

# Urgent Items Notice for Executive

**Thursday 28 July 2016 at 5.00pm**  
in the Council Chamber Council Offices  
Market Street Newbury

Andy Day  
Head of Strategic Support

For further information about these items, please contact Democratic Services Team on (01635) 519462  
e-mail: [executivecycle@westberks.gov.uk](mailto:executivecycle@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at  
[www.westberks.gov.uk](http://www.westberks.gov.uk)

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If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

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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 AGREED<sup>1</sup>**

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.

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<sup>1</sup> 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 that the Executive may consider the urgent items referred to below.

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.
28 July 2016	EX3165	Approval to consult on the Draft Temporary Accommodation Policy	To seek approval from the Executive to proceed with a consultation on the Draft Temporary Accommodation Policy.	Executive	Mel Brain (Lead Officer)  Councillor Hilary Cole (Portfolio Holder)	Report and appendices	Public
28 July 2016	EX3167	Approval to consult on the Draft Decant Policy	To seek approval from the Executive to proceed with a consultation on the Draft Decant Policy.	Executive	Mel Brain (Lead Officer)  Councillor Hilary Cole (Portfolio Holder)	Report and appendices	Public

Andy Day  
Head of Strategic Support  
West Berkshire Council

Date 7 July 2016