



**Report for: Annual Council**

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**Date of Meeting:** 16 May 2024

**Subject:** Information Report – Use of Urgency Procedure - Executive

**Responsible Officer:** Jessica Farmer – Director of Legal and Governance Services

**Exempt:** No

**Wards affected:** N/a

**Enclosures:** None

## **Section 1 – Summary and Recommendations**

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This report sets out details of decisions taken under the Urgency procedure by the Leader since the meeting of the Council on 22 February 2024.

**Recommendations:**

That the report be noted.

## **Section 2 – Report**

In accordance with Committee Procedure Rule 47.6 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.

Since the Council meeting on 22 February 2024, two such decisions have been taken, the details of which are below:

Subject	Decision Maker	Reason for Urgency
Increasing the number of Places at Alexandra School	Leader of the Council	The decision was urgent because if these processes were not completed by the end of the Summer term, any chance of works beginning next academic year would be lost. It would also provide sufficient time to begin moving forward before the half term break and to seek the necessary permissions from planning and to timetable the works.
Purchase of Council Front Line Services Fleet Assets	Leader of the Council	The decision was urgent as there would be a risk that these vehicles would be sold on from a commercial perspective to another buyer. If this was the case, this would impact on the operational service delivery in respect of Special Needs Transport for our community but also maintenance and management of grounds for parks, open spaces across the Borough.

Ward Councillors, outside organisations and interested parties were consulted on the reports, as appropriate.

The decisions were taken by the Leader under Rule 3 of the Appendix to the Executive Procedure Rules.

As the decision was 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.

### **General Exception, Special Urgency and Private Meetings**

In accordance with Rule 17 of the Access to Information Procedure Rules, the agreement of the Chair of the Overview and Scrutiny Committee was obtained that the key decision in relation to the following reports to the Leader, which had not been included on the Key Decision Schedule, could be taken:

<b>Subject</b>	<b>Decision Maker</b>	<b>Reason for Urgency</b>
Increasing the number of Places at Alexandra School	Leader of the Council	The decision was urgent because if these processes were not completed by the end of the Summer term, any chance of works beginning next academic year would be lost. It would also provide sufficient time to begin moving forward before the half term break and to seek the necessary permissions from planning and to timetable the works.
Purchase of Council Front Line Services Fleet Assets	Leader of the Council	Late notification was received in terms of the business circumstances and the impact on the operational service delivery in respect of Special Needs Transport. The decision was urgent as there would be a risk that these vehicles would be sold on from a commercial perspective to another buyer. If this was the case, this would impact on the operational service delivery in respect of Special Needs Transport for our community but also maintenance and management of grounds for parks, open spaces across the Borough.

Since the last report to Council it has been necessary to seek the agreement of the Chair of the Overview and Scrutiny Committee for Leader to meet in private to consider confidential appendices. It has not been necessary to see his agreement for Cabinet to meet in private and nor has the General Exception Procedure been used.

**Ward Councillors' comments N/A**

## **Legal Implications**

As set out in the urgent report.

## **Financial Implications**

As set out in the urgent report.

## **Risk Management Implications**

As set out in the urgent report.

## **Equalities implications / Public Sector Equality Duty**

As set out in the urgent report.

## **Council Priorities**

A place where those in need are supported.

## **Section 3 - Statutory Officer Clearance**

**Statutory Officer: Sharon Daniels**

Signed by the Chief Financial Officer

**Date: 7 May 2024**

**Statutory Officer: Caroline Eccles**

Signed on behalf of the Monitoring Officer

**Date: 7 May 2024**

## **Mandatory Checks**

**Ward Councillors notified:** N/A.

## **Section 4 - Contact Details and Background Papers**

**Contact:** Alison Atherton, Senior Professional Democratic Services  
Email: [alison.atherton@harrow.gov.uk](mailto:alison.atherton@harrow.gov.uk)

**Background Papers:** Urgent Decision Form

If appropriate, does the report include the following considerations?

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| 1. | Consultation | YES |
| 2. | Priorities   | n/a |