

Proposals for change – executive

Changes to the scheme of delegation to the Cabinet were approved by Council in October. Cabinet has scheduled monthly meetings for decisions to be taken collectively and in public. These meetings will allow contributions from scrutiny committee chairmen and leaders of opposition groups. The Forward Plan has been revised to show the key decisions allocated for decision by cabinet meeting in public. It is proposed that these provisions be further clarified by including the following text in the Constitution Part 3 appendix 1 (Cabinet Functions)

Cabinet Functions

To replace paragraph 4 with:

4. The Cabinet collectively will decide policy framework matters for recommendation to Council and those matters as shown in the Forward Plan of key decisions by the Cabinet. There is a presumption that a decision will be scheduled for collective decision unless allocated to an individual cabinet member. The Leader, in consultation with the **Cabinet**, shall identify those decisions which are to be taken by an individual **Cabinet Member**.

Paragraph 5 is retained.

Meetings of Cabinet

6. The Cabinet will meet in public on dates and times published in advance. A schedule of monthly meetings of Cabinet will be issued showing the proposals in the Forward Plan of key decisions which are to be considered at each meeting. Meetings may be cancelled for lack of business or for some other substantial reason.
7. The published schedule shall be updated from time to time to include on the planned agenda any aspect of the executive functions of the Cabinet which are to be considered, including those matters of collective responsibility described in Appendix 2 [of Part 3 of the Constitution].
8. The Cabinet Member holding the relevant portfolio shall introduce any item for consideration or decision by the Cabinet.
9. The chairman of each Select Committee shall be invited to attend any meeting of the Cabinet and shall have a right to speak for up to three minutes to convey or represent the views of that committee on any agenda item relevant to the terms of reference of the committee.
10. The leaders of each of the large and medium minority groups of the Council shall be invited to attend any meeting of the Cabinet and may speak for up to two minutes on any item on the agenda.
11. At the conclusion of representations and comments from other members the Cabinet Member will sum up the position and the Cabinet will take a decision on the proposal or otherwise resolve the agenda item.