

## THE VALE OF GLAMORGAN COUNCIL

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

**SUBJECT:** Grant funding to cover the cost of the Democracy Counts Electoral Management Software additional specification

- (1) To authorise the Monitoring Officer/Head of Legal and Democratic Services and the S.151 Officer to sign the receipt of grant letter from Welsh Government in respect of £424,700 being 100% grant funding to cover the cost of the Democracy Counts Electoral Management Software additional specification;
- (2) To authorise the Monitoring Officer/Head of Legal and Democratic Services to execute a Deed of Variation with Democracy Counts in respect of the additional specification in respect of the Electoral Management Software.

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

Electoral Registration Service (“ERS”)

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

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

The Deed of Variation has been drafted by Legal Services, Vale of Glamorgan Council at the request of Welsh Government who have been engaged in developing a software specification for the implantation of additional software within the Democracy Counts Elector 8 software used by the ERS in the Vale to ensure that the software is in place for the commencement of Canvass under the new reformed legislation as set out in the Senedd (Elections) (Wales) Act. The Vale act as the lead authority for Ceredigion who will receive the updated software from DC following completion of the Deed of Variation between DC and the Vale and upon payment of the monies to DC which are being paid on behalf of the Welsh Government. The grant offer has been received and signed by Debbie Marles as ERO and Carys Lord in her capacity as the S.151 Officer. The following criteria must be met before the agreement can be completed – anticipated imminently with monies being paid on 9<sup>th</sup> April subject to the below matters being complied with which is an extract taken from the receipt of grant letter received from WG.

The receipt of grant letter from WG has been authorised and signed by the Council’s S.151 Officer and the Monitoring Officer/Head of Legal and Democratic Services who is also the Council’s Electoral Registration Officer.

Confirmation is being sought from the Digital Delivery Team at the Cabinet Office and from WG that payment may be made to DC and at the point at

which the Deed of Variation is to be completed payment will be made to Democracy Counts essentially on behalf of the WG in respect of the additional specification for the Vale and Ceredigion.

The consideration is £424,700 and it is considered that #39 within the Council's Officer delegations is not appropriate as a basis for authority to authorise signature by the statutory officers of the receipt of grant offer and Deed of Variation. Accordingly, emergency powers are being sought.

### **Funding pre-conditions**

- (a) We will not pay any of the Funding to you until you have provided us with:
- (i) this letter signed by you;
  - (ii) you have received confirmation from the Digital Delivery Team at the Cabinet Office and from us that payment may be made to DEMOCRACY COUNTS; and
  - (iii) you have paid DEMOCRACY COUNTS.

### **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 X

Council

### **4. Relevant Scrutiny Committee – Performance and Corporate 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:** ....Victoria Davidson... **Date:** 7/4/20.....  
**(Instructing Chief Officer)**

**Please print name:** ...Victoria Davidson.....

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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:** .....15/4/2020.....  
**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**