

**COUNCIL BUSINESS
COMMITTEE**

6.00 P.M.

12TH OCTOBER 2023

PRESENT:- Councillors David Whitaker (Chair), Paul Stubbins (Vice-Chair),
Suhir Abuhajar, Matthew Black, John Livermore, Sarah McGowan and
Jean Parr

Officers in attendance:

Mark Cassidy	Chief Officer - Planning and Climate Change
Liz Bateson	Principal Democratic Support Officer, Democratic Services
Phillip Abel	Democratic Support Officer

14 MINUTES

The minutes of the meeting held 31 August 2023 were signed by the Chair as a correct record.

15 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIR

There were no items of urgent business.

At this point in the meeting the Chair requested a minute's silence to reflect on the recent tragic loss of lives in the Middle East.

16 DECLARATIONS OF INTEREST

There were no declarations of interest.

17 RESPONSE TO GOVERNMENT CONSULTATION ON REFORMS TO PLAN-MAKING

The Chief Officer Planning and Climate Change informed the Committee of the national consultation regarding proposed reforms to the plan-making system within England and provided a summary of the draft provided for consideration as the formal response from Lancaster City Council.

During discussion the Committee asked the Chief Officer Planning and Climate Change how the proposed changes to the plan-making system would affect Neighbourhood Plans. This was then explained and discussed.

The Chair proposed, seconded by Councillor Parr: -

“That the recommendation as set out in the report, be approved.”

Resolved unanimously: -

- 1) That the draft response at Appendix 1 of the report be submitted to the Department for Levelling Up, Housing and Communities as the formal response from Lancaster City Council.

18 RE-DEDICATION OF THE WAR MEMORIAL AND GARDEN OF REMEMBRANCE LANCASTER

The Committee considered the proposal to hold a re-dedication ceremony of the War Memorial and Garden of Remembrance to mark the 100th anniversary of its installation.

It was proposed by the Chair and seconded by Councillor Parr to move the recommendations of the report.

This was agreed unanimously.

Resolved unanimously: -

- 1) That arrangements be approved for a ceremony for the Re-dedication of the War Memorial and Garden of Remembrance in Lancaster.
- 2) That the Civic and Ceremonial Officer be requested to make the necessary arrangements for the ceremony and to invite a member of the Royal Household to attend.

19 MID-YEAR CHANGES TO THE COMMITTEE TIMETABLE

The Principal Democratic Support Officer introduced the report of the Monitoring Officer that requested a change to the scheme of delegation authorising the Chief Executive, in consultation with the relevant Chair, to change meeting dates, venues or times after the timetable had been agreed.

The Committee discussed the report and Councillor Paul Stubbins proposed to move the recommendations of the report with an amendment to recommendation 1 that "in consultation with the relevant Chair" be replaced by "with the agreement of the relevant Chair."

After further discussion it was proposed by Councillor Paul Stubbins and seconded by the Chair: -

"That the Committee agrees to delegate authority to the Chief Executive, with the agreement of the relevant Chair, to change a meeting date, venue or time should this becomes necessary after the timetable has been agreed.

"That the Monitoring Officer be asked to add this new delegation to the Scheme of Delegation to Officers in the Council's Constitution."

This was put to a vote and agreed unanimously.

Resolved unanimously: -

- 1) That, with the agreement of the relevant Chair, authority be delegated to the Chief Executive to change a meeting date, venue or time should this become necessary after the timetable has been agreed.
- 2) That the Monitoring Officer be asked to add this new delegation to the Scheme of Delegation to Officers in the Council's Constitution.

20 COMMITTEE TIMETABLE 2024/2025

The Committee considered the proposed timetable of committee meetings for the 2024/25 municipal year and was asked to agree a final schedule of meetings or, if significant changes were required, refer the matter to Council for decision at its next meeting.

During discussion the possibility of altering the starting time of full Council meetings was raised with the suggestion that Members be offered the opportunity to discuss this at Council. Alternative start times proposed were 18:30 and 19:00 to allow more time for working Councillors to prepare for the meeting. It was also suggested that Budget Council, being typically a much longer meeting, would stay at its current time of 18:00.

It was proposed by Councillor Parr and seconded by the Chair: -

"That the proposed timetable be referred to Council for final determination with an additional recommendation to consider whether to alter the starting time of ordinary meetings of Council, other than Budget Council as discussed by the Committee."

"That Officers consult with group leaders and administrators regarding this matter prior to the publication of the report to Council."

Resolved unanimously: -

- 1) That the proposed timetable be referred to Council for final determination with an additional recommendation for Members to consider amending the starting time of ordinary meetings of Council other than Budget Council.
- 2) That Officers consult with group leaders and administrators regarding this matter prior to the publication of the report to Council.

21 NOTIFICATION OF DECISION TAKEN UNDER THE URGENT BUSINESS PROCEDURE

The Committee considered a report of the Senior Manager Democratic Support and Elections to advise Members of a decision taken by the Chief Executive between meetings in consultation with the Chair of Council Business Committee. This was regarding a change to the schedule of meetings for Budget and Performance Panel and was taken on 15 June 2023.

Resolved: -

That the decision taken between meetings by the Chief Executive, in consultation with the Chair of Council Business Committee, be noted.

Chair

(The meeting ended at 6.45 p.m.)

**Any queries regarding these Minutes, please contact
Phillip Abel, Democratic Services - email pabel@lancaster.gov.uk**