

Urgent Item Notice

Part I

Page No.

1. **2016/17 Budget Consultation – Phase 2**

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Andy Day
Head of Strategic Support

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NOTICE OF AN URGENT ITEM AT A MEETING OF A DECISION- MAKING BODY TO WHICH THE OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION HAS AGREED¹

The introduction of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in September 2012 included a requirement to publish 28 clear days' notice of any intended key decision. On occasions, however, situations arise where an urgent decision needs to be made in respect of an item that does not appear on the Forward Plan or does not appear on the Forward Plan for that meeting. There are two different ways in which this can be done:

- (i) the authority can take an urgent key decision without giving 28 days' notice where it is impracticable to give the full notice, provided that the authority gives at least five days' clear notice to all Members of the Overview and Scrutiny Management Commission, which can then call in the decision to check that it was genuinely urgent; or
- (ii) where a key decision is so urgent there is not even time to give five clear days' notice, the authority can take the decision if the Chairman of the Overview and Scrutiny Management Commission has agreed that the key decision is urgent and cannot reasonably be deferred.

¹ In accordance with Regulation 5(7) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

In this instance, the Overview and Scrutiny Management Commission (OSMC) agreed, at its meeting on 23 February 2016, that the Executive may consider the urgent item referred to below as it will allow for the results of the Phase 2 budget consultation to be considered as soon as possible after the closure of the consultation process.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
24 March 2016	EX3100	2016/17 Budget Consultation – Phase 2	To provide an update on the results of Phase 2 of the public consultation exercise in relation to the 2016/17 budget. The	Executive	Andy Day (Lead Officer) Roger Croft (Executive Member)	Report and appendices	Public

Andy Day
Head of Strategic Support
West Berkshire Council

Date 25 February 2016