

Tuesday 21<sup>st</sup> May 2024**Report of the Leader of the Council****The Local Authorities (Executive Arrangements) (Meetings and Access to Information Regulations) 2012****Exempt Information**

None

Appendix 2 - This Executive Decision is not available for public inspection as it contains or relates to exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972.

**Purpose**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 specify and require *inter alia* under Regulation 19 that the executive leader must submit a report on a regular basis to Council containing details of particulars of each urgent executive decision together with a summary of the matters in respect of which the decision was made.

**Recommendations**

**That the Council endorse the Annual Executive Arrangements Report.**

**Executive Summary**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 came into force on 10 September 2012 making provision for public access to meetings and to information relating to decisions of local authority executives and their committees and access to documents where executive decisions are made by individual members or officers.

The regulations require a document to be published of key decisions (a decision likely to result in the local authority incurring expenditure, which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates) with 28 days' notice of an intended key decision whether it contains exempt information or not as the case may be. As the Council already produced and published a forward plan it retains this document adding additional information in terms of the regulations to ensure compliance. There are also regulations to deal with general exceptions and cases of special urgency including publicity requirements in relation thereto.

The regulations also impose a requirement on the executive leader to produce an annual report to the authority to demonstrate that the Executive is using its powers appropriately and complying with the regulations particularly in relation to urgent executive decisions.

Regulation 19 places an obligation on the executive leader to submit one report annually to the authority to include particulars of each urgent executive decision made and a summary of the matters in respect of which each decision was made. Since the regulations came into force on 10 September 2012, for the period 01 May 2023 until 30 April 2024 I can confirm that two such decisions has been taken by the executive under regulation 11, cases of special urgency. This is detailed in **Appendix 1**

## **Resource Implications**

Implementation of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 has no additional resource implications for the authority. Democratic Services have taken steps to ensure full compliance with the statutory provisions thus maintaining high standards of good governance.

## **Legal/Risk Implications Background**

The authority continues to have in place measures to ensure compliance with the Regulations by utilising existing software and publishing on the website a document, as required in terms of the said regulations, which is have named the Forward Plan.

## **Environment and Sustainability Implications (including climate change)**

It is essential that the executive operate in a lawful, open and transparent manner embodying good governance and leading the Authority and setting examples as a consequence.

## **Background Information**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 and the Coronavirus Act 2020.

## **Report Author**

If members would like further information or clarification prior to the meeting please contact Rob Barnes, Executive Director Communities

## **List of Background Papers**

None

## **Appendices**

**Appendix 1** – Update to Committee Places

**Appendix 2** – Castle Update