I propose to make the following decision set out below in accordance with the powers vested in me by Part 3 of the Constitution of the Council approved by the Council pursuant to Section 37 of the Local Government Act, 2000 and in accordance with the Standing Orders of the Council as set out below:

**Part 4 – Section 1 – Standing Orders for Meetings**

**26.0 URGENT ACTION**
The Chief Executive, in consultation with the Leader of the Council, relevant Cabinet Member, or the Chairman of the relevant committee, as appropriate, shall authorise any urgent action when it would be in the best interests of the Council to act prior to the appropriate Council or Committee meeting or prior to an executive decision being made; subject to such action being reported to the next meeting of the Council, the Cabinet or the committee.

The decision has been made by me on 1 April 2020.

Dave Heywood – Chief Executive

Date: 1 April 2020

**PART A – SUMMARY REPORT**

**1. SUMMARY OF PROPOSALS**

1.1 To approve the Pay Policy Statement 2020/21

<table>
<thead>
<tr>
<th>2.0</th>
<th>Decision of the Chief Executive exercising urgent action powers</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>The Council’s Pay Policy Statement 2020/21 is approved.</td>
</tr>
</tbody>
</table>

**3. SUMMARY IMPACT ASSESSMENT**

<table>
<thead>
<tr>
<th>POLICY/COMMUNITY IMPACT</th>
<th>Do these proposals contribute to specific Council Plan objectives?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes The proposal supports the overall work of the Council.</td>
</tr>
</tbody>
</table>
Has an Equality Impact Assessment (EqIA) been completed?  
No  
N/A  

SCRUTINY POWERS APPLICABLE  
The Chief Executive has consulted with the Leader of the Council in respect of the exercise of the urgent action powers. Members were asked to vote on a remote basis and details of the vote are included in this decision notice.

KEY DECISION  
No  

TARGET COMPLETION/DELIVERY DATE  
1 April 2020

FINANCIAL IMPACT  
Yes  
No direct financial impact. Within existing approved budget.

LEGAL ISSUES  
Yes  
The use of urgent action powers is set out in the Council’s Constitution and set out above for reference.

OTHER IMPACTS, RISKS & OPPORTUNITIES  
No

IMPACT ON SPECIFIC WARDS  
No

PART B – ADDITIONAL INFORMATION

4. INFORMATION

4.1 It is a statutory requirement that the Council publishes an annual Pay Policy Statement. The details are contained in the attached report.

4.2 The Policy Statement was due to be considered at the Council meeting scheduled for 31 March 2020. Due to the coronavirus outbreak, and the restrictions imposed by government to control the spread of the virus, including social distancing and self-isolation measures, it was determined that the meeting should be cancelled. The Council’s Constitution provides that the Chief Executive can exercise urgent action powers (as referenced at the top of this Decision Notice).

4.3 All members were emailed with the report and asked to vote via email; either for approval of the Pay Policy Statement or against. In total, 35 votes were received with 35 members voting in approval of the Policy Statement and 0 members voting against. These votes have been considered and form the basis of this decision.

4.6 The Pay Policy Statement 2020/21 is therefore approved.

5. ADDITIONAL INFORMATION
6. PREVIOUS MINUTES

None

7. BACKGROUND PAPERS

Report to Council 31 March 2020