

## 5 Decision Making and the Cabinet

The **Cabinet** (also known as the "**Executive**") is the part of the Council, which is responsible for taking **executive decisions** and implementing the Council's **Budget and Policy Framework**.

The Cabinet, made up of the Leader and up to 9 additional Councillors, does not have to be appointed in **political balance**. The Council has decided that it will re-elect the Leader of the Council every year, rather than every four years, usually starting and ending at the Annual Full Council meeting. This is subject to a Leader resigning or being disqualified from office as a Councillor, or a vote of Full Council to remove the incumbent, which may happen before the end of the term.

Executive decisions may also be taken by the Leader, a committee of Cabinet, individual **Cabinet members** or by officers under the **Officer Scheme of Delegation** in **Part 2**.

Each of the Councillors on the Cabinet is responsible for a particular area of the Council's activities (called "portfolios"). Cabinet members are also sometimes called **portfolio holders**. Details of how the Cabinet operates and the current [Cabinet portfolios](#) can be accessed online.

The Cabinet has to make decisions that are in accordance with the Council's overall policies and budget. If it wishes to make a decision that is outside the Budget or Policy Framework, this must be referred to Full Council to decide.

Where Cabinet intends to discuss any matter in private, a notice will usually be published 28 days before the meeting and a further notice will be published when the agenda for the meeting becomes available.

When "**key decisions**" are to be discussed or made then special notice procedures must be followed – usually 28 days' public notice is given (although there are special rules where this is not possible). These procedures are set out in the Access to Information Standing Orders in **Part 3**.

Some decisions, as a matter of law, are not **executive decisions**. These decisions include Planning, Licensing and Personnel matters. The Council has standing regulatory and other committees to deal with these matters.

It is the duty of the Cabinet to work constructively and openly with backbench, opposition members and officers to make sure that the overview and scrutiny process is working correctly.