

From: Mike Whiting, Cabinet Member, Economic Development
Mike Hill, Cabinet Member for Community & Regulatory Services
Barbara Cooper, Corporate Director of Growth, Environment and Transport

To: Growth, Economic Development and Communities Cabinet Committee – 3 July 2020

Subject: **Decision Summary Report – For Information**

Classification: **Unrestricted**

Summary: This information report summarises the decisions taken or in progress by the Cabinet Member for Community & Regulatory Services and Cabinet Member for Economic Development during the temporary suspension of Cabinet Committee meetings during the COVID crisis.

Recommendation: The Growth, Economic Development and Communities Cabinet Committee is asked to note the report.

1. Background Information

- 1.1 In the absence of Cabinet Committees, revised arrangements were put in place for taking key decisions remotely.
- 1.2 To ensure Members were engaged with decision-making, the new arrangements included a PRE-PROD (Proposed Record of Decision) stage in addition to existing decision-making stages.
- 1.3 Following publication of the Forthcoming Executive Decisions summary on the KCC website, under the PRE-PROD stage, a confidential draft decision report and PROD was emailed to relevant Cabinet Committee members asking for comments and questions. Any feedback would be shared with the Cabinet Member making the decision for consideration.
- 1.4 The final draft decision report and PROD was then published on the KCC website and emailed to relevant Cabinet Committee members asking again for comments and questions to be shared with the relevant Cabinet Member for consideration before the Record of Decision was published. Once published, the decision was subject to a call-in period of 5 working days before it could be implemented. This is in-line with the decision-making procedures set out in the KCC Constitution.
- 1.5 In April, the government passed emergency legislation which allowed local authorities to hold virtual meetings. After testing technology to ensure the meetings could run smoothly, Cabinet Committee briefings were organised for June. The Growth, Economic Development and Communities Cabinet Committee Members

Briefing was held on 8 June where a summary of decisions taken or in progress was reported.

2. Decision Summary

2.1 Following further consideration of the governance and meeting arrangements by the Monitoring Officer, formal Cabinet Committee meetings have resumed from 1 July.

2.2 In the period that the Cabinet Committee was suspended:

- Decision number 20/00034: Procurement of Temporary Body Storage Facilities was taken as an urgent decision by the Leader on 6 April.
- Decision number 20/00051: Kent Community Warden Service – Enhance and Expand – Implementation was implemented on 18 June
- Decision number: 20/00033: Inward Investment Contract is in progress under the virtual key decision-making arrangements. The anticipated date for publication of the Record of Decision is 1 July

2.3 Future key decisions will be taken through the Cabinet Committee process.

3. Recommendation

Recommendation:

The Growth, Economic Development and Communities Cabinet Committee is asked to note the report.

4. Contact details

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