



OFFICER REPORT TO COUNCIL

**CHANGES TO THE CONSTITUTION
– CABINET ASSOCIATE MEMBERS**

KEY ISSUE/DECISION:

To update the Constitution to include Cabinet Associates.

BACKGROUND:

1. At the County Council meeting on 21 May 2013, the Leader announced the appointment of four Cabinet Associates to work alongside Cabinet Members. At that time, the Leader asked that amendments be made to the Constitution to ensure clarity on this new role.
2. Article 6 of the Constitution outlines the role and function of the Cabinet. Cabinet Associates will work alongside Cabinet Members, but are not full members of the Cabinet (and therefore do not have the same powers.) In order to ensure clarity on the distinct roles and functions, it is proposed that Article 6 be updated to include a section on Cabinet Associates - the process for appointment, their role and any limitations on their activities. The proposed additions are shown as track changes in annex 1.
3. The County Council has in recent years approved a number of role profiles, covering each Council position of special responsibility that an individual Member may undertake. In order to continue this best practice, a role profile for Cabinet Associates has been drafted and approved by the Leader. A copy of the role profile is attached at annex 2 for Members' information and it is recommended that the County Council agree that this be added to the appendix of the Member/Officer Protocol.

RECOMMENDATION:

It is recommended that:

- Amendments to Article 6 (as outlined in annex 1) be approved.
- The role profile for Cabinet Associates as attached at annex 2 be included in the appendix to the Member/Officer Protocol.

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Sources/background papers:

The Council's Constitution
21 May 2013 County Council Meeting (minutes)
