

**REPORT FOR: COUNCIL**

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**Date of Meeting:** 23 February 2017

**Subject:** **Information Report - Decision taken under the Urgency Procedure**

**Responsible Officer:** Hugh Peart – Monitoring Officer

**Exempt:** No

**Enclosures:** Appendix A – Decision taken as a matter of urgency

**Section 1 – Summary**

This report sets out details of a decision taken under the Urgency procedure rules by the Cabinet since the meeting of the Council on 1 December 2016.

**FOR INFORMATION**

## **Section 2 – Report**

In accordance with Committee Procedure Rule 46.6 set out in Part 4 of the Council's Constitution, any Executive decisions taken as a matter of urgency are reported to the next available meeting of the Council.

One decision has been taken as a matter of urgency since the Council meeting held on 1 December 2016, details of which are set out in Appendix A.

In accordance with the Access to Information Procedure Rules (Rule 17) and paragraph 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the use of the Special Urgency procedure in relation to Executive decisions is to be reported quarterly to Council.

The Special Urgency procedure not been used since the last Council.

## **Section 3 – Further Information**

Where appropriate, Ward Councillors, outside organisations and interested parties were consulted on individual reports considered by Cabinet, the Leader and Portfolio Holders.

Where decisions were deemed urgent, the agreement of the Chair of the Overview and Scrutiny Committee was obtained that the decision would not be subject to the call-in procedure.

## **Section 4 – Financial Implications**

As per the report to Cabinet.

## **Section 5 - Contact Details and Background Papers**

### **Contact:**

Elaine McEachron, Democratic & Electoral Services Manager

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### **Background Papers:**

Council's Constitution/Portfolio Holder Decision report/Cabinet agenda

## APPENDIX A

### Decisions taken in accordance with the Urgency Procedure

The following urgent decisions have been made since Council on 1 December 2016:

<b>Subject</b>	<b>Decision Maker (Portfolio Holder/Leader/Cabinet)</b>	<b>Reason for Urgency</b>
Calculation of Business Rates Income 2017/18	Cabinet – 19 January 2017	<p>The Authority has to formally calculate the Business Rates retention amount for 2017-2018 and pass this information to precepting authorities by 31 January 2017. The Business Rates income must be calculated between 1 December 2016 and 31 January 2017.</p> <p>It was not possible to prepare a report to a prior Cabinet due to the many variables that had not been clarified by the DCLG at an earlier stage. The report also used the latest outcome of the national revaluation of all commercial property, a second draft list having only been issued on 14 December 2016 and which was key for local authorities to use to calculate their rate retention amounts.</p> <p>As it was not possible to accurately calculate the rate retention amount in early January 2017, it was not possible to meet a Cabinet date earlier than 19 January 2017. As it was necessary to declare the Business Rates income retention</p>

		<p>amounts by the end of January 2017, the Call-in process would seriously prejudice the Council's or the public's interests as the Call-in period would finish at 5.00 pm on 27 January 2017 and the GLA would therefore need to be formally notified of the formal amounts calculated no later than 5.00 pm on 31 January 2017 (the last working day of January 2017).</p> <p>As a result, the decision was treated as urgent and any potential delay/risk likely to be caused by the Call-in process would be mitigated.</p>
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