

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Reporting Officer: Head of Democratic Services

(i) URGENT IMPLEMENTATION OF DECISIONS

RECOMMENDATION: That the Urgency decisions detailed below be noted.

Information

1. The Constitution allows a Cabinet or Cabinet Member decision to be implemented before the expiry of the 5 day call-in provided there is agreement from the Chairman of the Executive Scrutiny Committee to waive this. All such decisions are to be reported for information only to the full Council.
2. Recently the following decisions have been made using the Council's urgency procedures:
 - A joint decision by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in relation to Field End Infant and Junior Schools on 1 November 2012.
 - A joint decision by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in relation to Highfield Primary School on 5 November 2012.
 - A joint decision by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in relation to Hamilton Court Flats on 14 December 2012.
 - Cabinet decisions made on 20 December 2012 in respect of the school expansion programme.
 - A joint decision by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in relation to capital releases for the primary school permanent expansions on 24 December 2012.

BACKGROUND PAPERS: Decision Notices

(ii) AMENDMENT TO THE COUNCIL CONSTITUTION

RECOMMENDATION: That Part 4, Schedule C, 1.6 of the Constitution be amended to read as follows:

1.6 Quorum

The quorum for a meeting of the Cabinet, or a committee of it, shall be one quarter of the total number of Members of the Cabinet, or 3, whichever is the larger.

Information

1. Council at its meeting on 8 November 2012 noted a reduction in the size of the Cabinet from 8 Members to 7.
2. Accordingly, it is appropriate to give consideration to reducing the number of Members required for a meeting of the Cabinet to be quorate. Currently the figure required is one quarter of the total number of Members of the Cabinet, or 4, whichever is the larger. It is recommended that this figure be reduced to one quarter of the total number of Members of the Cabinet, or 3, whichever is the larger.

(iii) APPOINTMENT OF CHAMPION

RECOMMENDATION: That Councillor Gilham be appointed Council Champion for Information Technology.

Information

1. Members will be aware that currently the Council has appointed the following Champions:
 - Older Persons - the Leader of the Council
 - Disabled People & Equalities – Councillor Kemp
 - Carers - Councillor Major
 - Heritage and Built Environment – Councillor Routledge
 - Environment – Councillor Jenkins
 - Arts – Councillor Kelly
2. In accordance with Article 4 of the Constitution, Council is asked to consider the appointment of Councillor Gilham as Council Champion with responsibility for Information Technology under the generic Terms of Reference approved by full Council on 29 June 2006, (revised February 2009) with additional guidance approved by the Leader of the Council to reflect specific responsibilities associated with the growing importance of adopting new and improved methods of information technology within the authority.

(iv) PROGRAMME OF MEETINGS 2013/14

RECOMMENDATION: That the timetable of meetings for 2013/14 in Appendix A be approved and the Head of Democratic Services in consultation with the Chief Whip of the Majority Party be authorised to make any amendments that may be required.

Members should note that during the course of the year meeting times and dates of some meetings may change or additional meetings may be called in order for the effective conduct of the council's business.

London Borough of Hillingdon – Programme of Meetings 2013/2014

MEETING (and start time)	May	June	July	Aug'	Sept'	Oct'	Nov'	Dec'	Jan'	Feb'	Mar'	April	May
COUNCIL (7.30pm)	9*		4		12		7		16	20 (27)			8
CABINET (7pm)	23*	20	25		26	24	21	19	23	13	20	24	22
Central & South Planning Committee (7pm)	15*	13	2,24	13	4,24	16	5,28	17	8,30	18	12	3,22	14
North Planning Committee (7pm)	8*,30*	6,25	18	7,28	17	8,30	20	10	2,22	11	6,25	15	7,29
Whips Meeting (5pm)	7*		2		3		5		14	18 (25)			6
Pensions Committee (5.30pm)		19			24			11			26		
Investment Strategy Sub-Committee (2pm)			25			25			16				
Audit Committee (5pm)		25			26			12			11		
Domestic Violence Action Forum (2pm)			10			9			8			9	
Domestic Violence Steering Executive (10am)			1		16			2			24		
Petition Hearings with the Cabinet Member for Planning, Transportation & Recycling (7pm)	22*	19	17		18	16	13	11	22	19	19	16	21
Petition Hearings with the Cabinet Member for Finance, Property & Business Services (7pm)		26			11		6		15	26		23	
Licensing Committee (10am)		5			26				14			17	
Licensing Sub-Committee North (2pm)	24*	19	17	15	13	11	8	6	15	12	13	11	23
Licensing Sub-Committee South (10am)		7	5	1	4,27	23	20		3	7	7	3,23	
Registration & Appeals Committee (time tba) (Home-School Travel)					tba								
Executive Scrutiny Committee (at the rising of Cabinet)	23*	20	25		26	24	21	19	23	13	20	24	22
Social Services, Health & Housing Policy Overview Committee (7pm)		11		1	10	8	6	3	29	25	27	23	
Residents' & Environmental Services Policy Overview Committee (5.30pm)	29		31		25	17	14	4	21	26	26	30	28
Education and Children's Services Policy Overview Committee (7pm)		4	30		11	9	27		15	19	19	16	
Corporate Services and Partnerships Policy Overview Committee (7.30pm)	28		23		17	15	12		14	12	13	29	27
External Services Scrutiny Committee (6pm)		5	16		5	10	19		9	18	18 [#]	17	
Hillingdon Standing Advisory Council on Religious Education (7.30pm)		18					6				11		
Standards Committee (7pm)		12			3			4		26			
Member Training Days (10am-9pm)	tba					tba							tba

Dates with an asterisk * are dates approved in the 2012/13 programme
 Dates in brackets are reserve dates for the budget process

NB. Times may occasionally vary from those shown in first column
 # = Meeting starting at 5pm