and Cabinet Member for Adults, Health and Wellbeing
Who will be consulted before decision is made and how will this consultation take place	None 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	Richard Baldwin, Claudia Brown, Adrian Gorst (Divisional Director, Children's Social Care) richard.baldwin@towerhamlets.gov.uk, (Divisional Director of Adults Social Care) Claudia.Brown@towerhamlets.gov.uk, (Divisional Director, IT) adrian.gorst@towerhamlets.gov.uk
What supporting documents or other information will be	None

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available?			
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	George Green's Almshouses - Transfer of RTB grant to new Charitable Incorporated Organisation	Ward All Wards	Key Decision? Yes
Summary of Decision	The organisation is changing its status from a charitable organisation to becoming a charity of the same name but constituted as a new Charitable Incorporated Organisation. They also wish to become a Registered Provider. As part of the registration process they require the Council's approval to transfer the Right to Buy Grant previously issued to them by the Council to the new organisation.		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Statutory Deputy Mayor and Cabinet Member for Housing
Who will be consulted before decision is made and how will this consultation take place	Legal Department and Committee Services Team Internal consultation
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	Lindsey Gibson, Tracey St Hill, Nicole Layton, Karen Swift (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, (Principal RSL Partnerships Officer) tracey.sthill@towerhamlets.gov.uk, Executive Support Team Leader, Place Nicole.Layton@towerhamlets.gov.uk, (Divisional Director, Housing and Regeneration) Karen.Swift@towerhamlets.gov.uk
What supporting documents or other information will be available?	LBTH Grant Agreement George Green's Almshouses Trustees Report & Financial Statements for year ending 31.3.2019. George Green's Almshouses model Constitution of a Charitable Incorporated Organisation.
Is there an intention to consider this report in	No, Unrestricted

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private session and if so why?			
Title of Report	Procurement of the Leisure Management Contract	Ward All Wards; Bethnal Green	Key Decision? Yes
Summary of Decision	<p>This report outlines the borough's current leisure provision and seeks challenges created by Covid-19 In one or two sentences set out what the item is about The Leisure Management Contract (LMC) is responsible for the management and governance of the borough's 6 leisure centres:</p> <ul style="list-style-type: none"> • John Orwell Sports Centre • Mile End Park Leisure Centre & Stadium, • St. George's Leisure Centre • Tiller Leisure Centre • Whitechapel Sports Centre & • York Hall Leisure Centre <p>The LMC was awarded to GLL for a 15-year period in 2004. This contract expired in April 2019 and was extended for a further 3 years ending in April 2022 following Cabinet approval in September 2017.</p> <p>This report seeks approval to re-procure the leisure management contract at the end of the existing contract term</p>		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Cabinet Member for Culture, Arts and Brexit
Who will be consulted before decision is made and how will this consultation take place	Strategic Procurement Board, Place Directorate, London Sport, Sport England None
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No. The existing leisure management contract ends in 2022 and re-procuring a new contract is a key decision with a cost in excess of £1 million that impacts all wards in the borough and requires Cabinet approval
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?	29th July 2020 Cabinet Report: Safe and Viable Reopening of Leisure centres
Is there an intention to consider this report in	Fully Exempt (the whole report will be exempt)

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private session and if so why?			
Title of Report	Fees and Charges 2021-22	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 represent good practice in terms of the Council's aim to provide value for money.		

Decision maker Date of decision	Cabinet 06/01/21		
Community Plan Theme	A borough that our residents are proud of and love to live in		
Cabinet Member	Cabinet Member for Resources and the Voluntary Sector		
Who will be consulted before decision is made and how will this consultation take place	The Mayor, Lead Member for Resources and Voluntary Sector; and the Chair of Overview and Scrutiny Committee will be consulted. The Mayor, Lead Member for Resources and Voluntary Sector; and the Chair of Overview and Scrutiny Committee will be consulted.		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	Full EIAs will not be required for any of the proposals as, if they are agreed, there will be no or a minimal impact on protected groups		
Contact details for comments or additional information	Kevin Bartle (Interim Divisional Director of Finance, Procurement and Audit) Kevin.Bartle@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		
Title of Report	Calculation of Council Tax Base 2021-22	Ward All Wards	Key Decision? Yes
Summary of Decision	This report sets out the calculation of the Council Tax Base for 2021-22 as required by statute		

Decision maker Date of decision	Cabinet 06/01/21		
Community Plan	A borough that our residents are proud of and love to live in		

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Theme			
Cabinet Member	Cabinet Member for Resources and the Voluntary Sector		
Who will be consulted before decision is made and how will this consultation take place	The Mayor, Lead Member for Resources and Voluntary Sector and the Chair of Overview & Scrutiny Committee will be consulted. The Mayor, Lead Member for Resources and Voluntary Sector and the Chair of Overview & Scrutiny Committee 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	Kevin Bartle (Interim Divisional Director of Finance, Procurement and Audit) Kevin.Bartle@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		
Title of Report	Amending the Policy on Housing Succession	Ward All Wards	Key Decision? Yes
Summary of Decision	This report seeks to amend the Council's policy on housing succession and replace it with a new succession policy that accords with regulatory requirements and best practice.		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Statutory Deputy Mayor and Cabinet Member for Housing
Who will be consulted before decision is made and how will this consultation take place	N/A No consultation required on this decision
Has an Equality Impact Assessment been carried out and if so the result of this	Yes, EQIA will be included as an appendix to the Cabinet report.

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Assessment?			
Contact details for comments or additional information	Lindsey Gibson, Nicole Layton, Mark Slowikowski, Karen Swift (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, Executive Support Team Leader, Place Nicole.Layton@towerhamlets.gov.uk, (Strategy, Policy and Performance Manager) Mark.Slowikowski@towerhamlets.gov.uk, (Divisional Director, Housing and Regeneration) Karen.Swift@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		
Title of Report	Report and Recommendations following Housing Regeneration Scrutiny Sub-committee Challenge session on 2nd March 2020 'The Homelessness Reduction Act (2017) – One year on'	Ward All Wards	Key Decision? Yes
Summary of Decision	This item submits the report and recommendations of the Housing and Regeneration Overview Scrutiny Sub-committee challenge session and the recommendations arising from the session for implementation.		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Statutory Deputy Mayor and Cabinet Member for Housing
Who will be consulted before decision is made and how will this consultation take place	N/A N/A
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	Una Bedford, Lindsey Gibson, Nicole Layton, Karen Swift Strategy and Policy Officer (Place) Una.Bedford@towerhamlets.gov.uk, (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, Executive Support Team Leader, Place

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	Nicole.Layton@towerhamlets.gov.uk, (Divisional Director, Housing and Regeneration) Karen.Swift@towerhamlets.gov.uk		
What supporting documents or other information will be available?	Appendix 1: Report of the Housing and Regeneration Scrutiny Sub-Committee 'The Homelessness Reduction Act (2017) – One year on'.		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Contracts Forward Plan 2020/21 – Quarter Three	Ward All Wards	Key Decision? Yes
Summary of Decision	This report presents THE contracts being procured during quarter 4. The report also sets out the Contracts Forward Plan at Appendix 1 to the report. 2. The report asks for confirmation that all contracts can proceed to contract award after tender.		

Decision maker Date of decision	Cabinet 27/01/21
Community Plan Theme	All Priorities
Cabinet Member	Cabinet Member for Resources and the Voluntary Sector
Who will be consulted before decision is made and how will this consultation take place	As above Necessary consultation will be undertaken in accordance with the council's policies and procedures. Where required, consultation with service users and stakeholders will be undertaken as part of the project and budget approval process.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No. Contact specific EQIA is expected to be completed by respective contract owners as part of the Directorate approval
Contact details for comments or additional information	Kevin Bartle (Interim Divisional Director of Finance, Procurement and Audit) Kevin.Bartle@towerhamlets.gov.uk
What supporting documents or other information will be available?	Report and appendices include details of all contracts to be awarded.
Is there an intention to	No, Unrestricted

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consider this report in private session and if so why?			
Title of Report	Land at Malcolm and Mantus Road; disposal to Tower Hamlets Community Housing	Ward Bethnal Green	Key Decision? Yes
Summary of Decision	The report proposes that an area of Council owned land is sold to Tower Hamlets Community Housing on a long lease in order to facilitate its future development for housing.		

Decision maker Date of decision	Cabinet 16/12/20		
Community Plan Theme	A borough that our residents are proud of and love to live in		
Cabinet Member	Mayor		
Who will be consulted before decision is made and how will this consultation take place	Finance, Legal, THH The land has the benefit of planning permission for redevelopment, which involved the usual consultation process.		
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	Vicky Clark, Lindsey Gibson, Nicole Layton, Ralph Million (Divisional Director for Growth and Economic Development) vicky.clark@towerhamlets.gov.uk, (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, Executive Support Team Leader, Place Nicole.Layton@towerhamlets.gov.uk, (Senior Strategic Asset Manager, Place)		
What supporting documents or other information will be available?	Site plan and heads of terms		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Adoption of the High Density Living Supplementary Planning Document	Ward All Wards	Key Decision? Yes
Summary of Decision	The High Density Living SPD provides supplementary guidance on the design of high density residential and mixed use development as set out in the new Local		

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	<p>Plan to 2031 (adopted January 2020), in particular policy S.DH1- Delivering High Quality Design and policy D.DH7 - Density. Furthermore, the SPD seeks to help to deliver the Mayor's manifesto pledges to improve the quality and fairness of housing and make development work for local people.</p> <p>The High Density Living SPD has been through an extensive preparation process that includes project scoping (April 2018-July 2018); evidence gathering -including a large resident survey, workshops and interviews with residents, Council services and other stakeholders- (from August 2018-January 2019); preparation of draft document (February 2019-July 2019); option testing (September-December 2019) and public consultation (February 2020-June 2020). A wide range of community groups, residents, developers and other stakeholders made formal responses to the High Density Living SPD as part of the consultation process.</p> <p>It is now necessary to adopt the High Density Living SPD to further enable clear and robust guidance to inform and be implemented in development proposals which will ensure the quality of life of residents in high-density developments is delivered and in accordance with corporate and Council objectives and the development Plan (Local Plan and London Plan).</p>
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Decision maker Date of decision	Cabinet 16/12/20
Community Plan Theme	TH Plan 3: Strong, resilient and safe communities
Cabinet Member	Cabinet Member for Planning and Social Inclusion (Job Share) - Lead on Planning
Who will be consulted before decision is made and how will this consultation take place	<p>Consultees are outlined in the Consultation and Engagement Report</p> <p>The Consultation process is outlined in the Consultation and Engagement Report</p>
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	<p>Yes it has.</p> <p>As a result of performing the QA checklist, the High Density Living SPD is not considered to have any adverse effects on people who share protected characteristics and no further actions are recommended at this stage. The potential impacts will be reconsidered in light of the outcomes of the proposed public consultation.</p>
Contact details for comments or additional information	<p>Lucía Cerrada High Density Development Project Manager Lucia.Cerrada@towerhamlets.gov.uk</p>
What supporting documents or other information will be available?	<p>1 - High Density Living Supplementary Planning Document 2 - Equalities Impact Assessment 3 - Consultation and Engagement Report</p>
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 2021-22 Budget Report and Medium Term Financial Strategy 2021-24	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report sets out the draft budget for the financial year 2021-22.</p> <p>The report reviews and updates the assumptions made in setting the Medium Term Financial Strategy (MTFS) for the years 2020-23 and incorporates a new financial year, 2023-24, to maintain the Council's three-year MTFS.</p>		

Decision maker Date of decision	Council 24/02/21	To be considered by Cabinet 6/1/2021 Overview and Scrutiny Committee 11/1/2021 Cabinet 27/1/2021	
Community Plan Theme	A dynamic outcomes-based Council using digital innovation and partnership working		
Cabinet Member	Cabinet Member for Resources and the Voluntary Sector		
Who will be consulted before decision is made and how will this consultation take place	<p>The Mayor, Lead Member for Resources and Voluntary Sector; and the Chair of Overview and Scrutiny Committee will be consulted.</p> <p>The Mayor, Lead Member for Resources and Voluntary Sector; and the Chair of Overview and Scrutiny Committee will be consulted.</p> <p>Public Consultation – October 2020 – December 2020</p>		
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	Kevin Bartle (Interim Divisional Director of Finance, Procurement and Audit) Kevin.Bartle@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		
Title of Report	Spitalfields Neighbourhood Plan – Validation of Submission	Ward Spitalfields & Banglatown;	Key Decision? No

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		Weavers	
Summary of Decision	The Spitalfields Neighbourhood Plan was formally submitted for consideration by the Council on 30 October 2020. The Council is now required to assess the submission against the statutory requirements for neighbourhood plan submissions, and decide whether the plan should be put forward for further consultation and examination. The Council is not required at this stage to make an assessment of the suitability of the plan for adoption by the Council.		

Decision maker Date of decision	Cabinet 16/12/20
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Cabinet Member for Planning and Social Inclusion (Job Share) - Lead on Planning
Who will be consulted before decision is made and how will this consultation take place	None The Spitalfields Neighbourhood Forum ran a public consultation between 20 July and 14 September 2020. This extended beyond the required six-week consultation period. Due to the coronavirus pandemic, no public events could be held during the consultation period, but leaflets announcing the consultation were hand-delivered to every address within the neighbourhood area, an online survey was conducted via the forum's email lists, and the statutory consultees were contacted. A copy of the neighbourhood plan was made available on the forum's website, and a copy was sent to the Council along with an announcement that the consultation would be taking place. Details of the consultation activities (including activities undertaken at earlier stages of the neighbourhood plan development process) can be found in Appendices 2-4.
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	Screening Tool carried out 03/11, no further assessment needed
Contact details for comments or additional information	Jennifer Peters, Marissa Ryan-Hernandez (Divisional Director, Planning and Building Control, Place) Jennifer.Peters@towerhamlets.gov.uk, (Plan Making Team Leader)
What supporting documents or other information will be available?	Appendix 1: Spitalfields Neighbourhood Plan Appendix 2: Consultation Statement (including appendices B and D) Appendix 3: Consultation Statement Appendix A – Consultation Report by Gracechurch Consulting Appendix 4: Consultation Statement Appendix C – Commonplace Survey and Data Appendix 5: Basic Conditions Statement Appendix 6: Equalities Impact Assessment Screening Appendix 7: SEA/HRA Screening Determination Letter
Is there an intention to consider this report in private session and if so why?	No, Unrestricted

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Title of Report	2021-22 Budget Consultation Outcome	Ward All Wards	Key Decision? No
Summary of Decision	<p>This report presents the outcome of the 2021-22 budget consultation with businesses, residents and key stakeholders.</p> <p>This will help inform decision making for the Council's 2021-24 Medium Term Financial Strategy (MTFS).</p>		

Decision maker Date of decision	Cabinet 16/12/20		
Community Plan Theme	All Priorities		
Cabinet Member	Cabinet Member for Resources and the Voluntary Sector		
Who will be consulted before decision is made and how will this consultation take place	Public Consultation – October 2020 to December 2020 Public Consultation – October 2020 to December 2020		
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	Kevin Bartle (Interim Divisional Director of Finance, Procurement and Audit) Kevin.Bartle@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		
Title of Report	Local Government and Social Care Ombudsman, Determination of Outcome	Ward All Wards	Key Decision? No
Summary of Decision	<p>The Local Government and Social Care Ombudsman issued a Report finding fault with the way in which Mrs B's application for a Personalised Disabled Bay for her son was dealt with by the council. The Ombudsman found there was significant fault in the handling of Mrs B's case causing her injustice.</p> <p>The Council is in agreement with the Ombudsman recommendations and has</p>		

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	taken steps to remedy the injustice these faults can cause disabled people.
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Decision maker Date of decision	Cabinet 16/12/20
Community Plan Theme	A borough that our residents are proud of and love to live in
Cabinet Member	Cabinet Member for Environment and Public Realm (Job Share) - Lead on Environment
Who will be consulted before decision is made and how will this consultation take place	N/A N/A
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	Inlia Aziz, Michael Darby, Lindsey Gibson, Nicole Layton (Assistant to Chief Executive's PA) inlia.aziz@towerhamlets.gov.uk, (Head of Parking & Mobility Services) michael.darby@towerhamlets.gov.uk, (Executive Support Relationship Manager) lindsey.gibson@towerhamlets.gov.uk, Executive Support Team Leader, Place Nicole.Layton@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

<p>Overview and Scrutiny Committee</p> <p>14 December 2020</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Sharon Godman, Statutory Scrutiny Officer</p>	<p>Classification: Unrestricted</p>
<p>Changes to Overview and Scrutiny processes</p>	

This report was not available for publication by the statutory publication deadline because additional information was required. It is presented for consideration at this meeting as it is not possible to defer until the next meeting. It should also be noted that the report title was made available as part of the original meeting agenda.

Originating Officer(s)	Afazul Hoque, Head of Strategy and Policy (Corporate)
Wards affected	All wards

Summary

In reviewing the Overview and Scrutiny Procedure Rules (Part B of the Council's Constitution, section 30), Corporate Strategy and Policy found that some terms, processes and arrangements should be updated to reflect current practice and improve clarity.

This report proposes changes to relevant parts of the Constitution to improve and clarify the Council's scrutiny processes; and seeks the Committee's agreement to the proposed changes.

Recommendations:

The Overview and Scrutiny Committee is recommended to:

1. Note the outdated terms, and processes and arrangements needing clarification in the Overview and Scrutiny Procedure Rules (Part B of the Council's Constitution section 30)
2. Agree to the proposed changes to section 30 of the Constitution to improve and clarify the Council's scrutiny procedures.

1 REASONS FOR THE DECISIONS

- 1.1 The Local Government Act 1972 requires that a council's constitution must have rules of procedure for overview and scrutiny committees.
- 1.2 This report presents some aspects of scrutiny procedures that should be updated and clarified; and proposes changes to the Council's constitution to address these issues.

2 ALTERNATIVE OPTIONS

- 2.1 The Committee may decline to agree the proposed changes. This is not recommended as the report highlights aspects of scrutiny that have been superseded and require updating.

3 DETAILS OF THE REPORT

- 3.1 Corporate Strategy and Policy have reviewed the Overview and Scrutiny Procedure Rules (Part B of the Council's Constitution, section 30), and found some aspects which should be addressed in order to provide greater clarity and transparency of the Council's scrutiny processes:

- A. Making explicit a Councillor Call for Action process
- B. Membership – Overview and Scrutiny Committee co-optees
- C. Membership – Scrutiny leads and Scrutiny Sub-Committees
- D. Terminology – Scrutiny Sub-Committees
- E. Meetings – Scrutiny Sub-Committees
- F. Role of Statutory Scrutiny Officer
- G. Reports – governance & sign-off
- H. Call-in – publishing and notification

- 3.2 The following changes to the constitution are proposed in order to address the above issues.

A. Councillor Call for Action

- 3.3 A separate report, drafted for General Purposes Committee and scheduled for 8 December 2020, is attached - Procedure Update: Councillor Call for Action.

- 3.4 In summary, the proposed changes are:

- To the role of overview and scrutiny add:
Consider any local matter referred to the Committee by a Councillor in accordance with the Council's Councillor Call for Action procedure;
- Overview and Scrutiny Committee terms of reference to include:
To consider any local government matter referred to the Committee by a Councillor in accordance with section 9FC(c) of the Local Government Act 2000 which is relevant to the functions of the committee and is not an excluded matter;

- Under 'Agenda Items' add a reference to Councillor Call for Action and updating the list of excluded matters.

B. Membership –OSC Co-optees

- 3.5 At paragraph 6 (under 'The Overview and Scrutiny Committee') change the number of co-opted members from six to two.

C. Membership –Scrutiny leads and Scrutiny Sub-Committees

- 3.6 At paragraphs 11 and 12 (under 'Who Chairs the Overview and Scrutiny Committee and the Scrutiny Sub-Committees') change to:

'11. The Chair of the Overview and Scrutiny Committee and the Chairs of the Scrutiny Sub-Committees will be drawn from among the Councillors sitting on the Overview and Scrutiny Committee.'

'12. Council shall appoint a Member to serve as Chair of the Overview and Scrutiny Committee. If Council does not, and subject to the requirement at 11. above, the Overview and Scrutiny Committee may appoint such a person as it considers appropriate as Chair.'

- 3.7 At paragraph 14 (under 'Scrutiny Lead Members') change last sentence to:

'These themes may be subject to change from time to time and will be agreed by the Overview and Scrutiny Committee.'

D. Terminology – Scrutiny Sub-Committees

- 3.8 At paragraphs 6 and 9 (under 'The Overview and Scrutiny Committee') and paragraph 71 (under 'Procedure at Overview and Scrutiny Committee Meetings') change panel to Sub-Committee.

E. Meetings –Scrutiny Sub-Committees

- 3.9 At paragraph 9 (under 'Scrutiny Sub-Committees') change the number of meetings per year from four to five.

F. Statutory Scrutiny Officer

- 3.10 At paragraph 27 (under 'Agenda Items') change monitoring officer to statutory scrutiny officer.

G. Reports

- 3.11 At paragraphs 35 and 36 (under 'Reports from Overview and Scrutiny') change to:

'35.The Overview and Scrutiny Committee will report to Council, Cabinet or the Mayor or appropriate Cabinet Member and make recommendations as

appropriate. All reports from Scrutiny Sub-Committees will be agreed by the relevant sub-committee and the Chair of that Committee will provide an update at the next meeting of the Overview and Scrutiny Committee. If the report cannot be agreed by the Sub-Committee, or if there are not any meetings of Sub-Committee, and in other exceptional circumstances, the report can be agreed by the Overview and Scrutiny Committee. Once it has formed recommendations on proposals for development, the Overview and Scrutiny Committee and Sub-Committees will prepare a formal report and submit it to the Executive Mayor and relevant Cabinet Member and Senior Officers for consideration and a formal response (if the proposals are consistent with the existing budgetary and policy framework) or to Council as appropriate (e.g. if the recommendation would require a departure from or a change to the agreed budget and policy framework).'

'36. The Executive shall consider the report of the Overview and Scrutiny Committee and Sub-Committees at one of its future meetings setting out its response to any recommendations. The Council will consider the report at its next ordinary meeting if appropriate.'

- 3.12 At paragraphs 37 and 40 (under 'Scrutiny Task Groups' – change the title of this section to 'Scrutiny Review Groups') change to:

'37. The following rules apply to reports prepared by Scrutiny Review Groups replacing the general rules set out above. The Overview and Scrutiny Committee or its Sub-Committee may set up a 'Review Group' to examine a particular service or issue. The Review Group will comprise Scrutiny Members and internal and external experts as required. At the conclusion of its work, the Review Group will report back to its parent Committee/Sub-Committee with its findings and recommendations.'

'40. If no decision under 38 is taken, there is a challenge to the recommendations, or the Mayor and Executive specifically wish to comment on the report, then the Executive shall consider the report of the Overview and Scrutiny Committee at one of its future meeting following submission of the report. The Council will consider the report at its next ordinary meeting if appropriate.'

- 3.13 At paragraphs 40 and 41 (under 'Making Sure That Overview and Scrutiny Reports are Considered by the Executive') change to:

'40. Once the Overview and Scrutiny Committee has completed its deliberations on any matter, it will forward a copy of its final report to the Statutory Scrutiny Officer who will allocate it to either the Executive or the Council for consideration in accordance with the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended) and the Local Authorities (arrangements for the Discharge of Functions) Regulations 2000.'

'41. If the Statutory Scrutiny Officer, in consultation with the Monitoring Officer, seeks to refer the matter to Council, they may first refer it to the Mayor

or Executive, who will have two weeks in which to consider the Overview and Scrutiny report and formulate any additional comments or recommendations.'

H. Call-in

3.14 At paragraph 53 (under 'Call-in') change to:

'53. When a decision is made by the Mayor, the Cabinet, an individual Member of the Executive, a Committee of the Executive, or a key decision is made by an officer with delegated authority or under joint arrangements, the decision shall be published on the Council's website. Members of the Overview and Scrutiny Committee will be sent an alert when all such decisions are made within the same timescale, by the person responsible for publishing the decision.'

4 EQUALITIES IMPLICATIONS

4.1 Addressing equalities impacts is central to the work of the Overview and Scrutiny Committee. The proposed changes to scrutiny processes are not expected to have equalities implications.

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.

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 Overview and Scrutiny Committees are empowered by statute to discharge the functions conferred by sections 9F to 9FI of the Local Government Act 2000; section 19 of the Police and Justice Act 2006 (local authority scrutiny of crime and disorder matters); or any functions which may be conferred on it by virtue of regulations under section 244(2ZE) of the National Health Service

Act 2006 (local authority scrutiny of health matters).

- 7.2 The Local Government Act 1972 further prescribes that rules of procedure for overview and scrutiny committees must be specified in a council's constitution. This requirement is facilitated by Overview and Scrutiny Procedure Rules (Part B of the Council's Constitution section 30).
- 7.3 The Recommendations of the report request that the Overview and Scrutiny Committee note the outdated terms, processes and arrangements requiring clarification in the Overview and Scrutiny Procedure Rules (Part B of the Constitution section 30) and agree to the proposed changes to improve and clarify the Council's scrutiny procedures.
- 7.4 Paragraphs 3.1 (A-H) - of the report sets out the proposed changes that the Recommendations seek to achieve, and the amendments required to be made to the Constitution to give this effect. Members are advised that the proposed changes fall within the general roles and responsibilities of the Overview & Scrutiny Committee (Part A, section 9 of the Constitution), term of reference as set at Section 19 and the Overview and Scrutiny Procedure Rules (Part B of the Constitution section 30).

Linked Reports, Appendices and Background Documents

Linked Report

- Draft report for General Purposes Committee - Procedure Update: Councillor Call for Action.

Appendices

- NONE.

Background Documents – Local Authorities (Executive Arrangements) (Access to Information)(England) Regulations 2012

- NONE.

Officer contact details for documents:

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