
REPORT ON URGENT DECISIONS

- (1) **Urgent Decision taken on 28 May 2020 by: Shaun Scrutton (Managing Director). Agreed by: Cllr Mike Steptoe (Leader of the Council) and Cllr Cheryl Roe (Deputy Leader and Portfolio Holder for Governance); and David Kitson (Deputy Monitoring Officer).**

- 1.1 Under the Council's Constitution, Part 3, Part C, rule 3.2, the Managing Director is the Emergency Controller for the District of Rochford. He can, with the agreement of the Leader of the Council and appropriate Executive Member (Portfolio Holder for Governance) and Chief Officer (Monitoring Officer), take any action that cannot be reasonably delayed until the next meeting of Council.

1.2 **Decision**

That the Discretionary Business Grant Scheme as per the appendix to the Decision be approved and be made available for applications from the 29 May 2020.

Reason: The Government has made available grant funding to support certain businesses and charities who have been impacted by COVID-19, but were not eligible for either the Retail, Hospitality and Leisure Grant Fund or the Small Business Grant Fund. This additional funding is aimed at businesses who have ongoing fixed property-related costs. The Government has instructed councils to make this funding available as soon as possible.

- (2) **Urgent Decision taken on 1 June 2020 by: Shaun Scrutton (Managing Director) Agreed by: Cllr Mike Steptoe (Leader of the Council) and Cllr Cheryl Roe (Deputy Leader and Portfolio Holder for Governance) and Chief Officer (Bevan Brittan, currently undertaking the Monitoring Officer role).**

- 2.1 Under the Council's Constitution, Part 3, Part C, rule 3.2, the Managing Director is the Emergency Controller for the District of Rochford. He can, with the agreement of the Leader of the Council and appropriate Executive Member (Portfolio Holder for Governance) and Chief Officer (Monitoring Officer), take any action that cannot be reasonably delayed until the next meeting of Council.

2.2 **Decision**

That the wording set out in paragraphs 3.2 and 4.2 of the decision replace the wording in the corresponding paragraphs of the Council's Standing Orders for remote meetings that were published on 29 April 2020 and that the Standing Orders be reviewed no later than 1 September 2020 with the agreement of the

Leader of the Council and appropriate Executive Member (Portfolio Holder for Governance) and Chief Officer (Monitoring Officer).

Reason: A decision is required in order to meet the deadline of 1 June 2020 for review of the Procedure Rules for remote meetings. This decision could not have been made at the last Council meeting as this meeting was intended to be the basis of feedback.

Ordinarily it is Council that has the power to make amendments to the Constitution; however, the next Council meeting is not scheduled to take place until 14 July 2020. In the interim period there are a number of other Committee meetings scheduled, all of which are due to be dealt with remotely and would benefit from the changes proposed. In order to assist decision-making and reduce the use of Council resources, it is reasonable for the procedural amendments to be determined by the Managing Director, having sought approval as required. Neither would it be appropriate to call an extraordinary meeting of Council to consider the amendments – the amendments arise from feedback from Members and in any case are procedural in nature and non-contentious.

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