

Appendix 5 - Decisions taken under the Special Urgency Procedure (Rule 16)

Subject of Decision	Decision Taken by and Date Taken	Decision Taken	Reason for Decision	Reason for Urgency
Covid-19 – Urgent Changes to Delegation Scheme	Standards and Audit Committee 19 March, 2020	<p>That the framework set out in the report for delegated decision making and execution of deeds be approved subject to the following amendments:</p> <ol style="list-style-type: none"> 1. That the Leader of the Main Opposition Group be added to the list of parties to be consulted for further delegations and/or additions to and/or amendments to the list detailed in the report. 2. That a review of these arrangements be undertaken in three months' time by members of this committee. 	To put in place practicable delegations where member level meetings are impracticable at a time of national emergency.	There is currently a national emergency and guidance from government has advised everyone to stay at home therefore there needs to be an urgent decision on delegations to enable decision-making to continue.

Subject of Decision	Decision Taken by and Date Taken	Decision Taken	Reason for Decision	Reason for Urgency
<p>Business Rates Retail Relief 2020/21 – Local Discretionary Scheme</p>	<p>Deputy Leader 27 March, 2020 (Cabinet decision delegated to the Deputy Leader, in the absence of the Leader, under the emergency arrangements approved by Standards and Audit Committee on 19 March, 2020 and enacted by the Chief Executive on 20 March, 2020)</p>	<p>1. That the new policy for discretionary rate relief, as detailed in the officer’s report, be approved.</p> <p>2. That the Assistant Director – Customers, Commissioning and Change, in consultation with the Chief Finance Officer, be granted delegated authority to make decisions related to the application of this scheme.</p> <p>3. That the Assistant Director – Customers, Commissioning and Change be granted delegated authority to passport an appropriate level of new burdens grant funding to Arvato to meet the administrative costs of the scheme.</p>	<p>To devise a scheme of discretionary rate relief which supports Government in responding to coronavirus.</p>	<p>The Government has imposed restrictions to tackle the Covid-19 pandemic which has affected local businesses. The Council has already been contacted by businesses making enquiries as to when they can expect this relief.</p>

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Housing Benefit – Receiving electronic claims	Cabinet Member for Business Transformation and Customers 27 March, 2020	<ol style="list-style-type: none"> 1. That the use of electronic claims in the administration of Housing Benefit and Council Tax Support be approved. 2. That the acceptance of photographs and scanned documents as evidence in support of claims be approved. 	<ol style="list-style-type: none"> 1. Allowing residents to apply for benefits electronically will ensure that they can do so without leaving the home, which is especially important in the current climate. 2. It is estimated that the demand for the benefit service will be high over the coming days and weeks, therefore services need to be easily accessible. 3. There are longer term financial benefits to implementing an electronic claim solution, reducing visits to the Customer Service Centre and reducing the cost of postage and printing. 	Due to the COVID-19 outbreak, the project team have re-assessed their project plan. It now seems sensible to bring forward the implementation of the electronic claim form whilst the Customer Service Centre is closed to the public so that residents have a quick and easy way to submit a claim form from home without the need to travel.

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COVID19 – Commercial Property Portfolio Rental Assistance	Cabinet Member for Economic Growth 27 April, 2020	<p>1. That the terms of the Council’s support for its commercial tenants during the period of the COVID-19 lockdown, as set out in the report, be approved.</p> <p>2. That the terms of the Council’s support be subject to regular review, in consultation with the Cabinet Member for Economic Growth.</p>	To assist commercial tenants who are struggling with their cashflow due to COVID-19, thereby easing the financial burden upon them as they continue to seek to trade, and in the long term to protect businesses, jobs and the Council’s rental income stream.	In order to provide an urgent policy steer on rental support to its tenants to help them continue to trade and in the long term protect businesses and jobs.

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Approval of the Local Authority Discretionary Grant Fund Scheme	<p>Leader</p> <p>4 June, 2020</p> <p>(Decision taken under Section 15 (4) of the Local Government Act 2000, where a function has not been allocated in the scheme of delegation by the Council, it may be discharged individually by the Leader, subject to this discharge being reported to full Council)</p>	<p>1. That Chesterfield Borough Council's Local Authority Discretionary Grant Fund scheme be approved and implemented.</p> <p>2. That the Assistant Director – Customers, Commissioning and Change, in consultation with the Cabinet Member for Business Transformation and Customers and interim Chief Finance Officer, be granted delegated authority to complete regular reviews of the scheme, ensuring grant funds are fully utilised for the benefit of local businesses.</p> <p>3. That the decisions be treated as urgent and exempt from call-in, in accordance with paragraphs 12.2 and 14.15 of the Scrutiny Procedure Rules in Part 4 of the Constitution.</p>	To enable Chesterfield Borough Council to proceed with the administration of its Local Authority Discretionary Grant Fund scheme, to the benefit of local businesses and the local economy.	In order to approve the scheme and then publicise it to local businesses to enable grants to be paid to businesses as soon as possible.

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<p>Urgent delegations to process measures arising from the Business and Planning Bill 2019-21</p>	<p>Standards & Audit Committee 2 July, 2020</p>	<p>1. That all aspects of the function relating to pavement licensing under Part 1 of the Business and Planning Act is delegated to the Assistant Director for Health and Wellbeing in consultation with the Chair of the Appeals and Regulatory Committee and appropriate Cabinet Member(s) as necessary.</p> <p>2. That all functions relating to construction working hours inserted in the Town and County Planning Act 1990 (as amended) by Part 3 of the Business and Planning Act 2020 be delegated to the Development Management and Conservation Manager (or in their absence, the Assistant Director - Economic Growth or the Principal Planner) in consultation with the Chair of Planning Committee and appropriate Cabinet Member(s) as necessary.</p>	<p>To put in place appropriate delegations to enable the provisions of the Business and Planning Act 2020 (which contains measures as the result of Covid-19) to be put into effect.</p>	<p>The Bill is due to be enacted imminently and will introduce a determination period of 5 working days for a local authority to make a decision on a pavement licence application, if a decision is not made in this time the licence is deemed to have been granted for a year (but not beyond 30 September 2021).</p>

