

Council
8 April 2020
Item 5 – Revised Recommendation

The Council is advised to RESOLVE that

- (i) £99,000 be agreed as a supplementary estimate to provide a COVID 19 hardship fund;
- (ii) this supplementary estimate be funded from revenue reserves;
- (iii) the Scheme of Delegation of Functions to Officers at Part 3, Section B of the Constitution be updated as follows:

4. Urgent Action

- 4.1 The Chief Executive, Executive Head of Service or Head of Service are authorised to determine matters of an urgent nature which cannot wait for the next meeting of the decision-making body which are not key decisions and which do not contravene established policies or budgets,
 - 4.1.1 after consultation with the Leader and Mayor in relation to Council functions;
 - 4.1.2 after consultation with the Leader or relevant Portfolio holder and with the Chairman or Vice-Chairman of the relevant Scrutiny Committee in relation to Executive functions;
 - 4.1.3 after consultation with the Chairman or Vice Chairman of the relevant regulatory or non-Executive Committee.
- 4.2 All matters will be reported to the next meeting of the appropriate decision-making body and will be advised to all Members by email.
- 4.3 In the event of a national emergency declared by the Crown or HM Government where it is considered it will be impractical to hold meetings either in person or by video conference for an extended period of time, the Chief Executive will have authority to exercise all the powers, duties and functions exercised by the Council, the Executive or any of the committees, including the authority and power to delegate such powers, duties and functions.
- 4.4 This authority is time limited to a six-week period, following which any extension must be authorised by the Leader, or in his/her absence, the Deputy Leader.
- 4.5 Where the Chief Executive is unable to act for the purposes of 4.3 above, the Corporate Management Team, both individually and collectively, is authorised to perform this function.

- 4.6 Decision making, as set out at paragraph 4.3, will continue to be exercised in consultation with the Leader or Deputy Leader, or relevant Committee Chairman or Vice Chairman and, where appropriate, ward councillors where possible, but this provides for officers to continue to act in the event that this is not feasible.;
- (iv) the Executive Head of Community be appointed as the designated officer for the purposes of The Health Protection (Corona, Business Closure) (England) Regulations 2020:
 - (v) the following officers be appointed for the purposes of the enforcement of The Health Protection (Corona, Business Closure) (England) Regulations 2020:
 - a. Any Environmental Health Officer
 - b. Any Licensing Officer;
 - (vi) until May 2021, or the lifting of restrictions on large public gatherings, whichever is earlier, the Public Speaking at Planning Applications Committee undertaken in accordance with Part 4, Section E of the Constitution be conducted by video recordings or written representations to be read to the meeting by an officer, to be submitted no later than 48 hours before a meeting;**
 - (vii) the Committee Site Visit Protocol at Part 5, Section E, Appendix A of the Constitution be suspended until May 2021, or the lifting of restrictions on large public gatherings, whichever is earlier; and**
 - (viii) in accordance with Section 85 of the Local Government Act 1972, in the event that Member of the Council is unable to satisfy the requirement to attend a meeting a meeting of the authority within a six month consecutive period due to the COVID-19 pandemic, their non-attendance be approved until the lifting of restrictions on public gatherings preventing them from attending or participating in meetings.