

## **Executive Arrangements**

**28 January 2026**

### **Report of the Chief Officer, Governance**

#### **PURPOSE OF REPORT**

To inform Council of interim changes to Cabinet responsibilities whilst the Deputy Leader is absent. Also to report an addition to the executive delegations to the Chief Officer, Housing and Property.

**This report is public**

#### **RECOMMENDATION**

**That Council notes**

- a) **the interim changes to executive arrangements whilst the Deputy Leader is absent**
- b) **an addition to executive delegations to the Chief Officer, Housing and Property**

#### **1.0 Introduction**

- 1.1 Rule 2 of the Cabinet Procedure Rules provides that the Leader will present her executive arrangements to Council at the Annual Council meeting.
- 1.2 Changes to the arrangements as presented in May 2025 are required to be reported to Council. This report sets out interim changes to Cabinet responsibilities whilst the Deputy Leader is absent through illness. It also details an addition to executive delegations to the Chief Officer, Housing and Property.

#### **2.0 Cabinet Responsibilities**

- 2.1 The Deputy Leader is currently absent due to illness. The Leader has temporarily reallocated his areas of responsibility to other Cabinet Members until his return. This is shown below:
  - Lancaster BID, Canal Quarter and Markets – Councillor Bottoms
  - Salt Ayre Leisure Centre including Fit for the Future – Councillors Bannon and Hamilton-Cox
  - Emergency Planning, Heron Works and Parking (Castle Park) – Councillor Maddocks
  - Parking (Cable Street, Kingsway, ANPR) – Councillor Bottoms
  - Community Wealth Building – Councillor Hamilton-Cox

- Jobs and Skills (Green Skills) – Councillor Riches
- Fit for the Future Commercial Venues, Support Services Review, Digital Strategy and Implementation – Councillor Hart
- Business Support & Information – Councillor Tyldesley
- Frontierland Board Member – Councillor Caroline Jackson

### **3.0 New Executive Delegation to the Chief Officer Housing and Property**

- 3.1 As a result of new legislation, the Leader authorised the addition of a new executive delegation to the Chief Officer, Housing and Property on 31 December 2025:

“To authorise officers to investigate, serve notices, enforce contraventions, and to exercise all relevant functions under the Renters’ Rights Act 2025.”

This has been added to the Constitution.

### **4.0 Conclusion**

- 4.1 To note the information in this report.

<b>CONCLUSION OF IMPACT ASSESSMENT</b> <b>(including Health &amp; Safety, Equality &amp; Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing):</b> No direct impact	
<b>LEGAL IMPLICATIONS</b> Full Council adopts the Council’s Constitution. It is a ‘living document’ subject to amendment as a result of decisions made by Council, changes in legislation, changes to the Council’s structure, Officer designations and other factors. The Monitoring Officer is required to review and monitor the Constitution regularly to ensure that it is up-to-date and to inform all Councillors when changes are made.	
<b>FINANCIAL IMPLICATIONS:</b> None identified.	
<b>OTHER RESOURCE IMPLICATIONS, such as Human Resources, Information Services, Property, Open Spaces:</b> None identified	
<b>SECTION 151 OFFICER’S COMMENTS</b> The Section 151 Officer has no comments to add.	
<b>MONITORING OFFICER’S COMMENTS</b> The Monitoring Officer has submitted this report.	
<b>BACKGROUND PAPERS</b> The Council’s Constitution, published on <a href="http://www.lancaster.gov.uk">www.lancaster.gov.uk</a>	<b>Contact Officer:</b> Debbie Chambers <b>Telephone:</b> 01524 582057 <b>Email:</b> <a href="mailto:dchambers@lancaster.gov.uk">dchambers@lancaster.gov.uk</a>