

Council

25 June 2013

**Name of Cabinet Member:**

Councillor Ann Lucas (Leader)

**Director Approving Submission of the report:**

Customer and Workforce Services

**Ward(s) affected:**

None

**Title:**

Annual Report from the Leader to the Council on Key Decisions made under Special Urgency Provisions

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**Is this a key decision?**

No

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**Executive Summary:**

The Leader must submit to the Council at the first ordinary meeting after the Annual Meeting a Report of Key decisions made in the previous year where the Special Urgency provisions were used. This applies where it is not practicable to give notice at least 5 clear days in advance before a Key decision is made. The Leader is reporting that there were no such cases during the past year.

**Recommendations:**

*That the City Council approves the Annual Report from the Leader on the use of Special Urgency provisions in the past year.*

**List of Appendices included:**

None.

**Other useful background papers:**

- The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012
- The City Council's Constitution

**Has it been or will it be considered by Scrutiny?**

No

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No

**Will this report go to Council?**

Yes – 25 June 2013

## **Report title:**

The Annual Report from the Leader to the Council on Key Decisions made under Special Urgency Provisions

### **1. Context (or background)**

- 1.1 Special Urgency provisions are used where it is impracticable to give at least 5 clear days' notice of the intention to make a Key Decision.
- 1.2 The Leader of the Council must submit an Annual Report to the Council containing details of each Key Decision taken during the period since the last report was submitted where the making of the key decision was agreed as urgent. The Council's Constitution requires that this report be presented at the first ordinary meeting of the Council after the Annual Meeting.
- 1.3 The Leader hereby reports that there were no cases in the past year where the Council did not give at least 5 clear days' notice before making a Key decision.

### **2. Comments from Director of Finance and Legal Services**

#### **2.1 Financial implications**

None

#### **2.2 Legal implications**

The Leader must make this report to Council in order to meet statutory requirements and comply with the Council's Constitution.

### **3. Other implications**

None

#### **4.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)**

The Council's Values, as set out in the Council Plan 2011-2014 state that

*We will...be honest, fair and transparent when we make decisions*

*This means:*

- *Decisions will be based on sound evidence and analysis of local need*
- *We will explain the reasons for our decisions*
- *Information will be readily available and easy to understand*

This report is evidence that the Council has met its statutory requirements and given at least 5 clear days' notice of all Key decisions made in the past year.

#### **4.2 How is risk being managed?**

By presenting this Report to Council the Leader avoids any reputational risk that could arise from failure to meet the Council's statutory and constitutional requirements

**4.3 What is the impact on the organisation?**

None

**4.4 Equalities / EIA**

None

**4.5 Implications for (or impact on) the environment**

None

**4.6 Implications for partner organisations?**

None

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