

# MAYOR'S EXECUTIVE DECISION MAKING

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Monday, 29 October 2018

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Mayor's Decision Log No. 183


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1. **NOMINATION TO OUTSIDE BODIES 2018-19 - TRANCHE 3 (Pages 3 - 14)**

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact: Matthew Mannion, Committee Manager, Democratic Services

Tel: 0207 364 4651, e-mail: [matthew.mannion@towerhamlets.gov.uk](mailto:matthew.mannion@towerhamlets.gov.uk)

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<b>Individual Mayoral Decision Proforma</b>  Decision Log No: 183	 <b>TOWER HAMLETS</b>
<b>Report of:</b> David Courcoux, Head of the Mayor's Office	<b>Classification:</b> Unrestricted
<b>Nominations to Outside Bodies 2018/19 – Tranche 3</b>	

<b>Is this a Key Decision?</b>	No
<b>Decision Notice Publication Date:</b>	Not required
<b>General Exception or Urgency Notice published?</b>	Not required
<b>Restrictions:</b>	None
<b>Reason for seeking an Individual Mayoral Decision:</b>	This is a routine administrative decision

## EXECUTIVE SUMMARY

It is the responsibility of the Mayor to nominate representatives to certain Outside Bodies on behalf of Tower Hamlets Council.

The appendix attached to the report lists a set of proposed appointments to Outside Bodies for the Mayor to consider. Although all appointments are reviewed regularly, they are, unless stated elsewhere in the attached report or Appendix 1, valid until such time as they are amended or renewed by a Mayoral decision.

This is the third round of nominations to Outside Bodies in 2018/19. The previous rounds of nominations were made as Mayoral Decision Numbers 181 and 182.

Full details of the decision sought, including setting out the reasons for the recommendations and/or all the options put forward; other options considered; background information; the comments of the Chief Finance Officer; the concurrent report of the Head of Legal Services; equalities implications, other statutory implications; **and other relevant matters are set out in the attached report.**

## DECISION

The Mayor is recommended to:

1. Agree the nominations to outside bodies as shown in Appendix 1.

**APPROVALS**

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

I approve the attached report and proposed decision above for submission to the Mayor. I confirm that the Mayor and/or Lead Member have agreed to this decision being taken using this process.

Signed N/A Date N/A

2. **Chief Finance Officer or his/her deputy**

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

Signed  26/10/2018 Date


3. **Monitoring Officer or his/her deputy**

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

(For Key Decision only – delete as applicable)

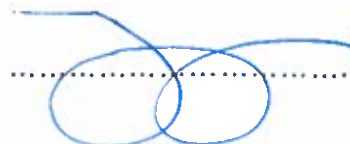
I confirm that this decision:-

(a) has been published in advance on the Council's Forward Plan OR  
(b) is urgent and subject to the 'General Exception' or 'Special Urgency' provision at paragraph 18 or 19 respectively of the Access to Information Procedure Rules.

Signed  Date 29/10/18

4. **Mayor**

I agree the decision proposed in the recommendations above for the reasons set out in paragraphs 1.1, 3.1 and 3.2 in the attached report.

Signed  Date 29/10/18

**ALL INFORMATION BEYOND THE HEADINGS ABOVE SHOULD BE INCLUDED IN A REGULAR CABINET STYLE REPORT THAT SHOULD BE APPENDED TO THE PROFORMA.**

**A – NOTES ON COMPLETING THIS FORM**

- **Delete this page onwards before submitting your decision.**
- This form is only to be used where the signature of the Chief Executive (in his Head of Paid Services (HoPS) role) is not required. Should his signature be required please use the other form.
- Please delete any guidance notes in square brackets [ ] before submitting your form for signature.
- The decision log number will be hand written onto the form on completion by Democratic Services so you do not need to find this out early on.

**B – NOTES ON EXECUTIVE DECISION MAKING**


1. Where an Executive decision, including a Key Decision, falls to be made and either:-
  - (i) authority to make that decision has not been delegated by the Mayor under this Executive Scheme of Delegation; or
  - (ii) authority has been delegated but the person or body with delegated powers declines to exercise those powers; or
  - (iii) authority has been delegated but the Mayor nevertheless decides to take the decision himself,

the decision shall be made by the Mayor individually, after consultation with the Head of Paid Service (if appropriate – use other form including his signature space if necessary), the Monitoring Officer, the Corporate Director, Resources and such other Corporate Director(s) or Cabinet Member(s) the Mayor may determine.
2. Executive decisions (including Key Decisions) to be taken by the Mayor in accordance with paragraph 1 above shall either be taken:-
  - (a) at a formal meeting of the Executive, notice of which has been given in accordance with Part 4.4 of the Constitution and to which the Access to Information Rules at Part 4.2 of the Constitution shall apply; or
  - (b) in accordance with the procedure at 5 below.
3. In the case of a decision taken at a formal meeting of the Executive, the Mayor will take the decision having received written and oral advice from appropriate officers and consulted those members of the Executive present. In the event that a meeting of the Executive is not

quorate, the Mayor may still take any necessary decisions having consulted any Executive members present. All Mayoral decisions taken at a formal meeting of the Executive shall be recorded in the minutes of the meeting.

4. The Cabinet Meeting is not authorised to exercise the Mayor's powers in the absence of the Mayor. If the Mayor is unable to act for any reason, and only in those circumstances, the Deputy Mayor is authorised to exercise the Mayor's powers.
5. The Mayor may at his discretion make a decision in relation to an Executive function, including a Key Decision, alone and outside the context of a meeting of the Executive. In relation to any decision made by the Mayor under this provision:-
  - (i) The decision may only be made following consideration by the Mayor of a full report by the relevant officer(s) containing all relevant information, options and recommendations in the same format as would be required if the decision were to be taken at a meeting of the Executive;
  - (ii) In the case of a Key Decision as defined in Article 13 of the Constitution, the provisions of the Access to Information Procedure Rules in relation to prior publication on the Forward Plan, and the provisions of the Overview and Scrutiny Procedure Rules in relation to call-in, including the rules regarding urgent decisions, shall apply; and
  - (iii) The decision shall not be made until the Mayor has confirmed his agreement by signing a Mayoral Decision Form (sample as attached at Appendix A) which has first been completed with all relevant information and signed by the relevant Chief Officers.
6. All Mayoral decisions taken in accordance with paragraph 5 above shall be:-
  - (i) Recorded in a log held by the Service Head, Democratic Services and available for public inspection; and
  - (ii) Published on the Council's website

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

<b>Individual Mayoral Decision</b>	 <b>TOWER HAMLETS</b>
<b>Report of:</b> David Courcoux, Head of the Mayor's Office	<b>Classification:</b> Unrestricted
<b>Nominations to Outside Bodies 2018/19 – Tranche 3</b>	

**Proposed Decision Path (indicate) – Delete Section Before Publication:**

	Step [Delete as applicable]	Date
DLT Level (Tier One)	DLT / CD	N/A
CLT Level (Tier Two)	CLT / CE	N/A
Member Level (Tier Three)	MAB / 121	N/A
Decision (Tier Four)	Cabinet / IMD	w/c 29/10/18

**Proposed Decision Path (indicate) – Delete Section Before Publication:**

<b>Lead Member</b>	<b>Mayor John Biggs</b>
<b>Originating Officer(s)</b>	Matthew Mannion, Committee Services Manager
<b>Wards affected</b>	All wards
<b>Key Decision?</b>	No
<b>Forward Plan Notice Published</b>	N/A
<b>Strategic Plan Priority / Outcome</b>	A dynamic outcomes-based Council using digital innovation and partnership working to respond to the changing needs of our borough

**Executive Summary**

It is the responsibility of the Mayor to nominate representatives to certain Outside Bodies on behalf of Tower Hamlets Council.

The appendix attached to the report lists a set of proposed appointments to Outside Bodies for the Mayor to consider. Although all appointments are reviewed regularly, they are, unless stated elsewhere in this report or Appendix 1, valid until such time as they are amended or renewed by a Mayoral decision.

This is the third round of nominations to Outside Bodies in 2018/19. The previous rounds of nominations were made as Mayoral Decision Numbers 181 and 182.

## THIS SECTION TO BE DELETED BEFORE PUBLICATION

### Decision Type

Key Decision?	Urgent Decision?	Exempt from Call-In?	Restricted Report or Partially Restricted (e.g. appendix)?
No	No	No	No

\*If the answer is yes make sure the forthcoming decision on the website states this or else the decision cannot be taken.

### Guidance Documents

Further details on the procedure for Urgent Decisions can be found in the [Intranet Library](#) and the Guide to Report Writing [guidance note](#).

### Specific Issues for Pre-Decision Meetings

(Officers may use the following table to add points of note for internal meetings such as CLT, MAB or DMTs. Content can be deleted at any stage and, in any case, will be before publication for the decision making meeting.)

<p><b>Directorate Leadership Team</b></p> <p>Consideration of this report at DLT is not considered necessary due to being a routine administrative decision.</p>
<p><b>Corporate Leadership Team</b></p> <p>Consideration of this report at CLT is not considered necessary due to being a routine administrative decision.</p>
<p><b>Mayor's Advisory Board</b></p> <p>Consideration of this report at MAB is not considered necessary due to being a routine administrative decision.</p>
<p><b>Communications</b></p> <p>Consideration of this report by comms is not considered necessary due to being a routine administrative decision.</p>

## THIS SECTION TO BE DELETED BEFORE PUBLICATION



## **Recommendations:**

The Mayor is recommended to:

1. Agree the nominations to outside bodies as shown in Appendix 1.

### **1. REASONS FOR THE DECISIONS**

- 1.1 Appointing representatives to outside bodies increases the Council's engagement with the local community and improves its potential to offer leadership and guidance in relation to activities taking place in the Borough.

### **2. ALTERNATIVE OPTIONS**

- 2.1 The Mayor could decide not to make appointments to outside bodies at all. However, this is not recommended as it would reduce the Council's opportunity to be involved in and to support good work within the community and it would also reduce the Council's leadership opportunities. There are also a number of bodies where the Council is required, or expected to provide a representative.

### **3. DETAILS OF THE REPORT**

- 3.1 Participating in the work of outside bodies is an important part of the role of elected Members but is different in nature from other aspects such as being a member of a local authority executive or sitting on regulatory committees. In some cases it will involve actively representing and defending the authority's interests on local authority associations. In others it will involve becoming a trustee of a charity or a director of a company limited by guarantee. In this case Members have a duty to act in the best interests of the organisation to which they have been appointed rather than exclusively pursue the authority's interests. There are potential tensions in carrying out this role effectively. To this end guidance will be sent to all those nominated to outside bodies.
- 3.2 A key part of this role is ensuring that information about the activities of outside bodies is communicated to the Council. Much of this may take place through day to day contact with colleagues or with officers responsible for that area of work.
- 3.3 This is the third round of nominations to Outside Bodies in 2018/19. The previous rounds of nominations were made as Mayoral Decision Numbers 181 and 182.

### **4. EQUALITIES IMPLICATIONS**

- 4.1 Nominating representatives to outside bodies increases the Council's engagement with the local community and improves its potential to offer leadership and guidance in relation to activities taking place in the Borough.

## **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.

### **Risk Management Implications**

- 5.2 Where appropriate it is important that any training/support needs of new appointees are identified by the bodies concerned and that appropriate training and support is delivered.
- 5.3 The nomination of representatives to outside bodies enables the Council to strengthen links with the community. The nomination of representatives also contributes to the Council's leadership role in the community.

## **6. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 6.1 There are no direct financial implications arising from this report.

## **7. COMMENTS OF LEGAL SERVICES**

- 7.1 Pursuant to section 9D(2) of the Local Government Act 2000, any function of the Council which is not specified in regulations is to be the responsibility of the Council's executive under executive arrangements. The relevant regulations which specify non-executive functions are the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 ("the Functions Regulations").
- 7.2 The Functions Regulations specify a category of functions which may be (but need not be) the responsibility of a local authority's executive. These are sometimes referred to as local choice functions. Included in the category of local choice functions is the appointment of any individual to any body, other than the Council or a joint committee, and the revocation of any such appointment. The Council's Constitution (part 3.2.2) specifies that responsibility for such appointments lies with the Mayor if the appointment is made in relation to or in support of an executive function.
- 7.3 All of the appointments in Appendix 1 relate to local choice functions and are the responsibility of the executive. The Mayor therefore has responsibility for these appointments under the Constitution.

- 7.4 When considering appointments or the approach to be taken to appointments, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't (the public sector equality duty). It is important to be satisfied that any process followed is supportive of equal opportunity.
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## **Linked Reports, Appendices and Background Documents**

### **Linked Report**

- Mayoral Decision 181 - Nominations to Outside Bodies 2018/19 – Tranche 1, Mayor's Executive Decision Making, [Thursday, 30th August, 2018](#).
- Mayoral Decision 182 - Nominations to Outside Bodies 2018-19 Tranche 2, Mayor's Executive Decision Making, [Monday, 1st October, 2018](#)

### **Appendices**

- Appendix 1 – List of nominees to Outside Bodies, Tranche 3 2018/19.

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

- NONE.

### **Officer contact details for documents:**

Joel West, Senior Committee Officer, 020 7364 4207

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**MAYORAL NOMINATIONS TO OUTSIDE BODIES 2018-19 – TRANCHE 3**

**APPENDIX 1**

<b>Outside Body</b>	<b>Mayor or Council Nomination</b>	<b>Nominees permitted</b>	<b>2018/19 nominee(s)</b>
Billingsgate Market Consultative Advisory Committee	Mayor	2	Cllr Peter Golds Cllr Kyrsten Perry
East End Community Foundation	Mayor	1	Vicky Clark, Divisional Director, Growth & Economic Development
London Housing Consortium	Mayor	2 +1 deputy	Cllr Kevin Brady Cllr Asma Islam
London Road Safety Council	Mayor	3	Cllr Kyrsten Perry
Mudchute Association (Park and Farm)	Mayor	1	Cllr Ehtasham Haque
Ocean Regeneration Trust Board	Mayor	2	Cllr Asma Islam
Ricardo Community Foundation (St Clement's Hospital)	Mayor	1	Cllr Val Whitehead
Tower Hamlets Community Housing	Mayor	2	Cllr Ehtasham Haque
Tower Hamlets Homes	Mayor	4 (1 vacant)	Cllr Tarik Khan

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