

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Assistant Cabinet Members – Variation to Article 7 of the Constitution

Meeting/Date: Corporate Governance Committee – 26th July 2018
Council – 17th October 2018

Executive Portfolio: Executive Leader – Councillor G J Bull

Report by: Elections and Democratic Services Manager

Ward(s) affected: All

Executive Summary:

Following the approval by the Cabinet at their meeting on 21st June 2018 to the creation of Assistant Cabinet Members to be appointed as non-executive members to support Cabinet Members in carrying out their role, it is necessary for the Council's Constitution to be updated to reflect the new role responsibilities.

Recommendation:

The Corporate Governance Committee is

RECOMMENDED

- (a) to endorse a variation to Article 7 of the Council's Constitution as outlined in paragraph 3.3 ante to the report now submitted; and**
- (b) to recommend to Council that the necessary variation be made to the Council's Constitution.**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to amend the Council's Constitution to reflect the new role responsibilities of Assistant Cabinet Members as approved at the meeting of the Cabinet on 21st June 2018.

2. BACKGROUND

- 2.1 The Council's Constitution provides the framework from within which it conducts its business. It describes who is responsible for making decisions and how decisions are made. The Council may amend its Constitution at any time to keep it up to date to reflect changes in the law or changes to Council policy and procedure.

3. ARTICLE 7 – THE CABINET

- 3.1 Article 7 of the Council's Constitution relates to the Cabinet, including its form and composition. Cabinet agreed at their meeting on 21st June 2018 to appoint Assistant Cabinet Members as non-Executive Members to advise and support Cabinet Members in carrying out their role.

- 3.2 A copy of the role description for Assistant Cabinet Members is attached as Appendix A to this report.

- 3.3 This will necessitate the following changes to Article 7 of the Constitution –

That Article 7 of the Council Procedure Rules be varied after paragraph 5 to read

Assistant Cabinet Members

The Cabinet may appoint Councillors to act as assistants to the Cabinet as the Cabinet considers reasonably necessary and appropriate. Their role will be to assist the Cabinet collectively in accordance with the detailed Role Description approved by the Cabinet on 21st June 2018.

Assistants to the Cabinet may not vote on any matters before the Cabinet, neither may they substitute for a Cabinet Member at a meeting of the Cabinet nor in any decision making role.

4. LEGAL IMPLICATIONS

- 4.1 The proposed variation will impact directly upon the current Constitution and is necessary to reflect the new role responsibilities in the Cabinet and update Article 7 of the Constitution.

5. RESOURCE IMPLICATIONS

- 5.1 The role of Assistant Cabinet Member currently does not attract a Special Responsibility Allowance and will be considered further as part of the review of Members Allowances scheduled for 2018/19.

6. REASONS FOR THE RECOMMENDED DECISIONS

- 6.1 The creation of Assistant Cabinet Members will work alongside a Cabinet Member or Cabinet Members and provide assistance for any function except decision making to widen Member participation in Council business and provide

additional support. An update to the Council's Constitution is necessary to reflect incorporation of Assistant Cabinet Members as approved at Cabinet.

7. LIST OF APPENDICES INCLUDED

Appendix 1 – Assistant Cabinet Member Role Description

BACKGROUND PAPERS

HDC Constitution

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager

Tel No: (01480) 388004

Email: lisa.jablonska@huntingdonshire.gov.uk