



MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held within the Council Chamber, Kilncraigs, Greenside Street, Alloa, FK10 1EB, on TUESDAY 23 MARCH 2020 at 9.30AM.

PRESENT

Provost Tina Murphy (In the Chair)
Councillor Donald Balsillie
Councillor Dave Clark
Councillor Ellen Forson
Councillor Craig Holden
Councillor Helen Lewis
Councillor Graham Lindsay
Councillor George Matchett QPM
Councillor Jane McTaggart
Councillor Les Sharp
Councillor Mike Watson
Councillor Chris Dixon

IN ATTENDANCE

Nikki Bridle, Chief Executive
Fiona McOmish, Strategic Director, People
Stuart Crickmar, Strategic Director, Partnership and Performance
Lindsay Sim, Senior Service Manager, Partnership & Performance
Chris Alliston, Senior Manager HR and Workforce Development, Partnership and Performance
Carla MacFarlane, Communications Officer, Partnership and Performance
Lindsay Thomson, Senior Service Manager, Partnership and Performance (Clerk to the Council)
Lynne Clark, Members' Services, Partnership and Performance
Morgan Kerr, Members' Services Partnership and Performance

CC.300 APOLOGIES

Apologies were received from Councillor Martha Benny, Councillor Kenneth Earle, Councillor Darren Lee, Councillor Derek Stewart, Councillor Kathleen Martin, and Pete Leonard, Strategic Director (Place).

CC.301 DECLARATIONS OF INTEREST

None.

CC.302 EMERGENCY DECISION MAKING

The report, submitted by the Monitoring Officer, sought approval for a temporary emergency decision making committee to reduce the need for face-to-face meetings during the COVID-19 outbreak. The decisions which would need to be taken are those urgent matters which would otherwise have been reserved or taken by Council or Committees for a defined period of time.

Motion

That Council agrees the recommendations as set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Dave Clark.

Decision

The Council agreed to approve:

1. The adoption of an Emergency Decision Making Forum (EDMF) as a standing committee of the Council with the terms of reference as set out in Appendix 1;
2. That the membership of the EDMF will be the Leader of the Council (Councillor Ellen Forson); the Depute Leader of the Council (Councillor Donald Balsillie); the Administration's Integration Joint Board member (Councillor Les Sharp); the Leader of the Labour group (Councillor Dave Clark); the Leader of the Conservative group (Councillor Martha Benny; or their respective substitutes; and the Independent member (Councillor Chris Dixon) (6 members);
3. That the Leader of Council will chair the EDMF and have the same powers as the Provost;
4. That the quorum for the EDMF is 3 members and that decisions will be taken by simple majority with a casting vote for the chair;
5. That members can attend the EDMF remotely, through the use of video or teleconference facilities;
6. That a meeting of the EDMF can be called with a minimum of 3 clear days notice;
7. That as the Chief Executive already has broad authority in terms of the Scheme of Delegation in paragraphs 7.10 and 7.11 – emergency powers, if an action proposed by the Chief Executive or a Director would be developed new Council policy or for any other reason would require formal Committee or Council approval, the Chief Executive would refer the matter to the EDMF for a decision;
8. That should the EDMF be unable to meet, or are not quorate at a meeting, for any reasons during this period of temporary decision making relating to the COVID-19 outbreak that the Chief Executive (or one of the Directors acting under delegated authority from the Chief Executive) has the authority to take any urgent decision required, including relating to matters which are currently reserved to Council, following consultation with the Leader or Depute Leader of Council or their substitute, if available.
9. To approve that consequent amendments to Standing Orders during this temporary period as follows:
 - 2.10.1 6.2 (Ordinary meeting frequency)
 - 2.10.2 7.1 – 7.11 (service of notice)
 - 2.10.3 9.10 (attendance at meetings) – to facilitate remote participation

10. That all scheduled committees and full Council meetings from 25 March 2020 to 28 May 2020 are cancelled and any business requiring to be dealt with in this period is considered by EDMF as appropriate; and
11. That this arrangement will be reviewed by full Council as soon as the temporary decision making requirement no longer exists, and in any event by 25 June 2020.

Action

Monitoring Officer

Ends: 10.19 am