

## SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Council

DATE OF COMMITTEE : 17<sup>th</sup> May 2017

TITLE OF REPORT : Council Business

Please explain why this report is late.

Time-critical decisions required from Council in relation to the timetabling of Council business in the coming weeks. The Council meeting on 17<sup>th</sup> May is the only decision-making forum available to move these matters forward.

Please explain:

- why this report must be submitted to the next meeting of the Council/Committee; and
- why it cannot be submitted to a meeting of the Council/Committee at a later date.

Chief Executive

Date

  
16<sup>th</sup> May 2017

The following section must be completed by the Convener where a report must be submitted less than three clear days<sup>1</sup> before a meeting of the Council/Committee.

By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.

An item of business not open to inspection for three clear days may be considered at a meeting only by reason of special circumstances, which shall be specified in the minutes, and where the Convener is of the opinion that the item should be considered as a matter of urgency.

Please explain why you are of the opinion that the item should be considered as a matter of urgency.

Lord Provost No Lord Provost as yet in post.

Date

Please note that under Standing Order 12.9, the Head of Legal and Democratic Services may refuse to allow any item of business on to the agenda or may withdraw any item of business from an agenda, following consultation with the Convener and Vice Convener.

<sup>1</sup> For example if a letter is posted on Monday advising of a meeting on Friday, it gives 3 clear days' notice (i.e. Tuesday, Wednesday, Thursday). Saturday, Sunday and public holidays are included within the definition of Clear Days.