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*Our reference:* CE/SJM/UB46  
*Your reference:*

**CHIEF EXECUTIVE**

Councillor S. Langhorn,  
Chairman of the Overview and Scrutiny Committee.

**Town Hall  
Dalton Square  
Lancaster  
LA1 1PJ**

11<sup>th</sup> June 2007

**DX 63531**

Dear Councillor,

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

You 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 has been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you could consider the immediate implementation of this course of action subject to the agreement of the Chief Executive to waive the right of call-in, in accordance with Overview and Scrutiny Committee Procedure Rule 17(a). Please complete the attached slip signifying your decision 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**

\*I agree/do not agree (**\*please delete as appropriate**) to this matter being treated as a matter of urgency in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) and therefore not being subject to call-in.

Signed: S. Langhorn .....

Dated: 18.06.07 .....

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

Ref: UB46