

**ARRANGEMENTS FOR CONDUCTING A MINI REVIEW OF GOVERNANCE PROCEDURES**

*To:* **Constitution and Ethics Committee**

*Meeting Date:* **19th November 2015**

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

*Electoral division(s):* **All**

*Purpose:* **To consider how best to conduct a mini review of Cambridgeshire County Council's governance procedures**

*Recommendation:* **That the mini review be conducted by inviting Members and the Corporate Leadership Team by email to identify any points of difficulty that they have experienced in operating the governance system since 24th March 2015.**

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## **1. BACKGROUND**

- 1.1 Cambridgeshire County Council converted from a Leader Cabinet form of governance to a Committee System with effect from May 2014.
- 1.2 A review of the operation of the new governance system was conducted between November 2014 and January 2015. An electronic questionnaire was made available to all members and officers from late November to late December 2014, containing questions relating to specific aspects of the system and a section for general comments. The Constitution and Ethics Committee then held a workshop in January 2015 to consider the responses to the survey, and considered the results of the review at its meeting on 3rd March 2015.
- 1.3 On 24th March 2015, Full Council considered the Committee's recommendations for revisions to the Constitution and other proposals arising from the review.
- 1.4 As part of its decision on modifications to the governance system, Council agreed to the recommendation that it ask the Constitution and Ethics Committee to conduct a mini review in a year's time in order to consider whether to recommend any changes to the detailed governance procedures to Council.

## **2. CONDUCTING THE MINI REVIEW**

- 2.1 In contrast to the detailed questionnaire used in 2014, it is suggested that the mini review be conducted by sending an email to all Members and senior officers. The email would invite them to identify any points of difficulty that they have experienced in operating the governance system since 24th March 2015. Respondents would be asked to supply examples of the difficulties where possible.
- 2.2 The email could be sent in late November or early December, with replies requested by early January. This would then give time to analyse responses before the Committee's meeting on 4th February 2016.
- 2.3 In order for any identified changes to be incorporated into the Constitution to take effect from the start of the next municipal year, Council would need to receive the Committee's recommendations on 22nd March or 10th May 2016.

<b>Source Documents</b>	<b>Location</b>
Minutes of County Council 24th March 2015	<a href="http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/Meeting.aspx?meetingID=925">http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/Meeting.aspx?meetingID=925</a>