

# City Council – 3 March 2025

## Report of the Leader of the Council

### Corporate Director/ Director

Beth Brown, Director of Legal and Governance

### Report Author and Contact Details

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### Title: Decisions taken under Urgency Procedures

#### Does the report form part of the Budget or Policy Framework?

Yes  No

#### Commissioner Consideration

Has this report been shared with the Commissioners' Office?  Yes  No

Review by Commissioners not required

#### Does this report contain any information that is exempt from publication?

No

#### Relevant Council Plan Key Outcome:

Green, Clean and Connected Communities

Keeping Nottingham Working

Carbon Neutral by 2028

Safer Nottingham

Child-Friendly Nottingham

Living Well in our Communities

Keeping Nottingham Moving

Improve the City Centre

Better Housing

Serving People Well

## 1. Summary

1.1 The Council's Constitution requires that decisions taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13) are reported to Full Council.

1.2 This report informs Council of decisions that have been taken under these provisions since the last report to Council in January 2025. During that period there has been one decision taken under the urgency provisions within the Overview and Scrutiny Procedure Rules and no decisions taken under the special urgency provisions within the Access to Information Procedure Rules

## 2. Recommendations

2.1 To note that one decision has been taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) of the Constitution since the last report to Council, as set out in Appendix 1.

2.2 To note that no decisions have been taken under the special urgency provisions within the Access to Information Procedure Rules (Article 13) of the Constitution since the last report to Council.

### **3. Reasons for recommendations**

3.1 The Council's Constitution requires that any decisions taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13) are reported to the next available meeting of Council.

### **4. Other options considered in making recommendations**

4.1 None. It is a Constitutional requirement that Council is informed of any urgent decisions taken under provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13).

### **5. Consideration of Risk**

5.1 A consideration of risk related to decisions being made takes place at the time the decisions are taken and informs the decision making process that is followed.

### **6. Best Value Considerations**

6.1 Decisions are made in accordance with procedures set out in the Council's Constitution that are designed to support the efficient and effective discharge of Executive functions. These arrangements are regularly reviewed and, where necessary, amendments made.

### **7. Background (including outcomes of consultation)**

#### **7.1 Decisions taken under the Call-in and Urgency provisions of the Overview and Scrutiny Procedure Rules**

7.1.1 The call-in procedure set out in Article 11 of the Constitution does not apply where the decision taken is urgent. A decision is urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. A decision can only be taken under this urgency provision if the Chair of the Corporate Scrutiny Committee (or in the absence of the Chair, the Vice Chair; or in the absence of both, the Chief Executive) agrees that the proposed decision is reasonable in all circumstances and that the reasons for urgency are valid.

7.1.2 Since the last report to Council in January 2025, there has been one decision taken under these urgency provisions. A summary of this decision is set out in Appendix 1, and the decision is available on the Council's website.

## **7.2 Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules**

7.2.1 Where it is impracticable to give at least five clear working days notice of the intention to take a Key Decision, that decision may only be made in accordance with the special urgency provisions set out in the Access to Information Procedure Rules (Article 13 of the Constitution). These special urgency provisions require agreement from the Chair of the Corporate Scrutiny Committee (or in the absence of the Chair, the Lord Mayor as Chair of Council; or in the absence of both, the Sheriff as Vice Chair of Council) that the decision is urgent and cannot reasonably be deferred.

7.2.2 There have been no decisions taken under these urgency provisions since April 2023.

## **8. Commissioner comments**

8.1 Review by Commissioners not required.

## **9. Finance colleague comments (including implications and value for money)**

9.1 Comments from Finance colleagues in relation to decisions are published as part of those decisions.

## **10. Legal colleague comments**

10.1 Comments from Legal colleagues in relation to decisions are published as part of those decisions.

## **11. Other relevant comments**

11.1 None

## **12. Crime and Disorder Implications (If Applicable)**

12.1 Where applicable, details of the crime and disorder implications of decisions are published as part of those decisions.

## **13. Social value considerations (If Applicable)**

13.1 Where applicable, details of the social value considerations of decisions are published as part of those decisions.

## **14. Regard to the NHS Constitution (If Applicable)**

14.1 Where applicable, regard given to the NHS Constitution in decisions is published as part of those decisions.

**15. Equality Impact Assessment (EIA)**

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, EIAs are published alongside decisions taken.

**16. Data Protection Impact Assessment (DPIA)**

16.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, the data protection impact of decisions is assessed and, where appropriate, details are published as part of those decisions.

**17. Carbon Impact Assessment (CIA)**

17.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, the carbon impact of decisions is assessed and, where appropriate, details are published as part of those decisions.

**18. List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)**

18.1 None

**19. Published documents referred to in this report**

19.1 Article 11 Overview and Scrutiny Procedure Rules of the Council's Constitution

19.2 Article 13 Access to Information Procedure Rules of the Council's Constitution

19.3 The committee reports and minutes, and delegated decisions referred to in this report, as published on the Nottingham City Council website.

**Councillor Neghat Khan**  
**Leader of the Council**

**Appendix 1 - Decisions taken under the Call-in and Urgency provisions of the Overview and Scrutiny Procedure Rules**

<b>Decision reference</b>	<b>Date of decision</b>	<b>Subject</b>	<b>Decision taker</b>	<b>Consultee on urgency</b>	<b>Reason for urgency</b>
5230	20/01/2025	Insourcing the administration, maintenance and management of St Anns Allotments	Executive Member for Carbon Reduction, Leisure and Culture	Chair of Corporate Scrutiny Committee	To enable the arrangements to be in place for the transition of the Allotments into the management of the Council at the end of the notice period.

## **Appendix 2 – Key Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules**

There were no Key Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules during the period since the last report to Council in January 2025.