

## RESPONSIBILITIES OF THE CABINET

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MEMBERS

Up to 10

QUORUM 3

### General Role

To take key and other decisions for the effective management of the Council's functions and services in line with the policy framework and budget adopted by full Council and to be responsible for the implementation of these in respect of executive functions and services not otherwise the responsibility of the Council or any other Committee.

### Frequency of Meetings

There shall be scheduled monthly meetings. Additional meetings may be called from time to time as deemed appropriate.

### Substitutes

No substitutes are allowed to the Cabinet.

### Role and Function

To approve and consider:-

- (i) Key strategic decisions (other than those which must be determined by the Council) including all decisions which have a major impact on a number of Council services or on the Council as a whole and decisions which are deemed significant in terms of impact on the Council's revenue or capital (to be determined by the Head of Paid Service and/or Section 151 Officer in consultation with the Leader).
- (ii) All key strategic policies (except those which are reserved to Council for approval) and to make recommendations on policies reserved to Council.
- (iii) Formulating the Authority's budget proposals and recommending the same to Council for approval.
- (iv) Formulating the Authority's capital programme and recommending the same to Council for approval.
- (v) Formulating the Authority's housing capital programme and recommending the same to Council for approval.
- (vi) Formulating, monitoring and reviewing the Authority's Housing Revenue Account Self Financing Business Plan and recommending the same to Council for approval.

- (vii) Formulating the Authority's borrowing and investment strategy and recommending the same to Council for approval.
- (viii) Managing and monitoring the Authority's Capital Programme, General Fund and HRA.
- (ix) The key strategic outcomes for delivery over the term of the HRA Business Plan.
- (x) Strategic decision-making in respect of the following:-
  - Transformation Programmes.
  - Organisational Development.
  - Member Development.
  - Member Services and Civics.
  - Strategic Risk Management.
  - Audit Issues (other than matters falling within the remit of the Joint Audit and Standards Committee).
  - Major Projects.
  - Strategic Commissioning and Procurement including Decommissioning.
  - Asset Management.
  - Staffing and resourcing issues.
  - Partnerships and shared services.
- (xi) Approval of payments or provide some other benefits for maladministration under S92 of the Local Government Act 2000.
- (xii) To approve the write-off of any outstanding debt owed to the Council above the delegated limit of £10,000 with the exception of the write-off of debts related to the functions of the Shared Revenues Partnership.
- (xiii) Making recommendations to the Council on standing orders relating to contracts and financial regulations.
- (xiv) All cross-cutting matters which affect the Authority as a whole and any matter/issue not expressly delegated to another Committee.
- (xv) Determining the Authority's strategic approach to wider County and Regional issues.
- (xvi) To take action or make recommendations to Council after considering reports from Overview and Scrutiny Committee (Joint or otherwise) and the Audit and Standards Committee (Joint or otherwise).
- (xvii) To set up and monitor the activity of Working Groups and receive reports and recommendations from them, in line with agreed protocols.