

Notice to Chair of the relevant Scrutiny Committee

This notice complies with the urgency provisions set out in Brent Council's Constitution.

The council is required to provide 28 days' notice of all Key Decisions, whether these will be taken by Cabinet, a Cabinet Committee or by an Officer of the Council. If a decision is urgent and it is not possible to meet this requirement, this form must be completed and submitted to Governance Services. This notice will then be sent to the Chair of the relevant Scrutiny Committee for inspection and published on the council's website. Please also note that the Leader of the Council will report all decisions taken under urgency procedures to Full Council.

1. Decision Maker

Director of Performance, Policy and Partnerships in consultation with the Deputy Leader.

2. Matter to be decided.

The award of a 2 year contract for CRM Implementation.

3. When decision is to be made.

Between 29/09/2017 and 06/10/2017

4. Will any part of the decision or accompanying report/s be exempt from publication? If so, please state the category of exemption.

Part exempt, by virtue of Paragraph 3, Schedule 12A of the Local Government Act 1972.

5. Reasons for urgency

a. Please explain why 28 days' notice of the decision was not provided.

In June 2017 Cabinet agreed the Council's Digital Strategy, including a recommendation to delegate the award of a contract for a CRM developer to the Director of Performance Policy and Partnerships. Legal advice has been given that this will be a key decision, and as the target timescale for the commencement of the contract is 16th October 2017, it is now not possible to give 28 days' notice.

b. Please explain why it is impractical to defer the decision to allow the required notice to be provided on the Forward Plan.

The decision needs to be made in advance of the commencement date of the contract, which is 16/10/2017.

If it is not possible to give at least 5 clear days' notice of the decision, please also complete the following:

c. Please explain why it is not possible to provide at least 5 clear days' notice of the decision.

Legal advice has been given that this will be a key decision, and as the target timescale for the commencement of the contract is 16th October 2017, it is now not possible to give 28 days' notice.

d. Please explain why it is impractical to defer the decision until at least 5 clear days' notice of the decision can be provided.

As above.

The completed form must be approved by the relevant Director or Strategic Director.

Signature

Date

Peter Gadsdon

21/09/17

Scrutiny Approval

Chair of the relevant Scrutiny Committee

Councillor Kelcher (Chair of the Resources and Public Realm Scrutiny Committee)

Date notice sent to Chair

21/09/2017

Please specify action required

<input checked="" type="checkbox"/>	To note the urgent decision (between 5 and 28 days' notice provided)
<input checked="" type="checkbox"/>	To permit the urgent decision to be taken (less than 5 clear days' notice provided)
<input type="checkbox"/>	To permit consideration of a decision supported by information exempt from publication under Schedule 12A of the Local Government Act 1972 (less than 28 days' notice provided of anticipated exemption).

Date of Chair's approval (if required)

26/09/2017