



URGENT BUSINESS

TUESDAY, 18 AUGUST 2015

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

UB95 SUBSTITUTE MEMBERS FOR OVERVIEW AND SCRUTINY (Pages 1 - 3)

In the absence of the Chief Executive, the Chief Officer (Governance) consulted with the Chairman of the Council Business Committee to take the Urgent Business Decision set out below. The reason for the urgency in this case being that having to wait until the next meeting of Council (23rd September) or Council Business Committee (5th November) would mean that the Labour and Green Groups would not have the opportunity to utilise substitute members on the Overview and Scrutiny bodies scheduled to meet on the 8th and 9th September 2015.

- (1) That the appointment of Councillor Biddulph as substitute member for the Labour Group for Budget and Performance Panel and Councillors Mills and Wilkinson as substitute members for the Green Group for the Overview and Scrutiny Committee, be approved.**

Queries regarding these documents

Please contact Liz Bateson - Democratic Services - telephone 01524 582047, or email: ebateson@lancaster.gov.uk.

Democratic Services,
Town Hall,
Dalton Square,
Lancaster LA1 1PJ

Published on TUESDAY, 18 AUGUST 2015

URGENT BUSINESS**Substitute Members for Overview and Scrutiny****Report of the Democratic Services Manager****PURPOSE OF REPORT**

To approve substitute members for the Budget and Performance Panel for the Labour Group and the Overview and Scrutiny Committee for the Green Group.

This report is public

RECOMMENDATIONS

- (1) **That the appointment of Councillor Biddulph as substitute member for the Labour Group for Budget and Performance Panel and Councillors Mills and Wilkinson as substitute members for the Green Group for the Overview and Scrutiny Committee, be approved.**

1.0 Proposal Details

- 1.1 In accordance with the Council's Constitution, substitute members for the Council's Overview and Scrutiny bodies must be named, no casual substitutes are permitted. The Labour Group currently has one named substitute for Budget and Performance Panel, Councillor Sherlock, and has asked that Councillor Biddulph be appointed to the vacant substitute place. The matter is urgent to allow Councillor Biddulph to substitute at the next Budget and Performance Panel meeting on 8 September 2015, before the next meeting of Council Business Committee on 5 November 2015.
- 1.2 The Green Group put forward Councillor Mills and Councillor Wilkinson as substitute members for the Overview and Scrutiny Committee via email to Democratic Services on 9 June 2015, intending these to be confirmed by Council Business Committee at its meeting on 25 June 2015. Unfortunately, due to an administrative error, the names were not confirmed at the meeting and are therefore included in this report. This is to allow the Green Group substitute representation, if necessary, at the next meeting of Overview and Scrutiny which is scheduled for 9 September 2015, before the next meeting of Council Business Committee.

2.0 Details of Consultation

- 2.1 In line with the Urgent Business Procedure set out in Part 4, Section 7 of the Constitution, there has been consultation with Councillor Hall, Chairman of the Council Business Committee.

3.0 Conclusion

- 3.1 To wait until the next meeting of the Committee in November (or the next meeting of Council on 23 September 2015) would mean that the Labour and Green Groups would not have the opportunity to utilise substitute members on the Overview and Scrutiny bodies which meet on the 8 and 9 September 2015.

CONCLUSION OF IMPACT ASSESSMENT (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing) None.	
LEGAL IMPLICATIONS In accordance with the Constitution, groups on the Council are entitled to have two named substitutes for the Overview and Scrutiny Committee and the Budget and Performance Panel.	
FINANCIAL IMPLICATIONS None.	
OTHER RESOURCE IMPLICATIONS Human Resources: None. Information Services: None. Property: None. Open Spaces: None.	
SECTION 151 OFFICER'S COMMENTS The Section 151 Officer has been consulted and has no further comments.	
MONITORING OFFICER'S COMMENTS The Monitoring Officer has been consulted, and has made the urgent decision on behalf of and in the absence of the Chief Executive.	
BACKGROUND PAPERS	Contact Officer: Debbie Chambers Telephone: 01524 582057 E-mail: dchambers@lancaster.gov.uk Ref:

URGENT BUSINESS – SUBSTITUTE MEMBERS FOR OVERVIEW AND SCRUTINY

Councillor Consultation

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

To agree: -

- (1) That the appointment of Councillor Biddulph as substitute member for the Labour Group for Budget and Performance Panel and Councillors Mills and Wilkinson as substitute members for the Green Group for the Overview and Scrutiny Committee, be approved.

Signed: Councillor Janet Hall

Position Held: Chairman of the Council Business Committee

Dated: 17 August 2015

Chief Executive Decision

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

- (1) That the appointment of Councillor Biddulph as substitute member for the Labour Group for Budget and Performance Panel and Councillors Mills and Wilkinson as substitute members for the Green Group for the Overview and Scrutiny Committee, be approved.

Signed: Sarah Taylor, Chief Officer (Governance) on behalf of the Chief Executive

Dated: 17 August 2015

Please return to: Debbie Chambers
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ
Ref: UB95