

Notice to the Chair of the Resources and Public Realm Scrutiny Committee



Urgent Key Decision form

DECISION DETAILS
Decision Maker: Chief Executive (under emergency powers)
Decision Title: Council Tax: 13A Hardship payments for 2020/21
Description of Decision: To approve and implement the 13A Hardship payment
When will the Decision be made? 28/05/20
Will the accompanying report be: Open <input checked="" type="checkbox"/> Part Exempt <input type="checkbox"/> Fully Exempt <input type="checkbox"/>
Reasons for exemption (if applicable) The report will contain the following category of Information exempt from publication under the Schedule 12A of the Local Government Act 1972, namely paragraph:
TYPE OF URGENCY
Please tick all that apply:
<input type="checkbox"/> A. The decision is urgent and <u>28 clear days' notice</u> of the decision cannot be given but at least 5 clear days' notice can
<input checked="" type="checkbox"/> B. The decision is extremely urgent and even <u>5 clear days' notice</u> of the decision cannot be given
<input type="checkbox"/> C. The decision will be made by members at a meeting and <u>28 clear days' notice</u> that the proposed decision may be discussed in private (i.e. the report will contain information <u>exempt from publication</u>) cannot be given
<input checked="" type="checkbox"/> D. The decision must be implemented urgently and the <u>5 day call-in period</u> must be <u>dis-applied</u> to allow the decision to take immediate effect.
REASONS FOR URGENCY
If you have selected options A, B or C please explain:
<ul style="list-style-type: none">▪ Why it was not possible to provide the required notice (i.e. why the decision or exemption was not anticipated) The requirement placed upon authorities is make payments as soon as possible using existing approval mechanisms. In addition, software was required and this has now been delivered and tested.▪ Why it is impractical to defer the decision to a later date to allow the appropriate notice to be provided.

Residents require to know how much that remains on their account to be paid and our council tax team will be able to assist those facing difficulty in paying knowing the balance outstanding.

If you have selected Option D please explain why the council's interest or the public interest would be seriously prejudiced by the decision not taking immediate effect.

The decision needs to be taken and implemented immediately to provide residents with the reduction funded by government.

SIGN-OFF

Strategic Director, Customer & Digital Services

Printed Name: Peter Gadsdon

Signature: *Peter Gadsdon*

Chief Executive

Printed Name: Carolyn Downs

Signature: *Carolyn Downs*

THE FOLLOWING SECTION IS TO BE COMPLETED BY GOVERNANCE SERVICES

CHAIR OF SCRUTINY

Notice to: Councillor Kelcher, Chair of the Resources and Public Realm Scrutiny Committee

The Chair is asked to:

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | <p>Note that an urgent decision will be taken as detailed in the form above.</p> <p>The decision is deemed urgent because insufficient (less than 28 days) notice of the intention to take the decision was provided on the Forward Plan. However, at least 5 clear days' notice has been provided and therefore the Scrutiny Chair is only required to note that the decision will be taken.</p> |
| <input checked="" type="checkbox"/> | <p>Permit the extremely urgent decision to be taken as detailed in the form above.</p> <p>The decision is deemed extremely urgent as less than 5 clear days' notice of the intention to take the decision has been provided. The Scrutiny Chair is asked to agree that the decision is urgent and cannot be reasonably deferred for the reasons detailed in the form above.</p> |
| <input type="checkbox"/> | <p>Permit discussion of exempt information in private relying on Schedule 12A of the Local Government Act 1972</p> <p>If a report is likely to contain information exempt from publication under schedule 12A of the Local Government Act 1972, then 28 days' notice of this must be provided on the Forward Plan. Where this requirement has not been met, the agreement of the Scrutiny Chair is required before proceeding.</p> |
| <input checked="" type="checkbox"/> | <p>Permit the dis-application of the 5 day call-in period, allowing the decision detailed in the form above to take immediate effect.</p> <p>A Cabinet decision or a Key Decision cannot be implemented until the 5 day call in period has elapsed and no valid call-in has been received. The call-in protocol can be dis-applied if the council's or the public interest would be seriously prejudiced by the decision not taking immediate effect. The Chief Executive must determine whether a decision is urgent in this regard. The consent of the Scrutiny Chair to the matter being treated as urgent is also required.</p> |

SIGN-OFF

26/05/20 Date send to Councillor Kelcher

Chair's approval: Required Not Required

Date approval granted (if applicable): 28/05/20