

Law & Governance

Direct Line: 01865 529107

E-mail: ssale@oxford.gov.uk

St Aldate's Chambers

109 St Aldate's

Oxford

OX1 1DS

www.oxford.gov.uk



Central Number: 01865 249811

Date: 6 April 2022

Dear Councillor Wade, Chair of Scrutiny Committee,

I am writing to notify you of the proposed taking of a key decision which will not have been notified on the Council's Forward Plan for 28 days.

The key decision titled "Discretionary Reliefs: Covid Additional Restrictions Grant and Energy Rebate Discretionary Scheme" was yesterday added to the Forward Plan. It concerns approval of these discretionary relief schemes and the criteria to which the Council should have regard when determining applications or awards. This involves a key decision within the definition at Part 15.14 of the Constitution as it involves spending an amount which is greater than £500,000.

The decision cannot wait until the June Cabinet meeting, as doing so would prevent awards being made to eligible recipients in the meantime.

The Leader may delegate executive responsibilities to a single Cabinet Member under Part 4.6 of the Council's Constitution, and has delegated this decision to the Cabinet Member for Citizen Focused Services. The intention is to use the "general exemption" rule whereby a key decision can be taken without being notified on the Forward Plan for 28 days if 5 clear days' notice is provided to the Chair of the Scrutiny Committee. The decision will be taken after 5 clear days have elapsed and will be subject to call in to provide the maximum transparency and member oversight commensurate with the timeframe required for determining awards.

If you would like further details about the circumstances of the decision please let me know and I will arrange for the relevant officer to make contact with you to provide a briefing.

Please note that a copy of this letter will be attached to the public decision notice and the urgent decision will be reported to meetings of Cabinet and Council in the coming weeks.

With best wishes,

Andrew Brown
Committee and Member Services Manager

On behalf of Susan Sale
Head of Law and Governance

