

**REPORT TO:** East Lothian Council

**MEETING DATE:** 25 June 2013

**BY:** Executive Director (Support Services)

**SUBJECT:** Summer Recess Arrangements 2013

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## **1 PURPOSE**

- 1.1 To advise Members of the arrangements for dealing with Council business during the summer recess 2013.

## **2 RECOMMENDATIONS**

Council is requested to:

- 2.1 Approve the application of the summer recess arrangements outlined in Rule 43 of the Council's Standing Orders, effective from the close of this meeting until the Council meeting of 27 August 2013, attached as Appendix 1; and
- 2.2 Note that a summary of business carried out during the recess period will be brought to the Council meeting of 27 August 2013, and that copies of all reports approved during the recess period will be lodged in the Members' Library.

## **3 BACKGROUND**

- 3.1 Rule 43 of the Council's Standing Orders provides that between the last scheduled Council meeting prior to the summer recess and the first meeting after the summer recess as agreed by the Council, the Provost and/or Depute Provost and/or Leader of the Council, and/or Depute Leader of the Council as available, together with the Convener and/or Vice-Convener, as available, of the appropriate Committee, with a minimum of any two of them, shall deal in their discretion with the urgent business of the Council presented to them for consideration by the Chief Executive, the Executive Director (Support Services), Head of Council Resources or officers duly authorised by them on their behalf.
- 3.2 It is advised that reports outlining the business that has occurred over the recess period and that have required the application of Rule 43

should then be brought to the Council meeting of 27 August 2013 for noting.

- 3.3 Business dealt with under delegated powers and submitted to the Members' Library will continue to be processed using the normal procedures.

#### **4 POLICY IMPLICATIONS**

- 4.1 None

#### **5 EQUALITIES IMPACT ASSESSMENT**

- 5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

#### **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – None  
6.2 Personnel – None  
6.3 Other - None

#### **7 BACKGROUND PAPERS**

- 7.1 East Lothian Council's Standing Orders

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<b>DATE</b>	11 June 2013

**43. RECESS BUSINESS ARRANGEMENTS**

Between the last scheduled Council Meeting prior to the summer recess and the first meeting after the summer recess as agreed by the Council, the Provost and/or Depute Provost, and/or Leader of the Council, and/or Depute Leader of the Council as available, together with the Convener and/or Vice-Convener, as available, of the appropriate Committee, with a minimum of any two of them, shall deal in their discretion with the urgent business of the Council presented to them for consideration by the Chief Executive, Executive Director (Support Services), Head of Council Resources or officers authorised by them to act on their behalf. This Standing Order also applies to any election recess period.