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## AGENDA FOR THE POLICY AND PERFORMANCE SCRUTINY COMMITTEE

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Members of the Policy and Performance Scrutiny Committee are summoned to the meeting which will be held on, **11 May 2015 at 7.30 pm.**

**John Lynch**  
**Head of Democratic Services**

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Despatched : 29 April 2015

Membership

**Councillors:**

Councillor Troy Gallagher (Chair)	Councillor Jenny Kay
Councillor Una O'Halloran (Vice-Chair)	Councillor Martin Klute
Councillor Kaya Comer-Schwartz	Councillor Michael O'Sullivan
Councillor James Court	Councillor Olly Parker
Councillor Gary Doolan	Councillor Dave Poyser
Councillor Satnam Gill	Councillor Caroline Russell
Councillor Rakhia Ismail	

**Substitutes:**

Councillor Alice Perry	Councillor Jilani Chowdhury
Councillor Alex Diner	Councillor Richard Greening
Councillor Gary Heather	Councillor Robert Khan
Councillor Raphael Andrews	Councillor Nick Wayne
Councillor Paul Smith	Councillor Flora Williamson
Councillor Clare Jeapes	Councillor Mouna Hamitouche MBE

**Quorum: 4 Councillors**

**A. FORMAL MATTERS**

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1. Apologies for Absence
2. Declaration of Substitute Members
3. Declarations of Interest

**Declarations of interest**

If you have a **Disclosable Pecuniary Interest\*** in an item of business:

- if it is not yet on the council's register, you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent;
- you may **choose** to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency.

In both the above cases, you **must** leave the room without participating in discussion of the item.

If you have a **personal** interest in an item of business **and** you intend to speak or vote on the item you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent but you **may** participate in the discussion and vote on the item.

**\*(a) Employment, etc** - Any employment, office, trade, profession or vocation carried on for profit or gain.

**(b) Sponsorship** - Any payment or other financial benefit in respect of your expenses in carrying out duties as a member, or of your election; including from a trade union.

**(c) Contracts** - Any current contract for goods, services or works, between you or your partner (or a body in which one of you has a beneficial interest) and the council.

**(d) Land** - Any beneficial interest in land which is within the council's area.

**(e) Licences**- Any licence to occupy land in the council's area for a month or longer.

**(f) Corporate tenancies** - Any tenancy between the council and a body in which you or your partner have a beneficial interest.

**(g) Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

This applies to all members present at the meeting.

4. To approve minutes of previous meeting 1 - 6
5. Matters Arising from the minutes

6. PUBLIC QUESTIONS

7. Chair's Report

**B. ITEMS FOR CALL IN - IF ANY**

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**C. SCRUTINY AND MONITORING REPORTS**

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9.	Progress Report - Blacklisting Scrutiny Review	7 - 14
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11.	Report of Executive Member Employment - Presentation -Verbal	
<b>D.</b>	<b>REPORT OF REVIEW CHAIRS</b>	
	Report of Chair Health and Care Scrutiny Committee	
<b>E.</b>	<b>MONITORING RECOMMENDATIONS OF SCRUTINY COMMITTEES, TIMETABLE FOR TOPICS, WORK PROGRAMME AND FORWARD PLAN</b>	<b>Page</b>
<b>F.</b>	<b>DISCUSSION ITEMS - IF ANY</b>	<b>Page</b>
<b>G.</b>	<b>URGENT NON EXEMPT MATTERS</b>	
	<u><a href="#">Any non-exempt items which the chair agrees should be considered urgently by reason of special circumstances. The reason for urgency will be agreed by the Chair and recorded in the minutes.</a></u>	
<b>H.</b>	<b>EXCLUSION OF PUBLIC AND PRESS</b>	
	<u><a href="#">To consider whether, in view of the nature of the business in the remaining items on the agenda any of them are likely to involve the disclosure of exempt or confidential information within the terms of the access to information procedure rules in the constitution and if so, whether to exclude the press and public during discussion thereof.</a></u>	
<b>I.</b>	<b>CONFIDENTIAL ITEMS FOR CALL IN - IF ANY</b>	<b>Page</b>
<b>J.</b>	<b>EXEMPT ITEMS</b>	
	<u><a href="#">The Public may be excluded from meetings whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that exempt information would be disclosed.</a></u>	
12.	Termination Payments	
<b>K.</b>	<b>OTHER BUSINESS</b>	<b>Page</b>

The next meeting of the Policy and Performance Scrutiny Committee will be on 1 June 2015. Please note all committee agendas, reports and minutes are available on the council's website:

[www.democracy.islington.gov.uk](http://www.democracy.islington.gov.uk)

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London Borough of Islington

## Policy and Performance Scrutiny Committee - 2 March 2015

Non-confidential minutes of the meeting of the Policy and Performance Scrutiny Committee held at on 2 March 2015 at 7.30 pm.

**Present:**           **Councillors:**       Gallagher (Chair), O'Sullivan, Comer-Schwartz, Ismail,  
Jeapes, O'Halloran, Russell and Gill  
**Also Present:**       **Councillors:**       Andrews, Convery and Hull

### Councillor Troy Gallagher in the Chair

**92**        **APOLOGIES FOR ABSENCE (Item 1)**

Councillors Jenny Kay, Gary Doolan, Martin Klute, Dave Poyser, Caroline Russell for lateness. Councillor Asima Shaikh, Executive Member for Community Development also gave her apologies for not being able to attend for the item on the Scrutiny Review BEST team – Presentation/SID

**93**        **DECLARATION OF SUBSTITUTE MEMBERS (Item 2)**

Councillor Jeapes stated that she was substituting for Councillor Kay

**94**        **DECLARATIONS OF INTEREST (Item 3)**

None

**95**        **TO APPROVE MINUTES OF PREVIOUS MEETING (Item 4)**

**RESOLVED:**

That the minutes of the meeting of the Committee held on 24 February 2015 be confirmed and the Chair be authorised to sign them

**96**        **MATTERS ARISING FROM THE MINUTES (Item 5)**

None

**97**        **CHAIR'S REPORT (Item 6)**

None

**98**        **PUBLIC QUESTIONS (Item 7)**

The Chair outlined the procedure for dealing with questions from the Public and filming and recording of meetings

**99**        **SCRUTINY REVIEW - BEST TEAM - PRESENTATION AND SID (Item 8)**

Lela Kogbara, Assistant Chief Executive, Strategy and Community Partnerships, was present and outlined the proposed Scrutiny Initiation Document for the scrutiny review.

During consideration of the Scrutiny Initiation Document the following main points were made –

- It was noted that the Employment Commission has now reported and the BEST team will be merged from 1 April 2015 to form a new Learning, Skills and Employment service. The new structure brings together the strategic business

- engagement functions, the job brokerage and recruitment functions and the front line employment support functions together with Adult and Community Learning
- The Council successfully bid for approximately £2m from the London Enterprise Pane to provide resources until March 2017 to support the employment agenda. This means that the Council has resources to develop the work of BEST, Islington Working for parents and careers work in Children's Services. The bid included assistance for the over 50's in finding employment
  - The Chair stated that he would wish the Committee to look at the lessons learnt from the experience of the BEST team in order to feed them into the new structure to ensure a better experience for residents and to see where delivery gaps in the Council so these can be addressed
  - The BEST team did not provide direct employment support for young people
  - There were 1.3 jobs for every resident in Islington and there was a need for employers to give young people a chance. Kings Cross development had 35,000 jobs available however employers could select from across the country and from Europe and there was a need to persuade employers to take on local people
  - There were a number of groups that proved difficult to get into employment such as those with mental health disorders and here there was strong evidence that some residents were being excluded from employment because they had BME names
  - In relation to posts within the Council there was a lack of advancement for BME staff in higher graded posts. The Council did have an inspiring leadership programme for BME staff which applied to all grades
  - In response to a question it was stated that work was carried out with schools and employers worked with schools but these tended to be one off events but there were proposals for Children's Services to engage and work more with schools
  - A Member enquired whether more work was going to be undertaken on New River Green to engage residents to get them back into employment. It was stated that this was the intention and that as this had not gone well to date further efforts would need to be made, possibly by actually engaging residents by going onto the estates
  - In response to a question it was stated that it was hoped that there would be progress within 6 months and lessons had been learnt from the experience of the BEST team
  - The Chair stated that there had been a number of residents in his ward that had dealt with the BEST team and that there had been problems with the service especially with the attitude of some of the staff and residents not being notified of interviews or staff had not responded to e mails. The Assistant Chief Executive stated that the examples quoted appeared to be more staff not doing their jobs properly and that if she was provided with details she would investigate these
  - In response to a question about whether the increase in employment in the borough being due to economic conditions it was stated that it was thought the improvement in Islington was largely due to the measures put in place by the Council, as youth unemployment had fallen in Islington, however this was not the case in the majority of the rest of the country
  - It was stated that Islington had a good spread of jobs at all levels and there were 1.3 jobs for every working age person in the borough
  - In response to a question it was stated that the Assistant Chief Executive would provide details of the number of apprentices who had gained full time employment following completion of their apprenticeship
  - A Member expressed the view that some employers kept raising the requirements of qualifications for jobs. It was stated that employers were able to recruit skilled workers from a global market
  - In response to a question it was stated that those residents with disabilities were less likely to and when they were employed they were likely to be in lower grade posts

- Social mobility was a problem in Islington

**RESOLVED:**

- (a) That the Scrutiny Initiation Document be approved subject to the following amendments –

Objectives of the review – the addition of an additional objectives as follows – To review the lessons learned from the BEST team to ensure that a more effective service is provided to residents and to look at social mobility in the borough and how this can be improved

- (b) That the Assistant Chief Executive provide details of the number of apprentices who have obtained full time employment following completion of their apprenticeship

The Chair thanked Lela Kogbara for attending

**100**

**QUARTER 3 PERFORMANCE REPORT (Item 9)**

Councillor Andy Hull, Executive Member Finance and Performance, was present for discussion of this report and outlined the report for the Committee. Lela Kogbara, Assistant Chief Executive, Strategy and Community Partnerships, was also present.

During discussion of the report the following main points were made –

- There had been good progress in service users who receive their services through a direct payment
- The number of supported people into paid work was well above target and figures for parents supported into work are also well above target with 312 paid job outcomes for Quarter 3.
- All services are now being asked to report on sustained job outcomes for those supported into work to ensure that not only people are helped to get a job but to ensure they stay in a job for a reasonable amount of time
- The figures on missed waste collections were excellent
- A market supplement factor had now been introduced for 'hard to fill' posts and a number of agency/temporary posts in Environment and Regeneration had now been transferred to permanent posts
- There was a need to reduce the number of face to face consultations and telephone conversations taking place with residents and deal with more on line in order to generate savings. There had been problems with cavity wall insulation in some small blocks and this work may need to be scaled back
- Staff sickness was over target and measures were being taken which would assist in reducing this
- There had been a worrying increase in serious youth violence, culminating in the tragic death of a young person in Caledonian Road and 23 of the 32 London Boroughs had seen similar increases
- In response to a question as to the impact of reductions in posts due to financial savings targets in the Council, it was stated that the Council did have an employee assistance programme in place to assist staff if necessary suffering from stress or anxiety
- Members indicated that their casework indicated that there were problems with the new housing repairs service and that there was poor service and lack of communication with residents in some instances. In addition some tenants had complained about numerous visits to complete a repair and some operatives refusing to show name badges when requested

## Policy and Performance Scrutiny Committee - 2 March 2015

- Members expressed the view that there should be a 'traffic light' system to indicate where there were problem repairs when a repair takes more than one visit to complete so that this could be investigated
- It was stated that the Housing Scrutiny Committee had requested detailed information to future meetings on housing repairs and that he would take up these issues with relevant officers. The Chair of Housing Scrutiny Committee, Councillor O'Sullivan, indicated that the Scrutiny Committee were planning to undertake a scrutiny within the next few months on the implementation of the new 'in house' repairs service
- Members also expressed the view that it would be useful to establish details of all their specific complaints on repairs in order to ascertain if there was a pattern to the complaints and in future specific complaints could be referred to the Customer Excellence team
- A Member referred to the problems of anti-social behaviour, particularly on the New River Green Estate and some estates in the south of the borough, and that action did not appear to be taken. The Executive Member Community Safety stated that there were a number of enforcement actions that could be put in place and that there were a large number of cases that had resulted in specific action being taken. Crime was very mobile in Islington and tended to move from area to area and the reduction in mobile phone theft had resulted in increased serious crime, as the offenders had moved back to drug crime
- It was noted that there were a small number of families that were responsible for a large amount of crime in the borough and there was a need for smarter use of enforcement powers
- The number of reoffenders had fallen however a small group of young offenders were committing a large number of crimes

The Chair thanked Councillor Hull and Lela Kogbara for attending

### 101 **FINANCIAL UPDATE (Item 10)**

Councillor Andy Hull, Executive Member Finance and Performance, was present for discussion of this item. Steve Key of the Finance and Property Services Department was also present.

During consideration of the report the following main points were made –

- There was a projected underspend of £0.5 million on the General Fund for 2014/15
- There were pressures on the temporary accommodation budget and measures were in place to try to address these
- Discussion took place as to the lack of funding provided for No Recourse to Public Funds by the Government and that this placed a significant burden on Local Authorities, such as Islington, and pressure was being put on the Government to provide funding but this to date had been unsuccessful. The Chair stated that he would discuss this issue with the Executive Member
- There were 2 frontline officers and a part time temporary officer dealing with over 170 cases and work was carried out with other agencies, such as the Islington Law Centre
- The majority of cases under No Recourse to Public Funds were failed asylum seekers or people who had overstayed their visa but there were challenges where people had a child whilst in the country or where there were issues of Domestic Violence



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- In response to a question it was stated that the roadworks in Essex Road were undertaken in half term and that works at Highbury and Islington and Holloway were the responsibility of TfL and discussions were taking place with them to minimise disruption. The view was expressed that signs should make clear that these were TfL works

### **RESOLVED**

That the report be noted

The Chair thanked Councillor Hull and Steve Key for attending

## **102 REPORT OF PROCUREMENT BOARD/PROGRESS REPORT ON SCRUTINY RECOMMENDATIONS (Item 11)**

Councillor Andy Hull, Executive Member Finance and Performance was present and outlined the report. Steve Key, Finance and Property Services Department was also present.

During consideration of the report the following main points were raised –

- This was the first of regular reports that would be coming to the Committee, as a result of the recommendations of the scrutiny review
- It was noted that the Procurement Board had looked at the use of purchase cards across the authority and there were a large number of transactions for relatively low amounts. The level of fraud was very low

The Chair thanked Councillor Andy Hull and Steve Key for attending

## **103 INCOME GENERATION - SCRUTINY REVIEW - FINAL REPORT (Item 12)**

The Executive summary of the report and the draft recommendations of the Committee were considered by Members for forwarding on to the Executive.

The Director of Environment and Regeneration, Kevin O'Leary, Lead Officer for the scrutiny review, was also present.

### **RESOLVED;**

That the Executive summary and the draft recommendations be approved and forwarded to the Executive for consideration

The Chair thanked Kevin O'Leary for attending

The meeting ended at 9.35p.m.

**CHAIR**

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Report of: **Service Director (Property Services)**

Meeting of:	Date	Agenda item	Ward(s)
Policy and Performance Scrutiny Committee	May 2015		

Delete as appropriate	Exempt	Non-exempt
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**SUBJECT: Construction Industry Blacklisting – Update report to the Policy and Performance Scrutiny Committee (May 2015)**

## 1. Synopsis

- 1.1 The Policy and Performance Scrutiny Committee undertook a review of Construction Industry Blacklisting from June 2013. The results of the scrutiny were presented to the Council's Executive 14 January 2014.
- 1.2 This report updates the Policy and Performance Scrutiny Committee on work of Strategic Procurement, Council officers and matters presented before the Council's Procurement Board.

## 2. Recommendations

- 2.1 To note the Council approach to managing Construction Industry Blacklisting.
- 2.2 To note the recent work of the Procurement Board and the other matters as set out in this report.

## 3. Background

- 3.1 Blacklisting is the practice of systematically denying individuals employment on the basis of information, accurate or not, held on some kind of database. The Policy and Performance Scrutiny Committee commenced a review of Construction Industry Blacklisting with effect from June 2013. This report updates the Policy and Performance Scrutiny Committee on the actions

undertaken in response to that scrutiny only. The recommendations of the Committee were accepted by the Executive.

- 3.2 The Consulting Association was established and funded by a number of construction companies. These companies checked the names of prospective employees against the Consulting Association list and added information to the list from monitoring their workforce. Workers were denied employment without explanation, right of appeal or mechanism for challenge, resulting in financial hardship.
- 3.3 In 2009 the Information Commissioner 'raided' the offices of The Consulting Association, following an article in the press. This resulted in the closure of the database, which had been used to record details of union activity and health and safety campaigning by construction workers.
- 3.4 The Policy and Performance Scrutiny Committee noted the events of the Scottish Affairs Committee and heard evidence GMB, UNITE and Leigh Day Solicitors (acting on behalf of victims of blacklisting) in addition to presentations from Council officers on how Construction Industry Blacklisting could be managed, the approach of other public sector bodies and a moving presentation from a victim of blacklisting. 8 of the 43 confirmed organisations utilising the Consulting Association blacklisting scheme came forward and have offered a compensation scheme which the Trade Unions are opposed to, claiming the sums offered do not adequately reflect the damage done to the blacklisted individuals.
- 3.5 The Policy and Performance Scrutiny Committee's intentions were to ensure that the Council did not execute a contract with any organisation who had been engaged in blacklisting unless they could evidence they had 'self-cleansed'. The notion of 'self-cleansing' being where a company has taken sufficient measure to put right any wrong-doing and prevent it from re-occurring.
- 3.6 **Action 1: That the Leader of the Council and Chair of Policy and Performance Committee write to London Councils to inform them of the procedures that the Council is adopting with regard to companies in relation to 'blacklisting' of employees and call on all London Councils to adopt a similar approach.**

**Action 2: That the Leader of the Council and Chair of Policy and Performance Committee write to the Minister for Local Government to request a public enquiry be instituted into 'blacklisting', given the findings of the Scottish Affairs Select Committee in relation to firms implicated in 'blacklisting'.**

The Leader of the Council sent both letters in March 2014.

In addition to this work undertaken by the Leader of the Council and Chair of the Policy and Performance Scrutiny Committee, Council officers have sought London wide engagement with other Councils including:

- Islington hosting a pan London meeting of contract lawyers and procurement personnel to establish other Council's approaches to blacklisting;
- The approach to manage blacklisting being raised at the London Heads of Procurement hosted at London Councils;
- Responding to communications and correspondence with other London Boroughs in regard to Islington's approach to blacklisting.

**3.7 Action 3: That the Council does not in the future enter into such contracts with companies implicated in ‘blacklisting’ unless they can demonstrate that they have ‘self cleansed’ and taken adequate measures to remedy past damage done and prevent future occurrence.**

The Council’s Constitution sets out how the council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. The Council’s Standing Orders known as the ‘Procurement Rules’ lay out matters in regard to procurement and contracting. The Procurement Rules are mandatory for all officers of the Council and have been updated to reflect blacklisting. Procurement Rule 22.3 states: “...Organisations shall be required to make declarations in regards to professional and business conduct, including blacklisting, to the satisfaction of the Council before being invited to tender or tenders assessed.”

The draft Procurement Strategy 2015/20 specifically addresses blacklisting as one of the areas which the Council has set procedures in place to manage.

The procurement process had been adapted to include a series of questions in regards blacklisting as part of the selection criteria of the Council contained within the procurement application pack known as the Pre-Qualification Questionnaire or PQQ. These questions are as follows:

- Do you certify that your organisation has not done any act contrary to the Employment Relations Act 1999 (Blacklisting) Regulations 2010, s137 of the Trade Union and Labour Relations (Consolidation) Act 2002 and/or the Data Protection Act 1998 at any time in relation to:
  - the recruitment of prospective employees (e.g. seeking references, vetting);
  - the dismissal of an employee;
  - the treatment of existing employees (including through the provision of names for inclusion in any blacklist, or through the imposition of other detriment for any related reason);
  - the use of a blacklist for any reason.
  
- Do you undertake, on behalf of your organisation, to not do any act contrary to the Employment Relations Act 1999 (Blacklisting) Regulations 2010, s137 of the Trade Union and Labour Relations (Consolidation) Act 2002 and/or the Data Protection Act 1998 at any time in relation to:
  - the recruitment of prospective employees (eg seeking references, vetting);
  - the dismissal of an employee;
  - the treatment of existing employees (including through the provision of names for inclusion in any blacklist, or through the imposition of other detriment for any related reason);
  - the use of a blacklist for any reason.
  
- Do you certify that the principles contained in the Employment Relations Act 1999 (Blacklisting) Regulations 2010 and the Data Protection Act 1998 have been, or will be, brought to the attention of all your employees as well as all your sub-contractors, suppliers, employment/recruitment agencies and associated companies providing services, information or materials connected with the tender and any contract entered into with such sub-contractors, suppliers, employment/recruitment agencies or associated companies will be made on the basis of compliance with the above principles by all parties.

- Do you certify that any organisation with which you are legally related (through any parent/subsidiary or group structure) has not done any act contrary to the Employment Relations Act 1999 (Blacklisting) Regulations 2010, s.137 of the Trade Union and Labour Relations (Consolidation) Act 2002 and/or the Data Protection Act 1998 in relation to:
  - the recruitment of prospective employees (e.g. seeking references, vetting);
  - the dismissal of an employee;
  - the treatment of existing employees (including through the provision of names for inclusion in any blacklist, or through the imposition of other detriment for any related reason);
  - the use of a blacklist for any reason.

**3.8 Action 4: That the Council amend its standard contract terms and conditions to introduce a new clause on 'blacklisting' to make explicit the link between 'blacklisting' by the contractor, or any sub contractors that the employ, and the Council's ability to terminate the contract.**

The Council has amended its standard committee reports where relevant to include wording in regard to Procurement Strategies and Contract Award Reports to state:

“The Employment Relations Act 1999 (Blacklist) Regulations 2010 explicitly prohibit the compilation, use, sale or supply of blacklists containing details of trade union members and their activities. Following a motion to full Council on 26 March 2013, all tenderers will be required to sign the Council's anti-blacklisting declaration. Where an organisation is unable to declare that they have never blacklisted, they will be required to evidence that they have 'self-cleansed'. The Council will not award a contract to organisations found guilty of blacklisting unless they have demonstrated 'self-cleansing' and taken adequate measures to remedy past actions and prevent re-occurrences. The adequacy of these measures will initially be assessed by officers and the outcome of that assessment will be reviewed by the Council's Procurement Board.”

Strategic Procurement provides commissioning client officers with the anti-blacklisting declaration for each procurement tendered.

The Council's standard contract terms include clauses pertaining to business gross misconduct which would cover matters of blacklisting. Colleagues in legal services have expanded these terms with a specific contract condition in relation to blacklisting where relevant which states:

“The Service Provider must not commit any breach of Employment Relations 1999 Act (Blacklist) Regulations 2010 or section 137 of the Trade Union and Labour Relations (Consolidation) Act 1991 or commit any breach of the Data Protection Act 1998 by unlawfully processing personal data in connection with any blacklisting activities. Breach of this clause is a material default which shall entitle the Council to terminate the Contract with immediate effect.”

**3.9 Action 5: That if during the tender process, where a candidate is unable to declare that they have never 'blacklisted', that they are now required to evidence that they have 'self cleansed'. This require providing evidence of the steps taken to remedy past damage done and prevent future occurrence.**

Self-cleansing originates from competition law and encompasses circumstances in which a company has taken measures to put right its wrong-doing and prevent it from re-occurring. Where the company has 'self-cleansed', exclusion would generally be disproportionate. Self-cleaning is a four stage process:

- Clarification of the relevant facts and circumstances of the wrong doing and whether there has been any subsequent wrong-doing;
- Whether there is effective repair of the damage caused such as compensation and/or offering further employment;
- Personnel measures to prevent the action from re-occurring
- Structural and organisational measures necessary to avoid a re-occurrence.

Under the questions within the PQQ, providers are specifically informed that:

“In the event that you are unable to provide the certification required in this section please inform the council accordingly providing details relating to the circumstances as to why you are not able to provide the certification. The council will then review the details provided and carry out any necessary investigation to form a view as to whether the facts giving rise to the non-certification amount to an act of grave misconduct in the course of business or profession for purposes of Public Contracts Regulations 2006, Regulation 23(4)(e)) such as to disqualify you from tendering for this contract. In order to make this assessment it would be of assistance to the council if you could provide the following information:

- A description of the scope and nature of the blacklisting activities that have been carried out;
- A description of the steps taken to repair the damage done by such blacklisting activities;
- A description of any personnel changes that have been made to address the problem of blacklisting;
- A description of any organisational / structural changes that have been made to prevent blacklisting occurring in the future.

If you are not able to provide the certification in respect of any related company, please provide details as is required of any blacklisting by your organisation (see above). In addition, please provide details of any matters that demonstrate that the offending behaviour cannot be attributed also to your organisation. In this respect, you may consider it relevant to include details of the ownership, management, control and power exercised by the related company and by any common parent company (if different) over your own.”

**3.10 Action 6: That where a company has been required to provide evidence of 'self cleansing', the matter will be referred to the Council's Procurement Board for decision as to the adequacy of that evidence.**

**Action 7: That if the implementation of the recommendations contained in the report and in particular the recommendations related to the assessment of 'self cleansing', require additional officer resources, such reasonable resources, as may be necessary, be provided to carry out this work.**

The Procurement Board considered the changes to blacklisting requirements on an operational

level. This included a summary of the advice from external counsel, considering issues in respect of groups of companies and at which stages of the procurement process blacklisting may be considered. This helped with the implementation of the policy into actions for officers.

The procedure adopted is that the Procurement Board considers the matters of self-cleansing. The decision must be taken by an authorised officer on behalf of the Procurement Board. For the purposes of blacklisting has been the Corporate Director of Finance and Resources.

The nature of the construction sector is often one of acquisition, merger, take-over and sale. Some organisations not implicated in blacklisting have subsequently become part of a group of companies which have been found guilty of blacklisting. In these circumstances, this is insufficient for disqualification from procurement. The commercial advice of the Head of Strategic Procurement and legal advice of the Chief Contracts Lawyer is always sought.

The Council has discretion whether or not to utilise an existing pre-procured framework agreement. Pre-procured framework agreements may include organisations which have been found guilty of blacklisting. All framework agreements should deliver value for money or the Council may ensure value for money by initiating a bespoke procurement.

The Policy and Performance Scrutiny Committee's recommendation has therefore been adopted.

## **4. Implications**

### **4.1 Financial implications:**

This is an information report only on work undertaken and thus has no additional financial implications.

### **4.2 Legal Implications:**

This is an information report only on work undertaken and thus has no additional legal implications.

### **4.3 Environmental Implications**

This is an information report only on work undertaken and thus has no additional environmental implications.

### **4.4 Resident Impact Assessment (incorporating the Equalities Impact Assessment):**

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

Neither the initial screening for a Resident Impact Assessment (RIA) nor a full RIA has been completed.

This is an information report only on work undertaken and thus has no additional resident and/or equalities implications.



## 5. Conclusion and reasons for recommendations

5.1 This report updates the Policy and Performance Scrutiny Committee on the work undertaken in response to the scrutiny on Construction Industry Blacklisting.

### Appendices

- None.

### Background papers: (attached)

- None.

Final report clearance:

### Signed by:

Service Director (Property Services)

Date

### Received by:

Head of Democratic Services

Date

Report Authors:	Andy Nutter, Service Director (Property Services)	Peter James Horlock, Head of Strategic Procurement
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Report of: Assistant Chief Executive, Governance and HR

Meeting of:	Date	Agenda item	Ward(s)
Policy and Performance Scrutiny Committee	11 May 2015		

Delete as appropriate	Exempt	Non-exempt

**Subject: Termination Payments**

### 1 Synopsis

- 1.1 This paper provides further information on termination payments requested by the Committee at its meeting of 8 December 2014.

### 2. Recommendations

- 2.1 To note the contents of the report.
- 2.2 To consider whether the governance arrangements now in place are sufficiently robust or should be reviewed by the Audit Committee.

### 3 Background

At its meeting on 8 December 2014 the Committee asked for some further information in respect of termination payments. Paragraph 4 below contains the information specifically requested. Paragraph 5 provides clarification concerning recovery of termination payments. Some members of the committee also indicated that a further discussion of the current processes governing future termination payments would be welcome. The current procedure is contained in Appendix 1.

#### 4 Request: Additional information on comparison between compensation payments made to Chief Officers and more junior staff

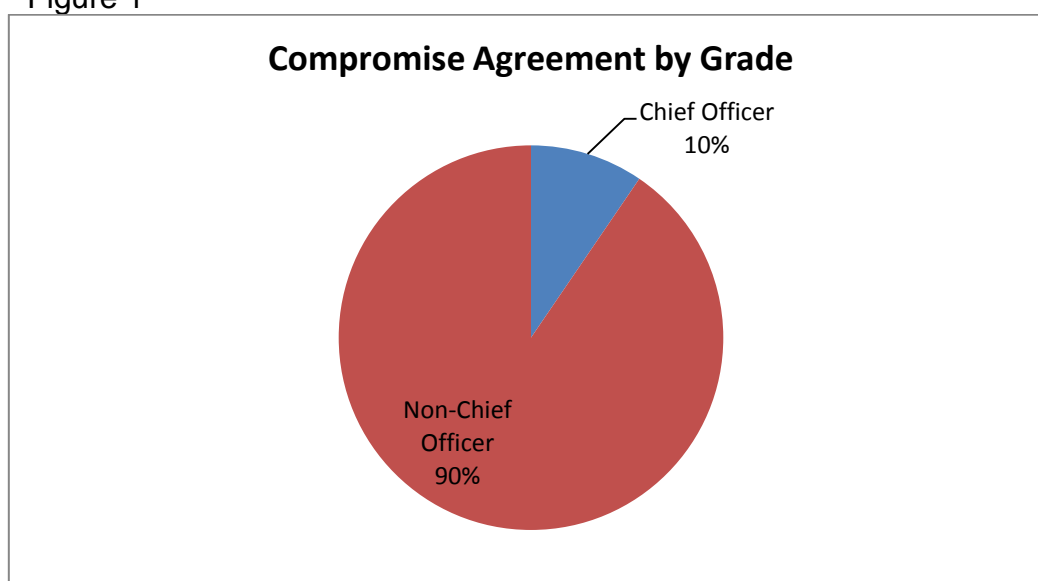
4.1 Compromise agreements (technically known as “settlement agreements” since 29 July 2013) are legally binding contracts used by employers to record termination arrangements with departing employees on terms acceptable to both. Signing a compromise agreement is voluntary, although their use is encouraged by the Employment Tribunal service to avoid or settle claims. Aside from providing for any payments that are to be made in respect of the termination, the main feature of a compromise agreement is that the individual waives their right to make a claim in the employment tribunal or court in respect of the termination of their employment or issues that may have arisen during it. They may be used to settle an employment tribunal claim before it reaches the stage of a hearing.

4.3 Compromise agreements will generally also include a confidentiality clause and are likely to include an agreed reference. Confidentiality clauses do not affect the rights of employees under the Public Interest Disclosure Act 1998. Provision may also be made for outplacement support for the departing employee. In all cases employees are required to have the benefit of legal advice before signing such an agreement and provision is made for reimbursing the costs incurred.

#### 4.4 Comparison of Compromise Agreements by Grade:

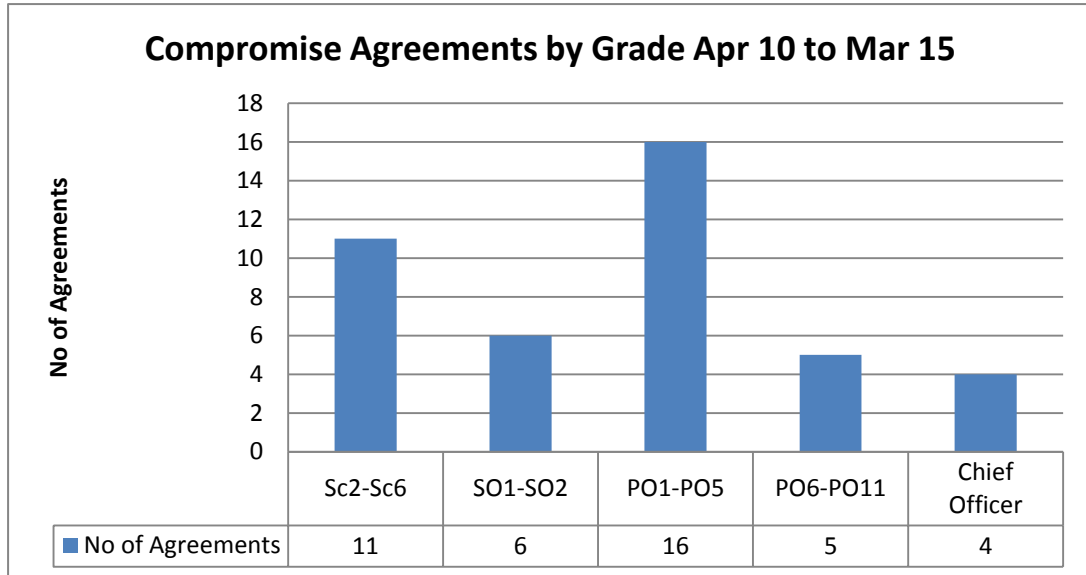
The Council used 42 termination related compromise agreements between April 2010 and March 2015, 4 related to Chief Officers while the remaining 38 were for staff on grades below Chief Officer. The numbers are quite small at all grades and particularly at Chief Officer level and therefore sensitive to small changes.

Figure 1



A further breakdown of compromise agreements by grade is contained in Figure 2 below.

Figure 2



The largest number of compromise agreements were used for staff graded PO1-PO5 (£32,964 to £44,544) followed by Scale 2 to Scale 6 (£17,977 to £27,879) with 16 and 11 agreements respectively. The lowest number were used for Chief Officers (£68,475 to £129,741) where a total of four were used during the period in question.

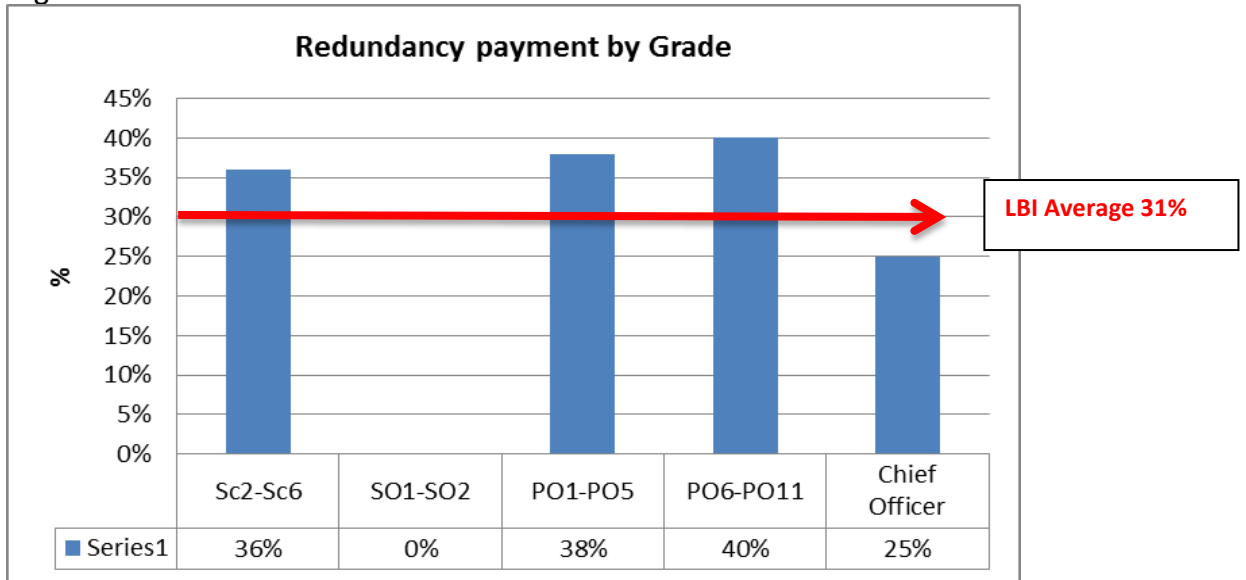
#### 4.5 Analysis of types of payment by Grade

In this section we have compared the types of payments made to employees who departed the council via a compromise agreement between April 2010 and March 2015 based on their grade banding.

##### **Redundancy:**

A redundancy payment was made to 13 of the 36 (31%) employees. The highest proportion was paid to employees in the PO6-PO11 category and the lowest to those in the SO1 to SO2 category. The Chief Officers and SO1 to SO2 categories were below the 33% average.

Figure 3



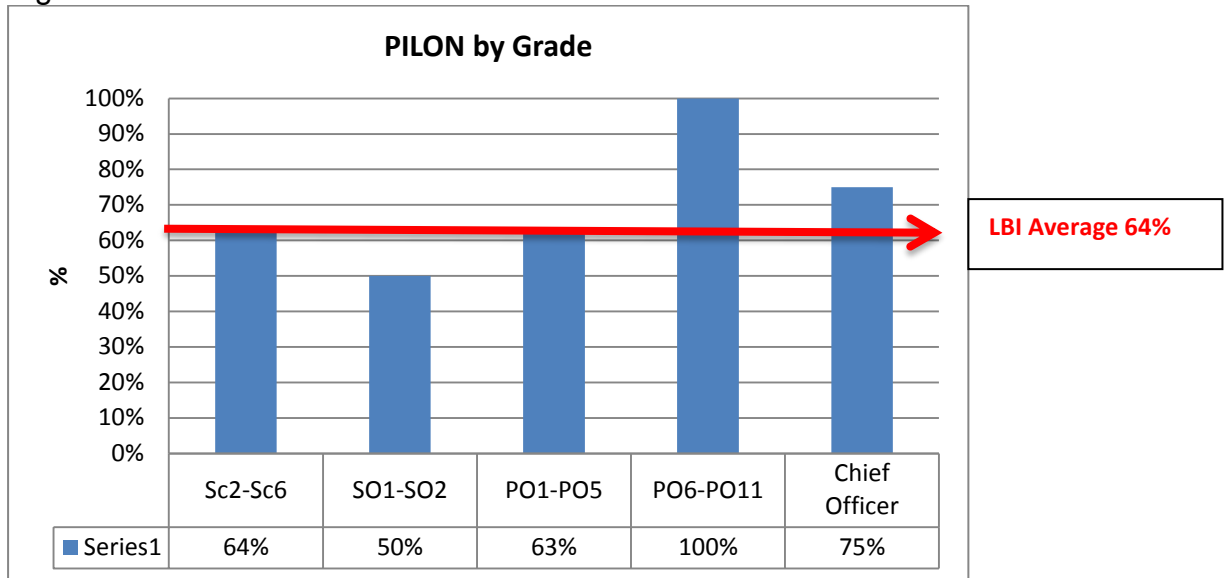
To provide some context for this the table below indicates the redundancies by grade over this period.

Grade	% of Emp	No of Emp	Redundancies	Red as % of Headcount
CO	1.21%	52	14	26.9%
PO6-PO10	8.96%	394	85	21.6%
PO1-PO5	30.51%	1341	213	15.9%
SO1-SO2	18.04%	793	121	15.3%
Sc1-Sc6	41.18%	1810	135	7.5%

## PILON:

27 of the 42 (64%) employees were paid in lieu of notice. The highest proportion paid PILON were employees in the PO6-PO11 category and the lowest those in the SO1 to SO2 category.

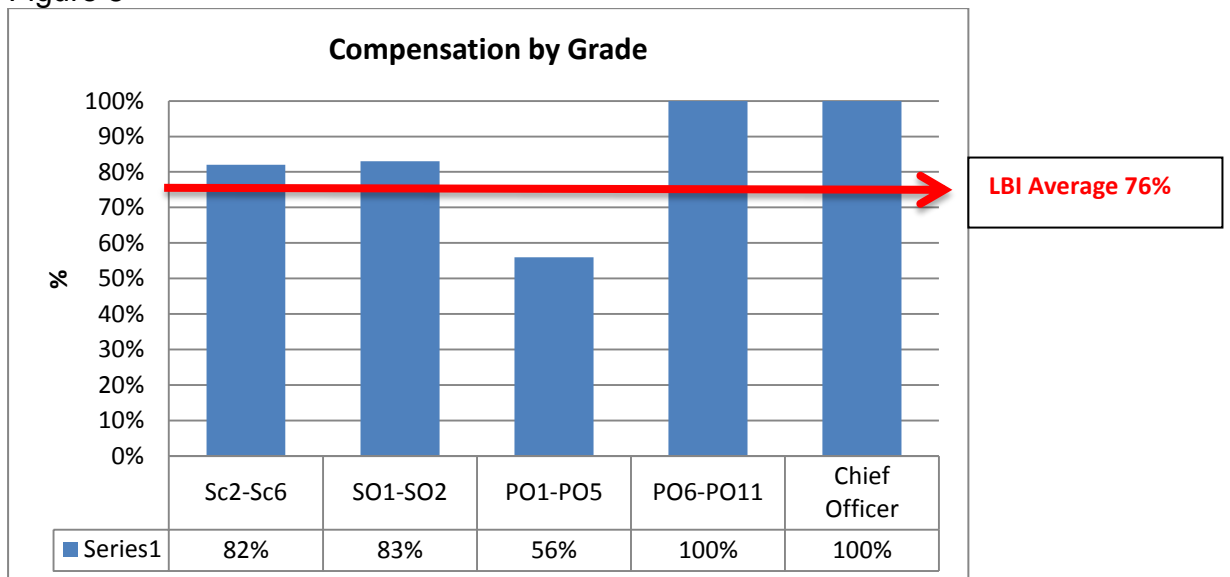
Figure 4



## Compensation:

A compensation payment was made in 32 of 42 employees (76%). They were paid in all cases at PO6 to PO11 and Chief Officers. Only 56% of staff in the PO1 to PO5 category received “compensation”, this is likely to be linked to the above average number of redundancy payments received by employees in this grade band.

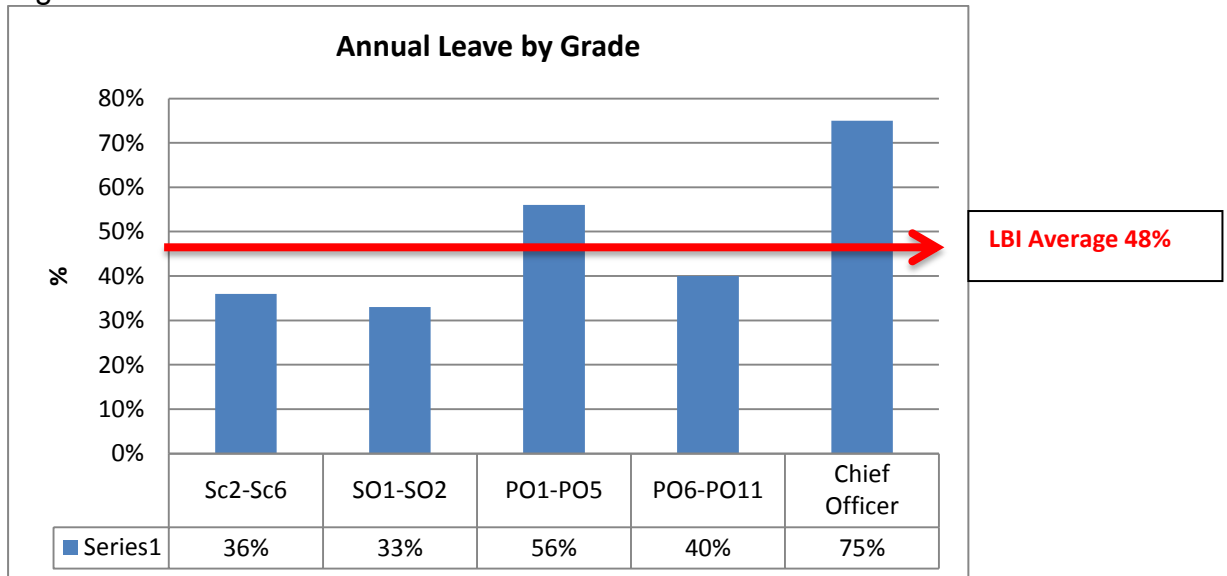
Figure 5



## Annual Leave:

20 of the 42 employees (48%) were paid for annual leave not taken. The highest proportion was to Chief Officers and the lowest to staff on SO1 to SO2.

Figure 6



### 4.6 Request: More detail to be provided on specific payments and particularly why some payments have been made that are significantly higher than others

Detail on a selection of payments which attracted the most discussion at the previous Policy and Performance Scrutiny Committee which considered this topic will be available at the meeting.

### 4.7 To ascertain whether similar payments have been made to highly paid Education staff, such as Headteachers

The table below sets a summary of compromise agreements with Head teachers and Deputy/Assistant Heads in the four years since 2010-11. In the case of community, voluntary controlled, community special and maintained nursery schools the governing body notifies the local authority if it determines that any person employed by the authority as Headteacher of Deputy/Assistant Head at the school should cease to work there and the local authority has 14 days from the notification to implement it. In foundation, voluntary aided or foundation special schools it is a matter for the governing body.

Year	Number	Redundancy?	Redundancy payments	Compensation payments
2010-11	5	1	24,793	144,728
2011-12	1	0	0	10,000
2012-13	5	1	37,204	106,122
2013 -14	6	0	0	199,571



#### 4.8 Consideration to be given as to whether compensation payments to Chief Officers should be in line with those paid to more junior members of staff

The council's policy in respect of **discretionary compensation** adopted by the Audit Committee applies to all staff. The amounts of compensation will differ based on the application of the criteria in the policy to the individual circumstances. The individual's salary will often be a relevant factor. The criteria in the policy are:

- Individual financial and other personal circumstances
- The council's interests, including corporate and service imperatives
- The council's fiduciary duty, including its duty to protect the interests of council tax payers and to exercise prudence and propriety
- Overall work record of the employee, including performance, attendance, length of service, level of responsibility and disciplinary record
- Any other factor relevant to the individual case.

#### 4.9 The position in respect of other specific elements that may be included in a termination payment is as follows:

- (i) The criteria used to calculate **redundancy** payments are the same for all staff. Actual payments differ based on length of employment, age and weekly salary.
- (ii) **PILON** (where paid) is based on the individual employees contractual notice period or, where longer, the applicable statutory notice period. Contractual notice periods tend to be longer for more senior staff in order that the council (if it chooses to require the individual to work their notice) has longer to put in place new or transitional arrangements. The 6 month period of notice in respect of termination for efficiency is only contained in Chief Officer contracts. There is no provision for termination on the basis of efficiency in the contracts of other employees.
- (iii) There is no statutory definition of "**efficiency**" and no express limitation of it. It clearly covers situation of reorganisation not amounting to redundancy, but also covers the termination of an employee's employment on the basis that they are no longer personally suitable for the role.
- (iv) The **annual leave** to which individual employees are entitled differs by reference to factors such as length of continuous service and grade. Currently staff are encouraged to take their holiday during their notice period. They may be unable to do this for a number of reasons. They may for example be absent on sick leave, they may be paid in lieu or their service may need them to come into work every day of their notice period in order to complete a project. The decision in an individual case will therefore take into account the overall circumstances.

#### **4.10 Whether compromise agreements are applied across all grades and whether such level of payment should be more equitable across all grades**

The analysis of compensation payments above demonstrates that compromise agreements may be used in respect of employees at all grade. The level of payment is affected by the factors discussed above.

### **5. Recovering termination payments**

Under the Employment Rights Act 1996 (ERA), an employee can count service with an 'associated employer' towards the service requirement for a redundancy payment (i.e. two years) and, if appropriate, for calculating that payment. Local authorities are not associated employers under the definition in the Act. However, the effect of the Order is to make local authorities associated employers for the purposes of the redundancy provisions of the ERA.

If an employee who is under notice of redundancy receives an offer of a job from another Modification Order body before the termination of his or her employment and takes it up within 4 weeks of the end of the old employment, there will be no dismissal for redundancy payment purposes.

### **6. Recent Guidance**

- 6.1 The DCLG issued non-statutory guidance for Local Authorities on use of severance agreements and 'off payroll' arrangements in March. The guidance given is (in summary) that:

It is not appropriate to seek to enter into a compromise agreement:

- To cover up examples of individual or organisational failure
- To avoid taking appropriate performance or disciplinary action.
- To terminate a contract of an individual who has made a protected disclosure under the Employment Rights Act 1998 (whistle-blowing) or to prevent them speaking out about wrong-doing in authorities. (PIDA in any event prevents confidentiality clause having this effect).

- 6.2 Local authorities should also seek to be more transparent about the extent to which they enter into severance agreements and should consider reporting on their use in their statement of accounts. It appears that Ministers may be minded to require authorities to do so in the future. Under the Accounts and Audit (England) Regulations 2011 the council is already required to show in its accounts the total amount of any compensation for loss of employment paid in connection with the termination of their employment to a senior employee as defined in the Regulations. This covers the Chief Executive and any senior officers reporting directly to her.

## 7 Implications

### **Financial implications:**

None arising directly from this report.

### **Legal Implications:**

The Localism Act 2011 requires local authorities to publish an annual “pay policy statement”, approved by full Council, having regard to guidance to be published by the Secretary of State. Authorities are then be constrained by their policy statement when making determinations on senior officer pay (although the statement may be amended at any time by a further resolution of the full council).

The circumstances of a person’s departure from an organisation are their personal data under the Data Protection Act 1998.

Other legal implications are included within the report.

### **Environmental Implications:**

None

### **Resident Impact Assessment:**

None arising directly from this report.

## 8 Conclusion

There are now strong governance procedures in place to ensure termination payments are transparent and in line with an individual’s contractual entitlements and that discretionary payments are made appropriately.

Final report clearance:

### **Signed by:**

Assistant Chief Executive, Governance and HR      Date

### **Received by:**

Head of Democratic Services      Date

**Report Author:** Debra Norman, Assistant Chief Executive, Governance and HR

Tel: 020 527 6096

## Appendix 1

### Procedure for approval of termination payments

- 1 This procedure applies to termination payments to Chief Officers (in this procedure this means officers on Chief Officer grades) or other officers where the proposed payment exceeds £50k.
- 2 This procedure does not apply where the payment is required to be considered by the council or one of its committees or sub-committees before it is agreed.
- 3 This procedure does not apply in full where the payment is agreed in the course of Employment Tribunal or other proceedings. In such cases section 9 and 10 will apply.
- 4 A termination payment is a payment which it is proposed will or may be made relating to the termination of an employees employment with the council.
- 5 In calculating the amount of a proposed payment, the following elements of the payment shall be taken into account, if they apply:
  - (a) Redundancy payment
  - (b) Any additional payment under the Local Government (Early Termination of Employment) Discretionary Compensation Regulations
  - (c) Payment in lieu of notice
- 6 A report in the form attached to this procedure shall be prepared by the manager of the employee to whom it is proposed the termination payment be made.
- 7 Payments proposed must be in accordance with council policy, in particular the council's Discretionary Compensation Policy.
- 8 The termination payment must be approved by the s151 Officer and the Monitoring Officer (or their duly authorised deputies) and a final decision concerning it made by the Chief Executive before any commitment to make the payment is made, whether in correspondence, discussion or in a compromise, settlement or other formal agreement.
- 9 In the case of a termination payment which is negotiated in the context of Employment Tribunal or other proceedings, where possible a report in the form attached will be completed prior to agreement as to the termination payment being reached.
- 10 Where this is not possible (for example, because the possibility of settlement arises unexpectedly and must be dealt with within a tight timeframe or it becomes apparent during the course of a hearing that the amount likely to be awarded by a tribunal is in excess of that anticipated prior to the hearing as possible in the event of an adverse finding) the officer with relevant delegated power giving instructions in the proceedings may, after taking legal advice, agree the termination payment.

**Report of: [INSERT JOB TITLE OF MANAGER PROPOSING TERMINATION PAYMENT]**

**SUBJECT: Termination Payment – [INSERT NAME OF EMPLOYEE]**

<b>1</b>	<b>Recommendations</b>
	<p><b>(Delete as applicable)</b> That the Chief Executive agree that a termination payment of [ £ ] be made to NSERT NAME OF EMPLOYEE]. <b>OR</b> That the Chief Executive agree that a compromise/settlement agreement containing the following provisions as to payment be entered into between the council and [INSERT NAME OF EMPLOYEE]. <b>OR</b> That the Chief Executive agree that [INSERT OFFICER’S JOB TITLE] may agree a termination payment of up to [£ ] in respect of [SPECIFY PROCEEDINGS]</p>
<b>2.</b>	<b>Background</b>
2.1	[INSERT THE DETAILS OF THE EMPLOYEE].
2.2	[SET OUT THE REASONS FOR THE EMPLOYEE’S EMPLOYMENT BEING TERMINATED]
2.3	[SET OUT THE CALCULATION OF THE PROPOSED TERMINATION PAYMENT]
2.4	[SET OUT THE REASONS FOR THE ELEMENTS AND AMOUNT OF THE PROPOSED TERMINATION PAYMENT – including application of the Discretionary Compensation policy]
2.5	[SET OUT THE DETAILS OF ANY CURRENT EMPLOYMENT TRIBUNAL OR OTHER PROCEEDINGS].
<b>3</b>	<b>Implications</b>
	<p><b>Financial Implications:</b> [TO BE COMPLETED BY FINANCE]. <b>Legal Implications:</b> [TO BE COMPLETED BY LEGAL SERVICES]. <b>Equalities implications:</b> [COMPLETE AS APPLICABLE]</p>

Section 151 Officer and Monitoring Officer or authorised deputy to indicate their approval of the recommendations and the Chief Executive to indicate her/his decision by:

- signing and dating this report and returning it the Head of HR OR
- emailing the Head of HR attaching a copy of the report and confirming their approval of its recommendation.

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**Report of: Assistant Director Governance and Human Resources**

Meeting of	Date	Agenda Item	Ward(s)
<b>Policy and Performance Scrutiny Committee</b>	11 May 2015	G1	All

<b>Delete as appropriate</b>	<b>Exempt</b>	<b>Non-exempt</b>
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**SUBJECT: MONITORING OF RECOMMENDATIONS OF REVIEW COMMITTEES  
 TIMETABLE FOR TOPICS, POLICY AND PERFORMANCE  
 COMMITTEE'S WORK PROGRAMME, KEY DECISIONS**

**1. Synopsis**

To inform the Policy and Performance Scrutiny Committee of the timetable of the Review Committees scrutiny topics for the remainder of the municipal year, the timetable for monitoring the recommendations of the Review Committees, the current situation on the Policy and Performance Scrutiny Committee's work programme, and Key Decisions.

**2. Recommendation**

That the Policy and Performance Scrutiny Committee note the timetable and the arrangements for monitoring the recommendations of the Review Committees, the current work programme, and the key decisions.

**3. Background**

Attached to this report are the details of the work programme and timetable for the Review Committees for the remainder of the municipal year, the arrangements for monitoring the recommendations of review committees, key decisions details, and the Policy and Performance Scrutiny Committee's work programme.

PTO

## **4. Implications**

### **4.1 Environment Implications**

None specific at this stage

### **4.2 Legal Implications**

Not applicable

### **4.3 Financial Implications**

None specific at this stage

### **4.4 Equality Impact Assessment**

None specific at this stage

Final Report Clearance

Signed by

Assistant Director Governance and Human  
Resources

Date

Received by

Head of Democratic Services

Date

Report Author: Peter Moore  
Tel: 020 7527 3252  
E-mail: peter.moore@islington.gov.uk



**OUTSTANDING SCRUTINY REVIEWS – UPDATED APRIL 2015**

<b>SCRUTINY REVIEW</b>	<b>SCRUTINY COMMITTEE</b>	<b>DATE FINAL REVIEW REPORT SUBMITTED TO EXECUTIVE</b>	<b>PERIOD EXECUTIVE MEMBER RESPONSE TO REC'S DUE (3-6 months after submission to Exec)</b>	<b>RESPONSE TO RECOMMENDATIONS SUBMITTED TO EXECUTIVE?</b>	<b>12 MONTH REPORT DUE TO ORIGINAL SCRUTINY COMMITTEE</b>	<b>LEAD OFFICER</b>
<b>2012/13:</b>						
GP Appointment Systems	Health Scrutiny	JB 2 Dec & Exec 15 Jan	Jan 2014 – Mar 2014	JB 19 May 2015 & Exec 18 June 2015	TBC	Julie Billett
Air Quality	Regeneration & Employment Review	21 May 2013	June 2013 – Sept 2013	4 Dec 2013 JB 14 Jan 2014 Exec	May 2015	Savva Mina Paul Clift
Planning Committee Structure	Regeneration & Employment Review	7 Jan 2014 JB 6 Feb 2014 Exec	March - May 2014	1 April 2014 JB 12 May 2014 Exec	12 Feb 2015	Karen Sullivan
<b>2013/14:</b>						
Business Start Up	Regeneration and Employment Review	3 April 2014 Exec	May 2014 - July 2014	17 July 2014 JB ✓ 18 Sept 2014 Exec	N/A	Lela Kogbara
Procurement	Policy and Performance Scrutiny	1 April 2014 JB 12 May 2014 Exec	May 2014 - July 2014	17 July 2014 JB ✓ 18 Sept 2014 Exec	2 March 2015	Andy Nutter
Blacklisting	Policy and Performance Scrutiny	16 Dec 2013 Leadership 14 Jan 2014 Exec	Jan 2014 -April 2014	6 March 2014 Exec	May 2015	Andy Nutter
Private Rented sector	Communities Review	6 March 2014 Exec	N/A	6 March 2014 Exec	March 2015	Jan Hart & Maxine Holdsworth

**NEW SCRUTINY REVIEWS 2014/15:**

<b>SCRUTINY REVIEW</b>	<b>COMMITTEE</b>	<b>DATE SUBMITTED DUE TO GO TO EXECUTIVE</b>	<b>RESPONSE TO RECOMMENDATIONS DUE</b> (3-6 months after submission to Exec)	<b>RESPONSE TO RECOMMENDATIONS SUBMITTED (?)</b>	<b>12 MONTH REPORT DUE TO ORIGINAL REVIEW COMMITTEE</b>	<b>LEAD OFFICER</b>
Income Generation	Policy and Performance	JB 21 April 2015 Exec 21 May 2015	June – Sept 2015			Kevin O’Leary
Best Team	Policy and Performance	JB 23 June 2015 Exec 16 July 2015	Aug – Nov 2015			Lela Kogbara
Estate Services Management	Housing	JB 1 Sept 2015 Exec 24 Sept 2015	Sept – Dec 2015			David Salenius
Scaffolding / Work Platforms	Housing	JB 23 June 2015 Exec 16 July 2015	Aug – Nov 2015			Simon Kwong
Impact of Early Interventions in preventing escalation to statutory services	Children’s	JB 1 Sept 2015 Exec 24 Sept 2015	Sept – Dec 2015			Nicky Ralph
Community Energy	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015	Aug – Nov 2015			Garrett McEntee
Fuel Poverty	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015	Aug – Nov 2015			John Kolm Murray
Communal Heating (presentation only)	Environment and Regeneration	JB 23 June 2015 Exec 16 July 2015	Aug – Nov 2015			Lucy Padfield
Patient Feedback mini scrutiny	Health	JB 1 Sept 2015 Exec 24 Sept 2015	Sept – Dec 2015			Julie Billett

# FORWARD PLAN OF KEY DECISIONS



# ISLINGTON

## **KEY DECISIONS TO BE CONSIDERED BY THE EXECUTIVE/COMMITTEES/OFFICERS FOR THE PERIOD TO THE EXECUTIVE MEETING ON 21 MAY 2015 AND BEYOND**

Page 31

**Lesley Seary  
Chief Executive  
Islington Council  
Town Hall  
Upper Street  
London N1 2UD**

Contact Officer: Mary Green  
Executive Team  
E-Mail: [democracy@islington.gov.uk](mailto:democracy@islington.gov.uk)  
Telephone: 020 7527 3005  
Website: <http://democracy.islington.gov.uk/>

Published on 1 April 2015

# FORWARD PLAN OF KEY DECISIONS

## KEY DECISIONS TO BE CONSIDERED BY THE EXECUTIVE/COMMITTEES/OFFICERS

### FOR THE PERIOD TO THE EXECUTIVE MEETING ON 21 MAY 2015 AND BEYOND

This document sets out key decisions to be taken by the Executive within the next 28 days, together with any key decisions by Committees of the Executive, individual Members of the Executive and officers. It also includes potential key decisions beyond that period, though this is not comprehensive and items will be confirmed in the publication of the key decisions document 28 days before a decision is taken.

It is likely that all or a part of each Executive meeting will be held in private and not open to the public. This may be because an appendix to an agenda item will be discussed which is likely to lead to the disclosure of exempt or confidential information. The items of business where this is likely to apply are indicated on the plan below.

If you wish to make representations about why those parts of the meeting should be open to the public, please contact Democratic Services at least ten clear days before the meeting.

The background documents (if any) specified for any agenda item below, will be available on the Democracy in Islington web pages, five clear days before the meeting, at this link -<http://democracy.islington.gov.uk/> - subject to any prohibition or restriction on their disclosure. Alternatively, please contact Democratic Services on telephone number 020 7527 3005/3184 or via e-mail to [democracy@islington.gov.uk](mailto:democracy@islington.gov.uk) to request the documents.

If you wish to make representations to the Executive about an agenda item, please note that you will need to contact the Democratic Services Team on the above number at least 2 days before the meeting date to make your request.

**Please note that the decision dates are indicative and occasionally subject to change. Please contact the Democratic Services Team if you wish to check the decision date for a particular item.**

**A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. in excess of £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000**

# FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
1.	Contract award - Housing lift repairs and maintenance	All Wards	Corporate Director of Housing and Adult Social Services	16 March 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Simon Kwong <a href="mailto:Simon.kwong@islington.gov.uk">Simon.kwong@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
2.	Procurement strategy for communal heating maintenance and responsive repairs, including out of hours cover	All Wards	Executive	21 May 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Simon Kwong <a href="mailto:Simon.kwong@islington.gov.uk">Simon.kwong@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
3.	Procurement strategy for temporary accommodation	All Wards	Executive	21 May 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
4.	Procurement strategy - Canal-sourced heat supply for Bunhill Heat Network	Bunhill	Executive	21 May 2015	None	Open	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>

# FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
5.	Procurement strategy for contractor support for the Islington Repairs Service	All Wards	Executive	21 May 2015	None	Open	Simon Kwong <a href="mailto:Simon.kwong@islington.gov.uk">Simon.kwong@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
Page 34	Contract award for the construction of four new homes at Blenheim Court, N19 4JL	St George's	Executive	21 May 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
7.	Local lettings and sales policy	All Wards	Executive	21 May 2015	None	Open	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>

**A key decision is an executive decision (other than a decision which relates to the placement of an individual, be that an adult or child) which is likely to result in expenditure or a receipt which is, or the making of savings which are, significant (i.e. in excess of £500,000 revenue or £1m capital), or to have significant effects on those living or working in an area comprising two or more Wards or, in respect of a disposal of land, where the proposed receipt (or reasonable pre-sale estimate in the case of an auction sale) exceeds £1.5m, or in respect of the acquisition of land or property, the proposed expenditure (or reasonable estimate prior to entering into the contract) exceeds £500,000**

# FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
8.	Procurement strategy for generic housing related floating support services	All Wards	Executive	21 May 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
9. Page 35	Procurement strategy for single homeless housing support services	All Wards	Executive	21 May 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
10.	Procurement strategy for Islington Carers' Hub	All Wards	Executive	21 May 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>

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## FORWARD PLAN OF KEY DECISIONS

	Subject/Decision	Ward (s)	Decision taker	Date(s) of decision	Background papers	Is all or part of this item likely to refer to exempt or confidential information and therefore require exclusion of the press and public from the meeting?	Corporate Director/Head of Service Executive Member (including e-mail address)
11.	Waste Minimisation and Recycling Action Plan 2015-16	All	Executive	21 May 2015	None	Open	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>
12.	Review of Local Development Scheme	All Wards	Executive	21 May 2015	None	Open	Karen Sullivan <a href="mailto:Karen.Sullivan@islington.gov.uk">Karen.Sullivan@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
13.	Procurement strategy for St Luke's Area Design Team	Bunhill	Executive	21 May 2015	None	Open	Karen Sullivan <a href="mailto:Karen.Sullivan@islington.gov.uk">Karen.Sullivan@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>

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14.	Adoption of Supplementary Planning Document - Preventing Wasted Housing Supply	All Wards	Executive	21 May 2015	None	Open	Karen Sullivan <a href="mailto:Karen.Sullivan@islington.gov.uk">Karen.Sullivan@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
15. Page 37	Air quality strategy monitoring and amendments	All Wards	Executive	21 May 2015	None	Open	Jan Hart <a href="mailto:jan.hart@islington.gov.uk">jan.hart@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>
16.	Re-commissioning of Healthwatch Islington	All	Executive	21 May 2015	None	Open	Sean McLaughlin <a href="mailto:Sean.mclaughlin@islington.gov.uk">Sean.mclaughlin@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>

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17.	Procurement strategy for a joint Camden and Islington child obesity prevention and treatment service	All Wards	Executive	21 May 2015	None	Open	Julie Billett <a href="mailto:julie.billett@islington.gov.uk">julie.billett@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
18.	Procurement strategy for cleaning janitorial supplies	All Wards	Executive	21 May 2015	None	Open	Mike Curtis <a href="mailto:Mike.curtis@islington.gov.uk">Mike.curtis@islington.gov.uk</a>  Councillor Andy Hull, Executive Member for Finance & Performance <a href="mailto:andy.hull@islington.gov.uk">andy.hull@islington.gov.uk</a>
19.	Procurement strategy for wireless network concession	All Wards	Executive	21 May 2015	None	Open	Mike Curtis <a href="mailto:Mike.curtis@islington.gov.uk">Mike.curtis@islington.gov.uk</a>  Councillor Andy Hull, Executive Member for Finance & Performance <a href="mailto:andy.hull@islington.gov.uk">andy.hull@islington.gov.uk</a>

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20.	Contract award of Bunhill Phase 2	Bunhill	Corporate Director Environment and Regeneration	15 June 2015	None	Open	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>
21.	Contract award for the construction of 70 new homes and associated improvements for the Dover Court Estate, N1 3HN	Canonbury	Executive	18 June 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
22.	Contract award for extra care sheltered housing	All Wards	Executive	18 June 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>

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23.	Procurement strategy for learning disabilities housing support service	All Wards	Executive	18 June 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
24. Page 40	Procurement strategy - Energy purchase 2016/17 to 2020/21	All Wards	Executive	18 June 2015	None	Open	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Andy Hull, Executive Member for Finance & Performance <a href="mailto:andy.hull@islington.gov.uk">andy.hull@islington.gov.uk</a>
25.	Procurement strategy for the approval of the Islington new build consultants framework agreement	All Wards	Executive	18 June 2015	None	Open	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>

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26.	Procurement strategy for vaults and mausolea	All Wards	Executive	18 June 2015	None	Open	Jan Hart <a href="mailto:jan.hart@islington.gov.uk">jan.hart@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>
27.	Approval of draft North London Waste Plan for consultation and revised Memorandum of Understanding	All Wards	Executive	18 June 2015	North London Waste Plan Sustainability Appraisal  North London Waste Plan Habitats Regulation Assessment	Open	Karen Sullivan <a href="mailto:Karen.Sullivan@islington.gov.uk">Karen.Sullivan@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
28.	Procurement strategy for domiciliary care	All Wards	Executive	16 July 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>

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	29. Procurement strategy for mental health housing support services	All Wards	Executive	16 July 2015	None	Open	Jess McGregor <a href="mailto:Jess.mcgregor@islington.gov.uk">Jess.mcgregor@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
Page 42	Contract award for the construction of 23 new homes and re-provision of the Goodinge Community Centre, N7 9GQ	Holloway	Executive	16 July 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>
	31. Contract award for the construction of 20 new homes on Camden Estate land and 1-8 Rowstock Gardens & Garages opposite 77-84 Rowstock Gardens, London N7 0BG	Holloway	Executive	16 July 2015	None	Open	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>

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32.	Contract award for crime and disorder and parking on street CCTV supply	All	Executive	16 July 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Claudia Webbe, Executive Member for Environment & Transport <a href="mailto:claudia.webbe@islington.gov.uk">claudia.webbe@islington.gov.uk</a>
33. Page 43	Procurement Strategy - Substance misuse detox and residential rehabilitation	All Wards	Executive	16 July 2015	None	Open	Julie Billett <a href="mailto:Julie.billett@islington.gov.uk">Julie.billett@islington.gov.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
34.	Contract award for the construction of 27 new homes and a community centre on the site of Charles Simmons House, WC1X 0HP	Clerkenwell	Executive	24 September 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Maxine Holdsworth <a href="mailto:maxine.holdsworth@islington.gov.uk">maxine.holdsworth@islington.gov.uk</a>  Councillor James Murray, Executive Member for Housing & Development <a href="mailto:james.murray@islington.gov.uk">james.murray@islington.gov.uk</a>

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35.	North London Waste Authority menu pricing and Inter Authority Agreement	All Wards	Executive	24 September 2015	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Bram Kainth <a href="mailto:bram.kainth@islington.gov.uk">bram.kainth@islington.gov.uk</a>  Councillor Andy Hull, Executive Member for Finance & Performance <a href="mailto:andy.hull@islington.gov.uk">andy.hull@islington.gov.uk</a>
Page 44	Contract award for Mental Health Supported Accommodation	All Wards	Executive	14 January 2016	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Kath McClinton <a href="mailto:kath.mcclinton@islingtonccg.nhs.uk">kath.mcclinton@islingtonccg.nhs.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>

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37.	Contract Award for a Mental Health Crisis Prevention Service	All Wards	Executive	14 January 2016	None	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Kath McClinton <a href="mailto:kath.mcclinton@islingtonccg.nhs.uk">kath.mcclinton@islingtonccg.nhs.uk</a>  Councillor Janet Burgess MBE, Executive Member for Health & Wellbeing <a href="mailto:janet.burgess@islington.gov.uk">janet.burgess@islington.gov.uk</a>
Page 45	School admission arrangements 2016-17	All Wards	Executive	4 February 2016	None	Open	Eleanor Schooling <a href="mailto:eleanor.schooling@islington.gov.uk">eleanor.schooling@islington.gov.uk</a>  Councillor Joe Caluori, Executive Member for Children & Families <a href="mailto:joe.caluori@islington.gov.uk">joe.caluori@islington.gov.uk</a>

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39.	<p>Membership of the Executive 2014/2015:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Councillors:</td> <td>Portfolio</td> </tr> <tr> <td>Richard Watts</td> <td>Leader</td> </tr> <tr> <td>Janet Burgess MBE</td> <td>Health and Wellbeing</td> </tr> <tr> <td>Joe Caluori</td> <td>Children and Families</td> </tr> <tr> <td>Paul Convery</td> <td>Community Safety</td> </tr> <tr> <td>Andy Hull</td> <td>Finance and Performance</td> </tr> <tr> <td>James Murray</td> <td>Housing and Development</td> </tr> <tr> <td>Asima Shaikh</td> <td>Economic and Community Development</td> </tr> <tr> <td>Claudia Webbe</td> <td>Environment and Transport</td> </tr> </table>							Councillors:	Portfolio	Richard Watts	Leader	Janet Burgess MBE	Health and Wellbeing	Joe Caluori	Children and Families	Paul Convery	Community Safety	Andy Hull	Finance and Performance	James Murray	Housing and Development	Asima Shaikh	Economic and Community Development	Claudia Webbe	Environment and Transport
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**POLICY AND PERFORMANCE SCRUTINY COMMITTEE WORK PROGRAMME 2015/16****11 MAY 2015**

1. Scrutiny Review – BEST team – Witness evidence
2. Revenue Outturn report 2014/15 - Update
3. Progress report back – Scrutiny Review Blacklisting
4. Report of Executive Member Employment
5. Termination Payments
6. Call ins – if any
7. Monitoring report
8. Report of Health and Care Scrutiny Committee Chair

**1 JUNE 2015**

1. Scrutiny topics 2015/16
2. Terms of Reference, Membership etc.
3. Scrutiny Review – BEST team – witness evidence
4. Use of agency staff
5. Monitoring report
6. Revenue Outturn 2014/15
7. Call ins – if any

**29 JUNE 2015**

1. Scrutiny Review – BEST team – Draft recommendations
2. New scrutiny topic(1) – Presentation and SID
3. Quarter 4 Performance report
4. Financial update
5. Presentation from Leader on Executive priorities for 2015/16- Key Decisions/Forward Plan
6. Welfare Reforms update
7. Call ins (if any)
8. Monitoring report

**3 SEPTEMBER 2015**

1. Scrutiny Review – BEST team– Final report

2. Report of Procurement Board
3. Performance report – Quarter 1
4. New scrutiny topic – witness evidence
5. Call ins (if any)
6. Monitoring report

#### **5 OCTOBER 2015**

1. New topic Scrutiny Review (1) – Witness evidence
2. Financial update
3. Report of Executive Member Finance and Performance
4. Report of Executive Member Community Development
5. New scrutiny topic (2) – Presentation/SID
6. Call ins (if any)
7. Monitoring report

#### **2 NOVEMBER 2015**

1. Annual Crime and Disorder report – Report of Borough Commander
2. Report of Executive Member Community Safety
3. Call ins – if any
4. Monitoring report

#### **7 DECEMBER 2015**

1. New scrutiny topic 1) – Draft recommendations
2. New scrutiny topic (2) – Witness evidence
3. Financial update
4. Quarter 2 Performance report
5. Use of agency staff
6. Call ins – if any
7. Monitoring report

#### **21 JANUARY 2016**

1. New scrutiny topic (1) – Final report
2. New scrutiny topic (2) – Witness evidence
3. Report of Procurement Board
4. Welfare Reforms update
5. Call ins – if any
6. Monitoring report

#### **11 FEBRUARY 2016**

1. Budget 2016/17

2. VCS Annual report
3. Reports of Review Chairs
4. Call ins – if any

**14 MARCH 2016**

1. New scrutiny topic (2) – witness evidence
2. Quarter 3 Performance report
3. Use of agency staff
4. Financial update
5. Scrutiny Review 12 month progress report – Income Generation
6. Call ins – if any
7. Monitoring report

**03 MAY 2016**

1. New scrutiny topic (2) – Draft recommendations
2. Welfare Reforms update
3. Membership, Terms of Reference etc.
4. Scrutiny topics – 2016/17
5. Report Back Scrutiny review 12 months – BEST team
5. Call ins – if any
6. Monitoring report

**JUNE 2016**

**Quarter 4 Performance report**

**Revenue outturn 2015/16**

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