

URGENT DECISIONS

Head of Service: Victoria Potts, Director of Environment,
Housing and Regeneration

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Wards affected: (All Wards);

Urgent Decision?(yes/no)

**If yes, reason urgent decision
required:**

Appendices (attached):

Summary

To report to the committee the decisions taken by the Chief Executive and Directors on the grounds of urgency, in compliance with the requirements of the Constitution.

Recommendation (s)

The Committee is asked to:

- (1) Note the urgent decisions taken and the reasons for those decisions, since the last meeting of the committee.**

1 Reason for Recommendation

- 1.1 To report to the committee the decisions taken by the Chief Executive and Directors on the grounds of urgency, in compliance with the requirements of the Constitution.

2 Background

- 2.1 The scheme of delegation sets out that the Chief Executive and Directors are authorised to take decisions on grounds of urgency regarding matters which would otherwise be reserved for determination by a Committee or Council. A matter can be deemed urgent if, in the reasonable opinion of the officer concerned, a delay would seriously prejudice the interest of the Council or of the public and it is not practicable to convene a quorate meeting of the relevant decision-making body in sufficient time to take the decision.

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- 2.2 Since the last meeting of the Committee, four urgent decisions have been taken by the Director of Environment, Housing and Regeneration or the Acting Director of Corporate Services in consultation with the Chair, Cllr John Beckett, and new chair Liz Frost and published in Member News in line with the Council's Constitution, Appendix 2, Paragraph 3.1. iii. The decisions are set out below.
- 2.2.1 **Decision 117** - Two Defra consultations on Extended Producer Responsibility (EPR) scheme for Waste Electrical and Electronic Equipment (WEEE)
- 2.2.2 **Urgency reason for decision 117** - Timing of consultations (published 28/12/23 with responses required by 7/3/24) does not allow for review within the Committee's schedule (Committee meeting dates 23/1/23 and 25/6/24)
- 2.2.3 **Decision 123** - Amendment to Evening Parking Fee in Ashley Centre Car Park.
- 1) To reduce the evening tariff in the Ashley Centre Car Park for a stay of up to 5 hours from £7 to £5 with immediate effect (or as soon as is reasonably possible).
- 2) To introduce a limited number of evening and weekend only resident permits in the Ashley Centre Car Park and Hope Lodge Car Park charged at £450 in 2024/25
- 2.2.4 **Urgency reason for decision 123** - A number of formal complaints have already been received and any delay to action is likely to have a further negative impact on car park usage and Epsom Playhouse attendance
- 2.2.5 **Decision 125** - Police Parking Hope Lodge – the granting of 5 parking permits subject to a fee
- 2.2.6 **Urgency reason for decision 125** – the parking was required prior to the next committee
- 2.2.7 **Decision 126** – Epsom Playhouse production parking - Further to recent discussions at the Car Park Working Group in looking at ways to support Epsom Playhouse a request has been made for concessionary parking for the production team of Young Frankenstein. This urgent decision provides authority for a daily allowance of up to 10 members of the production team, cast or crew to park in the Ashley Centre Car Park, at the Parker Card rate of £8 per day, between Monday 13th and Saturday 18th May.
- 2.2.8 **Urgency reason for decision 126** – The production takes place prior to the next committee.

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2.2.9 **Decision 128** - to agree to cap parking charges at Bourne Hall car park at a maximum of £2 on Saturday 25th May to support the Council's Festival of Arts and Sustainability

2.2.10 **Urgency reason for decision 128** - Event takes place prior to next Committee.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None arising directly from this report, but some customers affected by the decisions taken will be impacted which has been considered as part of the decision

3.2 Crime & Disorder

3.2.1 None arise from this report

3.3 Safeguarding

3.3.1 None arise from this report

3.4 Dependencies

3.4.1 None arise from this report

3.5 Other

3.5.1 none

4 Financial Implications

4.1 **Section 151 Officer's comments:** Finance are consulted as part of the urgent decision making process.

5 Legal Implications

5.1 **Legal Officer's comments:** Legal are consulted as part of the urgent decision making process.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- n/a

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

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6.3 **Climate & Environmental Impact of recommendations - none**

6.4 **Sustainability Policy & Community Safety Implications: - none**

6.5 **Partnerships: n/a**

7 **Background papers**

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- none

Other papers:

- none