

**Local Authorities (Executive Arrangements)  
(Meetings and Access to Information) (England) Regulations 2012**

*The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 came into force on 10 September 2012. These prescribe that 28 clear days' notice must be given by a decision-making body where it intends to hold the whole or part of a meeting in private because confidential or exempt information would otherwise be disclosed.*

*Under Section 5 (6) of the above-mentioned Regulations, it is permissible to hold a meeting (or parts of it) in private, notwithstanding that 28 days' notice has not been given, provided the Chairman of the relevant Scrutiny Committee has agreed that the meeting is urgent and cannot reasonably be deferred. The local authority is thereafter obliged to publish a notice setting out the reasons why the meeting is urgent and cannot reasonably be deferred.*

Under the provisions of the above named Regulations the following report entitled **Park and Ride Operator Procurement** will contain an annex which may be considered, in private, at the meeting of Executive to be held on **Thursday 18 May 2017**. The annex may be considered in private as it contains Exempt Information as described in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) in that the information relates to the financial or business affairs of any particular person (including the authority holding that information).

Please note that the covering report for this item of business will be available for public inspection and there will be public discussion of the business at the meeting. It is only if there is likely to be a need to discuss the details of the commercially sensitive information that the meeting will move into private session.

**Reasons why the meeting is urgent and cannot reasonably be deferred:**

The existing Park & Ride contract has expired and we are currently operating the service under an extension period. An early decision is required to ensure continuity of service is maintained and necessary arrangements for the mobilisation towards a new contract can be achieved by the winning supplier.

**Contact:**

Andrew Bradley  
Sustainable Transport Manager  
01904 551404  
andrew.bradley@york.gov.uk

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