

**REPORT OF THE SERVICE DIRECTOR, CUSTOMER, GOVERNANCE AND  
EMPLOYEES****USE OF URGENCY PROCEDURES****Purpose of the Report**

1. To update Policy Committee on the use of the Council's Urgency Procedures in the latest monitoring period (July 2021 – December 2021).

**Information**

2. The Constitution sets out procedures to deal with events which require a decision outside of a committee's normal cycle of meetings. The use of these procedures should periodically be reported to Policy Committee.
3. The procedures enable urgent decisions by committee, calling an additional meeting of a committee or an urgent decision by the Chief Executive (the latter decisions are reported to the next meeting of the relevant committee).
4. The Chief Executive also has the power to take emergency decisions if necessary.
5. Despite the ongoing pandemic, use of the Urgency Procedures in the latest period continues to be limited and appropriate and these procedures have only been utilised when it was in the public interest to do so.
6. Members may recall that the Urgency Procedures were not utilised at all in the previous monitoring period (January – June 2021), as reported to Policy Committee in the Work Programme report of 15 July 2021.
7. There were no emergency or urgent decisions taken by the Chief Executive in this monitoring period.
8. The Chairman of Communities Committee agreed to the following item being included on the agenda for the meeting of 3 November 2021, following publication of the agenda and prior to the meeting taking place:-

<u>Date</u>	<u>Relevant Committee</u>	<u>Item</u>	<u>Reason for Late Submission of Report</u>	<u>Reason for consideration as an urgent matter</u>
3/11/21	Communities Committee	Nottinghamshire Household Support Fund	The Government had only recently announced the funding, and discussions were ongoing with partners on the design of the Nottinghamshire system to deliver the funding to those most in need.	The Government had recently made £5.6m of funding available for Nottinghamshire to support those most in need this winter. This funding needed to be spent by the end of March 2021. Waiting to bring proposals to the next Committee would not only have delayed getting the monies to those who most need it, but may have reduced the amount of the funding that could be deployed in the funding period. Proposals regarding £2.3m of the funding were taken to Children and Young People's Committee on 1 November, and this report dealt with the balance.

### **Other Options Considered**

9. None – reporting on the use of the Urgency Procedures to Policy Committee is a Constitutional requirement.

### **Reason/s for Recommendation/s**

10. To enable the Committee to be updated on the use of the urgency procedures, in line with the Council's Constitution.

### **Statutory and Policy Implications**

11. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **RECOMMENDATION**

That Members consider whether any further information or actions are required in relation to the Council's urgency procedures in the latest monitoring period of July 2021 – December 2021.

**Marjorie Toward**

## **Service Director, Customers, Governance and Employees**

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### **Constitutional Comments (EH)**

Policy Committee is the appropriate body to consider the content of this report. If Committee resolves that any actions are required it must be satisfied that such actions are within the Committee's terms of reference.

### **Financial Comments (SES)**

There are no specific financial implications arising directly from this report.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Records of individual urgent decisions.

### **Electoral Division(s) and Member(s) Affected**

All