

Notice to the Chair of the Community and Wellbeing Scrutiny Committee



Urgent Key Decision form

DECISION DETAILS		
Decision Maker: Chief Executive		
Decision Title: Award of Community Equipment Contract		
Description of Decision: Direct award of contract for Community Equipment		
When will the Decision be made? 22/09/25		
Will the accompanying report be: Open <input type="checkbox"/> Part Exempt <input checked="" type="checkbox"/> Fully Exempt <input type="checkbox"/>		
Reasons for exemption (if applicable) The report will contain the following category of Information exempt from publication under the Schedule 12A of the Local Government Act 1972, namely paragraph 3		
TYPE OF URGENCY		
Please tick all that apply:		
<input type="checkbox"/>	A. The decision is urgent and <u>28 clear days' notice</u> of the decision cannot be given but at least 5 clear days' notice can	
<input checked="" type="checkbox"/>	B. The decision is extremely urgent and even <u>5 clear days' notice</u> of the decision cannot be given	
<input type="checkbox"/>	C. The decision will be made by members at a meeting and <u>28 clear days' notice</u> that the proposed decision may be discussed in private (i.e. the report will contain information <u>exempt from publication</u>) cannot be given	
<input checked="" type="checkbox"/>	D. The decision must be implemented urgently and the <u>5 day call-in period</u> <u>must be dis-applied</u> to allow the decision to take immediate effect.	
REASONS FOR URGENCY		
If you have selected options A, B or C please explain:		
▪	Why it was not possible to provide the required notice (i.e. why the decision or exemption was not anticipated) NRS were determined insolvent on 01 August 2025, subsequently leading to a contract termination on 16 th September 2025. They were contracted to provide community equipment to Brent residents. Not having this service would impact on the Council's statutory requirements.	
▪	Why it is impractical to defer the decision to a later date to allow the appropriate notice to be provided. Community Equipment Service is a critical component of the health and social care system. The absence of this service would not only result in the Council's failure to	

deliver its statutory service but have a serious impact on people who require equipment across Brent and NHS.

If you have selected Option D please explain why the council's interest or the public interest would be seriously prejudiced by the decision not taking immediate effect. The decision must take immediate effect to ensure the council can meet its statutory responsibilities under the Care Act 2014 and ensure that people in the community and those being discharged from hospital can access community equipment that can enhance their quality of life Any delay would seriously prejudice both the council's interests and the public interest in receiving the proposed services."

SIGN-OFF

Director of Director of Service Strategy and Reform

Printed Name: Rachel Crossley

Signature: *R. Crossley*

Chief Executive

Printed Name: Kim Wright

Signature: *Kim Wright*

THE FOLLOWING SECTION IS TO BE COMPLETED BY GOVERNANCE SERVICES

CHAIR OF SCRUTINY

Notice to: Councillor Ketan Sheth, Chair of the Community and Wellbeing Scrutiny Committee

The Chair is asked to:

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Note that an urgent decision will be taken as detailed in the form above.

The decision is deemed urgent because insufficient (less than 28 days) notice of the intention to take the decision was provided on the Forward Plan. However, at least 5 clear days' notice has been provided and therefore the Scrutiny Chair is only required to note that the decision will be taken.

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Permit the extremely urgent decision to be taken as detailed in the form above.

The decision is deemed extremely urgent as less than 5 clear days' notice of the intention to take the decision has been provided. The Scrutiny Chair is asked to agree that the decision is urgent and cannot be reasonably deferred for the reasons detailed in the form above.

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Permit discussion of exempt information in private relying on Schedule 12A of the Local Government Act 1972

If a report is likely to contain information exempt from publication under schedule 12A of the Local Government Act 1972, then 28 days' notice of this must be provided on the Forward Plan. Where this requirement has not been met, the agreement of the Scrutiny Chair is required before proceeding.

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Permit the dis-application of the 5 day call-in period, allowing the decision detailed in the form above to take immediate effect.

A Cabinet decision or a Key Decision cannot be implemented until the 5 day call in period has elapsed and no valid call-in has been received. The call-in protocol can be dis-applied if the council's or the public interest would be seriously prejudiced by the decision not taking immediate effect. The Chief Executive must determine whether a decision is urgent in this regard. The consent of the Scrutiny Chair to the matter being treated as urgent is also required.

SIGN-OFF

Notice sent to Councillor Ketan Sheth, Chair of the Community and Wellbeing Scrutiny Committee on 19/09/25

Chair's approval: Required ☒ Not Required ☐

Date approval granted (if applicable): 19/09/25