



Section C2

RESPONSIBILITY FOR FUNCTIONS – CABINET

Composition:

Leader of the Council plus at least 2 but no more than 9 Councillors appointed by the Leader all from the controlling political group.

(Note: There is a statutory prohibition for either the Mayor or the Deputy Mayor to be appointed to the Cabinet.)

Terms of Reference:

- (a) Make recommendations to the Council in respect of the formulation and revision as necessary of plans and strategies which comprise the Council's Policy Framework to achieve the corporate vision, subject to consultation with the Scrutiny Committee.
- (b) Recommend to the Council an Annual Budget, (comprising the allocation of financial resources to different services and projects, proposed contingency funds, setting the Council Tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and the setting of virement limits) in consultation with the Scrutiny Committee, and with representatives of the business community prior to the Budget Council meeting.
- (c) Approval of the Council Tax Base
- (d) Exercise of the Council's functions in respect of Local Area Agreements
- (e) Make recommendations to the Full Council in respect of the formulation of the Local Development Framework (Borough Plan) and other Planning and Regulatory Policies subject to consultation with the Planning and Licensing Committees.
- (f) Approve the corporate criteria and objectives for Performance Management.
- (g) Approve time-tabling arrangements for reviews in order to ensure that reviews are staggered through the year and allocate specific time-scales and required working hours for each review having regard to the resources available to conduct the review.

- (h) Receive, consider and make decisions on the outcome of reviews and where necessary make recommendations to the full Council on matters that require Council approval as part of or variations to the Policy Framework.
- (i) To make minor modifications to plans and strategies contained within the Policy Framework but only within such limits as the Council may specify at the time they approve the plan or strategy.
- (j) To make adjustments to the Budget in the course of the year but only in so far as the Financial Procedure Rules allow and otherwise as may be determined by the Council when approving the Budget.
- (k) Exercise all other Functions of the Authority other than:-
 - (i) those functions designated to the Full Council and its Committees;
 - (ii) those functions within the approved delegated authority of the Chief Executive, Corporate Management Team and Heads of Service. An officer not exercising their approved delegated authority in relation to a matter shall refer that matter to Cabinet for decision.
 - (iii) any other business expressly required as a function not to be the responsibility of the Executive in the Local Authorities (Functions and Responsibilities) (England) 2000 Regulations as amended;
 - (iv) any Local Choice Function designated as the responsibility of the full Council or delegated to a committee or panel of the Council or to an officer (this includes decisions in respect of the Council Tax Base).