

# **COUNCIL BUSINESS COMMITTEE**

## **Special Council Meeting 2010 24 June 2010**

### **Report of Head of Democratic Services**

#### **PURPOSE OF REPORT**

To seek Members consideration of a proposal for the Special Council Meeting 2010.

**This report is public**

#### **RECOMMENDATIONS**

- (1) That the meeting of Council on 13 October 2010 should be designated as the special council meeting for 2010 in accordance with Council Procedure Rule 4.1.**
- (2) That the Head of Democratic Services be authorised to make appropriate arrangements for the 2010 Special meeting on the lines set out in section 2 of the report, in consultation with the Chairman of the Committee and other Group Administrators as necessary.**
- (3) That a progress report be submitted to Council Business Committee in September setting out further details of the proposed event.**

#### **1.0 Introduction**

- 1.1** As part of the democratic modernisation proposals, Council agreed that one meeting a year shall be designated as a special council meeting with the following remit:

That one of the existing autumn meetings of Council, shall be selected by the Council Business Committee and re-designated as a 'Special' Council meeting for any of the following purposes:

- Consideration of a single topic
- Hearing of an external speaker
- Meeting in assembly or forum
- Consideration of a local, regional or national issue
- Or other purpose to be determined by the Council Business Committee

- 1.2** In 2009, Council Business Committee Members felt that, because of the financial situation, the Special Council Meeting should be cancelled in 2009 but resolved that it be reinstated in 2010. Full Council therefore agreed the inclusion of an October Council meeting in the annual timetable for 2010/11 for this purpose.

This report sets out a proposal for the 2010 Special Council meeting for the Committee's consideration.

## **2.0 Proposal Details**

### **2.1 Concept**

Would *you* like to be a Councillor? - (*Working title*)

An event to promote the roles of City Councillor and Parish Councillor to local people interested in standing for election in 2011. The meeting would inform, examine and discuss several key points, for example:-

- Explain the different tiers of local government, including the remit of City and Parish Councils and the role of the County Council
- The time commitment required
- The skills needed and the induction training, ongoing support and development opportunities offered to Councillors
- Members' allowances
- Decision-making structure and the variety of a Councillors workload (Ward work, regulatory committees, Cabinet, O&S, etc)
- Management Structure and the role of Officers
- The election process

Council Members would have the opportunity to discuss their experiences with potential candidates, provide advice and guidance and give interested people a glimpse of the Councillor's role, its demands and rewards, to help potential candidates assess whether this is something they wish to pursue.

### **2.2 Context:**

One of the Council's stated priorities in the Corporate Plan is Community Leadership and stimulating interest in the people of the district to become Councillors will help encourage the Community Leaders of the future.

The Council also has a statutory responsibility to organise the District and Parish elections which will be held in May 2011. As part of the preparations for the local elections Democratic Services will be expected to hold sessions to promote becoming a Councillor. If the Committee were to approve this proposal for the 2010 Special Council meeting the resources (staff time, refreshments, etc) that would have been used to support the promotional event would be directed to the Special Council meeting making it more cost effective.

A Special Council meeting on this theme would also provide better value for money as a promotional forum. It would be on a larger scale than the intended promotional event, with more Elected Members attending to give a fully rounded picture of the work of a Councillor to potential candidates.

### **2.3 Participants:**

The Special Council meeting and forthcoming elections would be publicised to encourage members of the public who have an interest in becoming Councillors to attend the meeting.

## **2.4 Format:**

It is proposed that the event should be a half day comprised of the input from City Councillors and Parish Councillors using the topics listed above as a guide and with information packs available for potential candidates to take away.

If the Committee is minded to approve this suggestion for the Special Council meeting, Members are asked to give thought to the preferred venue, the type of refreshments and whether the format should be participatory for those attending, perhaps in the form of workshops.

## **2.5 Management**

It is suggested that the event is managed by Democratic Services with support from Community Engagement.

## **3.0 Details of Consultation**

3.1 At this the concept stage no consultation has taken place.

## **4.0 Options and Options Analysis (including risk assessment)**

4.1 The options available to the Committee are to approve the proposal as set out in this report, to amend the proposal or to propose an alternative. Whilst there are few risks attached to this proposal it is important that work begins on planning the special council meeting as soon as possible in order that a suitable and successful event can be achieved.

## **5.0 Conclusion**

5.1 It is the view of officers that the proposal as set out in this report provides a suitable subject for the special council meeting. It is a necessary piece of work on an issue of interest to Councillors and the public and is achievable given the timescales involved.

### **CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

This supports the Council's role of Democratic Leadership and the core value - leading our communities.

### **FINANCIAL IMPLICATIONS**

At the moment the costs of the meeting have not been identified and Members have been asked for their preferences, however all financial expenditure must be contained within existing budgets and will be reported back as part of the progress report in September.

### **SECTION 151 OFFICER'S COMMENTS**

The Section 151 Officer has been consulted and has no further comments.

**LEGAL IMPLICATIONS**

Legal Services have been consulted and have no comments.

**MONITORING OFFICER'S COMMENTS**

The Deputy Monitoring Officer has been consulted and has no further comments.

**BACKGROUND PAPERS**

None

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