

Croydon Council

For General Release

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| REPORT TO: | COUNCIL 7 December 2015 |
| AGENDA ITEM NO: | 11 |
| SUBJECT: | BUSINESS REPORT OF THE LEADER INCORPORATING COUNCILLORS' WRITTEN QUESTIONS TO THE LEADER AND CABINET MEMBERS |
| LEAD OFFICER: | Julie Belvir, Director of Legal and Democratic Services |
| WARDS: | ALL |
| CORPORATE PRIORITY/POLICY CONTEXT: The Business Report of the Leader and Cabinet is prepared in accordance with the Council Procedure Rules at Part 4A of the Constitution. | |

1. RECOMMENDATIONS

The Council is asked to:

1. Note the business report of the Leader and Cabinet.

2. EXECUTIVE SUMMARY

- 2.1 The Business Report of the Leader and Cabinet comprises a summary of matters of business formally undertaken by the Leader and Cabinet since the last ordinary meeting of the Council. The report also includes any Bulletins issued by Cabinet Members during that period and would include any recommendations made to Council by Cabinet.
- 2.2 The Constitution also permits written questions to Cabinet Members during consideration of the Business Report.

3. BACKGROUND

- 3.1 Part 4A of the Constitution allows the Leader and the Cabinet to present to Council a report summarising the business it has undertaken since the last ordinary Council meeting. Cabinet is also required to include any recommendations that it has made to Council within that report.
- 3.2 In addition to oral questions on the content of the report, Members are also permitted to submit written questions on any relevant matter during consideration of the report.

- 3.3 No more than 20 minutes shall be allocated to questions to the Leader of the Council (including up to 4 minutes for announcements) and no more than 10 minutes shall be allocated to questions to any other individual Cabinet Member (including up to 2 minutes each for announcements). There is a strict guillotine of 10pm for the Council meeting as a whole. At that time the business report and written replies shall be taken as read and moved en bloc with any recommendations not deferred for debate put immediately to the vote.
- 3.4 Oral questions on matters included in the business report are limited to two per Councillor on any item contained within the report. Cabinet Members and the Councillor that seconds the report are not permitted to ask any questions.
- 3.5 Written questions on any other relevant matter are limited to three per Councillor. A Councillor may ask two supplementary questions arising from the reply given to a question they have submitted but shall do so only if called by the Chair.
- 3.6 The order in which the report shall be laid out, and that questions will be taken, is as follows:
- i) The Leader of the Council; and
 - ii) Cabinet Members (order rotated for each meeting).
- 3.7 The rotation order for this meeting and the ordinary meetings of the Council for the remainder of the Municipal year is attached as appendix 2.

4. BUSINESS REPORT

- 4.1 The business report is attached at appendix 1.

5. WRITTEN QUESTIONS

- 5.1 Copies of all written questions and their draft replies, which may be subject to oral amendment, shall be circulated to all Councillors at the beginning of the meeting.
- 5.2 A Councillor may ask two supplementary questions arising from the reply given to a question they have submitted but shall do so only if called by the Chair.

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BACKGROUND DOCUMENTS: None