



## **FORWARD PLAN – NOTICE OF URGENT CABINET DECISION**

Councillor Tom Wells  
Chairman of Overview and Scrutiny Performance Board

24 January 2024

Our ref:  
Ask for: Hazel Best

Dear Tom,

I am writing to you in relation to an item which is due to be considered by the Cabinet on 1 February, Organisational Redesign Programme, Senior Management.

### **Notice of the Decision**

As you are aware, under access to information legislation, 28 days public notice is usually required of any items that require a Key Decision to be made. This period can be shorter if urgent. For transparency and the avoidance of doubt I am notifying you that it appears to me, on the information I currently have, that it is impracticable to provide 28 days' notice of the above anticipated decision. For reasons of expediency and timing, a decision on this item is required at the next Cabinet which is within those 28 days. This would permit urgent consideration of the organisational design, subject to consultation, of the senior management of the Council.

As this Notice is made available to you and the public 5 clear days before the intended Cabinet meeting on 1 February, there is no requirement for you to respond to this part of the Notice, nor to agree to the urgent consideration of this item. The purpose of this Notice is to ensure that you are aware, in accordance with the constitutional rules, that the Cabinet will be asked to consider this item at its next meeting. Please note that the report for the item will be publicly accessible in advance of the decision.

Yours sincerely

A handwritten signature in black ink that reads "Hazel Best". The signature is written in a cursive style with a large, looped initial 'H'.

Hazel Best  
Assistant Director for Legal and Governance  
County Hall  
Spetchley Road  
Worcester  
WR5 2NP