



## FULL COUNCIL

Wednesday, 22 January 2020

### SUMMARY OF URGENT EXECUTIVE DECISIONS

#### EXECUTIVE SUMMARY

This report informs the Council of the urgent decisions made by the Executive, from June 2019 to December 2019, as required by The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2019 (the Regulations), and by paragraph 22.1 of the Access to Information Procedure Rules which are set out in Part 3 of the Council's Constitution.

Is the report Open or Exempt?	Open
<b>Wards Affected:</b>	All Wards in the District
<b>Cabinet Member:</b>	Councillor Steve Gallant Leader of the Council
<b>Supporting Officer:</b>	Hilary Slater Head of Legal & Democratic Services & Monitoring Officer 01394 444336 <a href="mailto:Hilary.slater@eastsuffolk.gov.uk">Hilary.slater@eastsuffolk.gov.uk</a>

## 1 INTRODUCTION

- 1.1 Details of key decisions made by the Executive must be given at least 28 day's notice of, in a prescribed form, on the Council's Forward Plan. If it is not possible to give the requisite notice, Regulations 9, 10 and 11 say that those decisions can still be made, if the Chairman of the Scrutiny Committee agrees that they are urgent and cannot reasonably be deferred.
- 1.2 If key decisions are to be made at "private meetings" of the Cabinet, from which the public will be excluded, Regulation 5(6) provides that 28 days' notice must be given of that private meeting. If it is not possible to give 28 days' notice of a private meeting, it can still be held, if the Chairman of the Scrutiny Committee agrees that the meeting is urgent and cannot reasonably be deferred.
- 1.3 Section 19 of the Regulations requires that the Executive Leader must submit a report to Full Council, periodically, which contains details of the urgent executive decisions which have been made. A report submitted for the purposes of Regulation 19 must include particulars of each decision made and a summary of the matters in respect of which each decision was made. The Leader must submit at least one report under Regulation 19 annually to the relevant local authority.
- 1.4 This requirement is reflected in paragraph 22.1 of the Access to Information Procedure Rules which are set out in Part 3 of the Council's Constitution. This states that 'the Leader of the Council shall submit to the Council at quarterly intervals a report containing details of each executive decision taken during the preceding three months where the making of the decision was agreed as urgent. The report will include details of each decision made and a summary of the matters in respect of which each decision was made.'
- 1.5 This report contains a list of urgent decisions made between June 2019 and December 2019, below.

Date of Notice	Type of Decision	Date of Decision	Decision Maker	Matter
25 May 2019	Regulation 5 (6)	4 June 2019	Executive	<b>Unit 1, 112 London Road North, Lowestoft</b> An opportunity arose for East Suffolk Council (ESC) to let a vacant ESC owned shop unit at 112 London Road North, Lowestoft. As the opportunity to let might be otherwise lost, it was necessary that Cabinet made this decision as soon as possible.
26 June 2019	Regulation 5 (6)	8 July 2019	Executive	<b>Lowestoft Full Fibre Project</b> ESC needed to finalise contractual arrangements with Suffolk County Council and the contractors delivering the Suffolk Public Sector Cloud Project. If it did not receive the authority of Cabinet to do this at the July meeting, it risked not being able to extend the proposed fibre network and benefit from significant further investment from the fibre infrastructure provider.

## **2 HOW DOES THIS RELATE TO THE EAST SUFFOLK BUSINESS PLAN?**

- 2.1 The Summary of Urgent Executive Decisions report is a legislative requirement, and compliance with it ensures good governance. Also, the report makes clear why a very small number of the Cabinet's decision have been made on an urgent basis. This provides clarity and openness, and the urgent decisions themselves have assisted the Council, directly, to meet the aims and objectives as set out in its Business Plan.

## **3 FINANCIAL AND GOVERNANCE IMPLICATIONS**

- 3.1 This report informs Council of the urgent decisions made by the Executive during the period June 2019 to December 2019.

## **4 OTHER KEY ISSUES**

- 4.1 An Equality Impact Assessment has not been completed when preparing this report, as it is a legislative / constitutional requirement to submit the report to Full Council. Equality Impact Assessments were completed for the two reports detailed in the table in section 1.5 of this report.

## **5 CONSULTATION**

- 5.1 None.

## **6 OTHER OPTIONS CONSIDERED**

- 6.1 None.

## **7 REASON FOR RECOMMENDATION**

- 7.1 Section 19 of the Regulations requires that the Executive Leader must submit a report to Council periodically, containing details of urgent executive decisions. This is reflected in the Council's Access to Information Rules, also.

### **RECOMMENDATIONS**

That the report detailing urgent Executive decisions made from June 2019 to December 2019 be noted.

### **APPENDICES** None.

### **BACKGROUND PAPERS** None.