

**Officer Scheme of Delegation
Urgent decisions taken by the Chief Executive**

Paragraph 1.20 of Schedule 6 to Part 3 (Responsibility of Functions) of the Council’s Constitution

Report to the Meeting of the Council to be held on 18 July 2024

The Officer Scheme of Delegation states that the Chief Executive may take an urgent decision in relation to an council function (in consultation with the relevant member) if he/she considers it to be in the best interests of the Council or the inhabitants of the Borough and where he/she does not consider it reasonably practicable to convene a meeting of the Council.

A report detailing the action taken in accordance with the Officer Scheme of Delegation must be submitted to the Council. The table below sets out the details of the action taken:

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Interim Establishment of Licensing Sub-Committee	Chief Executive	<p>Decision:</p> <p>That</p> <ol style="list-style-type: none"> 1) the Statutory Licensing Sub-Committee be established with the following Terms of Reference and held on 30 May 2024 at 9.30 am: To consider and determine all matters in connection with licensing applications (including those set out in the Statement of Licensing Policy and Gambling Act Policy/Statement of Principles); and 2) the Head of Governance Support be authorised to empanel to Statutory Licensing Sub-Committee three elected and 	A hearing was needed to comply with our statutory responsibilities, which would be exceeded if there was a delay in the Statutory Licensing Sub-Committee being convened. This would potentially affect the interests of those businesses.	22 May 2024

		<p>trained Councillors and therefore not politically balanced.</p> <p>Alternative Options Considered:</p> <p>None</p>		
<p>Appointment of Interim Overview and Scrutiny Board to consider the Call-in of the Cabinet's Decision on Next Steps Properties at Ryan Place</p>	<p>Chief Executive</p>	<p>Decision:</p> <p>That an Interim Overview and Scrutiny Board, comprising the following Councillors, be appointed to consider the Call-in of the Cabinet's Decision on Next Steps Properties at Ryan Place:</p> <p>Conservative Group (4): Councillors Brook, Fellows, Strang and Twelves;</p> <p>Liberal Democrat Group (4): Councillors Carter, Fox, Long and Virdee; and</p> <p>Independent Group (1): Councillor Cowell.</p> <p>Alternative Options Considered:</p> <p>None</p>	<p>The Overview and Scrutiny Board must consider the call-in of the Cabinet's decision within ten clear working days (excluding receipt of the call-in notice and the day of the meeting). The appointment of an interim Overview and Scrutiny Board was therefore required in order to facilitate this and adhere to the requirements of the Council's Constitution.</p>	<p>29 May 2024</p>
<p>Interim Establishment of Planning Committee</p>	<p>Chief Executive</p>	<p>Decision:</p> <p>That Planning Committee to be held on 24 June 2024 at 5.30 pm be delegated the powers in the scheme of delegation for Council functions as set out in Part 3 of the Constitution</p> <p>Alternative Options Considered:</p> <p>None</p>	<p>As a result of the scheme of delegation for Council functions as set out in Part 3 of the Constitution not being approved, planning applications would have been undetermined. In consideration of the items on the agenda, it was deemed necessary to take an urgent Council decision</p>	<p>21 June 2024</p>

			to empower Planning Committee to allow the determination of those Planning applications.	
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Anne-Marie Bond
Chief Executive

10 July 2024