

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 that the matter is urgent and 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
2/3/23	Former Brookfield Adult Education Centre	To progress the Cabinet's previous decision to dispose of the former Brookfield Adult Education site and complete the property transaction prior to the end of March. Furthermore, it was a critical sale to contribute towards the Council's Dedicated Schools Grant Safety Valve Agreement and the Transformation Programme.	The Leader of the Council and on behalf of the Cabinet Member for Property, Highways and Transport
9/3/23	Housing Revenue Account New General Needs Housing Stock (Housing Buy-Back Scheme) 2022/23 – Release No. 6	To not prejudice exchange of contracts with residents and enable the Council to allocate properties to this financial year without loss of funding.	The Leader of the Council, and on behalf of the Cabinet Member for Property, Highways and Transport and Cabinet Member for Finance
21/3/23	Award of Pre-Construction and Professional Services Contracts with Capital Release for expansion of Meadow High School	To prevent a delay in provision of vital SEND school places for residents, so places are available at the start of school term.	The Leader of the Council, in conjunction with the Cabinet Member for Property, Highways and Transport and Cabinet Member for Finance
28/3/23	Appointment of Contractors for the Special Educational Needs Adaptation Works at Ruislip Gardens Primary	To minimize the delay of much needed SEND places in the Borough.	The Leader of the Council, and on behalf of the Cabinet Member for Property, Highways and Transport and Cabinet Member for

Date of Decision	Nature of Decision	Reason for Urgency	Decision-Maker
	School & Schools Conditions Plant Room & MEP Works		Finance
21/4/23	School Place Planning – Wood End Park Academy	Due to the tight construction timeframe to create the new ASD unit for pupils with SEND at Wood End Park Academy. Later delivery would have meant that SEND pupils would not have places available and it would also potentially have an impact on the Safety Valve Agreement with the Department for Education.	The Leader of the Council, and on behalf of the Cabinet Member for Finance and the Cabinet Member for Children, Families and Education
15/5/23	Housing Revenue Account Works to Stock 2023/24 Green Homes Initiative Programme: Social Housing Decarbonisation Fund (SHDF): Wave 1 – Fabric First Property insulation improvements contract variation and capital release. Release No 1	To deliver the scope of additional energy savings works to Council housing properties by the deadline for the use of the Government grant.	That the Leader of the Council, in conjunction with the Cabinet Member for Finance and the Cabinet Member for Property, Highways & Transport
8/6/23	Appointment of Contractors for the Special Educational Needs adaptation works at Charville Academy	To provide much needed additional SEN places due to tight project timescales and delivery of the DSG safety valve agreement.	That the Leader of the Council, and on behalf of the Cabinet Member for Property, Highways & Transport, and the Cabinet Member for Finance

Background Papers: Decision Notices

5.2 POSITION OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

1. Background

- 1.1 At the meeting on 18 November 2021, Council approved a recommendation of the Appointments Committee to appoint Mr Tony Zaman as the interim Chief Executive and Head of Paid Service, until such time as a permanent appointment was made.
- 1.2 Council is now asked to consider appointing Mr Zaman on a permanent basis (i.e. removing the 'interim' status). This proposal will remove any uncertainty from this position and provide stability to the role moving forward.

1.3 There are no other changes proposed to Mr Zaman's terms and conditions.

RECOMMENDATION: That Mr Tony Zaman be appointed to the permanent position of Chief Executive and Head of Paid Service.

2. FINANCIAL IMPLICATIONS

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

3. LEGAL IMPLICATIONS

Under the terms of the Constitution, the position of Chief Executive is for Full Council to determine.

BACKGROUND PAPERS: [Council constitution and delegations - Hillingdon Council](#)