

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Communities, Housing & Infrastructure

DATE OF COMMITTEE : 29 August 2017

TITLE OF REPORT : Middlefield Triangle Development

Please explain why this report is late.

The production of this report has required extensive engagement and direct involvement from a range of colleagues. Particular discussions have centred on the exempt nature of the business case content. Consequently, the report and associated appendices were still being revised and finalised at the point that the initial circulation of papers took place.

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.**

Director

Date **24 August 2017**

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.

Convener

Date

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.

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.