



URGENT BUSINESS

TUESDAY, 29 SEPTEMBER 2009

Please find enclosed an Urgent Business Notice in connection with the following:

1. **Amendment to Overview and Scrutiny Committee Substitute Member** (Pages 1 - 4)

The Chief Executive, in consultation with the Chairman of Council Business Committee, has been asked and has agreed to make a decision in accordance with the City Council's Urgent Business Procedure.

Details of the above decision and the reasons for urgency are set out in the attached notices and report.

Please note that this is subject to call in.

Queries regarding these documents

Please contact Tom Silvani, Democratic Services - telephone (01524) 582132 or email tsilvani@lancaster.gov.uk.

Gillian Noall,
Head of Democratic Services,
Town Hall,
Dalton Square,
Lancaster LA1 1PJ

Published on Tuesday, 29 September 2009

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Our reference: GN/TS/UB75
Your reference:

HEAD OF DEMOCRATIC SERVICES

Councillor Rob Smith
Chairman of Council Business Committee

Town Hall
Dalton Square
Lancaster
LA1 1PJ

DX 63531

25 September 2009

Dear Councillor,

URGENT BUSINESS – AMENDMENT TO OVERVIEW AND SCRUTINY SUBSTITUTE MEMBER

I am writing to consult and obtain your views in order to amend one of the Conservative Group substitute Members of the Overview and Scrutiny Committee from Councillor Peter Williamson to Councillor Sylvia Rogerson, in accordance with the Council's Urgent Business Procedure, details of which are set out within the attached report.

The urgency for this decision is that the meeting takes place on Wednesday, 7 October 2009, and therefore it is impracticable to defer to the next scheduled meeting of the Council Business Committee on 12 November 2009.

The recommendation is:

- (1) That Councillor Sylvia Rogerson be appointed as a substitute Member of the Council's Overview and Scrutiny Committee in place of Councillor Peter Williamson with immediate effect for the remainder of the Municipal Year.**

I would be grateful if you could complete the attached slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Tom Silvani on 582132, or e-mail tsilvani@lancaster.gov.uk, with your decision.

Yours sincerely,

HEAD OF DEMOCRATIC SERVICES

URGENT BUSINESS – AMENDMENT TO OVERVIEW AND SCRUTINY SUBSTITUTE MEMBER

Councillor Consultation

*I am/~~am not~~ (***please delete as appropriate**) in agreement with the recommendation:

That Councillor Sylvia Rogerson be appointed as a substitute Member of the Council's Overview and Scrutiny Committee in place of Councillor Peter Williamson with immediate effect for the remainder of the Municipal Year.

Signed: Rob Smith-----

Name: Councillor Rob Smith-----

Position Held: Chairman of Council Business Committee-----

Dated: 29 September 2009-----

Chief Executive Decision

*I agree/~~do not agree~~ (***please delete as appropriate**) to exercise my delegated authority and approve:

That Councillor Sylvia Rogerson be appointed as a substitute Member of the Council's Overview and Scrutiny Committee in place of Councillor Peter Williamson with immediate effect for the remainder of the Municipal Year.

Signed: Mark Cullinan-----

Chief Executive

Dated: 29 September 2009-----

Please return to: Tom Silvani,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ

Ref: UB75

COUNCIL BUSINESS COMMITTEE

Amendment to Overview and Scrutiny Substitute Member Urgent Business Decision

Report of the Head of Democratic Services

PURPOSE OF REPORT

To amend one of the Conservative Group substitute Members of the Overview and Scrutiny Committee from Councillor Peter Williamson to Councillor Sylvia Rogerson.

This report is public

1. RECOMMENDATION

- (1) That Councillor Sylvia Rogerson be appointed as a substitute Member of the Council's Overview and Scrutiny Committee in place of Councillor Peter Williamson with immediate effect for the remainder of the Municipal Year.**

2. Introduction

- 2.1 The Overview and Scrutiny Committee is appointed on a PR basis.
- 2.2 Rule 3 of the Overview and Scrutiny Committee Rules provides that each Group may appoint up to a maximum of two named substitutes for each Overview and Scrutiny meeting (excluding Task Groups) for the Municipal Year. Casual substitutions will not be allowed. Rule 5 of the Council Procedure Rules specifically excludes Overview and Scrutiny from the general provision for Groups to make permanent changes to their appointed substitutes by notifying Democratic Services in writing. In the past, when Groups have wished to change their Overview and Scrutiny substitutes during the course of the Municipal Year, such changes have been approved by the Council Business Committee.
- 2.3 Other commitments mean that Councillor Peter Williamson is no longer able to attend meetings on Wednesday evenings and as such is unable to be present at the forthcoming meeting of the Overview and Scrutiny Committee to be held on Wednesday, 7 October 2009 as a substitute for Councillor Susan Bray. The other named substitute is also unable to attend on this occasion. The Group therefore wishes to change one of its appointed substitutes, replacing Councillor Peter Williamson with Councillor Sylvia Rogerson.
- 2.4 The urgency for this decision is that the meeting takes place on Wednesday, 7 October 2009, and therefore it is impracticable to defer to the next scheduled meeting of the Council Business Committee on 12 November 2009.

3. Options

3.1 Option 1 - To approve the nomination of Councillor Sylvia Rogerson as a substitute Member of the Overview and Scrutiny Committee as a matter of urgency.

3.2 Option 2 – Not to approve the nomination of Councillor Sylvia Rogerson as a substitute Member of the Overview and Scrutiny Committee as a matter of urgency.

4. Officer Preferred Option (and comments)

4.1 Officers' preferred option is Option 1 above to approve the appointment of Councillor Sylvia Rogerson as a substitute Member of the Overview and Scrutiny Committee replacing Councillor Peter Williamson with immediate effect. If this nomination is not accepted then the Conservative Group will not be fully represented at the upcoming meeting of the Overview and Scrutiny Committee.

5 Conclusion

5.1 The appointment of Councillor Sylvia Rogerson as a substitute Member of the Council's Overview and Scrutiny Committee will ensure that the Conservative Party can be fully represented at the upcoming meeting.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

FINANCIAL IMPLICATIONS

There are no direct financial implications in changing membership of a committee.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments to add.

LEGAL IMPLICATIONS

The proposed change in membership is being undertaken in accordance with the provisions of the constitution.

MONITORING OFFICER'S COMMENTS

Deputy Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

Request from the Conservative Group Administrator dated 15 September 2009.

Contact Officer: Tom Silvani

Telephone: 01524 582132

E-mail: tsilvani@lancaster.ac.uk

Ref.