

Overview & Scrutiny Committee

Agenda

Tuesday, 21 May 2024 6.30 p.m.
Council Chamber - Town Hall, Whitechapel

Members:

Chair: Councillor Musthak Ahmed

Vice Chair: Councillor Bodrul Choudhury

TBC

Co-opted Members:

Jahid Ahmed and Halima Islam

Deputies:

[The quorum for this body is 3 voting Members]

Contact for further enquiries:

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



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A Guide to Overview and Scrutiny Committee

The Local Government Act 2000 established the overview and scrutiny function for every council, with the key roles of:

- Scrutinising decisions before or after they are made or implemented
- Proposing new policies and commenting on draft policies, and
- Ensuring customer satisfaction and value for money.

The aim is to make the decision-making process more transparent, accountable and inclusive, and improve services for people by being responsive to their needs. Overview & Scrutiny membership is required to reflect the proportional political makeup of the council and, as well as council services, there are statutory powers to examine the impact of work undertaken by partnerships and outside bodies, including the Crime and Disorder Reduction Partnership and local health bodies.

In Tower Hamlets, the function is exercised by the Overview & Scrutiny Committee (OSC). The OSC considers issues from across the council and partnership remit. The Committee has 3 Sub-Committees:

- Children & Education Scrutiny Sub Committee
- Health & Adults Scrutiny Sub Committee
- Housing & Regeneration Scrutiny Sub Committee

The committee's quorum is three voting members.

Public Engagement

OSC usually meets once per month (a few days before Cabinet, to allow scrutiny of decisions scheduled to be made there). These meetings are open to the public to attend, and a timetable for meeting dates and deadlines can be found on the Council's website. More detail of how residents can engage with Overview and Scrutiny are available here

[Overview and scrutiny \(towerhamlets.gov.uk\)](https://towerhamlets.gov.uk/overview-and-scrutiny)

London Borough of Tower Hamlets

Overview & Scrutiny Committee

Tuesday, 21 May 2024

6.30 p.m.

SECTION ONE

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS (PAGES 7 - 8)

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.

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.

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

3. UNRESTRICTED MINUTES (PAGES 9 - 16)

To confirm as a correct record of the proceedings the unrestricted minutes of the meeting of the Overview and Scrutiny Committee held on 22 April 2024.

4. ELECTION OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2024-2025

5. MAYOR'S SPOTLIGHT

6. UNRESTRICTED REPORTS FOR CONSIDERATION

6.1 Establishment of Scrutiny Lead Members, Sub-Committees and Appointment of Members 2024/25 (Pages 17 - 58)



7. REVISED STATUTORY GUIDANCE FOR COUNCILS ON OVERVIEW AND SCRUTINY

8. FORTHCOMING DECISIONS (PAGES 65 - 86)

To review forthcoming decisions expected to be taken by the Mayor and identify any areas of further Scrutiny for committee.

9. OVERVIEW & SCRUTINY COMMITTEE QUERY AND ACTION LOG

10. REQUESTS TO SUBMIT PETITIONS

To receive any petitions (to be notified at the meeting).

11. SCRUTINY SPOTLIGHT

12. PRE-DECISION SCRUTINY OF UNRESTRICTED CABINET PAPERS

To review any pre-decision scrutiny questions/comments that were submitted to the 16 May Cabinet.

13. UNRESTRICTED REPORTS 'CALLED IN'

No decisions of the Mayor in Cabinet were 'called in'.

14. ATTENDANCE OF SCRUTINY CO-OPTEES 2023/24

To follow

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

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

16. 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

17. EXEMPT/ CONFIDENTIAL MINUTES

To confirm as a correct record of the proceedings the restricted minutes of the meeting of the Overview and Scrutiny Committee held on

18. EXEMPT/ CONFIDENTIAL REPORTS 'CALLED IN'

No decisions of the Mayor in Cabinet (... date ...) in respect of exempt/ confidential reports on the agenda were 'called in'.

19. 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).

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

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

Next Meeting of the Overview & Scrutiny Committee

Tuesday, 9 July 2024 at 6.30 p.m. to be held in Council Chamber - Town Hall, Whitechapel



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 DPI dispensation or for an interest to be treated as sensitive interest.

(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.

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.

LONDON BOROUGH OF TOWER HAMLETS
MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE
HELD AT 18:33 ON MONDAY, 22 APRIL 2024
COUNCIL CHAMBER - TOWN HALL, WHITECHAPEL

Members Present in Person:

Councillor Musthak Ahmed	
Councillor Bodrul Choudhury	Scrutiny Lead for Children & Education
Councillor Ahmodur Khan	Scrutiny Lead for Adults and Health Services
Councillor Abdul Malik	Scrutiny Lead for Community Safety
Councillor Abdul Mannan	Scrutiny Lead for Housing and Regeneration
Councillor Maisha Begum	
Councillor Marc Francis	
Councillor Sabina Akhtar	
Councillor Mohammad Chowdhury	

Other Councillors Present in Person:

Councillor Kabir Ahmed	(Cabinet Member for Regeneration, Inclusive Development and Housebuilding)
Councillor Abdul Wahid	(Cabinet Member for Jobs, Skills and Growth)

Co-optees Present in Person:

Jahid Ahmed
Halima Islam

Officers Present in Person:

Robin Beattie	(Director of Strategy, Transformation, and Improvement)
Keith Townsend	(Insourcing Leisure Project Director)
Simon Jones	(Head of Leisure Operations)
Jahur Ali	(Director of Leisure and Culture)
Michael Darby	(Head of Parking, Mobility & Market Services)
Ashraf Ali	(Director of Public Realm)
Daniel Kerr	(Strategy and Policy Lead)
Thomas French	(Democratic Services Officer (Committees))

Officers In Attendance Virtually:

Afazul Hoque	(Head of Corporate Strategy & Communities)
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1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Asma Islam and Sabina Khan. Cllrs Sabina Akhtar and Mohammad Chowdhury.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS

No declarations of disclosable pecuniary interest were received at the meeting.

3. UNRESTRICTED MINUTES

The Chair **Moved** and it was:-

RESOLVED

That the unrestricted minutes of the meeting of the Overview and Scrutiny Committee held on 25 March 2024 be approved and signed by the Chair as a correct record of the proceedings.

4. APPOINTMENT OF CO-OPTED MEMBERS TO SUB-COMMITTEES

Thomas French, Democratic Service Officer, introduced the report, for the committee to note the selection process for two co-opted members and appoint them to the two respective Scrutiny Sub Committees.

RESOLVED

- Members agreed the appointment of Hasan Chowdhury to the position of Parent Governor representative on the Children and Education Scrutiny Sub Committee for the period of the current administration.
- Members agreed the appointment of Jessic Chiu to the position of Healthwatch representative on the Health and Adults Scrutiny Sub Committee for the period of the current administration.

5. MAYOR'S SPOTLIGHT

The Chair reported that the Mayor had given apologies for the meeting and will present the spotlight item at the next meeting of committee.

6. SCRUTINY SPOTLIGHT

6.1 LGA Corporate Peer Review Action Plan

Robin Beattie, Director of Strategy, Transformation, and Improvement, with Cllr Kabir Ahmed, Cabinet Member for Regeneration, Inclusive Development and Housebuilding, presented the action plan, seeking feedback from the committee.

The committee raised the following comments and questions:

- What engagement was there between scrutiny members and drafting this Action Plan? Officers stated that the Chief Executive made himself available to any member of the council to feed into the action plan. The Action Plan is a living document and can be updated based on member feedback.
- How has the action plan been amended since members provided feedback? Officers stated that many suggestions were found to be useful. Officers would welcome any further suggestions. Meetings with women councillors has been sought to ensure their lived experience is considered in the action plan.
- Do Officers feel that this action plan has the views of opposition members within it, or is it what the administration consider actions? Officers stated that the action plan comes from LGA feedback, which have been turned into actions. There has been no barrier for any member to give feedback to the action plan. Members could do this in writing.
- If the LGA peer review stated that the council needs to listen more to all member voices within the council and while the council is under Government Inspection, should there not been more member engagement between officers and members on this action plan? Cllr Kabir Ahmed stated that many issues that been brought up have been taken into consideration, particularly women's safety, which the council is rolling out new safety campaigns to address concerns.
- When developing long term strategic vision in this action plan, what engagement has been made with residents? Officers confirmed that a lot of consultation material has been drilled down on to help to create this action plan, but after this draft stage more engagement will be sought.
- What measures have been taken to ensure accountability in reporting in the council? Officers detailed the range of activity around internal governance, highlighting a multi-layered approach to how audit is reported.
- What changes have been made to the Mayor's Office since the Action Plan has been drafted and has this led to better working relationships with the rest of the council? Officers stated that the Mayor's Office is under review, with the relationship between the Mayor's and Council has been streamlined, ensuring that duplication of work being minimalised.

RESOLVED

Members noted the action plan.

6.2 Leisure insourcing update

Keith Townsend (Insourcing Leisure Project Director), Simon Jones (Head of Leisure Operations), Jahur Ali (Director of Leisure and Culture) and Cllr Kabir

Ahmed, Cabinet Member for Regeneration, Inclusive Development and Housebuilding, presented the Leisure insource update.

The committee raised the following comments and questions:

- Members raised concerns about male staff members supervising women only sessions, which has had negative feedback from residents. Officers confirmed that there will be initial recruitment of new lifeguards and other staff to allow for full support for women only sessions.
- With the insourcing of leisure centres how will you ensure it will be financially sustainable? Cllr Kabir Ahmed stated that while there will be an initial investment, within the first four years, the council is expecting to see financial return on the insourcing.
- How will the new leisure centres insourcing help deal with the health inequality within the borough? Officers stated that the new health offer will be increased to allow for residents to take part in a range of services across the borough's centres. Cllr Kabir Ahmed stated that there will be an increase in children from different backgrounds having new access and referrals to use the centres.
- What engagement is being done with residents to inform them of the benefits of insourcing? Officers shared best practice that has been shared from other London Council's that have undertaken similar processes. Overall, the communications campaign will involve developing a new website and smartphone app.
- Will there be an increase in price for using existing services? Will the booking system be updated? Officers confirmed that there will be no increase in price to services to ensure business continuity. The booking system will be updated to an industry standard software, and will be more accessible.
- How many members of staff should be working at the leisure centres? And how many staff are subject to TUPE? Officers stated around 220 staff are coming in under TUPE, officers do not think the gap in staffing is significant and will be supported by recruitment.
- Members requested for the KPIs being used by LBTH to measure the performance of the insourced Leisure Services and the comparative data for recent years.

RESOLVED

Members noted the update.

6.3 Parking Spotlight

Michael Darby (Head of Parking, Mobility & Market Services), Ashraf Ali (Director of Public Realm) with Cllr Kabir Ahmed, Cabinet Member for Regeneration, Inclusive Development gave a presentation on the update on parking within the borough.

The committee raised the following comments and questions:

- What is the council doing to control parking in big events. Officers confirmed that there will be introducing new event parking which will come into effect for football games, events in Victoria park and other large events. Enforcement will be looking at double yellow lines and parking near junctions during large events.
- Residents have expressed concern with customer service in parking permits. New systems seem to be put in place and residents have not been informed? Officers confirmed that it is not a new system, but it has been updated. Residents will find that their accounts have expired, as they have not used it within the year, for security reasons.
- Members expressed concern that residents are not informed about expiring accounts and better communication needs to be delivered to residents.
- Have the council done any analysis in the cancellation rate on parking tickets? Are there any patterns that have been found? Officers stated that work has been done to ensure that detailed parking tickets are issued, so residents are less likely to appeal as they understand why they have received a ticket. Patterns appear to come from bad signage and worn markings. Work has been done to ensure that blue badge holders are better supported in cancellations.
- Are there plans on electric vehicle charging points? What will underpin the layout of the new points to ensure residents have the best access? Officers reported that over the next 3 years, there will be over 2,000 charging points to be installed across the borough. Points will partly be dictated by where permits have been issued, to see where demand is.
- Members raised concerns about GP and other front line staff not having access to parking permits when they are in the community. Cllr Kabir Ahmed discussed having space on estate parking for front line staff to allow for community visits.

RESOLVED

Members noted the update.

7. MARKETS CHALLENGE SESSION

Cllr Abdul Wahid, Cabinet Member for Jobs, Skills and Growth introduced the report, praising the work undertaken by members and stating work will be carried forward to cabinet.

Cllr Abdul Malik, scrutiny lead for Environment and Community Safety presented the report on the recent markets challenge scrutiny session and asked members for any comments.

The committee raised the following comments and questions:

- Previously the council developed individual market plans and it would be helpful to see what progress has been made against those plans, to go along with this report.
- The council should be supporting local markets with financial support for pitch fees and other ongoing costs. Markets do not need to be cost neutral for community benefit.

RESOLVED:

- Members noted the Overview and Scrutiny Committee challenge session report.
- Members agreed the recommendations and for the reported to be submitted to the Mayor and Cabinet for executive response.

8. PRE-DECISION SCRUTINY OF UNRESTRICTED CABINET PAPERS

Nil items.

9. OVERVIEW & SCRUTINY COMMITTEE QUERY AND ACTION LOG

Members asked for an update on the number of incentive payments that have been made to landlords within the borough.

RESOLVED:

Members noted the action log.

10. FORTHCOMING DECISIONS

RESOLVED:

Members noted the forward plan.

11. UNRESTRICTED REPORTS FOR CONSIDERATION

Nil items

12. UNRESTRICTED REPORTS 'CALLED IN'

Nil items

13. REQUESTS TO SUBMIT PETITIONS

Nil items

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

The Chair thanked members for their hard work across 2023/24 as members of the Overview and Scrutiny Committee.

15. EXCLUSION OF THE PRESS AND PUBLIC

As the agenda circulated had no exempt/confidential reports and there was therefore no requirement to exclude the press and public to allow for its consideration.

16. EXEMPT/ CONFIDENTIAL MINUTES

Nil items.

17. EXEMPT/ CONFIDENTIAL REPORTS 'CALLED IN'

Nil items.

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

Nil items.


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

Nil items.

The meeting ended at 21:05

Chair, Councillor Musthak Ahmed
Overview & Scrutiny Committee

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<p>Non-Executive Report of the:</p> <p>Overview and Scrutiny Committee</p> <p>21 May 2024</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Linda Walker, Interim Director of Legal Services and Monitoring Officer</p>	<p>Classification: Unrestricted</p>
<p>Establishment of Scrutiny Lead Members, Sub-Committees and Appointment of Members 2024/25</p>	

Originating Officer(s)	Matthew Mannion, Head of Democratic Services Joel West, Democratic Services Team Leader (Committee)
Wards affected	All wards

Executive Summary

This report requests the Overview and Scrutiny Committee (OSC) to agree a series of provisions relating to the coming municipal year, including:

- agreeing Scrutiny Lead Member portfolios and appointing OSC members to those roles.
- establishing scrutiny sub committees, approving their terms of reference, and appointing their members.
- appointing co-opted members of sub committees;
- nominating members to the Inner North East London Joint Health And Overview Scrutiny Committee; and
- noting dates of OSC and Sub-Committee meetings in 2024/25.

Recommendations:

The Committee is recommended to:

1. Note its terms of reference as set out in Appendix 1
2. Approve the creation of five Lead Scrutiny Member roles as set out in paragraph 3.2 and their portfolios as set out in Appendix 2.
3. Appoint nominated members to the Lead Scrutiny Member roles as set out in Appendix 3
4. Approve the establishment of three scrutiny sub committees as set out in paragraph 3.4 and their terms of reference as set out in Appendix 4.
5. Approve the membership of the three scrutiny sub committees in accordance with the nominations set out in Appendix 5.
6. Nominate 3 non-executive Councillors to the Inner North East London (INEL) Joint Health And Overview Scrutiny Committee (JHOSC) in accordance with the political proportionality requirements set out at paragraph 3.15.

7. Note the OSC Procedure Rules as set out in Appendix 6.
8. Note the approved calendar of meetings of the OSC and scrutiny sub committees (Appendix 7).
9. Note the co-option requirements for education in accordance with legislation, as set out at Paragraphs 3.8 – 3.12 of this report and the wider co-option arrangements for scrutiny at Tower Hamlets, as set out in paragraph 3.13.
10. Note the appointment of co-optees to scrutiny bodies as set out in paragraph 3.14

1. REASONS FOR THE DECISIONS

- 1.1 The Overview and Scrutiny Committee is required, at its first meeting of the municipal year, to confirm its arrangements for Lead Scrutiny Members and Sub-Committees.

2. ALTERNATIVE OPTIONS

- 2.1 The Committee could determine different arrangements for carrying out the Scrutiny of the Council's executive decision making functions providing that all statutory requirements were met.

3. DETAILS OF THE REPORT

Terms of Reference

- 3.1 The Committee's terms of reference are agreed by the full council. The Committee is asked to note its terms of reference, which are included at Appendix 1.

Scrutiny lead member portfolios and nominations

- 3.2 The OSC has traditionally appointed Scrutiny Lead Members against portfolios. It is therefore suggested that for the 2024/25 Municipal Year, the OSC appoint Scrutiny Leads as set out below. More details of the proposed lead member portfolios is included in Appendix 2.
 - Scrutiny Lead for Adults and Health Services (including Chairing the Health Scrutiny Sub-Committee).
 - Scrutiny Lead for Children & Education (including Chairing the Children & Education Scrutiny Sub-Committee).
 - Scrutiny Lead for Housing and Regeneration (including Chairing the Housing Scrutiny Sub-Committee).
 - Scrutiny Lead for Resources; and
 - Scrutiny Lead for Community Safety
- 3.3 Nominations have been received for OSC members for each of the above roles. The Committee is asked to agree the nominees for Scrutiny **Lead Members** as provided in Appendix 3.

Establishment of Scrutiny Sub Committees

- 3.4 The Constitution provides that the Overview and Scrutiny Committee may establish such Sub-Committee as it considers appropriate. The Committee has previously established three scrutiny sub committees to investigate, scrutinise, monitor, and advise in relation to the following policy areas:
- Children & Education.
 - Adults and Health Services; and
 - Housing and Regeneration.
- 3.5 It is proposed that the above scrutiny sub committees are re-established for 2024/25 and their terms of reference be as proposed in Appendix 4. The Committee is asked to note that minor amendments are proposed to the terms of reference to clarify the roles and recruitment process for co-opted members in accordance with current and past practice.

Nominations to sub committees

- 3.6 Nominations have been invited from the Council's political groups for each of the three scrutiny sub committees. In accordance with the Overview and Scrutiny Procedure Rules, members of scrutiny sub committees can be drawn from all members of the Council, except members of the executive (i.e. Mayor and Cabinet). The proposed nominations fulfil political balance requirements. The Committee is asked to agree the nominees for Scrutiny **sub committees** provided in Appendix 5.
- 3.7 In accordance with the Overview and Scrutiny Procedure Rules, the sub committees will be chaired by the relevant Lead Scrutiny Member and will appoint a vice chair at their first meeting.

Co-option of Representatives to Scrutiny

- 3.8 Section 9FA (4) of the Local Government Act 2000 provides that a committee of a local Council may include persons who are not members of the Council. This provision empowers, rather than obliges (excepting the requirement below), local authorities to have co-opted members on their overview and scrutiny committees.
- 3.9 However Schedule A1 to the Local Government Act 2000 also has effect in relation to the Council's executive arrangements. Paragraph 7 of Schedule A1 makes provision for the relevant committee to have church representatives as follows:
- 3.10 The Council must have a Church of England co-opted member on an overview and scrutiny committee if that committee's functions relate wholly or partly to education functions, and if the Council maintains one or more Church of England Schools (which is the case in Tower Hamlets). The Church of

England representative must be nominated by the Diocesan Board of Education for any Church of England diocese which falls wholly or partly in Tower Hamlets.

3.11 Similarly, the Council must have a Roman Catholic representative on that overview and scrutiny committee if the committee's functions relate wholly or partly to education functions and if the Council maintains one or more Roman Catholic schools (which is the case in Tower Hamlets). The Roman Catholic representative must be a nominated by the bishop of any Roman Catholic diocese which falls wholly or partly in Tower Hamlets.

3.12 Paragraph 8 of Schedule A1 to the Local Government Act 2000 sets out the power for the Secretary of State to make regulations requiring local authorities to have representatives of parent governors at maintained schools included on their overview and scrutiny committees. The Secretary of State has made the Parent Governor Representatives (England) Regulations 2001. Regulation 3 provides that a local education Council shall appoint at least two, but not more than five, parent governor representatives to any scrutiny committee that has functions which relate wholly or partly to any education functions which are the responsibility of the Council's executive. The Regulations specify the process for electing representatives. The Council's scrutiny rules state there shall be 3 parent governor representatives.

3.13 Further to the statutory provisions as set out above, the Committee has also agreed to the following non-statutory co-optee roles:

- OSC has two co-opted resident representative members,
- Housing and Regeneration scrutiny sub-committee has two co-opted members: a leaseholder representative and a tenant representative.
- Health and Adults scrutiny sub-committee has two co-opted members – a resident representative and a representative nominated from Healthwatch Tower Hamlets).
- Children and Education Sub Committee includes, in addition to the statutory education representatives above, a representative from the Muslim community.

3.14 Following nominations from relevant partner organisations, the following persons have been nominated for co-optee positions in 2022-26. The Committee is asked to note that it has previously appointed the persons below to the positions indicated for the 2022-26 term.

Body	Role	Co-Optee
Children and Education Sub	Church of England Diocese representative	Dr Philip Rice
Children and Education Sub	Roman Catholic Diocese representative	Joanna Hannan

Body	Role	Co-Optee
Children and Education Sub	Parent Governor representative	Hasan Chowdhury
Children and Education Sub	Parent Governor representative	Ashraf Zaman
Children and Education Sub	Parent Governor representative	Nafisa Ahmed
Children and Education Sub	Muslim Community Representative (non-voting)	Shiblu Miah
Housing and Regeneration sub	Leaseholder representative	Susanna Kow
Housing and Regeneration sub	Tenant representative	Mahbub Anam
Health and Adults sub	Resident representative	Assan Ali
Health and Adults sub	Healthwatch Tower Hamlets	Jessica Chui
OSC	Resident representative	Halima Islam
OSC	Resident representative	Jahid Ahmed

Inner North East London (INEL) Joint Health And Overview Scrutiny Committee (JHOSC)

3.15 The Committee's terms of reference (Appendix 1) gives it power to establish and make appointments to any joint overview and scrutiny committee. The Council is a member of the Inner North East London (INEL) Joint Health And Overview Scrutiny Committee (JHOSC). Accordingly the Committee is asked to nominate 3 non-executive members to the INELJHOSC in accordance with its terms of reference, for 2024/25.

The membership shall be made up of three members from each of the larger participating local authorities and one from the City of London Corporation; making a total of 13 members, with each council's membership being politically proportionate and with non-executive councillors making up the membership.

3.16 A politically proportionate nomination would consist of 2 Aspire Group and 1 Labour Group Councillors/

OSC Procedure Rules

3.17 The procedure rules assist the Committee to carry out its Constitutional and statutory obligations and form part of the Constitution. The Committee is asked to note its procedure rules attached as Appendix 6 to this report.

Dates of OSC and Sub-Committee meetings in 2024/25

3.18 The Council's calendar of meetings for 2024/25 was approved at the Annual Council Meeting on 15 May 2024. The calendar of meetings includes the dates of OSC and scrutiny subcommittee meetings. The Committee is asked

to note the approved dates of OSC and subcommittee meetings 2024/25 at **Appendix 7.**

4. EQUALITIES IMPLICATIONS

4.1 The establishment of proper scrutiny arrangements helps ensure effective decision making by the authority which supports the Council's equalities aspirations. The appointments of co-opted members on scrutiny committees will also increase diversity on scrutiny work.

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.

5.2 No other statutory implications have been identified.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 This report appoints members to lead scrutiny roles and sub committees. There are no direct financial implications from this, and member allowances are included in existing budgets..

7. COMMENTS OF LEGAL SERVICES

7.1 The legal implications are inserted in the body of the report at paragraphs 3.8 to 3.12. The requirements of the Local Government Act 1972 and 2000 and the Parent Governor Representatives (England) Regulations 2001 are met in the proposals set out in this report and its appendices.

Linked Reports, Appendices and Background Documents

Linked Report

- None.

Appendices

- Appendix 1 – Terms of Reference of OSC

- Appendix 2 – Nominations for scrutiny lead roles (to follow)
- Appendix 3 – Scrutiny lead member portfolios
- Appendix 4 – Terms of Reference of sub committees
- Appendix 5 – Nominations to sub committees (to follow)
- Appendix 6 – OSC Procedure Rules
- Appendix 7 – Dates of meetings 2024/25

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- None.

Officer contact details for documents:

Thomas French, Democratic Services Officer (Committee)

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Overview and Scrutiny Committee Terms of Reference

Summary Description: The Council will appoint an Overview and Scrutiny Committee to discharge the functions:

1. to review or scrutinise decisions made in connection with the discharge of Executive functions;
2. to make reports or recommendations to the Council or Cabinet with respect to the discharge of Executive functions;
3. to review or scrutinise decisions made in connection with the discharge of non-executive functions; and
4. to make reports or recommendations to the Council or to Cabinet on matters affecting the Council's area or its citizens.
5. Grants scrutiny will be the responsibility of the OSC committee, under the remit of the Scrutiny Lead for Resources.

The aim is to make the decision-making process more transparent, accountable and inclusive, and improve services for people by being responsive to their needs.

Membership: 9 non-executive councillors – including the chair and leads from Sub Committees.

Two non-voting Co-Optees may also be appointed.

Functions	Delegation of Functions
1. To discharge the functions conferred by sections 9F to 9FI of the Local Government Act 2000; 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) in accordance with the arrangements specified for the discharge of the Overview and Scrutiny function and the establishment of an Overview and Scrutiny Committee contained within Sections 9 and 30 of the Constitution	None
2. Reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of the Council's functions	None
3. Advising the Mayor or Cabinet of key issues/questions arising in relation to reports due to be considered by the Mayor or Cabinet	None
4. Making reports and/or recommendations to the Council and/or Mayor or Cabinet in connection with the discharge of its functions	None
5. Delivering (3) by organising an annual work programme, drawing on the knowledge and priorities of the Council, registered providers and other stakeholders, that will identify relevant topics or issues that can be properly scrutinised	None
6. Holding service providers to account, where recent	None

	performance fails to meet the recognised standard, by looking at relevant evidence and make recommendations for service improvements	
7.	Considering strategic matters affecting the area or its inhabitants, including where these matters have been brought to the attention of the sub-committee by tenant and resident associations, or members of the general public	None
8.	In accordance with the Council's Petition Scheme: To require a Chief Officer to give evidence to the Committee on a matter that is the subject of a petition including 1,000 or more valid signatures (the Committee will also invite the relevant Executive Member to the meeting); and To undertake a review if a petition organiser feels the authority's response to their petition was inadequate	None
9.	On behalf of the Council to establish and make appointments to any joint overview and scrutiny committee	None
10.	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 not relevant to the functions of the committee and is not an excluded matter.	None

Quorum: Three members of the Committee

Additional Information: Is contained in:

- Constitution Part A Section 9 (Overview and Scrutiny)
- Constitution Part B Section 30 (Overview and Scrutiny Rules)

NOMINATIONS FOR SCRUTINY LEAD MEMBERS

1. Scrutiny Lead for Adults and Health Services (including Chairing the Health Scrutiny Sub-Committee).
 - Councillor X

2. Scrutiny Lead for Children & Education (including Chairing the Children & Education Scrutiny Sub-Committee).
 - Councillor X

3. Scrutiny Lead for Housing and Regeneration (including Chairing the Housing Scrutiny Sub-Committee).
 - Councillor X

4. Scrutiny Lead for Resources
 - Councillor X

5. Scrutiny Lead for Community Safety
 - Councillor X

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Scrutiny Portfolio

OSC

Strategy & Performance
Strategic partnership
Oversight of budget
scrutiny
Tower Hamlets
Partnership & Plan
Policy development and
Implementation
Cohesion, integration
and community
relations
Civic Centre
Council Transformation
and continuous
Improvement
Communications
Equalities
Member Support

Health and Adults

Adult Social Care
Adults with Disabilities
Mental Health
Carers
Loneliness
Tackling Health
Inequalities
Public Health
Leisure Sport and
Physical Activity
NHS Health Services
Integrated Services
Adult Safeguarding
Adult Social Care
Charing

Children and Education

Children Services and
Ofsted
Children Social Care
Looked After Children
and Child protection
Children With disabilities
And special needs
Youth Services
Youth offending and
youth justice
Tackling child poverty
Early Years, Learning
and Play
Children Centres
Young People Learning
School Improvement
Further & Higher
Education
Arts and Events
Cultural Creative
Industries
Community Language
Services

Housing and Regeneration

Housing Mgt and Better
Neighbourhoods
Housing Options and Advice
Tower Hamlets Homes and
registered providers
Private Sector Housing
Housing Strategy
Economic Regeneration
Housing Fire Safety
New Council Homes
Local Development
Framework and Local Plan
Regeneration strategy and
Sustainability
Asset Management
Planning Services Building
Control
and enforcement
Major Projects
Employment Partnership
Economic Development
Work Path
Apprenticeship and Training
Support for local businesses
Market and Town Centres

Environment and Community Safety

Community Safety
THEO's Enforcement
Crime prevention
Antisocial Behaviour
Drugs and Alcohol Crime
prevention
Tackling radicalisation /
Prevent
Waste management and
recycling
Street management and
cleanliness
Environmental Health
and Protection
Environment
enforcement
Parking Services
Parks and Open Spaces
Transport Services
Neighbourhood refresh
programme
Licensing, Policy and
Strategy
Trading Standards
Air Quality

Finance and Resources

Finance, Budget
Development and
Monitoring
Capital Strategy and
Delivery
Capital Delivery and
Property Services
Grants and Volunteer
Sector
Procurement and
Corporate programmes
Value for money
Revenue Services
Human Resources
ICT
Risk management
Tackling poverty and
welfare reform
Customer access and
Local Presence
Idea Stores and Libraries
Digital inclusion and
Internet access

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Children and Education Scrutiny Sub-Committee

Summary Description: The Children and Education Scrutiny Sub-Committee has been established to scrutinise the provision, planning and management of children and young people’s services – including children’s social care; safeguarding children; children in care; SEN and education inclusion, troubled families and the Youth Offending Service (YOS) education, learning and schools; youth services; early years; education capital estate and youth & play services.

Membership: 6 non-executive councillors – the chair and five councillors; and 6 co-opted members (consisting of: - a Church of England and a Roman Catholic representative; 3 Parent Governor representatives under paragraph 7 of Schedule A1 to the Local Government Act 2000; and a Muslim faith representative to be appointed following open recruitment and selection).

Functions	Delegation of Functions
1. Reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of the Council’s children social care and education functions;	None
2. Advising the Mayor or Cabinet of key issues/questions arising in relation to children and education reports due to be considered by the Mayor or Cabinet;	None
3. Making reports and/or recommendations to the Council and/or Mayor or Cabinet in connection with the discharge of children and education functions;	None
4. Delivering (3) by organising an annual work programme, drawing on the knowledge and priorities of the Council, registered providers and other stakeholders, that will identify relevant topics or issues that can be properly scrutinised;	None
5. Holding service providers to account, where recent performance fails to meet the recognised standard, by looking at relevant evidence and make recommendations for service improvements;	None
6. Considering children and education matters affecting the area or its inhabitants, including where these matters have been brought to the attention of the sub-committee by tenant and resident associations, or members of the general public; and	None
7. The sub-committee will report annually to the Overview and Scrutiny Committee on its work.	None

Quorum: Three voting Members

Additional Information: Is contained in:

- Constitution Part A Section 9 (Overview and Scrutiny)
 - Constitution Part B Section 30 (Overview and Scrutiny Procedure Rules)
- Constitution Part D Section 53 (Children and Education Scrutiny Sub-Committee Procedure Rules)

Health and Adults Scrutiny Sub-Committee

Summary Description: The Health and Adults Scrutiny Sub-Committee has been established to undertake the Council's responsibilities in respect of Scrutinising local health services and adult social care, covering services provided by the Council as well as those provided by the Council's partners.

Membership: 6 non-executive councillors – the chair and five councillors plus two non-voting co-optees as follows:

- One co-optee to be nominated by Healthwatch Tower Hamlets.
- One co-optee to be appointed following open recruitment and selection.

Functions	Delegation of Functions
1. Reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of the Council's health and adult social care functions	None
2. Advising the Mayor or Cabinet of key issues/questions arising in relation to health and adult social care reports due to be considered by the Mayor or Cabinet	None
3. Making reports and/or recommendations to the Council and/or Mayor or Cabinet in connection with the discharge of health and adult social care functions	None
4. Delivering (3) by organising an annual work programme, drawing on the knowledge and priorities of the Council, registered providers and other stakeholders, that will identify relevant topics or issues that can be properly scrutinised	None
5. Holding service providers to account, where recent performance fails to meet the recognised standard, by looking at relevant evidence and make recommendations for service improvements	None
6. Considering health and adult social care matters affecting the area or its inhabitants, including where these matters have been brought to the attention of the sub-committee by tenant and resident associations, or members of the general public	None
7. The sub-committee will report annually to the Overview and Scrutiny Committee on its work	None
8. To discharge the Council's Scrutiny functions under the National Health Service Act 2006 and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013. Including to: <ul style="list-style-type: none"> • Review and scrutinise matters relating to the health service within the Council's area and make reports and recommendations in accordance with any regulations made thereunder; • Respond to consultation exercises undertaken by an NHS body; and 	None

<ul style="list-style-type: none">• Question appropriate officers of local NHS bodies in relation to the policies adopted and the provision of services.	
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Quorum: Three voting Members

Additional Information: Is contained in:

- Constitution Part A Section 9 (Overview and Scrutiny)
- Constitution Part B Section 30 (Overview and Scrutiny Procedure Rules)
- Constitution Part D Section 53 (Health and Adults Sub-Committee Procedure Rules)

Housing and Regeneration Scrutiny Sub-Committee

Summary Description: The Housing and Regeneration Scrutiny Sub-Committee will undertake overview and scrutiny pertaining to housing management and planning matters, as well as regeneration strategy and sustainability, including economic development, regeneration and inequality; and employment strategy and initiatives and skills development.

Membership: 6 non-executive councillors – the chair and five councillors plus two non-voting co-optees as follows:

- One social housing leaseholder to be appointed following open recruitment and selection.
- One social housing tenant to be appointed following open recruitment and selection.

Functions	Delegation of Functions
1. Reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of the Council's housing and regeneration functions;	None
2. Advising the Mayor or Cabinet of key issues/questions arising in relation to housing and regeneration reports due to be considered by the Mayor or Cabinet;	None
3. Making reports and/or recommendations to the Council and/or Mayor or Cabinet in connection with the discharge of housing and regeneration functions;	None
4. Delivering (3) by organising an annual work programme, drawing on the knowledge and priorities of the Council, registered providers and other stakeholders, that will identify relevant topics or issues that can be properly scrutinised;	None
5. Holding service providers to account, where recent performance fails to meet the recognised standard, by looking at relevant evidence and make recommendations for service improvements;	None
6. Considering housing and regeneration matters affecting the area or its inhabitants, including where these matters have been brought to the attention of the sub-committee by tenant and resident associations, or members of the general public; and	None
7. The sub-committee will report annually to the Overview and Scrutiny Committee on its work.	None

Quorum: Three voting Members

Additional Information: Is contained in:

- Constitution Part A Section 9 (Overview and Scrutiny)
- Constitution Part B Section 30 (Overview and Scrutiny Procedure Rules)

- Constitution Part D Section 53 (Housing and Regeneration Scrutiny Sub-Committee Procedure Rules)

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SCRUTINY SUB COMMITTEE NOMINATIONS 2024-2025 (all below to be agreed by OSC 21 May 2024)

<p>Children and Education Scrutiny Lead Member. <i>Will chair Children & Education sub committee (below) and will count towards that groups' member allocation on it.</i></p>			
Aspire Group	Labour Group		

<p>Children and Education Scrutiny Sub Committee (Seven non-executive members of the Council plus six co-opted members) Can be drawn from all non-executive members. Lead Scrutiny Member for Children & Education will chair</p>			
Aspire Group (4)	Labour Group (3)	Ungrouped (0)	
Substitutes (up to 3 members):-	Substitutes (up to 3 members):-	N/A	

Health and Adults Scrutiny Lead Member. Will chair Health and Adults Scrutiny Sub-Committee (below) and will count towards their groups' member allocation on it

Aspire Group	Labour Group		

Health and Adults Scrutiny Sub-Committee

(Seven non-executive members of the Council plus two co-opted members)
 Can be drawn from all non-executive members. Lead Scrutiny Member for Health and Adults will chair)

Aspire Group (4)	Labour Group (3)	Ungrouped (0)	
Substitutes (up to 3 members):-	Substitutes (up to 3 members):-	N/A	

Housing and Regeneration Scrutiny Lead Member. <i>Will chair Housing and Regeneration Scrutiny Sub Committee (below) and will count towards their groups' allocation on it</i>			
<i>Aspire Group</i>	<i>Labour Group</i>		

Housing and Regeneration Scrutiny Sub Committee (Seven non-executive members of the Council plus two co-opted members) Can be drawn from all non-executive members. Lead Scrutiny Member for Housing and Regeneration will chair)			
<i>Aspire Group (4)</i>	<i>Labour Group (3)</i>	<i>Ungrouped (0)</i>	
Substitutes (up to 3 members):-	Substitutes (up to 3 members):-		

Inner North East London Joint Health And Overview Scrutiny Committee

Aspire Group (2)

Labour Group (1)

Ungrouped (0)

Substitutes (up to 3 members):-

Substitutes (up to 3 members):-

30 Overview and Scrutiny Procedure Rules

STATUTORY SCRUTINY OFFICER

1. As required under Section 9FB Local Government Act 2000, the Council will appoint a Statutory Scrutiny Officer whose role is to oversee the arrangements for the Overview and Scrutiny function.
2. The Statutory Scrutiny Officer shall be the officer holder of the following post:
 - Divisional Director, Strategy, Policy and Performance.

THE ARRANGEMENTS FOR OVERVIEW AND SCRUTINY

3. Council will appoint an Overview and Scrutiny Committee (OSC) 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).
4. There will be one standing Scrutiny Sub-Committee to discharge the Council's functions under the National Health Service Act 2006 and OSC may also appoint such other Sub-Committees as the Committee considers appropriate to carry out its work programme.
5. The role of Overview and Scrutiny is to:
 - (i) Review or scrutinise decisions made, or other action taken in connection with the discharge of any functions which are the responsibility of the Executive.
 - (ii) Make reports or recommendations to Council and/or the Mayor or the Executive in connection with the discharge of any functions which are the responsibility of the Executive.
 - (iii) Review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the Executive.
 - (iv) Make reports or recommendations to Council and/or the Mayor or the Executive with respect to the discharge of any functions which are not the responsibility of the Executive.
 - (v) Make reports or recommendations to Council and/or the Mayor or the Executive on matters affecting the Council's area or its inhabitants.
 - (vi) Exercise the right to call in for reconsideration decisions made but not yet implemented.
 - (vii) Refer any report it receives with implications for ethical standards to the Standards Advisory Committee for its consideration.
 - (viii) Consider any local matters referred to the Committee by a Councillor in accordance with the Council's Councillor Call for Action procedure.

THE OVERVIEW AND SCRUTINY COMMITTEE

6. The Overview and Scrutiny Committee will comprise nine Members of the Council and up to two co-opted members. Up to three substitutes per political group may be appointed. Its terms of reference are set out in detail in Section 19 of the Constitution but they include:
- (a) The performance of all overview and scrutiny functions on behalf of the Council.
 - (b) The appointment of such Scrutiny Sub-Committees as it considers appropriate to fulfil those functions; determining those Sub-Committees' composition (including any co-opted Members); and the terms of reference of those Sub-Committees.
 - (c) To have a strategic and co-ordinating role over the Council's scrutiny function and to approve an annual overview and scrutiny work programme including the work programme of any Scrutiny Sub-Committees it appoints to ensure that there is efficient and effective use of the Committee's time and the time of its Scrutiny Sub-Committees.
 - (d) To advise the Mayor and Cabinet of key issues/questions to be considered in relation to reports due to be considered by the Executive.
 - (e) To exercise the right to call in for reconsideration any executive decisions taken but not yet implemented.
 - (f) To determine whether to request Council to review or scrutinise any decision called in, where considered contrary to the budget and policy framework and whether to recommend that the decision be reconsidered.
 - (g) To receive and consider requests from the Executive for scrutiny involvement in the annual budget process.
 - (h) To monitor the Executive's forward plan to ensure that appropriate matters are subject to scrutiny.
 - (i) To consider any local matter referred to the Committee by a Councillor in accordance with section 119 of the Local Government and Public Involvement in Health Act 2007 and S.9 FC of the Local Government Act 2000 as amended (set out in the Councillor Call for Action guide in Part D, Section 53 of the Constitution)..
 - (j) To discharge the functions conferred by the Police and Justice Act 2006 as the Council's Crime and Disorder Committee.

SCRUTINY SUB-COMMITTEES

7. The Overview and Scrutiny Committee may establish such Sub-Committee as it considers appropriate. At this time the following sub-committees have been established:

- Children and Education Scrutiny Sub-Committee
 - Health and Adults Scrutiny Sub-Committee
 - Housing and Regeneration Scrutiny Sub-Committee
8. The Health and Adults Scrutiny Sub-Committee will undertake the Council's functions under the National Health Service Act 2006 and consider matters relating to the local health service as provided by the NHS and other bodies including the Council:
- (a) To review and scrutinise matters relating to the health service within the Council's area and make reports and recommendations in accordance with any regulations made thereunder;
 - (b) To respond to consultation exercises undertaken by an NHS body; and
 - (c) To question appropriate officers of local NHS bodies in relation to the policies adopted and the provision of the services.
9. The membership of individual Scrutiny Sub-Committees and their terms of reference will be determined by the Overview and Scrutiny Committee. They will include the following:
- (a) To investigate, scrutinise, monitor and advise in relation to:
 - (i) How services are being delivered and the Council's functions discharged.
 - (ii) How policies have been implemented and their effect on the Council's corporate strategies (i.e. equal opportunities, antipoverty and crime and disorder).
 - (iii) The development of relevant policy.
 - (iv) How resources are being used, spent and managed.
 - (v) Any other matter, relevant to the specific remit of the Scrutiny Sub-Committees, which affects the Council's area or any of its inhabitants.
10. it is expected that Scrutiny Sub-Committees would meet at least five times a year.

WHO CHAIRS THE OVERVIEW AND SCRUTINY COMMITTEE AND THE SCRUTINY SUB-COMMITTEES

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 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 Committee may appoint such a person as it considers appropriate as Chair.

13. The Overview and Scrutiny Committee will appoint the Chair and Members of any Sub-Committees. The Vice-Chair of each Committee and Sub-Committee shall be appointed by the Committee or Sub-Committee itself.

SCRUTINY LEAD MEMBERS

14. The Overview and Scrutiny Committee will select from among its Councillor Members lead Scrutiny Members, one for each of the following portfolios:-

Overview and Scrutiny Committee's Chair's Portfolio
Children & Education*
Community Safety and Environment
Health & Adults*
Housing & Regeneration*
Resources and Finance

*To Chair the related Scrutiny Sub-Committee.

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

WHO MAY SIT ON OVERVIEW AND SCRUTINY?

15. All Councillors except Members of the Executive may be Members of the Overview and Scrutiny Committee and Scrutiny Sub-Committees. However, no Member may be involved in scrutinising a decision in which they have been directly involved.

CO-OPTees

16. The Overview and Scrutiny Committee will be responsible for approving co-opted Members for the Scrutiny Sub-Committees. Co-opted Members will be non-voting except in relation to Education matters only (see 'Education Representatives' below).

EDUCATION REPRESENTATIVES

17. The Children and Education Scrutiny Sub-Committee must include in its membership the following voting representatives in respect of education matters:
 - (a) 1 Church of England diocese representative;
 - (b) 1 Roman Catholic diocese representative; and
 - (c) 3 parent governor representatives elected under the procedures contained in the Parent Governor Representatives (England) Regulations 2001.

18. The Committee may also include a Muslim representative who can also vote in respect of education matters.
19. These Members may speak but not vote on any other (i.e. non educational) matters.
20. Rules 16 to 18 also apply to any other Scrutiny meeting where an education matter is to be discussed.
21. These Members may also receive the same Executive unrestricted and restricted agenda papers in relation to executive decision making as the Councillor Members of the Committee/Sub-Committee to which they are appointed.

MEETINGS

22. The Overview and Scrutiny Committee shall meet in accordance with the calendar of meetings approved by Council. The Chair of the Committee may call an extraordinary meeting of the Committee at any time subject to the ordinary rules on the convening of meetings and the Access to Information Procedure Rules (see Section 27 of the Constitution).
23. The Scrutiny Sub-Committees shall meet in accordance with a timetable agreed by the Overview and Scrutiny Committee, but will establish their own pattern of meetings within this framework and the Chair of the Overview and Scrutiny Committee may decide to lead any Scrutiny Sub-Committees.
24. The Overview and Scrutiny Committee and its Sub-Committees will generally meet in public and will conduct their proceedings in accordance with these procedure rules and the Access to Information Rules at Section 27.

QUORUM

25. The quorum for the Overview and Scrutiny Committee and the Scrutiny Sub-Committees shall be three voting Members.

WORK PROGRAMME

26. The Overview and Scrutiny Committee will be responsible for agreeing the overview and scrutiny work programme for the year.

AGENDA ITEMS

27. Any Member of the Overview and Scrutiny Committee and/or any Scrutiny Sub-Committee shall be entitled to give notice to the Statutory Scrutiny Officer that they wish an item relevant to the functions of the Committee to be included on the agenda for the next available meeting. On receipt of such a request the Statutory Scrutiny Officer will ensure that it is included on the next

available agenda provided that it is relevant to the Committee work programme.

28. The Overview and Scrutiny Committee shall also respond, as soon as its work programme permits, to requests from Council and if it considers it appropriate the Mayor or Executive to review particular areas of Council activity. Where they do so, the Overview and Scrutiny Committee shall report their findings and any recommendations back to the Mayor/Executive and/or Council. The Executive shall consider the matter at one of its next two meetings following receipt of the report. If the matter is relevant to the Council only then will they consider the report at their next meeting.
29. Any Council Member may refer to the Overview and Scrutiny Committee a local government matter in accordance with section 119 of the Local Government and Public Involvement in Health Act 2007. In relation to any matter referred under this provision, the Committee shall consider whether or not to exercise its powers under section 21B of the Local Government Act 2000 to make a report or recommendation(s) to Council or the Executive on the matter.
30. A “local government matter” at 28 above is one that:
 - (a) relates to the discharge of any function of the authority;
 - (b) affects all or part of the Member’s electoral area or any person who lives or works in that area; and
 - (c) is not an excluded matter.

Excluded matters are:

 - any matter relating to a planning decision;
 - any matter relating to a licensing decision;
 - any matter relating to an individual in respect of which the individual has a right of appeal; and
 - any matter which is vexatious, discriminatory or not reasonable to be included in the agenda for, or disclosed at, the Overview and Scrutiny Committee or Sub-Committee.
31. If the Committee decides not to exercise any of its powers in relation to a matter referred to it under 28 above, it shall notify the Member who referred the matter of its decision and the reasons for it. If the Committee does make any report or recommendation(s) to the authority or the executive on the matter referred, it shall provide the Member with a copy of that report or recommendation(s), subject to the provisions of section 21D of the Local Government Act 2000 regarding confidential or exempt information.

SPECIFIC ROLE OF THE SCRUTINY COMMITTEE AND SUB-COMMITTEES

- a) Review and scrutinise the performance of the Council in relation to its policy objectives and performance targets and/or particular service areas.
- b) Question the Mayor, members of the Executive and/or Committees and chief officers about their decisions and performance whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects.
- c) Make recommendations to the Mayor/Executive as well as appropriate Committees and/or Council arising from the outcome of the scrutiny process.
- d) Review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the relevant scrutiny body and local people about their activities and performance.
- e) Question and gather evidence from any person.
- f) **Pre-Scrutiny.** The Overview and Scrutiny Committee may consider a matter prior to its consideration and make comments in connection with the issue so that such comments can be taken into account by the decision maker when making the decision on the matter.
- g) **Finance.** The Overview and Scrutiny Committee may exercise overall responsibility for the finances made available to it.
- h) **Petitions.** The Overview and Scrutiny Committee will consider requests for reviews on petitions as set out in the Council's Petitions Scheme.
- i) **Annual Report.** The Overview and Scrutiny Committee must report annually to Council on its work.

POLICY REVIEW AND DEVELOPMENT

32. The role of the Overview and Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in detail in the Budget and Policy Framework Procedure Rules (see Part B Section 28 of the Constitution). A summary is set out below:
 - (i) Assist the Council and the Executive in the development of its budget and policy framework by in depth analysis of policy issues.
 - (ii) Conduct research, consultation with the community and other consultation in the analysis of policy issues and possible options.
 - (iii) Consider and implement mechanisms to encourage and enhance community participation in the development of policy options.
 - (iv) Question members of the Executive and/or Committees and chief officers about their views on issues and proposals affecting the area.
 - (v) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

33. In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, the Overview and Scrutiny Committee may make proposals to the Mayor or Executive for developments in so far as they relate to matters within its terms of reference.
34. The Overview and Scrutiny Committee or any Scrutiny Sub-Committee established for this purpose may hold enquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

REPORTS FROM OVERVIEW AND SCRUTINY

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 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/or Sub-Committee 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.

SCRUTINY REVIEW GROUPS

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.

38. The parent Committee/Sub-Committee will then consider those findings and recommendations. It may, should it wish then refer those recommendations to the Mayor and Executive or the Council for a response.
39. If, following consultation with the Mayor and Executive, officers are in agreement with the proposed recommendations set out, then the report shall be accepted by the relevant Corporate Director under delegated authority. This determination must take place within one month of receipt of the report.
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 meetings following submission of the report. The Council will consider the report at its next ordinary meeting if appropriate.

MAKING SURE THAT OVERVIEW AND SCRUTINY REPORTS ARE CONSIDERED BY THE EXECUTIVE

41. 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.
42. If the Statutory Scrutiny Officer, following consultation with the Monitoring Officer, refers 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.
43. For the avoidance of doubt, the Mayor or Executive shall not alter or amend any Overview and Scrutiny Committee report before referring it to Council, but shall only make additional comments or recommendations (including any corporate, financial or legal implications) as may be appropriate. However, if Council does not agree with the Mayor's or Executive's recommendations, the disputes resolution procedure in Rule 2 of the Budget and Policy Framework Procedure Rules (see Section 28 of the Constitution) will apply.
44. If the contents of the report would not have implications for the Council's budget and policy framework, and is thus not referred to Council by the Monitoring Officer, the Mayor or Executive will have two weeks in which to consider the matter and respond to the overview and scrutiny report.
45. Where the Overview and Scrutiny Committee makes a report or recommendations to the authority or the Mayor or Executive in accordance with section 21B of the Local Government Act 2000 as amended, the Committee shall by notice in writing require the authority or Mayor or Executive:-

(a) to consider the report or recommendations;

- (b) to respond to the Overview and Scrutiny Committee indicating what (if any) action the authority propose, or the Mayor or Executive proposes, to take;
- (c) if the Overview and Scrutiny Committee has published the report or recommendations, to publish the response,
- (d) if the Overview and Scrutiny Committee provided a copy of the report or recommendations to a Member of the Authority under paragraph 9.4 of these Procedure Rules then it is to provide that Member with a copy of the response, and to do so within two months beginning with the date on which the authority or Mayor or Executive received the report or recommendations or (if later) the notice.

46. It is the duty of the authority or Mayor or Executive to which a notice is given under 45 above to comply with the requirements specified in the notice.

RIGHTS OF COMMITTEE MEMBERS TO DOCUMENTS

47. In addition to their rights as Councillors, Members of the Overview and Scrutiny Committee or a Scrutiny Sub-Committee have such additional rights to documents, and to notice of meetings as may be set out in the Access to Information Procedure Rules (see Part B Section 27 of the Constitution).
48. Nothing in this paragraph prevents more detailed liaison between the Executive and the Overview and Scrutiny Committee as appropriate depending on the particular matter under consideration.

MEMBERS AND OFFICERS GIVING ACCOUNT

49. The Overview and Scrutiny Committee may scrutinise and review decisions made or actions taken in connection with the discharge of any Council function. As well as reviewing documentation, in fulfilling their role, they may require the Mayor, any other Member of the Executive, a Councillor, the Head of Paid Service and/or any senior officer to attend before it to explain in relation to matters within their remit:
- (a) any particular decision or series of decisions;
 - (b) the extent to which the actions taken implement Council policy; and/or
 - (c) their performance, within their area of responsibility; and it is the duty of those persons to attend as so required.
 - (d) any function exercisable by a Councillor in accordance with any delegation made by the Council under section 236 of the Local Government and Public Involvement in Health Act 2007.
50. Where the Mayor, any Member or officer is required to attend the Overview and Scrutiny Committee or a Scrutiny Sub-Committee under this provision, the Chair of the Committee or Sub-Committee will inform the Chief Executive. The Chief Executive shall inform the Mayor, Member or officer in writing giving

at least fifteen working days' notice of the meeting at which they are required to attend. The notice will state the nature of the item on which they are required to attend to give account and whether any papers are required to be produced for the Committee or Sub-Committee. Where the account to be given to the Committee will require the production of a report, then the Mayor, Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.

51. Where, in exceptional circumstances, the Mayor, Member or officer is unable to attend on the required date, then the Committee or Sub-Committee shall in consultation with the Mayor, Member or officer arrange an alternative date for attendance, to take place within a maximum of twenty-one working days from the date of the original request.
52. Except in exceptional circumstances, any failure by the Mayor or Member to attend the Committee or Sub-Committee will be considered a breach of the Code of Conduct for Members and investigated accordingly. Any failure by an Officer to attend will be dealt with under the appropriate disciplinary procedure.

ATTENDANCE BY OTHERS

53. The Overview and Scrutiny Committee or a Scrutiny Sub-Committee may invite people other than those people referred to in 'Members and Officers Giving Account' above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and Members and officers in other parts of the public sector and shall invite such people to attend.

CALL-IN

54. 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 within the same timescale, by the person responsible for publishing the decision.
55. The decision publication and call-in deadlines are all published in advance on the Council's website. Decisions will come into force, and may then be implemented at 5pm on the fifth clear working day, after the publication of the decision unless, after receiving a written request to do so, the Monitoring Officer calls the decision in.
56. During that period, the Monitoring Officer shall call-in a decision for scrutiny by the Overview and Scrutiny Committee if so requested by:
 - (a) Not fewer than five Members of the Council; or

- (b) Two voting church, faith or parent governor representative in respect of any education matters only;
 - (c) The request for a call-in must give reasons in writing and outline an alternative course of action. In particular, the request must state whether or not those Members believe that the decision is outside the policy or budget framework.
57. The Monitoring Officer shall call-in a decision within twenty-four hours of receiving a written request to do so and shall place it on the agenda of the next meeting of the Overview and Scrutiny Committee on such a date as they may determine, where possible after consultation with the Chair of the Committee, and in any case within five clear working days of the decision to call-in. However, the Monitoring Officer will not call-in:
- (a) Any decision which has already been the subject of call-in;
 - (b) A decision which is urgent as defined in Rule 64 below and has to be implemented prior to the completion of any review. In such circumstances the decision-taker(s) shall give reasons to the Overview and Scrutiny Committee; and
 - (c) Decisions by regulatory and other Committees discharging non-executive functions;
 - (d) Day to day management and operational decisions taken by officers;
 - (e) A resolution which merely notes the report or the actions of officers;
 - (f) A resolution making recommendations to Council.
58. Where the matter is in dispute, both the Chief Executive and the Monitoring Officer should be satisfied that one of the above criteria applies.
59. The Monitoring Officer shall then notify the decision taker of the call-in, who shall suspend implementation of the decision.
60. If, having considered the decision, the Overview and Scrutiny Committee is still concerned about it, then it may refer it back to the Mayor or Executive for reconsideration, setting out in writing the nature of its concerns or if the matter should properly be considered by Council refer the matter to Council. If referred to the decision-maker they shall then reconsider within a further five clear working days or as soon as is reasonably practical thereafter, amending the decision or not, before adopting a final decision.
61. For the avoidance of doubt, if the Overview and Scrutiny Committee refers a matter back to the decision-making person or body, the implementation of that decision shall be suspended until such time as the decision-making person or body reconsiders and either amends or confirms that decision.
62. If following an objection to the decision, the Overview and Scrutiny Committee does not meet in the period set out above, or does meet but does not refer the

matter back to the decision-making person or body, the decision shall take effect on the date of the Overview and Scrutiny Committee meeting, or the expiry of that further five working day period, whichever is the earlier.

63. If the matter was referred to Council and Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if Council does object, then Council will refer any decision to which it objects back to the decision-making person or body together with Council's views on the decision. That decision-making person or body shall decide whether to amend the decision or not before reaching a final decision and implementing it. Where the decision was taken by the Executive as a whole or a Committee of the Executive, a meeting will be convened to reconsider within five clear working days of the request. Where the decision was made by an individual, the individual will also reconsider within five clear working days of the request.
64. If Council does not meet, or it does but does not refer the decision back to the decision-making body or person, the decision will become effective on the date of Council or expiry of the period in which the meeting should have been held, whichever is the earlier.

CALL-IN AND URGENCY

65. The call-in procedure set out above shall not apply where the decision being taken by the Mayor, the Executive or a Committee of the Executive, or the key decision being made by an officer with delegated authority from the Executive or under joint arrangements is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.
66. The record of the decision and notice by which it is made public shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in.
67. The Chair of the Overview and Scrutiny Committee must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. In the absence of the Chair, the Speaker's consent shall be required. In the absence of both, the consent of the Deputy Speaker or the Head of Paid Service or her/his nominee shall be required.
68. Decisions taken as a matter of urgency must be reported to the next available meeting of Council, together with the reasons for urgency.
69. The operation of the provisions relating to call-in and urgency shall be monitored annually, and a report submitted to Council with proposals for review if necessary.

THE PARTY WHIP

70. The use of the party whip to influence decisions of the Overview and Scrutiny Committee or one of its Sub-Committees is inappropriate and should not be used.
71. In this rule “a party whip” means any instruction given by or on behalf of a political group to any Councillor who is a Member of that group as to how that Councillor shall speak or vote on any matter before Council or any Committee, or the application or threat to apply any sanction by the group in respect of that Councillor should they speak or vote in any particular manner.

PROCEDURE AT OVERVIEW AND SCRUTINY COMMITTEE MEETINGS

72. The Overview and Scrutiny Committee and the Scrutiny Panels shall consider the following business:
 - (a) Minutes of the last meeting;
 - (b) Declarations of interest;
 - (c) Consideration of any matter referred to the Committee for a decision in relation to call-in;
 - (d) Responses of the Executive to reports of Overview and Scrutiny;
 - (e) The business otherwise set out on the agenda for the meeting.
73. Where the Overview and Scrutiny Committee or a Scrutiny Sub-Committee conducts investigations (e.g. with a view to policy development), the body may also ask people to attend to give evidence at meetings of the body. Such meetings are to be conducted in accordance with the following principles:
 - (a) that the investigation be conducted fairly and all Members of the Committee be given the opportunity to ask questions of attendees, and to contribute and speak;
 - (b) that those assisting the Committee by giving evidence be treated with respect and courtesy; and
 - (c) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis.
74. Following any investigation or review, the Committee or Sub-Committee shall prepare a report, for submission to the Mayor/Executive and/or Council as appropriate by the Overview and Scrutiny Committee, and shall make its report and findings public in so far as the report does not contain exempt or confidential information.

SUSPENSION

75. Any part of these Rules may be suspended in accordance with Council Procedure Rule 23 of Part B Section 26 of this Constitution provided such suspension is not contrary to the law.


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CALENDAR OF MEETINGS FOR THE 2024/25 MUNICIPAL YEAR

Committee Calendar 2023/24

	MEETING DAY/TIME/	MAY 23	JUN 23	JUL 23	AUG 23	SEP 23	OCT 23	NOV 23	DEC 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24	JUN 24	No. of Mtgs
Overview & Scrutiny Committee <small>(Monthly)</small>	6.30 pm Tuesdays	21		9 23		10	15	26	17	14(B) 28	4(R) 18	25*	29	19^	24^	
Children and Education Scrutiny Sub Committee <small>(5 a year)</small>	6.30pm	9#		11			24		5		13			8		
Health and Adults Scrutiny Sub Committee <small>(5 a year)</small>	6.30pm		4			3		5			3		8		17^	
Housing and Regeneration Scrutiny Sub Committee <small>5 a year)</small>	6.30pm	1#	24			16			2		24		1			

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<p>Briefing paper:</p> <p>Overview & Scrutiny Committee</p> <p>Tuesday, 21 May 2024</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Robin Beattie, Acting Director of Strategy, Improvement and Transformation</p>	<p>Classification: Open (Unrestricted)</p>
<p>Revised statutory guidance for councils on Overview and Scrutiny</p>	

Originating Officer(s)	Afazul Hoque, Head of Corporate Strategy & Communities
Wards affected	All Wards
Exempt information	N/A

Executive Summary

This report sets out the key points of the new statutory guidance for councils on overview and scrutiny. It aims to raise awareness and the purpose of overview and scrutiny and how the local authority can be supported to deliver effective scrutiny. It offers advice for senior leaders, members of overview and scrutiny committees, scrutiny officers and officers with a role in supporting scrutiny committees.

Recommendations:

The Overview & Scrutiny Committee is recommended to:

1. Note the key points of the new statutory guidance (appendix 1) for councils on overview and scrutiny and provide any comments on its application.

1. REASONS FOR THE DECISIONS

- 1.1 This is the new statutory guidance requirement for all councils in England published on 22nd April 2024 and replaces the guidance published on 7th May 2019. Its aim is to raise awareness and help carry out the overview and scrutiny function effectively. It provides advice for senior leaders, members of overview scrutiny committees, scrutiny officers and any officers with a role in supporting scrutiny committees.

2. ALTERNATIVE OPTIONS

- 2.1 Do nothing, this is not recommended as this is a statutory guidance provides guidance on developing an effective scrutiny function.

3. DETAILS OF THE REPORT

- 3.1 Overview and Scrutiny Committees (OSC) were established from 2000 to support new executive arrangements and ensure that non-executive members could hold the executive to account on decisions and actions that affect their communities. The legal requirement to establish OSC is set out in sections 9F to 9FI of the Local Government Act 2000 as amended by the Localism Act 2011.
- 3.2 OSC have statutory powers to scrutinise decisions the executive is planning to take, those it plans to implement, and those that have been already taken/implemented. OSC may produce reports or recommendations to the council or mayor about the discharge of their functions, and also on matters that affect the borough and residents of the area. OSC plays a valuable role in shaping policy and recommendations following the scrutiny of issue enable improvements to be made to policies and implementation of these.
- 3.3 Centre for Governance and Scrutiny¹ (CfGS) outline that effective overview and scrutiny should:
- provide constructive ‘critical friend’ challenge;
 - amplify the voices and concerns of the public;
 - be led by independent people who take responsibility for their role; and
 - drive improvement in public services and strategic decision-making.
- 3.4 The culture of a council will largely determine whether its scrutiny function succeeds or fails. It is important that it is led and owned by members given their role in setting and maintaining the culture of a council. Benefits of a strong organisational culture encourages scrutiny work that can add value by improving policy making and the efficient delivery of public services. Conversely, the guidance² indicates that low levels of support for, and engagement with the scrutiny function often leads to poor quality and ill-focus work.

Establishing a strong culture

- 3.5 Recognising scrutiny’s legal and democratic legitimacy – this entails that both members and officers recognise and appreciate the importance and legitimacy of the scrutiny function afforded by the law. OSC act as a check and balance on the executive and is a statutory requirement for all council’s operating executive arrangements. Scrutiny members add value to the function as provide useful insights from their engagement and close connections with residents.
- 3.6 Identifying a clear role and focus - councils need to ensure that scrutiny has a clear role and focus within the organisation. Prioritisation is necessary to

¹ [CfGS-Good-Scrutiny-Guide-v4-WEB-SINGLE-PAGES.pdf \(cfgs.org.uk\)](#)

² [Overview and scrutiny: statutory guidance for councils, combined authorities and combined county authorities - GOV.UK \(www.gov.uk\)](#)

ensure the scrutiny function concentrates on delivering work of genuine value and relevance to the work of the wider council.

- 3.7 Early and regular engagement between the executive and scrutiny - council's need to ensure early and regular discussion takes place between the scrutiny function, the executive and any directly elected mayor, especially regarding the executive's or directly elected mayor's future work programme.
- 3.8 Managing disagreements – scrutiny will consider issues that can be politically sensitive or contentious and the executive or mayor may disagree with the findings or recommendations of the committee. Both the executive (including the Mayor) and scrutiny will need to work together to reduce the risk and take steps to predict, identify and act on disagreements. This can be achieved through an 'executive-scrutiny protocol'
- 3.9 Scrutiny support – when determining the allocation of resources to support the scrutiny function, councils need to consider the purpose of scrutiny (as set out in legislation) and the role and OSC and the function as a whole.
- 3.10 Impartiality – Senior officers must ensure that all officers are free to provide impartial advice to scrutiny committees. This is crucial to ensuring effective scrutiny and will include key roles for 'statutory officers' including monitoring, section 151, head of paid services and statutory scrutiny officer to provide timely, relevant and high-quality advice.
- 3.11 Scrutiny Profile and Comms – Scrutiny function can often lack support and recognition within a council because there might be a lack of awareness amongst both members and officers. Councils need to take measures and ensure all members and officers are made aware of the role the scrutiny committee plays in the organisation, its value and the outcomes it can deliver, the powers it has, its membership and, if appropriate, the identity of those providing officer support.
- 3.12 Independently led – formal committee meetings allow scrutiny members to question the executive and officers. Some committee members will be from the same political party as the member they are scrutinising (may also have a long-standing personal, or familial, relationship with them). It is crucial for scrutiny members need to adopt an independent mind-set to carry out their role effectively.
- 3.13 Councils with a directly elected mayor should note that mayors are required by law to attend OSC when asked to do so and guidance emphasises the need for a strong organisational culture to support scrutiny.

Resourcing

- 3.14 The level of resource allocated to the scrutiny function will determine how successful the function is and the value it produces towards the council's work. Decision for resourcing sits with individual councils and that council also need to recognise that resourcing is not only about budgets and or officer time (these are the essentials) and that effective support is also about the ways in

which the wider council engages with those who carry out the scrutiny function. Factors that the council need to consider when deciding level of resources for scrutiny include:

- Scrutiny's legal powers and responsibilities;
- Role and remit of scrutiny within the councils work and governance;
- Members and officer development;
- Need for technical and external expertise where this does not exist in the council
- Benefits of effectively resourced scrutiny – adds value to the work of the council, help policy development and minimises need for call-ins

3.15 Relevant councils are required to designate a statutory scrutiny officer whose role is to:

- promote the role of the authority's scrutiny committee
- provide support to the scrutiny committee and its members
- provide support and guidance to members and officers relating to the functions of the scrutiny committee

Selecting committee members

3.16 The process of selecting committee members for scrutiny committees is crucial for their effectiveness. Committees need members with the right skills, commitment and impartiality to be taken seriously. Political proportionality is required, however each council is autonomous to choose its chairs and other members. Executive members cannot serve on scrutiny committees to avoid conflicts of interest, and guidelines need to be in place to manage such conflicts, including familial links.

3.17 Selecting individual committee members – the council needs to consider the member's experience, expertise, interests, ability to act impartiality, ability to work in group settings and capacity to serve.

3.18 Chairs hold a leadership role on scrutiny committees and are responsible for establishing the committees profile, influence and ways of working. Chairs need to possess ability to lead and be able to build a sense of teamwork and consensus among committee members. Chairs must ensure that they are able protect the committee's independence but also avoid the committee being viewed as de facto opposition to the executive.

3.19 Members development – the council need to ensure that scrutiny members are offered induction when they take up the role and further training so they can carry out their responsibilities effectively. The council must ensure that scrutiny members are aware of their legal powers and understand preparation requirements to ask relevant questions at scrutiny sessions.

3.20 Co-option and technical advice – scrutiny members may have local insights and understanding of resident needs. However, the provision of external expertise can help where the council may not have the expertise.

Power to access Information

- 3.21 The council should recognise that for scrutiny committees to be effective in its role, it must have timely access to pertinent information held by the council. This is crucial to the committees role and the law grants scrutiny members the power to access information. Furthermore, the legislation provides enhanced power for scrutiny members to access exempt or confidential information, supplementing existing rights under common law and Freedom of Information Act 2000 and the Environmental Information regulation 2004.
- 3.22 Seeking information from external organisations - Scrutiny committees will need to consider insights and intelligence from other sources to complement council held information. They can exercise statutory powers to invite individuals to committee meetings and access data from certain external organisations.

Planning work

- 3.23 Effective scrutiny by the committees should result in practical recommendations that significantly impact the council's work. Achieving this will require scrutiny committees to plan their long-term agenda and remain flexible to address urgent issues as they arise. The council should note that coordinating multiple committees work efficiently is crucial to its success.
- 3.24 Scrutiny committees must have a clear role and focus, prioritising areas like risk, finances, and the way council works with partners. While all topics are open for scrutiny, a prioritisation process is necessary due to limited resources and capacity. The statutory scrutiny officer will take a leading role in supporting members to clarify the role and function of scrutiny, and championing that role once agreed.

4. EQUALITIES IMPLICATIONS

- 4.1 Scrutiny's work entails exploring how new strategies and policies, or key decisions may impact residents with protected characteristics. The guidance ensures diverse perspectives are considered and represented. It encourages scrutiny committees to recognise and accommodate different viewpoints among members, witnesses and other stakeholders.

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 – Effective scrutiny helps secure the efficient delivery of public services and drives improvement within

councils. This guidance alongside a range of other workstreams currently taking place will support improvements to the council's scrutiny function.

- 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 legal/finance implications arising from the recommendation to note this guidance. Any proposals to amend or changes to the scrutiny structure or operation at the Council will need to be subject to separate review by legal and finance

7. COMMENTS OF LEGAL SERVICES

- 7.1 There are no direct legal/finance implications arising from the recommendation to note this guidance. Any proposals to amend or changes to the scrutiny structure or operation at the Council will need to be subject to separate review by legal and finance

Linked Reports, Appendices and Background Documents

Appendices

Appendix 1 [Overview and scrutiny: statutory guidance for councils, combined authorities and combined county authorities - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- NONE.

Officer contact details for documents:

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THE FORWARD PLAN

Published: 1 May 2024

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

Forward Plan May 2024

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

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Forward Plan May 2024

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Title of Report	Approval of the council's revised Homelessness Accommodation Placement Policy	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>The Mayor and Cabinet are asked to approve:</p> <ul style="list-style-type: none"> • The council's revised Homelessness Accommodation Placement Policy <p>In addition, permission is sought from the Mayor and Cabinet, should any further amendments be required as a result of legislation or case law, to delegate approval of subsequent amendments to the document to the council's Corporate Director of Housing and Regeneration.</p> <p>The council's revised Homelessness Accommodation Placement Policy clearly sets out the council's approach as to how officers will use available housing stock to discharge the council's statutory homelessness duties and responsibilities. The policy will ensure that the council follows current legislation and provides a reference point for Housing Options staff to make their decisions.</p>		

Decision maker Date of decision	Cabinet 16/05/24
Community Plan Theme	Homes for the future
Cabinet Member	Cabinet Member for Regeneration, Inclusive Development and Housebuilding
Who will be consulted before decision is made and how will this consultation take place	Health, Adult and Community (HAC) Childrens Services The policy and supporting documents will be discussed with the relevant internal stakeholders in advance of MAB
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	Yes
Contact details for comments or additional information	Karen Swift (Divisional Director, Housing and Regeneration) Karen.Swift@towerhamlets.gov.uk
What supporting documents or other information will be available?	Equality Impact Assessment Homelessness Accommodation Placement Policy
Is there an intention to consider this report in	No, Unrestricted

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private session and if so why?			
Title of Report	Housing with Care Strategy 2023-2033	Ward All Wards	Key Decision? Yes
Summary of Decision	To adopt the Housing with Care Strategy that sets out the high-quality housing with care options that the Council needs to deliver over the next ten years to meet the future care and support needs of residents whilst continuing to promote their independence and wellbeing.		

Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	A council that works for you and listens to you		
Cabinet Member	Cabinet Member for Health, Wellbeing and Social Care		
Who will be consulted before decision is made and how will this consultation take place	N/A		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	A QA checklist will be completed, which confirms that the proposals have due regard to any equalities impacts for the population cohort concerned		
Contact details for comments or additional information	Warwick Tomsett Joint Director, Integrated Commissioning warwick.tomsett@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	Tower Hamlets Council Strategic Plan: 2024/25 Annual Delivery Plan	Ward All Wards	Key Decision? Yes
Summary of Decision	The Strategic Plan 2022 to 2026 is the council's main corporate business plan. The plan embeds the Mayor's vision and the administration's manifesto into a high level policy framework and demonstrates how they will be delivered alongside the council's statutory duties. The plan sets a framework for performance monitoring and reporting. It is supported by and aligned with the Medium-Term Financial		

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	<p>Strategy.</p> <p>Each year the council publishes an Annual Delivery Plan. The 2024/25 Annual Delivery Plan describes the key actions the council will take this year to deliver the Strategic Plan, and how we will measure progress.</p>
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Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	All Priorities		
Cabinet Member	Mayor		
Who will be consulted before decision is made and how will this consultation take place	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	Robin Beattie (Acting Director of Strategy Innovation and Transformation) robin.beattie@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	Victoria Park Licence to Occupy	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>The granting of a licence to AEG Presents Limited to occupy areas of Victoria Park at times to be specifically agreed between August 2024 and September 2027.</p> <p>This is a key decision in that it may have a significant impact on the communities of two or more wards.</p>		

Decision maker Date of decision	Cabinet 16/05/24		
Community Plan	Boost culture, business, jobs and leisure		

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Theme			
Cabinet Member	Cabinet Member for Culture and Recreation		
Who will be consulted before decision is made and how will this consultation take place	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	Jahur Ali (Director Leisure and Culture) Jahur.Ali@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?	Partly Exempt (Part of the report will be exempt) Exempt appendix 1		
Title of Report	Contracts Forward Plan 2023/24 - Quarter 4	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>This report presents the contracts being procured during quarter four. The report also sets out the Contracts Forward Plan at appendix 3 to this report.</p> <p>The report asks for confirmation that all contracts can proceed to contract award after tender.</p>		

Decision maker Date of decision	Cabinet 16/05/24
Community Plan Theme	All Priorities
Cabinet Member	Cabinet Member for Resources and the Cost of Living
Who will be consulted before decision is made and how will this consultation take place	<p>Where required, consultation with service users and stakeholders will be undertaken as part of the project and budget approval process.</p> <p>Necessary consultation will be undertaken in accordance with the Council's policies and procedures.</p>
Has an Equality Impact Assessment been	No. Contract specific EQIA is expected to be completed by respective contract owners as part of the directorate approval.

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carried out and if so the result of this Assessment?	
Contact details for comments or additional information	Abdulrazak Kassim (Director Finance, Procurement and Audit) abdulrazak.kassim@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 consider this report in private session and if so why?	No, Unrestricted
Title of Report	Procurement of a Technology Enabled Care Transformation Partner
	Ward All Wards
	Key Decision? Yes
Summary of Decision	This paper seeks approval to commence procurement for the Transformation Partner that will support the Technology Enabled Care Transformation Project, which will deliver MTFS savings

Decision maker Date of decision	Cabinet 16/05/24
Community Plan Theme	Invest in public services
Cabinet Member	Cabinet Member for Health, Wellbeing and Social Care
Who will be consulted before decision is made and how will this consultation take place	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	Warwick Tomsett Joint Director, Integrated Commissioning warwick.tomsett@towerhamlets.gov.uk
What supporting documents or other information will be available?	N/A
Is there an intention to	No, Unrestricted

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consider this report in private session and if so why?			
Title of Report	Tower Hamlets Partnership Review	Ward All Wards	Key Decision? No
Summary of Decision	In September 2023, the Partnership Executive Group agreed to review its partnership arrangements. This report presents draft recommendations for consideration.		

Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	All priorities		
Cabinet Member	Mayor Lutfur Rahman		
Who will be consulted before decision is made and how will this consultation take place	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	Robin Beattie (Acting Director of Strategy Innovation and Transformation) robin.beattie@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	Transforming Tower Hamlets Council: building a stronger future	Ward All Wards	Key Decision? No
Summary of Decision	Following the appointment of the Chief Executive in July 2023, Tower Hamlets Council embarked on its ambitious 'People First' transformation journey. This report details the significant progress made in addressing key concerns identified by the Head of Paid Services.		

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Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	All Priorities		
Cabinet Member	Mayor		
Who will be consulted before decision is made and how will this consultation take place	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	Stephen Halsey, Chief Executive		
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	Delivering the Medium-Term Financial Strategy	Ward All Wards	Key Decision? No
Summary of Decision	<p>This discussion paper provides an update on:</p> <ul style="list-style-type: none"> - the current position - actions being taken to mitigate the identified risks -further options to consider to mitigate and manage any emerging risks <p>The primary objective is to ensure delivery of the 2024/25 budget which forms year one of the Medium-Term Financial Strategy (MTFS) as approved by full Council on 28th February 2024.</p>		

Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	Invest in public services		
Cabinet Member	Cabinet Member for Resources and the Cost of Living		
Who will be consulted	N/A		

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before decision is made and how will this consultation take place	
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	Abdulrazak Kassim (Director Finance, Procurement and Audit) abdulrazak.kassim@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	Scrutiny improvement plan
	Ward All Wards
	Key Decision? No
Summary of Decision	The Scrutiny function of the Council is an important part of the governance arrangements of the Council and a key element of the Council's arrangements to ensure continuous improvement and meet its statutory best value duty. This report identifies areas for improvement in the Council's Scrutiny function and a set of dedicated actions to address them. It calls for Cabinet to note, endorse and or approve these actions. Some suggested ways forward will need to be the subject of further discussion and approval by the Overview and Scrutiny Committee.

Decision maker Date of decision	Cabinet 16/05/24
Community Plan Theme	All Priorities
Cabinet Member	Mayor
Who will be consulted before decision is made and how will this consultation take place	N/A
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	N/A
Contact details for	Stephen Halsey, Chief Executive

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comments or additional information			
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	Be Well Leisure Insourcing Programme	Ward All Wards	Key Decision? No
Summary of Decision	This report updates on the insourcing of the <i>Be Well</i> Leisure Service on 1 st May 2024. The report sets out the key activities for the coming year coordinated by the Leisure Programme Board to further develop the service over the next 12 months now it is in-house.		

Decision maker Date of decision	Cabinet 16/05/24		
Community Plan Theme	All Priorities		
Cabinet Member	Cabinet Member for Culture and Recreation		
Who will be consulted before decision is made and how will this consultation take place	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	N/A		
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	Record of Corporate Directors	Ward	Key Decision?

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	Actions 2023/24 Q4	All Wards	No
Summary of Decision	<p>This report sets out, for noting by Cabinet, the Corporate Director's Actions taken under Rule 10 (section 50 Record of Corporate Director's Actions (RCDA) - Waiving of Procurement Procedures) in Part C – Codes and Protocols of the Council's constitution.</p> <p>The section states that Corporate Director's Actions in respect of contracts over £100,000 must be reported to Cabinet for noting and this report fulfils this requirement.</p>		

Decision maker Date of decision	Cabinet 10/07/24		
Community Plan Theme	All Priorities		
Cabinet Member	Cabinet Member for Resources and the Cost of Living		
Who will be consulted before decision is made and how will this consultation take place	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	Abdulrazak Kassim (Director Finance, Procurement and Audit) abdulrazak.kassim@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	Draft Serious Violence and Exploitation Strategy	Ward All Wards	Key Decision? Yes
Summary of Decision	<p>The Serious Violence Duty came into effect in Jan 2023, requiring police, councils and local services to work together to share information and target interventions to prevent and reduce serious violence. The authorities responsible were responsible for forming a relevant partnership, agreeing a local definition of serious violence, producing a serious violence needs assessment for the borough and using this to inform a strategic delivery plan for the partnership to tackle serious violence. The serious violence and exploitation</p>		

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	<p>strategy group is a sub-group of the Community Safety Partnership.</p> <p>This item presents the Draft Serious Violence and Exploitation Strategic Plan: formulated using the findings from the Serious Violence needs assessment, recommendations, engagement with professionals and wider consultation with our local residents (including children, young people and young adults).</p> <p>The Serious Violence Plan on a Page, produced in Jan 2024, has been used to consult the public and professionals on the proposed approach to tackling violence and exploitation: contributing to the development of the full strategic delivery plan.</p>
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Decision maker Date of decision	Cabinet 10/07/24		
Community Plan Theme	Empower Communities and Fight Crime		
Cabinet Member	Cabinet Member for Safer Communities		
Who will be consulted before decision is made and how will this consultation take place	Residents and Stakeholders Consultation with residents and stakeholders has been a part of the process of developing of this strategy		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	NA		
Contact details for comments or additional information	Ann Corbett (Director, Community Safety) ann.corbett@towerhamlets.gov.uk		
What supporting documents or other information will be available?	A New Met for London Plan, 2023-2025 Serious Violence Duty - Police Crime Sentencing and Courts Act 2022 Serious Violence Needs Assessment 2023		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Land at Gill Street – Options	Ward Limehouse	Key Decision? Yes
Summary of Decision	The report deals with the future of an area of council land at Gill Street, Limehouse. It includes an option for the council to dispose of the land for a new community building.		

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Decision maker Date of decision	Cabinet 10/07/24		
Community Plan Theme	A clean and green future		
Cabinet Member	Cabinet Member for Resources and the Cost of Living		
Who will be consulted before decision is made and how will this consultation take place	Legal Services, Finance Emails, document circulation		
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	Paul Patterson (Interim Corporate Director Housing And Regeneration) paul.patterson@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	Tower Hamlets Safeguarding Children Partnership Annual Report 2023-2024	Ward All Wards	Key Decision? No
Summary of Decision	The report highlights the activity of the Tower Hamlets Children's Partnership within the last financial year.		

Decision maker Date of decision	Cabinet 24/07/24		
Community Plan Theme	TH Plan 5: A child-friendly borough where children and young people from all backgrounds thrive, achieve their best, have opportunities, and are listened to.		
Cabinet Member	Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor)		
Who will be consulted before decision is made and how will this consultation take place	NA		

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Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	NA		
Contact details for comments or additional information	Susannah Beasley-Murray (Divisional Director of Supporting Families) susannah.beasley-murray@towerhamlets.gov.uk		
What supporting documents or other information will be available?	NA		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Special Educational Needs and Disabilities Improvement Report 2023/24	Ward All Wards	Key Decision? No
Summary of Decision	The SEND Improvement Annual Report 2023/24 aims to provide an analysis of progress and impact for work undertaken over the last year in relation to improvement priorities		

Decision maker Date of decision	Cabinet 24/07/24
Community Plan Theme	Accelerate Education
Cabinet Member	Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor)
Who will be consulted before decision is made and how will this consultation take place	NA
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	NA
Contact details for comments or additional information	Lisa Fraser (Acting Corporate Director, Children's Services) lisa.fraser@towerhamlets.gov.uk
What supporting documents or other	NA

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information will be available?			
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	57 Brick Lane Making Good: Repairs to Shopfront	Ward Spitalfields & Banglatown	Key Decision? No
Summary of Decision	This item seeks approval for funding to make good opening up works to the Grade II listed building, 57 Brick Lane.		

Decision maker Date of decision	Cabinet 24/07/24
Community Plan Theme	Boost culture, business, jobs and leisure
Cabinet Member	Cabinet Member for Jobs, Skills and Growth
Who will be consulted before decision is made and how will this consultation take place	<p>Mayor Rahman</p> <ul style="list-style-type: none"> • Engagement with the business on 06.11.2023 to inform them the project was not to proceed. • The business met with the Mayor to discuss reinstating the funding. • Previous paper on full refurbishment presented at Jobs, Skills and Growth Portfolio Member on 19.12.2023 • Regular engagement with the business – they are eager for the works to start. • Full refurbishment costs shared with Mayor Rahman and the Mayor's Office on 19.12.2023. • Previous paper on full refurbishment works presented to Housing and Regeneration DLT on 08.01.2024 • Previous paper on full refurbishment works presented at CMT on 06.02.2024
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Ellie Kershaw (Acting Director, Growth and Economic Development) ellie.kershaw@towerhamlets.gov.uk
What supporting documents or other information will be available?	Planning + Listed Building Consent approved on 26.11.2022 PA/22/01704/NC + PA/22/01705/NC Structural Engineer and Timber Specialist report Structural Engineer sketch for remedial works to the corner brickwork Grants Determination Sub-Committee Report 06.02.2018
Is there an intention to consider this report in	No, Unrestricted

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private session and if so why?			
Title of Report	Grant shopfront Improvement: 57 Brick Lane	Ward Spitalfields & Banglatown	Key Decision? No
Summary of Decision	This item seeks approval for a grant award to be made to enable shopfront improvements to be made to the Grade II listed building, 57 Brick Lane.		

Decision maker Date of decision	Cabinet 10/07/24		
Community Plan Theme	Boost culture, business, jobs and leisure		
Cabinet Member	Cabinet Member for Jobs, Skills and Growth		
Who will be consulted before decision is made and how will this consultation take place	<p>Mayor Rahman</p> <ul style="list-style-type: none"> • Presented to Housing and Regeneration DLT on 08.01.2024 • Presented at Jobs, Skills and Growth Portfolio Member on 19.12.2023 • Shared with Mayor Rahman and the Mayor's Office on 19.12.2023. • Regular engagement with the business – they are eager for the works to start. • Engagement with the business on 06.11.2023 to inform them the project was not to proceed. • The business met with the Mayor to discuss reinstating the funding. 		
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	Ellie Kershaw (Acting Director, Growth and Economic Development) ellie.kershaw@towerhamlets.gov.uk		
What supporting documents or other information will be available?	<p>Planning + Listed Building Consent approved on 26.11.2022 PA/22/01704/NC + PA/22/01705/NC</p> <p>Structural Engineer and Timber Specialist report</p> <p>Structural Engineer sketch for remedial works to the corner brickwork</p> <p>Grants Determination Sub-Committee Report 06.02.2018</p>		
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Annual Report on School Performance for 2022-2023	Ward All Wards	Key Decision? No
Summary of Decision	This report provides an overview of education performance in the school year		

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	<p>2022/23.</p> <p>A summary analysis of the 2023 results, compared to previous years, is provided for national average attainment including for Children in Our Care (CIOC). The report highlights successes, challenges and barriers to further progress. The report also highlights THEP support and interventions in primary and secondary schools to raise achievement through system leadership.</p>
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Decision maker	Cabinet		
Date of decision	10/07/24		
Community Plan Theme	A council that works for you and listens to you		
Cabinet Member	Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor)		
Who will be consulted before decision is made and how will this consultation take place	NA		
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No		
Contact details for comments or additional information	Yasmin Ashley, Lisa Fraser Executive Support Team Leader, Childrens & Culture and Health, Adults & Community yasmin.ashley@towerhamlets.gov.uk, (Acting Corporate Director, Children's Services) lisa.fraser@towerhamlets.gov.uk		
What supporting documents or other information will be available?			
Is there an intention to consider this report in private session and if so why?	No, Unrestricted		
Title of Report	Food Insecurity Action Plan – Response to recommendations	Ward All Wards	Key Decision? No
Summary of Decision	As part of the scrutiny committee's review of LBTH's response to food insecurity a number of recommendations were made for improvements to the local authority's response. This report outlines comments from relevant services and actions taken on board as a result of these recommendations.		

Decision maker	Cabinet
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Date of decision	10/07/24
Community Plan Theme	Boost culture, business, jobs and leisure
Cabinet Member	Cabinet Member for Equalities and Social Inclusion
Who will be consulted before decision is made and how will this consultation take place	N/A
Has an Equality Impact Assessment been carried out and if so the result of this Assessment?	No
Contact details for comments or additional information	Ellie Kershaw (Acting Director, Growth and Economic Development) ellie.kershaw@towerhamlets.gov.uk
What supporting documents or other information will be available?	Tower Hamlets Overview and Scrutiny Committee: Food Insecurity in Tower Hamlets Scrutiny Review
Is there an intention to consider this report in private session and if so why?	No, Unrestricted