

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Communities, Housing & Infrastructure
DATE OF COMMITTEE : 24 May 2017
TITLE OF REPORT : Blue Badge Enforcement Officer/Misuse of Residents and Business Parking Permits

Please explain why this report is late.

The report is late due to the responsible officer being off work due to illness and colleagues having to do further background work prior to drafting.

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.

Committee has sought for the report to be submitted to this meeting and the recommendations are required to be progressed to enable transformation of services within timescale.

Director *Stephen Wilson*
Date *16/5/17*

The following section must be completed by the Convener where a report must be submitted less than three clear days¹ 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.

As above

Convener *Gyovanne Allan*
Date *22-5-17*

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.

¹ 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.