

HAMBLETON DISTRICT COUNCIL

Report To: Audit, Governance and Standards Committee
27 October 2015

From: Executive Director and Deputy Chief Executive

Subject: AMENDMENT TO CONSTITUTION

All Wards

1.0 PURPOSE AND BACKGROUND:

- 1.1 This report seeks consideration of a request to a change to the Council's Constitution regarding the number of Cabinet meetings held in any one year.
- 1.2 Paragraph 1.6 of the Cabinet Procedure Rules states as far as is relevant that "The Cabinet will meet at least 10 times per year at times to be agreed by the Leader."

2.0 CONSIDERATIONS:

- 2.1 The number of Cabinet meetings set out in Paragraph 1.6 of the Cabinet Procedure Rules was a figure recommended by the New Political Structures Working Group in 2000, which was subsequently adopted by Council in 2001 when the new Political Structures were introduced.
- 2.2 Although there was a general acceptance by Councils at that time that this was a sensible way to start the new executive arrangements, there is no statutory requirement for this pattern and it is a matter for each Council to make its own arrangements to reflect its particular circumstances. As with all meetings, there can be a tendency for business to expand to fill the agendas available. The decision making process needs to fit the business requirements of the Council and not vice versa.
- 2.3 In order to give more flexibility to Cabinet over the number of meetings held per year it is suggested that the wording of Paragraph 1.6 of the Cabinet Procedure Rules be amended to read:- "The Cabinet will meet as and when required on dates and times to be agreed by the Leader, but no less than 6 times per year." This will enable meetings to be programmed in the calendar but give flexibility to cancel meetings if they are not required. It will also allow for more than 6 meetings to take place in any given year if required.
- 2.4 The suggestion of a minimum 6 meetings per year corresponds with the number of Ordinary Council meetings held in any year.

3.0 RECOMMENDATION:

- 3.1 The Committee is asked to determine whether it wishes to recommend to Council to make any changes to the Constitution.

JUSTIN IVES

Background papers: Council's Constitution

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