



Forest of Dean District Council, High Street, Coleford, GL16 8HG

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Date: 31st May 2022

Cllr Nick Evans
Strategic Overview and Scrutiny Chairman

Dear Councillor Evans,

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (the Regulations) please find attached a formal notice issued to you in your capacity as chairman of the Council's Strategic Overview and Scrutiny Committee.

You will see from the attached notice that the Council's Executive wish to consider an item at its meeting on Thursday 16th June 2022 which, although it has been marked as a key decision on the Cabinet Forward Plan since the 31st May 2022 it has not been marked as a key decision for the required 28 days under the regulations.

Having considered the matter as Proper Officer I am satisfied that it would be impractical to comply with the regulations and that it would be appropriate to rely on the exemption to publication provided in regulation 10.

A copy of the attached notice and this letter will be published on the Council's website. I trust that this notification does not cause you any difficulties. I will set up a meeting to discuss this in order for you to raise any queries you may have and confirm your agreement in writing to this course of action.

Yours sincerely,

Sian Roxborough

Monitoring Officer
Forest of Dean District Council

EXECUTIVE KEY DECISION – 16th June 2022

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice of Intention to take Key Decision without 28 Days Notice

Notice is hereby given in accordance with Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that it is impracticable to give 28 days' notice of the taking of the following decision, which is a Key Decision to be taken by the Cabinet at a meeting on the 16th June 2022:

The 'Council Tax Support Scheme Review' report will update members on the Council Tax Support scheme following a full review of the new scheme during 2021/2022 and propose small amendments to the scheme for 2023/2024. Cabinet will be requested to resolve to:

- a) *Note the report; and*
- b) *Approve the increase in income band widths for the 2023/2024 scheme*

The reason for which it has been impracticable to give 28 days' notice of this decision is as follows:

In order to fulfil the Councils statutory obligations regarding consultation on its Local Council Tax Support Scheme, this report requires Cabinet approval to start the process. The Council aims to go out to consultation on the changes proposed within the scheme in July. Consultation is required to be open for any period between 8 to 12 weeks. Following consultation a thorough financial remodelling exercise will be undertaken by officers to show what the financial impact would have on the Council, including its precepting authorities. A report will then be drafted for Cabinet with recommendations and financial impacts before being fully approved by Council. The deadline for making decisions is 11th March in the financial year preceding that for which the revision or replacement scheme is to take effect (under paragraph 5, schedule 1A of the Local Government Finance Act 1992).

The report was unfortunately not marked as a key decision as an oversight. A delay in starting the consultation process by now providing 28 days notice would be likely to jeopardise the procedure required and proposed timetable to seek council approval of the scheme within the legal timeframe.

The report was originally published on the Forward Plan on 4th May 2022 but not as a key decision. It was listed as a key decision on 31st May 2022.

The Chair of the Strategic Overview and Scrutiny Committee has been advised of this issue by letter of the 31st May 2022 in accordance with Regulation 10.

SIAN ROXBOROUGH

Monitoring Officer

Forest of Dean District Council

1st June 2022