



Committee: COUNCIL BUSINESS COMMITTEE

Date: THURSDAY, 5 NOVEMBER 2015

Venue: MORECAMBE TOWN HALL

Time: 6.00 P.M.

A G E N D A

1. **Apologies for Absence**

2. **Minutes**

Minutes of meeting held on 25th June, 2015 (previously circulated).

3. **Items of Urgent Business Authorised by the Chairman**

4. **Declarations of Interest**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 10 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. **Use of Council Email Addresses for Council Business** (Pages 1 - 9)

Joint report of the Chief Officer (Governance) and Chief Officer (Resources)

6. **Committee Timetable 2016-17** (Pages 10 - 14)

Report of the Chief Officer (Governance)

7. **Recording of Attendance, Apologies and Absences at meetings** (Pages 15 - 18)

Report of the Chief Officer (Governance).

8. **Urgent Business: Substitute Members for Overview and Scrutiny** (Pages 19 - 20)

Report of the Chief Officer (Governance).

9. **Appointments to Committees and Changes to Membership**

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Janet Hall (Chairman), Andrew Warriner (Vice-Chairman), Sam Armstrong, Eileen Blamire, Tracy Brown, Joan Jackson and Roger Mace

(ii) Substitute Membership

Councillors Susie Charles (Substitute), Terrie Metcalfe (Substitute), Abi Mills (Substitute), Susan Sykes (Substitute) and David Whitaker (Substitute)

(iii) Queries regarding this Agenda

Please contact Debbie Chambers, Democratic Services - 01524 582057 or email dchambers@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Democratic Support, telephone 582170, or alternatively email democraticsupport@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER LA1 1PJ

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