



## Report to Council on Special Urgency Decisions

<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

### 1 Summary

- 1.1 To report to council on decisions taken under Special Urgency Provisions since the last Council meeting.

### 2 Recommendation

#### That Council:

- 2.1 Notes the decisions taken under Special Urgency Provisions as detail in paragraph 5 of this report.

### 3 Reason for Recommendations

- 3.1 Under Chapter 3, Part 3, Section 2.4 of the Melton Borough Council Constitution any decision taken under Special Urgency Provisions shall be reported to the next Council meeting with an explanation as to why Special Urgency provisions were used.

### 4 Main Considerations

- 4.1 An item of Special Urgency is defined as a key decision whereby the report has not been published within the five clear days rule under the Access to Information Procedure Rules. This report includes the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.
- 4.2 In accordance with the Special Urgency Provisions the decision maker for the decision(s) listed in Paragraph 5:

- 4.2.1 has obtained the agreement of the Chair of the Scrutiny Committee that the taking of the decision cannot be reasonably deferred and the decision is urgent.
- 4.2.2 has made available a notice setting out the reasons for urgency and why the decision cannot be reasonably deferred and published that notice on the website as soon as reasonably practicable after the agreement of the Chairman has been obtained.

## 5 Decisions Under Special Urgency

Decision Taker (Date of Decision)	Item and Decision (Link to published Decision Notice)	Reason for Urgency
Portfolio Holder for Growth and Prosperity (and Deputy Leader) (14 December 2020)	<p><a href="#"><u>Tier 3 Business Grants Scheme</u></a></p> <p>To approve Melton Borough Council's approach to delivering the grants available to businesses due to Melton Borough area being within Tier 3 Restrictions.</p> <p>To delegate authority to the Director for Growth and Regeneration to finalise and agree any changes required due to updates in national guidance that may be provided after this date, in consultation to the Portfolio Holder for Growth and Prosperity.</p>	The timescales involved in the release of guidance and funding arrangements for the Tier 3 grant schemes required an urgent decision to ensure that the eligible businesses receive the grants before Christmas. It was not considered acceptable to delay the payments due to the adverse effect this would have on eligible businesses.

## 6 Options Considered

- 6.1 The report on use of Special Urgency Provisions must be provided to Council in order to comply with Constitutional requirements.
- 6.2 Urgency Provisions are used only where the decision is urgent and cannot reasonably be deferred or delayed.

## 7 Consultation

- 7.1 Any requirement for consultation on the decision will be detailed in the decision notice as detailed above.

## 8 Next Steps – Implementation and Communication

- 8.1 Decisions listed in this report have been implemented. The report is for information only.

## 9 Financial Implications

- 9.1 As outlined in the decision notice detailed above.

**Financial Implications reviewed by: Director for Corporate Services**

## 10 Legal and Governance Implications

- 10.1 Legal implications are outlined in the decision notice detailed above.

10.2 This report complies with the requirements in relation to the taking of decisions under Special Urgency Provisions as detailed at Chapter 3 (Access to Information Procedure Rules), Part 3, Section 2.4 of the Melton Borough Council Constitution.

**Legal Implications reviewed by: Monitoring Officer**

## 11 Equality and Safeguarding Implications

11.1 As outlined in the decision notice detailed above.

## 12 Community Safety Implications

12.1 As outlined in the decision notice detailed above.

## 13 Environmental and Climate Change Implications

13.1 As outlined in the decision notice detailed above.

## 14 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	Failure to report to Council on the use of Special Urgency Provisions would be contrary to the requirements set out in the Constitution.	Significant	Critical	Medium Risk

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High				
	4 Significant			1	
	3 Low				
	2 Very Low				
	1 Almost impossible				

<b>Risk No</b>	<b>Mitigation</b>
<b>1</b>	Report on use of Special Urgency Provisions provided to Council as soon as possible following the decision being taken.
<b>1</b>	All decision notices and urgency notices are published on the website as soon as possible after the decision has been taken in the interests of openness and transparency.

## **15 Background Papers**

15.1 There are no background papers.

## **16 Appendices**

16.1 None

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