

A request has been made for the Chief Executive and/or the Treasurer to take the following action as a matter of urgency.

In taking this urgent action, the Chief Executive and/or the Treasurer will do so in accordance with MPA Standing Order 6.1, which requires officers to consult with appropriate members.

When completed, a copy of this form must be sent to Committee Services

	IS INFORMATION CONSIDERED TO BE EXEMPT/CONFIDENTIAL?
	NO / YES
1.	SUBJECT:
2.	DECISION SOUGHT:
3.	DEADLINE FOR A DECISION:
3.	SUPPORTING INFORMATION (attach a report if necessary):
4.	FINANCIAL IMPLICATIONS:
5.	LEGAL IMPLICATIONS
6.	RACE AND EQUALITY IMPACT
7.	REASON FOR URGENCY OR DETAILS OF THE SPECIFIC DELEGATION AGREED BY THE AUTHORITY OR A COMMITTEE:

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The Chief Executive/Treasurer SUPPORTS/DOES NOT SUPPORT (delete as appropriate) the proposed action as outlined above.	
If the action is not supported, please provide a reason:	
I authorise the action recommended in section 2 above, in exercise of my delegated authority.	
SignedChief Executive/Treasurer	
Position:	
Date	
I agree to the Chief Executive / Treasurer taking the decision recommended in section 2 above.	
Signed	
Position: Chairman or Vice Chairman of Authority	
Date	
Signed	
Position:Chairman of XX Committee	
Date	
Signed	
Position:Vice-Chairman of XX Committee	
Date	
To be completed by Committee Services: All members of the Committee / Authority (delete as appropriate) were informed of this matter by email on:	
This decision was reported to the Authority on:	

Recommendation: