

## **I RECESS SUB-COMMITTEE**

There was submitted Agenda Note AN498-2004 intimating that the Council's Recess commenced on 3rd July 2004 and ended on 14th August 2004.

To facilitate the smooth continuous conduct of the Council's business it was agreed that a Recess Sub-Committee of the Council be set up to deal with matters of an urgent nature which the Chief Executive or Depute Chief Executive (Support Services) believed cannot wait for the next ordinary meeting of the Committee concerned during that period and its operating arrangements be as follows:-

- (i) Membership - 2 members of the Administration, 2 members of the SNP Group, one member of the Conservative Group.
- (ii) Chair - Leader of the Administration and Depute Chair - Deputy Leader of the Administration.
- (iii) Substitutes - in terms of Standing Order No46(3) it shall be competent for substitutions to be intimated and effected for individual meetings.
- (iv) Quorum - 3 members.
- (v) Dates - to be arranged on a Monday when required.
- (vi) Remit - to deal with any urgent business arising during the recess period.
- (vii) Power - full delegated powers to deal with any business laid before it.