

Report to	On
Council	Wednesday 28 April 2021



Title	Portfolio Holder	Report of
Urgent Executive Decisions	Leader of the Council and Cabinet Member (Strategy and Reform)	Director of Governance and Monitoring Officer

Is this report confidential?	No
------------------------------	----

Purpose of the Report

1. This report informs Council of a number of urgent decisions taken by the Executive (i.e. Cabinet or Individual Executive Members) over the last three months in accordance with urgency procedures outlined in the Council's Constitution.
2. These include 'key' decisions (as defined in the Cabinet Forward Plan), decisions which include confidential or exempt information (and therefore must be taken in private), and urgent decisions for which the Mayor agreed to waive scrutiny call-in in.

Recommendations

3. That the report be noted.

Reasons for recommendations

4. Paragraph 19.1 of Part 4C of the Council's Constitution states that "the Leader must submit a report to the next available Council meeting setting out the details of any executive decision taken as a matter of special urgency under the procedure set out in Rule 18 (Key Decision - Special Urgency)".

Other options considered and rejected

5. None, for the reasons given above.

Corporate outcomes

6. The report relates to the following corporate priorities: (tick all those applicable):

An exemplary council	X	Thriving communities	
----------------------	---	----------------------	--

A fair local economy that works for everyone		Good homes, green spaces, healthy places	
--	--	--	--

Background to the report

7. On 25 November 2020, Council agreed to amend its Constitution to allow Individual Cabinet Members to take decisions delegated to them within their respective portfolios. In January 2021, a new procedure was implemented to allow these decisions to be published on the modern.gov system.
8. During that period, a number of urgent decisions were required in order for the Council to act arising from decisions previously taken by Cabinet and Council, such as the decision to bring leisure centres in-house and the Leyland Town Deal.

Details of Urgent Executive Decisions taken

9. Please see below a list of decisions taken in accordance with the urgency procedures outlined in the Council Constitution.
10. Key decisions *which must be taken with less than 5 days' notice on the Cabinet Forward Plan* fall under Council Procedure Rule 18 – Key Decision – Special Urgency in Part 4C of the Council's Constitution, which requires agreement from the Chair of the Scrutiny Committee regarding the reasons for the urgency (the same applies to decisions which contain exempt or confidential information).
11. If Cabinet wishes to take a decision in private meeting with less than 5 days' notice, it must obtain agreement of the Chair of the Scrutiny Committee, under paragraph 14.4. of the Access to Information Procedure Rules.
12. Any urgent report to be considered with less than 3 days' notice must be agreed by Mayor in accordance with paragraph 5.5 of the Access to Information Procedure Rules which states "In the circumstances set out in paras 5.3 and 5.4 the Council will always endeavour to publish reports at least three working days before the meeting. Lesser notice than this may only be given if the Mayor decides that there are highly exceptional circumstances".
13. Any urgent decision to waive scrutiny call-in must be agreed by the Mayor in accordance with paragraph 11.14 of Part 4F of the Constitution.

Decision	Date and Decision Maker	Reasons for urgency
Fire Safety Compartmentation Works	25.2.2021 Cabinet Member (Finance, Property and Assets)	To address compliance issues following a Fire Risk Assessment
Confirmation of South Ribble's Annual Housing Requirement Figure	8.3.2021 Cabinet Member (Planning, Business Support and Regeneration)	A Planning Inquiry was taking place on 16 th March and the Council needed an up to date policy regarding the Annual Housing Requirement Figure in place

		from at least 15 th March for this purpose.
Acquisition of Land	9.3.2021 Leader of the Council and Cabinet Member (Strategy and Reform)	The timescale linked to an upfront Town Deal grant of £750,000 received by the Council from the MCHLG. In line with the terms of the grant there was a need to demonstrate that the proposals linked to the spending of the grant received are underway before 31 March 2021. This represented a very short-term scale to deliver a large-scale land acquisition and hence an urgent decision was required in order that the Council is in a position to deliver the overall Town Investment Plan (TIP) in partnership with the Leyland Town Board.
ICT Service Review	11.3.2021 Cabinet Member (Communities, Social Justice and Wealth Building)	The Council needed to commence its formal 28-day consultation with staff immediately with a view to implementing the new staff structure on 1 June.
Leisure Facilities Contracts for new In-house Leisure Facilities Service	16.3.2021 Cabinet Member (Finance, Property and Assets)	Due to the timescales involved in transferring the Leisure Facilities management service back in-house it was necessary to take an urgent decision to join the purchasing framework to identify future utility providers for the Council's Leisure Centres going forward.
Leyland Town Deal - Heads of Terms	23.3.2021 Leader of the Council and Cabinet Member (Strategy and Reform)	The Leyland Town Deal Advisory Board met 19 March 2021 and the document subsequently needed to be signed and sent by 24 March 2021. The Mayor agreed to waive call-in of this decision by reason of the need for the Heads of Terms to be signed by 24 March 2021.

Expanded Retail & Nursery Discount 2021/22	24.3.2021 Cabinet Member (Finance, Property and Assets)	The policy was to take effect from the beginning of the financial year. It was as a result of the budget announcements and the delay in giving notice was that the details were still being finalised.
Leisure Centres Booking System	24.3.2021 Cabinet – urgent report to be considered in the private part of the meeting	<p>In accordance with Part 4C of the Council's Constitution, the Mayor agreed under paragraph 5.5 that the following be considered as a matter of urgency, and the Chair of the Scrutiny Committee also agreed the urgent matter could be considered by the Cabinet in private session in accordance with paragraph 14.4.</p> <p>In accordance with paragraph 11.14 of Part 4F of the Council's Constitution, the Mayor agreed to waive the Scrutiny call-in procedure in respect of this decision for the reasons given below:</p> <p>The contract needed to be awarded in line with timescale for bringing the Leisure Centres back in house on 1 April 2021.</p>
Government Restart Grant Scheme	19.4.2021	To enable the Council to launch this scheme as soon as possible and get help to those who need it. The Government has asked the Council to deliver these grants and so it must comply – this decision is to formally confirm this and to seek delegations for officers to assess and make payments in line with the guidance and our own processes.

Risk

14. There are no risk implications arising from this report.

Equality and diversity

15. There are no Equality Impact Assessment (EIA) and Equality Act implications arising from this report.

Air quality implications

16. There are no Air Quality implications arising from this report.

Comments of the Statutory Finance Officer

17. The relevant comments from the S151 Officer were included on the individual urgent decisions.

Comments of the Monitoring Officer

18. There are no issues of concern to report from a Monitoring officer perspective.

Background documents (or There are no background papers to this report)

Council Constitution

[Modern.gov link to decisions page](#)

Appendices

None

Darren Cranshaw, Shared Services Lead – Lead - Democratic, Scrutiny & Electoral Services

Chris Moister, Director of Governance and Monitoring Officer

Report Author:	Email:	Telephone:	Date:
Clare Gornall (Democratic and Member Services Officer)	clare.gornall@southribble.gov.uk	01772 625 625	13.4.2021