

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, Members of the Overview and Scrutiny Management Commission have agreed that the urgent item referred to below can be considered by the Executive at its meeting on 24 March 2022.

Date agreed by OSMC	Ref No:	Matter in respect of which the decision is to be made	Short Description	Date and Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
16 March 2021	Urgent item	Berkshire Digital Infrastructure Group – Collaboration Agreement	To seek delegated authority for the Chief Executive to enter into a Collaboration Agreement to forward the objectives of the Berkshire Digital Infrastructure Group (DIG). The DIG has responsibility for improving access to digital infrastructure across Berkshire. The Collaboration Agreement is required in order to draw down funding recently awarded via a successful bid to the Department of Culture, Media and Sport.	Executive on 24 March 2022	Katharine Makant, Economy Manager Councillor Howard Woollaston (Portfolio Holder for Internal Governance, Leisure and Culture)	Report and appendices	Public report to be considered at the meeting.

Sarah Clarke
Service Director Strategy and Governance
West Berkshire Council

Date: 16 March 2022