

*Contact:* Chief Executive  
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*Our reference:* CE/SJM/UB46  
*Your reference:*

**CHIEF EXECUTIVE**

Councillor Roger Mace,  
Leader of Cabinet.  
Councillor Jon Barry  
Cabinet Member with Special  
Responsibility for City Contract (Direct) Services  
Democratic and Legal Services

Town Hall  
Dalton Square  
Lancaster  
LA1 1PJ  
  
DX 63531

11th June 2007

Dear Councillor,

**URGENT BUSINESS – INVITATION TO TWIN TOWN PERPIGNAN**

Members are requested to consider an invitation from the Council's twin town, Perpignan, to participate in a seminar in 2007 with a view to being involved in a cultural and sporting event in July 2008, 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 an invitation has been received from the city of Perpignan, Lancaster's twin town in France to attend a seminar there on 10<sup>th</sup> and 11<sup>th</sup> July 2007 and it is impracticable to defer the decision until the next appropriate meeting of Cabinet. Clearly if it is intended to refuse that invitation there is little purpose in attending the planning seminar.

The recommendations are:

- (1) That the invitation to attend a seminar in Perpignan on 10<sup>th</sup> and 11<sup>th</sup> July 2007 be accepted in part and that one officer attends, with a view to considering how the Lancaster District can participate in any event to be organised in Perpignan in July 2008.
- (2) That the Chief Executive identifies an appropriate officer to attend the above seminar.
- (3) That consideration be given to the waiving of call-in in accordance with Overview & Scrutiny Procedure Rule 17 to allow immediate implementation of the decision.

The approval of the Chief Executive in consultation with the Chairman of the Overview and Scrutiny Committee has been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

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 Stephen Metcalfe on 582073, or e-mail [SMetcalfe@lancaster.gov.uk](mailto:SMetcalfe@lancaster.gov.uk) , with your decision.

Yours sincerely,

**CHIEF EXECUTIVE**  
**Enc.**

*Mark Cullinan – Chief Executive*

**URGENT BUSINESS – INVITATION TO TWIN TOWN PERPIGNAN**

Councillor Consultation

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

- (1) That the invitation to attend a seminar in Perpignan on 10<sup>th</sup> and 11<sup>th</sup> July 2007 be accepted in part and that one officer attends, with a view to considering how the Lancaster District can participate in any event to be organised in Perpignan in July 2008.
- (2) That the Chief Executive identifies an appropriate officer to attend the above seminar.
- (3) That consideration be given to the waiving of call-in in accordance with Overview & Scrutiny Procedure Rule 17 to allow immediate implementation of the decision.

Signed: R. Mace and J. Barry -----

Name: Roger Mace and Jon Barry -----

Position Held: Leader of Cabinet and Cabinet Member with Special Responsibility-----

Dated: 18.06.07-----

Chief Executive Decision

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

- (1) That the invitation to attend a seminar in Perpignan on 10<sup>th</sup> and 11<sup>th</sup> July 2007 be accepted in part and that one officer attends, with a view to considering how the Lancaster District can participate in any event to be organised in Perpignan in July 2008.
- (2) That the Chief Executive identifies an appropriate officer to attend the above seminar.
- (3) That consideration be given to the waiving of call-in in accordance with Overview & Scrutiny Procedure Rule 17 to allow immediate implementation of the decision.

Signed: M. Cullinan-----

Chief Executive

Dated: 18.06.07-----

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

Ref: UB46