

## REQUEST FOR EXERCISE OF EMERGENCY POWERS BY THE CHIEF EXECUTIVE/DIRECTORS

Particularly during the Covid-19 pandemic, you may need to take action including spending money in ways you have not required to do before. It is very important that before you do this, you ensure that you have the requisite authority.

Initially you should check the Scheme of Delegation to Officers contained within [Standing Orders](#) and the [Financial Regulations](#) for authority. Failing which, the Chief Executive and the Directors have been granted additional powers to act in an emergency which may be used see [Interim Scheme of Delegation](#). If you need any assistance in determining which powers are relevant please contact Alison Watson, Service Leader - Legal ([WatsonA1@angus.gov.uk](mailto:WatsonA1@angus.gov.uk)).

If it proves necessary to use any of the emergency powers in the Interim Scheme of Delegation please complete the request form below and send it to the Chief Executive or the relevant Director. **Please note - the proposed action must not be taken until approval of the Chief Executive or the requisite Director is given.**

|                                      |   |  |
|--------------------------------------|---|--|
| <b><u>Background</u></b>             | Please provide background information explaining why the action is required and the emergency nature of the situation.                        | Application for amendment to a Caravan Site Licence in terms of the Caravan Sites and Development Act 1960. This application would normally be considered at the Civic licensing Committee |
| <b><u>Proposal</u></b>               | Please detail what action is required and how it is to be resourced (if any additional resource is required).                                 | Consideration of application by EH officer and liaison with planning colleagues to determine recommendation. Licence must then be issued by Council.                                       |
| <b><u>Statutory Procedure</u></b>    | Provide details of the applicable statutory procedure related to a function of the Council (Please note Legal Services can assist with this.) | Caravan Sites and Control of Development Act 1960. Council must issue licence within two months from the date of application provided necessary planning permission is in place.           |
| <b><u>Risks</u></b>                  | Please detail any areas of risk and any mitigation being put in place.  | Delaying issue of the licence beyond the statutory period may risk the applicant being in a position to utilise the applied for conditions prior to the licence being determined.          |
| <b><u>Financial Implications</u></b> | Please provide details of any financial implications or confirm if there are none.  | None   |
| <b><u>Consultation</u></b>           | Please confirm what consultation has been undertaken and confirm the outcome of this.   | Planning, Legal and Democratic, Chief Exec. No outcome.  |

It is proposed that the **Director of Communities** agrees to the use of their emergency Delegated Power number **\*3(a) to issue or amend licences in terms of the Caravan Sites and Control of Development Act 1960** to initiate the action as detailed above.

**All completed forms to be forwarded to Elaine Whittet, Executive Support**

Approved by the Director: -



Signed

Name        Stewart Ball\_\_\_\_\_ Date    \_15 June 2020\_\_\_\_\_

Submitted to Committee for Information

Date 12 August 2020