

**REPORT FROM: CORPORATE DIRECTOR**

**TO: CHIEF EXECUTIVE and GROUP LEADERS**

**DATE: 26 March 2020**

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## **EXERCISE of URGENT POWERS PROTOCOL**

### **PURPOSE OF REPORT:**

To deal with the urgent matters outlined in the report.

### **RECOMMENDATIONS**

- (1) That the proposed delegation arrangements to Officers described below be approved.
- (2) That the Pay Policy be approved.
- (3) That the Treasury Management Policy be approved.
- (4) That Councillor Wakeford be granted leave of absence until 31<sup>st</sup> December 2020.

1. The Council's Protocol for the Exercise of Urgent Powers provides as follows:

***Where it is necessary for any function of the Council to be discharged and it is impracticable or impossible by reason of urgency for the matter to be considered by the Council or Committee then the Chief Executive shall be authorised to take such action as he considers appropriate in consultation with the Leader of the Council and other Group Leaders.***

***Where such urgent action is taken a report shall be prepared recording the urgent circumstances why such action was necessary and submitted to the next appropriate meeting of the Council or Committee as the case may be.***

2. The following decisions are urgent and cannot await a meeting whilst the Covid-19 pandemic continues. The reasons for them are that due to the recently declared Covid-19 pandemic and the resulting fast changing national situation, robust contingency plans need to be in place to ensure that decisions can be made quickly to ensure that the Council complies with its legal duties and continues to provide its services.

## **Delegation to officers**

3. The proposal is that a blanket delegation of all Council and Committee powers which can be lawfully delegated to officers be made to Directors and Service Managers. This will be in addition to the existing scheme of delegation set out in the Constitution.
4. Wherever possible the relevant Chairman, the Chief Executive and the Corporate Director should be informed and their approval sought. This will usually be by e-mail or telephone. Where possible the intended decisions should be considered by the Officer Management Team in advance. A full record of the decisions including the reasons, risks and benefits and approvals obtained must be made.
5. The Corporate Director will send to all Members a regular periodic report of decisions taken under this blanket delegation.
6. The blanket delegation would not apply to determination of planning applications. However it is important to maintain the turn around of planning applications whilst area committees are not meeting.
7. It is suggested that the delegation to the Planning, Economic Development and Regulatory Services Manager be amended to enable him in consultation with the Chairman to determine all applications (other than those which are for determination by the Policy and Resources Committee). This would mean removing the requirement where there are three or more objections for the application to go to committee, and also the right for a committee Member to request that it goes to committee for determination. Members would still be able to make their views known on the merits of an application to the Planning Manager and Chairman in considering their decision.
8. These delegation arrangements do not replace the Urgent Powers Protocol set out above. They will last until 30<sup>th</sup> June 2020 unless otherwise reviewed.

## **Pay Policy**

9. The Council is legally required to approve an annual Pay Policy by 31<sup>st</sup> March. The attached policy was due to be submitted to the cancelled Council meeting on 26<sup>th</sup> March. It is recommended that it be approved under the Urgent Powers Protocol.

## **Treasury Management Policy**

10. The Council approves its Treasury Management Policy annually. The attached policy was due to be submitted to the cancelled Council meeting on 26<sup>th</sup> March. It is recommended that it be approved under the Urgent Powers Protocol.

## **Councillor Wakeford – leave of absence**

11. A request has been received from Councillor Wakeford for approval of leave of absence. He has not attended a meeting since 24<sup>th</sup> October and with the recent cancellation of meetings he would fall foul of the 6 months' rule. It is recommended that leave of absence until 31<sup>st</sup> December 2020 be granted.

## **IMPLICATIONS**

**Policy:** If taken, the decisions will help ensure that the Council's responsibilities are not adversely affected or delayed and policy, legal and financial requirements will be met.

**Financial:**

**Legal:**

**Risk Management:**

**Health and Safety:**

**Sustainability:**

**Community Safety:**

**Equality and Diversity:**