

SPECIAL ARRANGEMENTS COMMITTEE

28 APRIL 2020

INTERIM ARRANGEMENTS: INFORMATION REPORTS

REPORT BY THE DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

ABSTRACT

This report seeks approval of interim arrangements with regard to providing elected members with information reports.

1. RECOMMENDATIONS

1.1 It is recommended that the Committee:

- (i) approves the interim arrangements in relation to the provision of Information Reports as outlined in paragraph 4.1 of this report;
- (ii) agrees that these interim arrangements will continue stay in place in the short term once meetings return to their normal frequency/pattern.

2. ALIGNMENT TO THE COUNCIL PLAN

2.1 This Report contributes to the achievement of our priority that the council is efficient and effective as detailed in our Council Plan for 2017 – 2022.

3. BACKGROUND

3.1 At the special meeting of Angus Council on 3 April 2020 a range of interim arrangements were approved in relation to decision making, including the establishment of a Special Arrangements Committee and a Special Education Committee. Only time critical or necessary business will be considered at these meetings.

It is important however that during the period where these special arrangements are in place and as far as is operationally possible in light of impact of the COVID 19 epidemic members are still provided information on Council services that would normally be provided by way of an "Information Report". It is also important that this information is publicly available.

4. PROPOSALS

4.1 It is therefore proposed that officers as far as is operationally possible in light of impact of the COVID 19 epidemic would prepare the same information as would normally be included in information reports on a four weekly basis using the template covering report (attached as an **Appendix** to this report). These reports would be posted on the Document Centre to allow elected members to access the reports. The reports would be published on the Council's website under the heading of "Information Reports" the day after. Information Reports that were specific to the educational functions of the authority would be emailed to the 3 religious representatives on the Special Education Committee at the same time as they were posted on the Document Centre.

It is also proposed that these arrangements will continue when meetings resume their normal frequency so as the Council can manage the committee business and reduce the number of reports coming before members as part of the agenda for Council or Committee as there are likely to be a significant number due to the limited nature of decision making taking place at the moment. Officers will keep the situation under review and will advise members when it is deemed to be appropriate to revert back to the previous practice of having Information Reports submitted to the relevant committees.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications arising directly from implementing the proposals contained in this report.

6. EQUALITIES IMPLICATIONS

- 6.1 An Equality Impact Assessment is not required as the public will be able to access the information on the Council's website as is current practice.

NOTE: No background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

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