

**REPORT TO:** East Lothian Council

**MEETING DATE:** 25 June 2024

**BY:** Executive Director for Council Resources

**SUBJECT:** Summer Recess Arrangements 2024

---

## **1 PURPOSE**

- 1.1 To advise Members of the arrangements for dealing with Council business during the summer recess 2024.

## **2 RECOMMENDATIONS**

Council is requested to:

- 2.1 Note the application of the recess business arrangements, in accordance with Standing Order 15.6, outlined at Section 3.1; 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 2024, and that copies of all reports approved during the recess period will be lodged in the Members' Library.

## **3 BACKGROUND**

- 3.1 Rule 15.6 of the Council's Standing Orders states that:

Between the last scheduled Council meeting prior to the summer/election recess and the first meeting following the summer/election recess, a minimum of two of the Provost, Depute Provost, Leader, Depute Leader (if appointed), together with the Convener/Depute Convener of the appropriate committee, will deal in their discretion with the urgent business of the Council presented to them for consideration by the Chief Executive, or officers authorised by him/her to act on his/her behalf.

For the avoidance of doubt, matters that require approval of two-thirds of Councillors cannot be dealt with under this Standing Order.

3.2 The deadline for business being submitted under the above arrangements is noon on 14 August 2024. This will allow for the relevant approvals to be secured and for the Council report outlining the business requiring the application of SO15.6 to be prepared in accordance with the deadlines for the Council meeting of 27 August.

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 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

#### **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

<b>AUTHOR'S NAME</b>	Lel Gillingwater
<b>DESIGNATION</b>	Team Manager – Democratic and Licensing
<b>CONTACT INFO</b>	<a href="mailto:lgillingwater@eastlothian.gov.uk">lgillingwater@eastlothian.gov.uk</a>
<b>DATE</b>	10 June 2024