

**WARRINGTON BOROUGH COUNCIL**  
**RECORD OF DECISION TAKEN BY AN OFFICER**

**DECISION TITLE: URGENT CONSTITUTIONAL AMENDMENTS IN LIGHT OF THE ONGOING COVID-19 PANDEMIC**

Cabinet Decision No and/or Forward Plan No (Cabinet decisions only)	N/A
Directorate Ref No (Non Cabinet decisions only) If applicable	DMS 001
Decision detail	<p>That, in light of the ongoing situation regarding the Covid-19 pandemic and its impact on the decision making function for local authorities, it is approved that:</p> <p>(1) The Monitoring Officer be granted delegated authority to make the required amendments to the Constitution as set out in the report to the Chief Executive from the Monitoring Officer to the Council.</p> <p>(2) The Annual Meeting due to be held on 26 May 2020 be cancelled.</p> <p>(3) All appointments made at the 2019-2020 Annual Meeting remain in place until Full Council meets to determine otherwise or, in the meantime, subject to the temporary delegations concerning appointments set out in Appendix A as outlined in the Monitoring Officer’s report (see background documents below).</p>
Reason for Decision	<p>(1) The Government has issued The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 (“the Regulations”), which came into force on 4 April 2020.</p> <p>(2) To enable the Council to continue to discharge its statutory duties and to operate effectively.</p>
Decision Maker/Responsible Officer	Professor Steven Broomhead, Chief Executive
Directorate	Chief Executive’s
Lead Cabinet Member consulted (if applicable)	In the absence of consultation with the Constitution Sub Committee formally at a meeting, consultation has been carried out with the Leader of the Council, Deputy Leader, Leader of the opposition group, Mayor and all members of the Constitutional Sub-Committee by email. Consultation responses were generally

	supportive of the proposed changes but some amendments have been made following representations received from the consultation process for certain delegated decisions.
Decision Date	30 April 2020
Date Decision was published / notified (normally within 2 clear working days of decision being made)	4 May 2020
Summary of options considered	To continue operating within existing arrangements and making no amendments to the Constitution. Not considered viable as amendments were required in order to continue to operate effectively as an authority.
Interests declared	N/A
Background Papers (if applicable) <i>(period expires after 4 years from date of decision)</i>	Report to Chief Executive from the Monitoring Officer entitled Urgent Constitutional Amendments dated 30 April 2020. Please contact Adam Kellock ( <a href="mailto:akellock@warrington.gov.uk">akellock@warrington.gov.uk</a> ) if you require a copy.
Confidential / exempt information	N/A
Category (if applicable)	

**NB. This form expires after 6 years.**