

## **REPORT FOR: COUNCIL**

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**Date of Meeting:** 14 April 2011

**Subject:** **Decisions taken under Urgency Procedure by Portfolio Holders, Leader and Deputy Leader, and Use of Special Urgency Procedure**

**Responsible Officer:** Hugh Peart – Director of Legal and Governance Services

**Exempt:** No

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

### **Section 1 – Summary**

This report sets out decisions taken under urgency procedure rules by Cabinet, the Leader and Portfolio Holders, and use of the special urgency procedure since the meeting of the Council on 10 March 2011.

**FOR INFORMATION**

## **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.

Appendix A sets out those decisions taken as a matter of urgency since the Council meeting held on 10 March 2011.

In accordance with the Access to Information Procedure Rules set out in Part 4 of the Council's Constitution, the use of the Special Urgency procedure in relation to Executive decisions is to be reported quarterly to Council.

The Special Urgency procedure has been used twice since the Council meeting on 10 March 2011. These were the key decisions relating to the Managed Service Contracts for Housing Benefits Data Entry and Revenues Bill Printing Services, and the Provision of a Parent Partnership Service. These decisions were taken by the Leader of the Council and the Portfolio Holder for Children's Services respectively, both at Portfolio Holder Decision meetings on 28 March 2011.

## **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 Chairman 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 individual reports to Cabinet, the Leader and Portfolio Holders.

## **Section 4 – Corporate Priorities**

Corporate priorities are included in the individual reports to Cabinet, the Leader and Portfolio Holders.

Name: Steve Tingle



on behalf of the  
Chief Financial Officer

Date: 1 April 2011

## **Section 6 - Contact Details and Background Papers**

### **Contact:**

Pauline Ferris, Democratic & Electoral Services Manager

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### **Background Papers:**

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

The officer report considered by the Portfolio Holder for Property and Major Contracts in respect of Wood Farm, Wood Lane, Stanmore, was exempt from inspection by the public by virtue of paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 as it contained information relating to the financial or business affairs of any particular person (including the authority holding that information).

The appendices to the following reports were exempt from inspection by the public by virtue of Part 1 of Schedule 12A to the Local Government Act 1972, as follows:

<b>Portfolio Holder/ Leader/Cabinet</b>	<b>Title</b>	<b>Exempt paragraph</b>
Portfolio Holder for Children's Services	The Provision of a Parent Partnership Service - Appendix	3 – information relating to the financial or business affairs of any particular person (including the authority holding that information).
Cabinet	Leisure Facilities Management Contract - Appendix	3 – information relating to the financial or business affairs of contractors and the Council.

## APPENDIX A

### Urgent Decisions

The following urgent decisions have been taken since Council on 10 March 2011:

<b>Subject</b>	<b>Decision Maker (Portfolio Holder/Leader/Cabinet)</b>	<b>Reason for Urgency</b>
Leisure Facilities Management Contract	Cabinet – 17 March 2011	To allow a proper timescale for seamless transfer of staff under the TUPE provisions, and also to minimise any potential disruption to the service.
Wood Farm, Wood Lane, Stanmore	Portfolio Holder for Property and Major Contracts	Completion of transaction by 31 March 2011.
Managed Service Contracts for Housing Benefits Data Entry and Revenue Bill Printing Services	Leader of the Council	It would be prejudicial to the best interests of the Council to wait until the next scheduled meeting of the Executive on 7 April 2011 due to the need to have contracts in place.