

**HYNDBURN BOROUGH COUNCIL**  
**APPROVAL FOR URGENT EXECUTIVE (CABINET) DECISION**  
**(Executive Procedure Rule B16)**

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**Summary and Approvals**

**1. Title of Report**

**Change to scheme of delegation – power to grant licences**

**2. Report Author**

**Executive Director (Legal & Democratic Services)**

**3. Purpose of Report**

**To enable the Council to act quickly to grant licences for Covid testing and vaccination centres**

**4. Decision requested**

**That the Head of Regeneration and Housing be given delegated power to grant licences for the purpose of providing Covid 19 testing or vaccination centres**

**5. Reason for Urgency**

**The current scheme of delegation is unclear about the scope of officer's delegated powers to grant licences to the statutory authorities for the provision of Covid testing and vaccination centres. The Council could well be asked to progress such matters quickly as part of the joint working with other agencies to combat the current epidemic and the grant of the delegated powers would avoid delays in waiting for such requests to be considered by Cabinet. The intention is that members will be consulted about the location of such sites within the Borough.**

**6. Approvals of Members and Officers**

<b>Designation</b>	<b>Signature to give Approval</b>
<b><u>Elected Members</u></b>	
Leader of the Council	Approved (by e-mail 28/10/20)
Deputy Leader of the Council	Approved (by e-mail 28/10/20)
Portfolio Holder (Cllr J Plummer)	Approved (by e-mail 28/10/20)
Mayor (to agree to exempt from call-in)	Approved (by e-mail 28/10/20)

<b><u>Officers</u></b>	
Chief Executive	Approved (by e-mail 28/10/20)
Deputy Chief Executive (only in the absence of the Chief Executive or if the Chief Executive is the decision taker)	Not required
Monitoring Officer (only in the absence of the Chief Executive and Deputy Chief Executive or if one is absent and the other is the decision taker)	Not required
Chief Officer/Head of Service (Jane Ellis)	Approved (by e-mail 22/10/20)

**7. Date of Decision (when finally approved): 28<sup>th</sup> October 2020**