

**Urgent Decision taken by the Chief Executive under the Officer Scheme of Delegation
Paragraph 1.19 of Schedule 7 to Part 3 (Responsibility of Functions) of the Council's Constitution**

Report to the Annual Meeting of the Council to be held on 24 May 2011

The Officer Scheme of Delegation states that the Chief Executive may take an urgent decision in relation to a 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 actions taken:

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Establishment of Licensing Sub-Committees on 19 and 26 May 2011	Chief Executive	<p>Decision:</p> <p>That a Licensing Sub-Committee be established, comprising three Councillors and not politically balanced, to take place on Thursday, 19 May 2011 and Thursday 26 May 2011</p> <p>Alternative Options Considered:</p> <p>None.</p>	<p>New applications, applications to vary Premises Licences and applications for Review of Premises Licences under the Licensing Act 2003 have to be heard within 20 working days after the completion of their 28 statutory consultation period. Two applications for Review of Premises Licences are legally due to be heard on the 19 May, with another one due to be heard on the 26 May.</p> <p>A hearing is therefore needed to comply with our statutory responsibilities, which will have already been exceeded in three cases. This will potentially affect the interests of those businesses.</p>	10 May 2011

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Appointment of Standards Referral Sub-Committee	Chief Executive	<p>Decision:</p> <p>That a Standards Referral Sub-Committee be established, comprising one Councillor and two Independent Members and not politically balanced, to take place on Wednesday, 25 May 2011.</p> <p>Alternative Options Considered:</p> <p>None.</p>	<p>New complaints should be heard within 20 working days of receipt and we have received one complaint which needs to be determined.</p> <p>A hearing is therefore needed to comply with our Local Protocol on Local Assessment and Investigation of Allegations of Misconduct by Members.</p>	10 May 2011

Elizabeth Raikes, Chief Executive

16 May 2011