

| Report of | Meeting | Date |
|--|---------|-----------------------------|
| Director of Governance and Monitoring Officer (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform)) | Council | Wednesday, 22 November 2023 |

Urgent Decisions

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|------------------------------|----|
| Is this report confidential? | No |
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| Is this decision key? | No |
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Purpose of the Report

- This report informs Council of a number of urgent decisions taken since 20 September 2022 in accordance with the urgency procedures, as outlined in the Council's constitution.
- These urgent decisions include:
 - "key" decisions taken by the Executive and decisions which contained confidential or exempt information where 28 day notice had not been given on the Cabinet Forward Plan/ Notice of Executive Decisions;
 - Urgent reports taken to Cabinet;
 - Urgent decisions taken outside the budget and policy framework;
 - Urgent decisions for which the Mayor agreed to waive Scrutiny call-in and
 - Urgent decisions taken under Section 35 of the Council's Constitution

Recommendations to Council

- Council are asked to note the report.

Reasons for recommendations

- In accordance with the Council's Constitution, this report informs Council of any decisions which have been taken under the following urgency procedures:

Part 4C - Reports on Special Urgency Decisions to Council & General Exceptions

- **19.1** The Leader must submit a report to the next available Council meeting setting out the details of any executive decision taken as a matter of special urgency under the procedure set out in Rule 18 (Key Decision - Special Urgency).
- **19.2** The Cabinet must prepare a report to the next available Council meeting setting out the details of any executive decision taken without giving 28 days' notice under the procedure set out in Rule 17 (Key Decision – General Exception).

Part 4F – Scrutiny Procedure Rules - Call In and Urgency

- **11.14.** All decisions taken as a matter of urgency must be reported to the next available meeting of the Council, together with the reasons for urgency. The next available meeting of the Scrutiny Committee will review the process for agreeing the urgent decision and make appropriate recommendations.

Part 4A Council Procedure Rules (Standing Orders)

- **Delegation of Urgent Decisions between Meetings of the Cabinet or a Committee**

Where a need for urgent action arises between meetings of a committee, but it is not considered to be sufficient justification for calling a special meeting or calling such a meeting would not be possible for any reason, such decisions may be taken by the Chief Executive (or other designated officer). The Chief Executive (or other designated officer) shall first consult the chairman or vice chairman of the concerned committee and, if the concerned committee could not itself decide the matter under delegated powers, the Leader and Deputy Leader of the Council.

In circumstances where the offices of the chairman and vice-chairman of the concerned committee, or the Leader and Deputy Leader of the Council are unfilled, the Chief Executive (or other designated officer) shall first consult the Mayor before taking an urgent decision. Such consultation shall be in written form and the decision shall be reported to the next scheduled meeting of the Cabinet or committee as appropriate.

Other options considered and rejected

5. None, for the reasons given above.

Corporate priorities

6. The report relates to the following corporate priorities:

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| An exemplary council | Thriving communities |
| A fair local economy that works for everyone | Good homes, green spaces, healthy places |

Background to the report

7. Following the meeting of Council on 21 September 2023, the following decisions were taken under the Council's urgency procedures, as detailed below.

Details of urgent decisions taken in accordance with the Constitution

| Decision | Date and Decision Maker | Reasons for urgency |
|--|---|--|
| Shared Services – Building Control (General Exception Procedure) | September 2023 Leader of the Council and Cabinet Member (Strategy and Reform) | To allow for the proposals within the report to progress more quickly to formal consultation with employees and union, prior to final approval by Cabinet. Delaying the decision would lead to a longer period of uncertainty for staff and would delay the progress and implementation of the review. |
| Proposed leases at Worden Park – Office FO3, G27 and Craft Units 3 & 4 | October 2023 Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments) | The Director of Customer and Digital asked to expedite the drafting of the leases due to the upcoming King's Coronation Celebration at Worden Park, to ensure the units are operational in time. |

Climate change and air quality

9. The work noted in this report does not impact the climate change and sustainability targets of the Council's Green Agenda and all environmental considerations are in place.

Equality and diversity

10. There are no Equality Impact Assessment (EIA) and Equality Act implications arising from this report.

Risk

11. None.

Comments of the Statutory Finance Officer

12. The Chief Finance Officer (s151) comments have been included on all the urgent decisions referenced in this report.

Comments of the Monitoring Officer

13. No comments.

Background documents

Council Constitution – [Mod.Gov link to Decisions page](#)

| Report Author: | Email: | Telephone: | Date: |
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