

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 2020 – December 2020).

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. 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).
3. The Chief Executive also has the power to take emergency decisions if necessary.
4. Despite the 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.
5. The relevant Committee Chairmen agreed to the following items being included on Committee agendas, following publication of those agendas and prior to the meetings taking place:-

Date	Relevant Committee	Decision taken	Reason for Late Submission of Report	Reason for consideration as an urgent matter
8/10/20	Nottinghamshire Pensions Fund Committee	Climate Change Risk Analysis	Additional information of an exempt nature had been made available.	To enable Members to have an opportunity to debate, if required, the exempt information circulated with the agenda.
04/11/20	Communities and Place Committee	Re-opening of the Community Fund	The second wave of the COVID-19 pandemic had developed further since the agenda for the meeting had been published.	In view of the special circumstances that the re-imposition of a range of national measures to help combat the second wave of the COVID-19 pandemic made it appropriate to re-open the Community Fund for applications as soon as

				possible.
09/12/20	Policy Committee	To amend the 2021/22 school admission arrangements to reflect a recent decision by the School Adjudicator.	The work to address the implications of the School Adjudicator decision was not finalised in time for it to be added to the C&YP agenda for the meeting of 30/11/20 or to be added to the Policy Committee agenda of 9 December ahead of publication.	To enable the published admission arrangements to be amended at the earliest opportunity.

6. The following emergency decision was taken by the Chief Executive:-

<u>Date</u>	<u>Relevant Committee</u>	<u>Decision taken</u>	<u>Reason for Emergency Decision</u>
28/10/20	Children and Young People's Committee	Emergency Payments for Free School Meals for Eligible Families	To enable the payments to be made at the earliest opportunity during the two week October half-term period.

7. The following urgent decisions were taken by the Chief Executive:-

<u>Date</u>	<u>Relevant Committee</u>	<u>Decision taken</u>	<u>Reason for Urgency</u>
27/8/20	Policy Committee	Gigabit Broadband Voucher Scheme – Top Up	An urgent decision was required which could not wait until the next Policy Committee as Building Digital UK (BDUK), the DCMS arm supporting the delivery of broadband networks wished to make a ministerial announcement at the beginning of September.
28/8/20	Policy Committee	Green Homes Grant Local Authority Delivery Scheme	The funding was launched on 4th August 2020 and the deadline for applications was 1 September 2020, with no committee meetings scheduled to take place within the intervening period.

Other Options Considered

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

Reason/s for Recommendation/s

9. 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

10. 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 2020 – December 2020.

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.

- Signed records of individual urgent decisions.

Electoral Division(s) and Member(s) Affected

All