



# HYNDBURN

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## The place to be an excellent council

### HYNDBURN BOROUGH COUNCIL

#### NOTICE OF KEY DECISION – SPECIAL URGENCY

1. When Cabinet or an Officer intend to make a key decision, details of the decision must be published at least 28 days before the date on which the decision is to be made, in compliance with Rule D13 (Procedure Before Taking Key Decisions) of the Council's Constitution.
2. If this is not possible, the decision can only be made if the Chair of the relevant Overview and Scrutiny Committee has been informed and five clear days have elapsed under Rule D15 (General Exception). A notice to this effect must be made available for public inspection and published on the Council's website giving reasons why it would be impracticable to defer the decision until it has been included in the next forward plan providing 28 days' notice of the decision.
3. Where it is not possible to comply with Rule D15 the decision can only be taken if the agreement of the Chair of the relevant Overview and Scrutiny Committee (or in their absence the Mayor or Deputy Mayor) has been obtained that the taking of the decision is urgent and cannot be reasonably deferred (Rule D16 Special Urgency). A notice to this effect must be made available for public inspection and published on the Council's website giving the reasons for urgency.
4. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information (England) Regulations 2012, I confirm that:

I have been informed that the following decision is proposed to be made on 4<sup>th</sup> June 2026 and that the next scheduled meeting of the Cabinet is not until 24<sup>th</sup> June 2026.

I have agreed that the following decision is urgent and cannot reasonably be deferred on the grounds set out below.

Signed.....**Councillor Steven Button**.....

Councillor Steven Button, Chair of Resources Overview and Scrutiny Committee

Date.....4<sup>th</sup> June 2026.....

## Summary of Key Decision

<b>Decision Taker</b>	Steve Riley (Executive Director – Environment)
<b>Subject Matter</b>	Town Centre Levelling Up Funded Projects
<b>Summary</b>	To seek approval to amend the fit-out programme within the LUF funded Accrington Market Hall redevelopment.
<b>Proposed recommendations</b>	<p><i>(In accordance with the Cabinet urgency procedure, at Executive Procedure Rule B16, as set out in Part 4 of the Constitution,)</i></p> <p>That Cabinet agrees to waive the Council's Contract Procedure Rules to appoint Conception Design Associates Limited (CDA) of 38 Dollywaggon Way, Preston, PR5 6EW for the manufacture and installation works for the kitchens, pot wash and bar area within Accrington Market Hall.</p>
<b>Reason for Urgency</b>	The approval to waive the Council's procurement rules cannot wait until the next scheduled Cabinet meeting as the works order needs to be placed before this date if the Council is to keep the price within the project budget and to enable the works to be complete in time for the November reopening