

**KEY DECISION: SPECIAL URGENCY PROCEDURE**

**(Constitution, Part 4; Access to Information rule 16)  
 (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012: Regulation 11)**

*Note: For use where at least five clear days' notice cannot be given of a proposed key decision and call-in cannot apply. See also further notes on page 2.*

**Date:** 15.05.20

**On behalf of the Strategic Directors for Sustainable Growth and Opportunity**

<b>Report title:</b> Covid-19 Transport Strategy Programme
<b>Wards:</b> All
<b>Why was it not possible to include the proposed key decision in the Forward Plan?</b> Immediate approval is required order for work orders to be placed to deliver emergency response measures and to submit a funding bid to Transport for London.
<b>Why is it not possible to delay a decision until five clear days' notice has been given, and the call-in period of five clear days also allowed?</b> Immediate approval is required order for work orders to be placed to deliver emergency response measures and to submit a funding bid to Transport for London.
<b>Decision-maker:</b> Deputy Leader of the Council (Sustainable Transport, Environment and Clean Air).
<b>Date of proposed decision (this decision cannot be taken unless the agreement of the Chair of Overview &amp; Scrutiny Committee has been obtained):</b> 15.05.20
<b>Final cleared report (and this pro forma) sent to Chair and Vice-Chair of Overview &amp; Scrutiny Committee, Head of Democratic Services &amp; Scrutiny and Scrutiny Manager on:</b> 15.05.20
<b>Decision of Chair of Overview &amp; Scrutiny Committee</b>  <b>I AGREE that the propose decision is urgent and cannot reasonably be deferred.</b>  <b>Any other comments:</b> None  <b>Date:</b> 15.05.20

Further notes:

- the decision can proceed only if the Chair of Overview & Scrutiny Committee has given written approval (or Vice-Chair in his/her absence);
- this process should only have to be used on rare occasions;

- if the Chair has given agreement, the decision may be implemented immediately (call-in does not apply); and,
- the use of the special urgency procedure is required to be reported to full Council on a quarterly basis (by Democratic Services on behalf of the Leader of the Council).

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