

## **URGENT DELEGATED DECISION**

Date: 1 October

**Request to the Head of Paid Service to exercise delegated authority as per Responsibility of Functions in Part IV, page 28 of the Constitution.**

**“to determine any matter within the referred or delegated powers and duties of a committee / sub committee / board / working which is so urgent that a decision must be made before the next meeting of that committee / sub-committee / board / working group is due to be held.”**

Limits on delegation: -

- Before making a decision using this delegated power, The Head of Paid Service shall consult with and take cognisance of the views of the Chairman (or in his absence the VC) of the relevant Committee / Sub-Committee etc; and
- Any decision taken by the Head of Paid Service under this delegated power shall be reported to Members within five working days of the decision taken.
- During the COVID-19 Pandemic we have also committed to consult with the Leader of the Opposition on such decisions.

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**Usual Decision Maker: -**

This decision would have been taken by Corporate Policy and Resources Committee

This decision needs to be made and implementation commence, before the body is due to meet.

The decision is in response to changing Governance guidance and announcements relating to the increased restrictions in response to the continuing COVID -19 Pandemic.

Call-in does not apply. .

### **Background**

On 23 April the Head of Paid Service took an urgent delegated decision relating to the Committee Timetable. The original decision can be viewed [here](#).

It was determined at that point that the original decision would be kept under constant revision and if there have been no changes by late July 2020 the feasibility of holding Annual Council on 7 September would be reconsidered.

This decision was further reviewed on 27 July. The decision notice can viewed [here](#).

It was determined at that point that: -

- **All Meetings within the timetable for September up until 19 October be held virtually in accordance with the agreed timetable, including the re-commencement of Overview and Scrutiny (subject to workplan items). The first meeting to be held in the Chamber be the Prosperous Communities Committee on 20 October**
- **Joint Staff Consultative Committee continue to meet on a virtual basis indefinitely;**
- **The Annual Council for 20/21 civic year be cancelled and all positions to remain in post until Annual Council 21/22.**
- **Council continue to meet virtually until such time as government guidance permits all Members to be present in the Chamber.**
- **The Community Awards at Hemswell Court (7 Oct) be cancelled and virtual options for hosting the event prior to the end of the year be investigated.**
- **The above decision be kept under constant revision and if necessary a further decision be taken in early October.**

This decision notice reviews that decision made on 27 July 2020, in light of changing Governance guidance, the re-introduction of national restrictions to some degree and a change in circumstances locally.

### **Reason for Urgency and Rationale for use of urgent Delegated Decision**

In light of the current COVID 19 situation, an urgent decision is required in order to determine if it is still appropriate given the change in guidance for Committee meetings to return to the Chamber of 20 October as previously planned.

### **Notes of Consultation Relevant to the Decision**

The opportunity to review the decisions was welcomed and all those parties consulted, were in agreement that the landscape had changed yet again since making the decision back in July.

In light of the renewed national restrictions, all parties were in agreement that whilst face to face meetings for formal committees may be the preference, as a Community Leader and in the interest of everyone's health and safety, a return to the Chamber was no longer considered appropriate. Technology did permit meetings to be held in an alternative manner, and legislation currently allowed for it. As such all were in agreement that any return to the Chamber should be deferred until following the New Year, when the decision would be reviewed again.

## Decision

- **All Meetings within the timetable for September from 20 October 2020 until 31 January 2020 be held virtually.**
- **The above decision be kept under constant revision and a further decision be taken in mid January regarding the remainder of the Civic Year.**

## Financial Detail and Implications

No financial implications arising from this report.

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Ian Knowles  
Head of Paid Service

As the Vice - Chairman of the Corporate Policy and Resources Committee I have been fully consulted on this matter

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Cllr A Welburn Vice - Chairman of Corporate Policy and Resources Committee

As the Chairman of the Prosperous Communities Committee and Deputy Leader I have been fully consulted on this matter

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Chairman of the Prosperous Communities Committee and Deputy Leader

As the Leader of the Opposition I have been fully consulted on this matter

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Leader of the Opposition.

Date all Members were notified of the decision: 2 October 2020.