

QUORUM ARRANGEMENTS

To: **Constitution and Ethics Committee**

Meeting Date: **24 April 2018**

From: **LGSS Director of Law & Governance
and Monitoring Officer**

Purpose: **To consider the current quorum requirements as set out in
the Constitution.**

Recommendation: **The Constitution and Ethics Committee is asked to review
the current number for a quorum at committee meetings,
as set out in the Constitution, and recommend any
changes to Council, if appropriate.**

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1. **Background**

- 1.1 At its meeting on 27 February 2018, the Constitution and Ethics Committee raised the question of the quorum arrangements as set out in the Constitution. It was felt that the current arrangements might not be appropriate for some committees.
- 1.2 The Constitution states that the quorum of a meeting is one quarter of the whole number of voting members. Some Members expressed concern that this was too low for some committees.
- 1.3 The following table sets out the current quorum arrangements for committees where the quorum is one quarter of the whole number of voting members:

Committee and Membership	Quorum
General Purposes Committee (15)	4
Policy and Services Committees (10)	3
Planning Committee (8)	2
Audit and Accounts Committee (7)	2
Constitution and Ethics Committee (8)	2
Corporate Parenting Sub-Committee (5)	2
Staffing and Appeals Committee (8)	2

- 1.4 Some committees have different arrangements for a quorum:

Committee and Membership	Quorum
Health and Wellbeing Board (23)	8
Pension Fund Committee (11)	5 (one third + one)
Pension Fund Committee Investment Sub-Committee (7)	4 (one third + one)
Pension Fund Board (6)	2 (one third, with 1 each of employer & pensioner sides)

- 1.5 Each joint committee (Joint Development Control Committee – Cambridge Fringes; Greater Cambridgeshire Partnership Board and Assembly; LGSS Joint Committee; Cambridgeshire Police and Crime Panel; Cambridge City Joint Area Committee; LGPS ACCESS Joint Committee) has its own arrangements for a quorum, as set down in its terms of reference or standing orders.

2. **Group Leaders**

- 2.1 Group Leaders considered a request from the Constitution and Ethics Committee for a review of the number for a quorum at committee meetings.
- 2.2 At its meeting on 15 March 2018, the issue was discussed. Group Leaders were reminded of the substitution arrangements currently set out in the Constitution. However, it was felt that the current number for a quorum was too low, and would be a particular problem in bad weather impacting on those groups whose Members had to travel a greater distance to Shire Hall. Group Leaders were therefore of the view that the Constitution and Ethics Committee should review the current quorum requirements as set out in the Constitution.

Source Documents	Location
<p>Council's Constitution</p> <p>Constitution and Ethics Committee 27 February 2018</p>	<p>http://tinyurl.com/Constitution-CCC</p> <p>https://cmis.cambridgeshire.gov.uk/ccclive/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/10/Default.aspx</p>