

#### **4 RECESS SUB-COMMITTEE ARRANGEMENTS (AN70-2013)**

It is reported that the Council's Recess commences on 29th June, 2013 and ends on 10th August, 2013.

To facilitate the smooth continuous conduct of the Council's business, it is proposed that a Recess Sub-Committee of the Council be set up to deal with matters of an urgent nature which the Chief Executive or Head of Democratic and Legal Services believe cannot wait for the next ordinary meeting of the Committee concerned during that period and that its operating arrangements be as follows:-

- (i) Membership - 4 members of the Administration, 2 members of the Labour Group and either the Conservative, Liberal Democrat or Independent member.
- (ii) Chair - Leader of the Administration or nominee.
- (iii) Substitutes - in terms of Standing Order No 45(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 business laid before it.

Notwithstanding the above, it may be necessary in view of their quasi-judicial nature to arrange meetings of the Personnel Appeals Sub-Committee and Licensing Committee.