


<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  ..... Date 26/10/2018

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

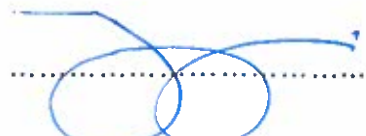
I have been consulted on the content of the attached report which includes my comments.

(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.