

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 Chief Executive and the Chairman of the Executive Scrutiny Committee to waive this. All such decisions are to be reported for information only to the next full Council meeting.
2. Since those noted at the 12 September 2019 Council meeting, the following decisions have been made using urgency procedures:

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
12/09/2019	Adoption of a Drone & Small Unmanned Aircraft Policy for the London Borough of Hillingdon	Leader of the Council
05/11/2019	Acquisition of three sites in the Borough for affordable housing and associated capital release.	Leader of the Council and Cabinet Member for Finance Property & Business Services
06/11/2019	Housing Revenue Account New General Needs Housing Stock (Housing Buy- Back Scheme) Release No 4	Leader of the Council and Cabinet Member for Finance Property & Business Services
11/11/2019	Changes to the Council's Social Housing Allocation Policy	Leader of the Council and Cabinet Member for Social Services, Housing, Health & Wellbeing
21/11/2019	Lease for additional horticultural machinery for the maintenance of Parks and Open Spaces, Highways and Housing sites.	Leader of the Council and Cabinet Member for Finance Property & Business Services
09/12/2019	Contract award for the Winter Night Shelter 2019/20 to 2021/2022	Leader of the Council and Cabinet Member for Social Services, Housing, Health & Wellbeing
03/12/2019	CCTV Programme 2019/20 – Civic Centre security works – Release No.4.	Leader of the Council and Cabinet Members for Finance Property & Business Services and Community, Commerce & Regeneration.
10/12/2019	Housing Revenue Account New General Needs Housing Stock (Housing Buy- Back Scheme) Release No 5	Leader of the Council and Cabinet Member for Finance Property & Business Services

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
24/12/2019	Better Neighbourhood Capital Release No. 5	Leader of the Council and Cabinet Members for Finance Property & Business Services and Social Services, Housing, Health & Wellbeing

Background Papers: Decision Notices

(ii) APPOINTMENT OF CABINET AND AMENDMENTS TO CABINET PORTFOLIOS

RECOMMENDATION: That the consequential amendments arising from the Cabinet portfolio changes in Article 8, Part 3 and Schedule H of the Constitution as set out in Appendix A be approved, to take effect from 17 January 2020.

Following his election as MP for the Ruislip, Northwood and Pinner constituency, Councillor David Simmonds has resigned from his position as Deputy Leader of the Council and a member of the Cabinet.

As a result, Members are asked to note the following amendments to the appointment by the Leader of the Council of the Deputy Leader and Cabinet for 2019/2020 onwards along with associated amendments to Cabinet portfolios, as detailed below:

Position/Portfolio	Councillor
Deputy Leader of the Council	Councillor Bianco
Finance, Property and Business Services	Councillor Bianco
Education, Children and Youth Services	Councillor O'Brien
Social Care, Health and Wellbeing	Councillor Palmer
Community, Commerce and Regeneration	Councillor D. Mills
Planning and Transportation	Councillor Burrows
Housing and the Environment	Councillor Corthorne
Central Services, Culture and Heritage	Councillor Lewis

As a result of the changes to the membership of the Cabinet and portfolios, Council is informed of the associated changes to Article 7, Cabinet Scheme of Delegations in the Council's Constitution, as determined and notified by the Leader of the Council to the Head of Democratic Services. These changes will take effect from Friday 17 January 2020. In summary, they:

1. Move service responsibilities around to reflect the updated Cabinet portfolios;
2. Include responsibilities for new policy and service areas, such as tackling climate change;
3. Remove certain existing delegations that are no longer required;
4. In respect of 'write-offs', proposes they are moved from general delegations to the portfolio of Finance, Property and Business Services.

Some of the changes to Cabinet portfolios and titles will require minor consequential changes to three other parts of the Council's Constitution:

1. Council Committees and Bodies (Article 8) in relation to the Chairman and Vice-Chairman of the Health and Wellbeing Board;

2. Scheme of Delegations to Officers (Part 3) in relation to the joint delegations between officers and Cabinet Members on HS2 and the Charitable Fund;
3. Committee Procurement and Contract Standing Orders (Schedule H) to reference the portfolio of Finance, Property and Business Services in place of Central Services, Culture and Heritage.

Council is asked to approve these, as they do not form part of the Cabinet Scheme of Delegations which is under the purview of the Leader of the Council. All the detailed portfolio changes, including in the other parts of the Constitution are set out in Appendix A.

FINANCIAL IMPLICATIONS

Under the current Scheme of Members' Allowances the above changes will result in an additional cost of £40,244.82, plus on costs, in a full year, this being the allowance for an extra Cabinet Member. There may be additional costs arising from changes to other appointments contained within the Scheme, once determined. The part year cost for the remainder of the current financial year will be funded from contingency and the ongoing funding implications will be dealt with as part of budget setting.

iii) CHANGES TO COMMITTEE MEMBERSHIPS

RECOMMENDATION: That Council approves the following changes to committee memberships for 2019/2020 as proposed by the Conservative Group:

- **Residents, Education and Environmental Services Policy Overview Committee** – Councillor Morgan to replace Councillor Makwana
- **Social Care, Housing and Public Health Policy Overview Committee** – Councillor Brightman to replace Councillor Palmer and Councillor Makwana to replace Councillor Flynn
- **Central and South Planning Committee** – Councillor Morgan to replace Councillor Edwards
- **Major Applications Planning Committee** – Councillor Morgan to replace Councillor Edwards
- **Major Applications Planning Sub-Committee** – Councillor Haggard to replace Councillor Edwards
- **Appointments Committee** – Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillors Bianco and Lavery as nominated substitutes.
- **Appointments Sub-Committee** - Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillor Bianco on the list of nominated substitutes.
- **Registration and Appeals Committee** – Councillor Goddard to replace Councillor O'Brien. Councillor O'Brien to replace Councillor Simmonds as a nominated substitute. Councillor Seaman-Digby to be removed from the list of nominated substitutes.
- **Standards Committee** – Councillor Bridges to replace Councillor Flynn. Councillor R.Mills to replace Councillor Bridges as the nominated substitute.
- **Audit Committee** – Councillor Flynn to replace Councillor O'Brien.

- **Investigating and Disciplinary Sub-Committee** – Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillor Bianco on the list of nominated substitutes.
- **Health and Wellbeing Board** – In accordance with the Constitution all Cabinet members are members of the Board and, therefore, Councillors O'Brien and Palmer will become members of the Board and Councillor Simmonds will be removed from the Board. In accordance with the revised Cabinet portfolios, Councillor Palmer will be the Chairman of the Board and Councillor Bianco, the Vice-Chairman.

In addition Members are asked to note the following proposed changes to the Chairmanship / Vice-Chairmanship of Committees etc. The members of the named Committees will be asked to formally appoint the Chairmen etc. at the end of the Council meeting:

- **Social Care, Housing and Public Health Policy Overview Committee** – PROPOSED Chairman - Councillor Edwards. PROPOSED Vice-Chairman - Councillor Makwana.
- **Central and South Planning Committee** – PROPOSED Chairman - Councillor Tuckwell
- **Major Applications Planning Committee** – PROPOSED Vice Chairman – Councillor Tuckwell
- **Major Applications Planning Sub-Committee** – PROPOSED Chairman - Councillor Tuckwell
- **Appointments Committee** – PROPOSED Vice-Chairman – Councillor Bianco
- **Registration and Appeals Committee** – PROPOSED Chairman - Councillor Flynn

iv) **PROGRAMME OF MEETINGS 2020/21**

RECOMMENDATION: That the timetable of meetings for 2020/21 as set out in Appendix B 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 throughout the course of the year.

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

Background Papers: None