

**Cheltenham Borough Council**  
**Council – 15 June 2020**  
**Urgent Non-Executive Decisions taken during the Covid-19**  
**Emergency**

<b>Accountable member</b>	<b>Leader of the Council, Councillor Steve Jordan</b>
<b>Accountable officer</b>	<b>Chief Executive, Gareth Edmundson</b>
<b>Ward(s) affected</b>	<b>All</b>
<b>Key/Significant Decision</b>	<b>Yes</b>
<b>Executive summary</b>	<p>In order to ensure continuity in decision making during the current COVID-19 emergency and in advance of awaited emergency Government legislation Council agreed at its meeting on 23 March 2020 to bring forward proposals, temporary in nature, to amend the Council’s constitution.</p> <p>These changes concerned enabling urgent decisions to be taken on non-executive functions which can lawfully be delegated to officers and changes to the scheme of delegation regarding the council’s planning and licensing functions.</p> <p>The Planning Committee resumed decision making at its virtual meeting held on 28 May 2020 and the Licensing Committee is scheduled to take place on 24 June 2020.</p> <p>In accordance with paragraph (e) of Table 4, Part 3D of the Council’s constitution a list of the urgent decisions taken by the Chief Executive and Executive Directors on non-executive functions in the period 23 March-15 June 2020 are laid out in the table below.</p>
<b>Recommendations</b>	<b>To note the urgent decisions taken by the Chief Executive and Executive Directors on non-executive functions in the period 23 March-15 June 2020.</b>

Subject	Decision	Date	Decision link
Health Protection (Coronavirus, Business Closure) (England) Regulations 2020	<p>The Chief Executive Officer designates the following officers for the purpose(s) set out in regulation 4(1) and (2) of 2020 Regulations:</p> <ul style="list-style-type: none"> <li>a. Licensing Team Leader, Louis Krog</li> <li>b. Senior Environmental Health Officers Gareth Jones and Sadie Hawson.</li> </ul> <p>To delegate authority to the Director of Environment to make the necessary changes to officer's authorisations.</p>	27/03/20	<a href="https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1345">https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1345</a>
Provision of emergency support services between Gloucestershire County Council and Cheltenham Borough Council	That Cheltenham Borough Council sign the Deed of Variation of Contract relating to the provision of emergency support services between Gloucestershire County Council and Cheltenham Borough Council.	6/04/20	<a href="https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1349">https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1349</a>
The Health Protection (Coronavirus, Restrictions) (England) Regulations 2020 and the Secretary of State for Health and Social Care's designations	The Chief Executive Officer delegates authority to the Director of Environment to make the necessary changes to officers' authorisations.	6/04/20	<a href="https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1350">https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1350</a>
Urgent Licensing Policy Changes	<p>Approve the urgent changes outlined at paragraph 2.1 of the covering report; and</p> <p>Approve the review period of 31 June 2020 as outlined in paragraph 2.2 of the covering report.</p>	8/04/20	<a href="https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1352">https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1352</a>
Council Tax Hardship Fund	To approve an appendix to	2/06/20	<a href="https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1">https://democracy.cheltenham.gov.uk/ieDecisionDetails.aspx?ID=1</a>

grant	supplement the Council Tax Section 13a Discretionary Hardship Policy to enable the authority to support via government grant economically vulnerable people and households in the local area as part of the measures of assistance in relation to COVID-19.		<a href="#">365</a>
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<b>Background information</b>	1. Council -23 March 2020- Update to the Constitution

