

## THE VALE OF GLAMORGAN COUNCIL

### REQUEST FOR THE USE OF EMERGENCY POWERS – CORONAVIRUS PANDEMIC

**SUBJECT:** Decision to restrict office hours and subsequently close offices to the public to encourage social distancing and promote / allow redeployment of staff to other essential areas

1. **Originating / Department / Service –**

Council wide

2. **Reason for Seeking Emergency Powers –**

PLEASE SPECIFY BELOW and attach appropriate Committee report / minute/ memo \* (\* delete as appropriate)

The Council has had to be mindful of the potential spread of Covid 19 across the workforce. On 23<sup>rd</sup> March a report to Cabinet outlined all the actions that were being taken in an attempt to respond to the spread of the virus and keep services operating. On 24 March a decision is being taken to close the Dock Office and Alps receptions and reduce hours of the Civic to either side of lunch time. On 25 March the Civic Office reception will also closed to the public. Alongside this there has been a move to rapidly deploy on-line capacity with C1V and ICT being deemed essential services. These latter points are minor financial implications arising out of the steps taken. It should be added that this is seen as reasonable and appropriate given the move nationally towards restricting non essential travel.

3. **Policy Framework and Budget –**

PLEASE INDICATE as appropriate that the matter that you are seeking the use of Emergency Powers for is a Cabinet or Council function.

Cabinet

Council

4. **Relevant Scrutiny Committee –**

**Corporate Performance and Resources**

**IMPORTANT**

The following sections **must** be completed **prior** to the request being submitted to the Democratic and Scrutiny Services Section for processing.

I confirm (delete as appropriate)

~~(a) That there are no financial implications and the relevant Cabinet Member, Leader and / or the Deputy Leader has been consulted and is in agreement with the use of Emergency Powers; **or**~~

(b) That, in view of the financial commitments, the Head of Financial Services, the appropriate Chief Officer, the relevant Cabinet Member, Leader and / or Deputy Leader have been consulted and are in agreement with the use of the Emergency Powers and that

~~(c) For matters relating to the Planning Committee the Chairman of the Planning Committee has also been consulted and is in agreement with the use of Emergency Powers;~~

~~(d) For matters relating to the Licensing Committee the Chairman of the Licensing Committee has also been consulted and is in agreement with the use of Emergency Powers.~~

~~(e) For matters relating to the Welsh Church Act Estate Committee the Chairman of the Welsh Church Act Estate Committee has also been consulted and is in agreement with the use of Emergency Powers.~~

~~(f) For matters relating to policy the relevant Scrutiny Committee Chairman has been consulted and is in agreement with the use of Emergency Powers.~~

**Signed:** ..Rob Thomas.....**Date:** .....23 March 2020...  
**(Instructing Chief Officer)**

**Please print name:** ...Rob Thomas.....

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**I hereby approve under my Emergency Powers the attached recommendation(s) on behalf of the Cabinet / Council (please delete as appropriate).**

**Signed:** .....D R Thomas..... **Date:** 23/3/20.....  
**Managing Director**

**NB Should the relevant portfolio Cabinet Member be unable to be consulted only the Leader and / or Deputy Leader be consulted in their absence.**

**N.B. Cabinet: 23<sup>rd</sup> March, 2020 Minute No. 295**