

Report

Audit Committee

Part 1

Date: 19 November 2020

Item: 7

Subject **Standing Order 24 (Urgent Decisions) or Waiving of Contract Standing Orders Quarter 1: April to June 2020**

Purpose To inform Members of the use of Standing Order 24 or the Waiving of Contract Standing Orders in recent decisions taken by Cabinet and Cabinet Members.

Author Governance Team Leader

Ward General

Summary This report provides details of decisions on the use of Standing Order 24 (decisions taken urgently) or the Waiving of Contract Standing Orders for the above period.

In consideration of this report, Members are reminded that they are not questioning the merits of the decisions taken but are focussing on why decisions were taken as urgent or why contract standing orders needed to be waived.

Proposal **The Committee is asked to consider whether the reasons for the urgency/waiving of contract standing orders are properly reflected in the documentation supporting each decision. Members may wish to invite Cabinet Members to attend a meeting of the Committee should they consider this not to be the case.**

Action by Audit Committee

Timetable Immediate

This report was prepared after consultation with:

- Head of Law & Regulation
- Head of Finance
- Chief Internal Auditor

Background

Details of the decisions taken by Cabinet/Cabinet Members during the above period are set out in the table below, together with a commentary from the Chief Internal Auditor. Copies of the report giving rise to the decision are attached.

In this section you must set out all necessary information to allow Councillors to take an informed decision. You will need to put forward the case to support your proposals.

Financial Summary

The cost implications of the decisions were set out in the original reports to the Cabinet Members. There are no cost implications of the Committee's consideration of this report.

Risks

Scrutiny of these matters by the Committee is an important means of ensuring that the reasons for the urgency or waiving of Contract Standing Orders were properly addressed in the decision making process and that decisions are transparent.

Options Available / Preferred Option and Why

The Committee is asked to consider whether the reasons for the urgency/waiving of contract standing orders are properly reflected in the documentation supporting each decision. Members may wish to invite Cabinet Members to attend a meeting of the Committee should they consider this not to be the case.

Comments of Chief Financial Officer

See original reports attached.

Comments of Monitoring Officer

See original reports attached.

Comments of Head of People and Business Change

See original reports attached.

Equalities Impact Assessment and the Equalities Act 2010

See original reports attached.

Children and Families (Wales) Measure

See original reports attached.

Wellbeing of Future Generations (Wales) Act 2015

See original reports attached.

Consultation

See original reports attached.

	Subject	Decision & Date	Reason for Urgency/Reason to waive Contract Standing Orders	Comments of Chief Internal Auditor
1	<p>Chair of Cabinet and Leader of the Council</p> <hr/> <p>School Admissions/Change of Catchment</p>	<p>To determine and set the Council's school admission arrangements for September 2021 as outlined in the recent consultation with stakeholders.</p> <p>8 April 2020</p>	<p>This decision will take effect immediately under the urgent decision-making procedures because the Admission Arrangements need to be determined before 15 April and, therefore, this decision cannot await the "call-in" period.</p>	<p>This report was taken and approved as an urgent decision although there is no justification for the need of the urgency stated in the report. That said, the consultation report states a comprehensive list of stakeholders, and includes comments from Cabinet Members and non-executive members which indicates that Members were afforded the opportunity to see the report and comment on it.</p>
2	<p>Chair of Cabinet and Leader of the Council</p> <hr/> <p>National Non-Domestic Rates: Discretionary Relief: Retail, Leisure and Hospitality Rate Relief Scheme 2020-21</p>	<p>It is proposed that the Leader of the Council agrees to adopt the Welsh Government's Retail, Leisure and Hospitality Rate Relief Scheme for 2020-21 by making the appropriate determination and decision, as required by Sections 47(1)(a) and 47(3) respectively of the Local Government Finance Act 1988, and set out in the</p>	<p>The reason for the urgency being that this report must be considered urgent due to the Covid-19 coronavirus situation, a number of businesses are prohibited from trading, others have seen their trade drastically reduced. In response, Welsh Government has issued details of a fully funded scheme to give 100% rate relief for one year for businesses occupying properties in the retail, leisure or hospitality industry.</p>	<p>The justification for the urgency is clearly stated in the report; Guidance from Welsh Government came through on the 18th March 2020 which had to be implemented as close to 1st April 2020 as possible.</p>

		Appendix to this report. 6 April 2020		
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Background Papers

The following documentation is provided as background to the above decisions:

Cabinet Member for

- Decision Schedule attached as **Appendix A**
- Report attached as **Appendix B**

Dated: 5 November 2020