



Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	24/02/21
Decision Maker (Officer):	Ian Davidson Chief Executive.
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	<p>Part 3, Schedule 3 – Delegation of Executive Functions delegated to Officers paragraph 4.4 (1) With the exception of the matters which the Leader of the Council has determined are to be discharged by the Cabinet or individual Portfolio Holders, as detailed in the Cabinet Scheme of Delegation, the Deputy Chief Executive and the Corporate Directors have delegated authority to discharge all executive functions within their respective service areas as set out in Article 12, having authority to act on all such matters. The Chief Executive shall determine from time to time what the service responsibilities of the Deputy Chief Executive and each Corporate Director and Head of Service shall be.</p> <p>(2). The delegation of powers to officers is underpinned by the principle and culture of consultation and liaison with Members, as appropriate and the ability for officers to refer matters to the relevant decision maker i.e. individual Portfolio Holder or a meeting of the full Cabinet, where it is felt that this is appropriate due to the nature of an issue</p>
Identify which Portfolio Holder(s)/Committee Chairman consulted?	<p>Cllr. Giancarlo Guglielmi, Deputy Leader Cabinet Member for Finance and Corporate Services.</p> <p>Cllr Lynda McWilliams, Portfolio Holder for Emergency Planning</p>
Ward Member(s) consulted?	N/A
Is it a Key Decision?	Yes
Is it subject to call-in?	No

Decision Made:	To sign the Enabling Agreement with Calders Conference and World of Travel, in line with Government guidance and through Crown Commercial Procurement Service, for provision of emergency hotel accommodation in the event of an emergency requiring evacuation, and to deliver COVID secure emergency accommodation in line with Government Guidance,	
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	During the COVID-19 Pandemic, it is not possible to run a Rest Centre in response to an emergency in the previous manner. The use of hotel accommodation will assist in providing “isolated” accommodation for those who are critically vulnerable and not positive cases. Calders Conferencing have rapid 24/7 access to a wide selection of hotels across the area, which would provide more rapid solutions to this type of accommodation, than trying to source this ourselves.	
Highlight any associated risks/finance/legal/equality considerations:	By not having this agreement in place, our ability to provide COVID-19 secure emergency accommodation would be severely hindered.	
Details of any Alternative Options Considered and rejected (together with reasons):	The use of more traditional rest centre locations will still be considered, but these are more likely to be for those who have tested positive, and those from a household where there is a positive case. Majority of hotels, will not accept positive cases.	
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A	
Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions, and Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i>	√	Not applicable – Decision [and report] to be published
		If Report is not to be published – tick one of the following boxes:
		N/A

Officers

Signed:

Ian Davidson

Title: Chief Executive

Signed: *Richard Barrett*
Richard Barrett

Title: Assistant Director, Finance and IT

Signed: *John Higgins*
John Higgins

Title: Head of IT & Resilience

In consultation with:

Signed: *Carlo Guglielmi*
Cllr. Giancarlo Guglielmi

Title: Deputy Leader Cabinet Member for
Finance and Corporate Services.

Signed: *Lynda McWilliams*
Cllr Lynda McWilliams

Title: Porfolio Holder for
Emergency Planning

Dated: 28 January 2021