

**COUNCIL BUSINESS
COMMITTEE**

6.00 P.M.

2ND MARCH 2023

PRESENT:- Councillors Geoff Knight (Chair), Erica Lewis (Vice-Chair), Darren Clifford, Joan Jackson, Paul Stubbins and David Whitaker

Apologies for Absence:

Councillor Tim Dant

Officers in attendance:

Liz Bateson	Principal Democratic Support Officer, Democratic Services
Lisa Vines	Elections Manager
Phillip Abel	Democratic Support Officer

12 MINUTES

The minutes of the meeting of 27th October 2022 were signed by the Chair as a correct record.

13 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIR

There were no items of Urgent Business.

14 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

15 COMMUNITY GOVERNANCE REVIEW: PETITION TO MERGE YEALAND CONYERS AND YEALAND REDMAYNE PARISH COUNCILS – SECOND STAGE CONSULTATION RESPONSES

The Elections Manager introduced the report on the responses received to the second stage consultation process for the proposal to create The Yealands Parish Council. The Committee was informed of the timescale established by the Draft Order which is to be implemented in April 2024 and the single objection that had been raised during the consultation period.

The Committee asked questions on the cost implications of the Order and the additional Parish Council election that would be undertaken in May 2024.

At the conclusion of the discussion, it was proposed by Councillor Darren Clifford and seconded by Councillor Joan Jackson:

“That the Committee agrees to the draft order for the creation of the Yealands Parish Council and that it will be submitted to Council on 15th March 2023.”

Resolved: -

- (1) That the Committee agrees to the draft order for the creation of the Yealands Parish Council and that it will be submitted to Council on 15th March 2023.

16 MEMBER DEVELOPMENT: INDUCTION PROGRAMME

The Principal Democratic Support Officer introduced the report of the Head of Democratic Services outlining the proposed plans for the induction of new Councillors following the City Council elections on Thursday, 4 May 2023 and sought views and comments from Committee Members.

The proposed timetable had been prepared based on feedback from the previous election cycle where it was felt the induction process was too intense. As a result, committee training sessions would now take place immediately before the relevant committee where possible.

The Committee then discussed and commented on the proposed timetable. The issue of a lack of declaration signings outside of working hours was raised. It was felt that this would be a barrier for working Councillors as would having the majority of sessions in Lancaster Town Hall rather than Morecambe Town Hall. It was felt by the Committee that making the timetable available to candidates before the election would also be useful as this would allow them to make appropriate arrangements with employers and for childcare.

There was a discussion of the “to be arranged” Member Briefings by Cabinet Members on Portfolios and the briefing of members on the Council’s strategic plans as well as a request that induction materials also include plans of the Town Halls to help new councillors find meeting rooms and department working areas.

Resolved: -

- (1) That the comments of the Committee be considered and incorporated into the post-election Induction Training Programme for 2023 and a new draft be circulated to members of Council Business Committee.
- (2) That the Induction Programme timetable be circulated via Election Agents prior to the May elections.

Chair

(The meeting ended at 6.20 p.m.)

**Any queries regarding these Minutes, please contact
Debbie Chambers, Democratic Services - email dchambers@lancaster.gov.uk**