

Officer Scheme of Delegation

Urgent decision taken by the Executive Director of Operations and Finance and Assistant Director of Corporate and Business Services

Paragraph 1.19 of Schedule 6 to Part 3 (Responsibility of Functions) of the Council's Constitution

Report to the Meeting of the Council to be held on 7 April 2016

The Officer Scheme of Delegation states that the Executive Director of Operations and Finance may take an urgent decision in relation to a Council function (in consultation with the relevant member) if he/she considers it to be in the best interests of the Council or the inhabitants of the Borough and where he/she does not consider it reasonably practicable to convene a meeting of the Council.

A report detailing the action taken in accordance with the Officer Scheme of Delegation must be submitted to the Council. The table below sets out the details of the action taken:

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Provisional Calendar of Meetings 2016/2017	Executive Director of Operations and Finance	Decision: (i) that the provisional calendar of meetings for 2016/2017, set out in Appendix 1 to this record of decision report, be approved for final ratification at the Annual Council Meeting; (ii) that meetings of the Employment Committee and Civic Committee be held on an ad-hoc basis, to be determined by the Governance Support Manager in consultation with the relevant Chairman/woman; and (iii) that the Priorities and Resources meetings be determined by the Governance Support Manager in consultation with the relevant	The decision needed to be taken urgently in order for rooms to be booked and meeting requests to be sent.	29 February 2016

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
		<p>Chairman/woman once the budget setting process for 2017/2018 has been agreed.</p> <p>Alternative Options Considered:</p> <p>None</p>		
Corporate Plan Delivery Plans 2015-2019	Executive Director of Operations and Finance	<p>Decision:</p> <p>That, following the decision of the Council on 24 September (Minute 62 (ii) refers), the Corporate Plan delivery plans be presented to the Council meeting on 11 May 2016.</p> <p>Alternative Options Considered:</p> <p>None</p>	The decision needed to be taken urgently in order for the decision to be taken at a later Council meeting to allow for a minimum six week consultation period to commence.	18 February 2016
Local Government Association (LGA) Corporate Peer Challenge 2015	Executive Director of Operations and Finance	<p>Decision:</p> <p>That, following the decision of the Council on 3 February 2016, the final detailed action plan in response to the Local Government Association's Corporate Peer Challenge feedback report, be presented to Council meeting on 7 April 2016.</p> <p>Alternative Options Considered:</p> <p>None</p>	The decision to defer consideration of the Local Government Association's Corporate Peer Challenge action plan was taken urgently in order for further time be given to the develop the action plan and to enable partners to be involved.	16 February 2016

Connections Office Rationalisation	Assistant Director of Corporate and Business Services on behalf of the Executive Director of Operations and Finance	<p>Decision:</p> <p>That, following the decision of the Council on 25 February 2016 (Minute 42(ii) refers), the initial options appraisal for Connections be presented to the Council meeting on 11 May 2016.</p> <p>Alternative Options Considered:</p> <p>None</p>	The decision to defer consideration of the Connections Office Rationalisation was taken urgently due to the complexity of this task, it has been deemed necessary to delay consideration of the options appraisal until the Annual Council meeting on 11 May 2016	30 March 2016
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Steve Parrock
Executive Director of Operations and Finance

30 March 2016