

# REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Reporting Officer: Head of Democratic Services

## 5.1 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 scrutiny call-in period, provided the decision is deemed urgent and agreement is given from the Chairman of the relevant Select Committee to waive the scrutiny call-in period. All such decisions are to be reported for information only to the next full Council meeting.
2. Since last reported to Council, the following decisions have been made using urgency procedures:

Date of Decision	Nature of Decision	Reason for Urgency	Decision-Maker
31 May 2022	Contract awards for Rough Sleeper Services	To ensure the Council could make timely decisions in respect of services to support rough sleepers in the Borough.	Leader of the Council, in conjunction with the Cabinet Member for Residents' Services
19 May 2022	Relocation Of Brookfield Adult Education Centre to the Civic Centre with associated Capital Release	Due to the imperative to release the Brookfield site to be used for SEN placements for the next academic year.	Leader of the Council, and on behalf of the Cabinet Member for Property, Highways & Transport and Cabinet Member for Finance
13 April 2022	Ruislip Lido Area – Outcome of formal consultation for a possible seasonal Parking Management Scheme Zone RL4	To give adequate notice to residents on the new seasonal parking arrangements prior to the holiday season	Leader of the Council, and on behalf of the Cabinet Member for Public Safety and Transport
5 April 2022	Consultancy Contract Award for the Planned Expansion of Meadow High School	To meet the planned project timeline and lead in times in order to be on site by September 2022.	Leader of the Council, in conjunction with the Cabinet Member for Property and Infrastructure and the Cabinet Member for Families, Education & Wellbeing
23 March 2022	New Allocations for the Ward Budget Scheme - March 2022	To approve ward councillors ward budget proposals prior to the end of the financial year (elections)	Leader of the Council, in conjunction with the Cabinet Member for Corporate Services & Transformation

Date of Decision	Nature of Decision	Reason for Urgency	Decision-Maker
17 March 2022	Cranford Park Restoration Heritage Lottery Project - Acceptance of Additional Award from the Lottery Fund, Acceptance of Leading Tender, Authorisation of Capital Release and Acceptance of Variation in Design Team Fees	To secure external funding within the necessary timescales and avoid further inflation costs for the project.	Leader of the Council, in conjunction with the Cabinet Member for Environment, Housing and Regeneration, and on behalf of the Cabinet Member for Finance and Cabinet Member for Property & Infrastructure
21 February 2022	Appointment of the Contractor and Associated Capital Release - New Build Dwellings at Former Maple & Poplar Day Centre Site	To ensure that the Council would not lose Greater London Authority funding that required a start on site to have been made by 31 March 2022.	Leader of the Council, in conjunction with the Cabinet Member for Property and Infrastructure and Cabinet Member for Finance

Background Papers: Decision Notices

## 5.2 CHANGES TO COMMITTEE MEMBERSHIPS 2022/23

**RECOMMENDATION:** That the following changes to committee memberships for 2022/2023 be approved:

- (proposed by the Labour Group): **Health and Social Care Select Committee – Councillor Nelson-West to replace Councillor Basit.**
- (proposed by the Conservative Group): **Licensing Committee – Councillors Reeta Chamdal and Smallwood to replace Councillors Choubedar and Lewis.**

## 5.3 REVIEW OF COUNCIL CONSTITUTION

### 1. Background

1.1 The Constitution of the London Borough of Hillingdon sets out how the Council is governed and operates, the various roles of the elected Members, how decisions are made and the procedures which are followed to ensure that everything the Council does is efficient, transparent, accountable, done with integrity and engages residents in the way it does business.

1.2 Members will recall that the Annual meeting of full Council on 12 May 2022, approved the contents of a revised and updated Constitution with the exception of a proposed amendment to Standing Order 15 in the Council Procedure Rules regarding Adjournment debates which, in accordance with Council SO 26.2, stood adjourned to be considered at the next ordinary Council meeting.

**RECOMMENDATION:** That the proposed amendment to Standing Order 15 in the Council Procedure Rules regarding Adjournment Debates be approved.

## **2. Proposed Amendment**

2.1 As a part of the remodelled Constitution, the following change to the Council Procedure Rules, regarding the Adjournment Debate provision was proposed and approved. However, the proposal stood adjourned until the next ordinary Council meeting to be formally approved. This is because any amendments to the Council Procedure Rules require this (Chapter 4).

## **2.2 Proposed changes to SO 15 - Adjournment Debate**

### **15.1 Number and Scope**

At each ordinary Council Meeting ~~provision shall be made to hold the Mayor may permit~~ not more than two adjournments debates on **pressing** issues for which the Council has a responsibility, or which affect the Borough. It will not be the intention of an adjournment debate to seek a decision of Council **nor to replace the purpose of Select Committees**.

### **15.2 Right to Raise an Issue**

The right to ~~raise~~ **propose** an issue for debate shall be open to non-Cabinet Councillors, ~~selected by ballot~~ subject to notification to the Head of Democratic Services not later than midday, 7 working days before the day of the meeting. ~~Each non-Cabinet Councillor can select one issue per ordinary Council meeting and notify the Head of Democratic Services accordingly.~~ **The Mayor shall determine if the matter is appropriate for debate or should be considered by other means.**

### **15.3 Length of Debate and Speeches**

Each debate will be of up to fifteen minutes duration and there shall be up to five speakers with each speech not exceeding three minutes.

## **3 FINANCIAL IMPLICATIONS**

There are no direct financial implications arising directly out of this report.

## **4 LEGAL IMPLICATIONS**

4.1 The Borough Solicitor has checked the proposed amendments to the Constitution and confirms that they are compliant not only with the provisions of the Local Government Act 2000 and Regulations issued and Statutory Guidance made pursuant to it.

BACKGROUND PAPERS: None

## 5.4 STANDARDS COMMITTEE – APPOINTMENT OF INDEPENDENT PERSON

### SUMMARY

1. In July 2012, Council adopted a new ethical framework in accordance with the Localism Act 2011 [the Act]. The Act made a number of significant changes to the previous ethical framework for Members and Co-opted members of local authorities, which came into force on 1 July 2012, including the adoption of a new Code of Conduct and the appointment of an 'Independent Person'.
2. Council first appointed an Independent Person in July 2013 for a three-year period and re-appointed the same person in July 2016 and 2019. However, in 2019 Council also decided that three consecutive terms should be the maximum and that, therefore a new person would be appointed in July 2022.
3. Members are, therefore, asked to give consideration to the recommended appointment of a replacement Independent Person for the next four-year period to bring it into line with the electoral cycle of the Council.

**RECOMMENDATION: That Mr Graeme Armour be appointed as the Standards Committee Independent Person for a four-year period to July 2026.**

### BACKGROUND INFORMATION

#### Independent Person

4. The Act envisaged a new role for an Independent Person and stated that there must be provision for the appointment by an authority of at least one Independent Person whose views are to be sought and taken into account in relation to the conduct of a Member or co-opted member of the authority. The retained Independent Person would not be a member of the Standards Committee, but provision would be made for Standards Committee Members to consult with him/her in the event that a formal complaint against a Hillingdon Member or co-opted member is considered by the Committee.
5. The Act requires that the appointment of an Independent Person be made after the position has been advertised to the general public. Accordingly, the Monitoring Officer invited, through advert, expressions of Interest for the role of Independent Person. Following a shortlisting procedure, the Standards Committee gave consideration to prospective candidates for the role at the meeting on 29 June.

#### Recommendation

6. The Standards Committee are recommending the appointment of Mr Graeme Armour. Mr Armour has a keen interest in local politics having served for 35 years in the Royal Marines (RM) where his leadership and commitment to the RM Commando Values and Standards of Excellence, Integrity, Self-Discipline and Humility, were rewarded by promotions, culminating in Colonel. In 2017, he

was awarded the Long Service and Good Conduct Medal.

7. As a Commanding Officer Mr Armour investigated, and passed judgment upon, service personnel accused of failing to maintain those standards/breaking military law. Mr Armour regarded this as a solemn responsibility and not one undertaken lightly.
8. Upon retirement in July 2021, Mr Armour started work as Programme Director in London North-West NHS Trust, at Northwick Park Hospital where he is responsible for several multi-million-pound programmes, such as the Outpatient Recovery Plan.
9. The Standards Committee believe that Mr Armour has the integrity, the experience, and the commitment to add real value in this role on the Standards Committee.

### **FINANCIAL IMPLICATIONS**

10. There are no specific financial implications arising from this report. The position of Independent Person carries a Special Responsibility Allowance of £500 paid per meeting required and attended.

### **LEGAL IMPLICATIONS**

11. The legal implications are contained in the body of the report.

Background Papers: None