

**COUNCIL BUSINESS  
COMMITTEE**

**6.00 P.M.**

**29TH MAY 2025**

**PRESENT:-** Councillors Ross Hunter (Chair), Paul Newton (Vice-Chair) and Abi Mills

Apologies for Absence:

Councillors David Whitaker, Suhir Abuhajar, Sarah McGowan and Jean Parr

Officers in attendance:

Debbie Chambers

Senior Manager Democratic Support and Elections  
and Deputy Monitoring Officer

Phillip Abel

Democratic Support Officer

**1 APPOINTMENT OF VICE-CHAIR**

The Chair requested nominations for the position of Vice-Chair of the Council Business Committee for the municipal year 2025-26.

It was proposed by Councillor Abi Mills and seconded by the Chair "That Councillor Paul Newton be appointed Vice-Chair of the Council Business Committee for the municipal year 2025/26". There being no further nominations, the Chair declared the proposal to be carried.

***Resolved:***

- 1) That Councillor Paul Newton be appointed Vice-Chair of the Council Business Committee for the municipal year 2025/26.

**2 MINUTES**

The minutes of the ordinary meeting held 20 February and the extraordinary meetings of 26 March and 17 April 2025 were signed by the chair as a correct record.

**3 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIR**

There were no items of urgent business.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 COUNCILLOR TRAINING AND DEVELOPMENT STRATEGY 2025/2027**

The Committee received the report of the Senior Manager, Democratic Support and Elections which asked Members to consider the draft Councillor Training and Development Strategy 2025/2027. Following an introduction and summary of the Strategy by the Senior Manager, Democratic Support and Elections, the Chair asked

Members for comments.

During discussion, the Committee proposed some minor amendments regarding attendance at training sessions, briefings and arrangements for booking travel to events.

At the conclusion of the discussion it was proposed by The Chair, Seconded by Councillor Mills and resolved unanimously as follows:

***Resolved unanimously: -***

- 1) That wording be added to the Strategy reflecting the role of Group Leaders in encouraging Councillors to attend training and briefing sessions.
- 2) That the final paragraph of Section 10 “Delivering the Strategy,” be amended to say the following:

*On no account should any Councillor book their own training, train travel to a training event or accommodation for an overnight event themselves without first consulting Democratic Support.*

- 3) That the Strategy be commended to all Members with Group Leaders strongly encouraged to ensure that their groups benefit from any ongoing training and development opportunities provided.

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Chair

(The meeting ended at 6.35 p.m.)

**Any queries regarding these Minutes, please contact  
Phillip Abel, Democratic Support - email [pabel@lancaster.gov.uk](mailto:pabel@lancaster.gov.uk)**