

Subject:	Terms of Reference		
Date of Meeting:	12 June 2008		
Report of:	Director of Strategy & Governance		
Contact Officer:	Name:	Martin Warren	Tel: 29-1058
	E-mail:	martin.warren@brighton-hove.gov.uk	
Key Decision:	No		
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

1.1 This report informs Cabinet of the delegations and responsibilities of Cabinet.

2. RECOMMENDATIONS:

2.1 To note the Terms of Reference for Cabinet.

The Cabinet

1.1 After the Leader, the Cabinet will operate as the highest executive decision-making body. The following functions shall be discharged by the Cabinet:

(a) the formulation and submission to Full Council of all plans and strategies that form part of the policy framework.

(b) the development, formulation and submission to Full Council of the budget.

(c) Any matter which the Cabinet, having regard to the forward plan, decides should be dealt with by the Cabinet.

(d) Any matter which the Leader decides should be dealt with by the Cabinet

(e) Any matter which is delegated to a Cabinet Member and that Councillor decides to refer the matter to the Cabinet.

(f) Any matter which straddles the portfolios of 2 or more Councillors and, in the opinion of the Leader or the Monitoring Officer, is more appropriately dealt with by the Cabinet.

- (g) Any executive function which is not specifically delegated to a Cabinet Member under this scheme of delegations.
- (h) Any matter which, under the Council's Financial Standing Orders, Contract Standing Orders or other Council rules, requires the approval of the Cabinet.

1.2 When referring or reserving a matter to the Cabinet under subparagraphs (c) (d) (e) of paragraph 1.1 above, the Leader or, as the case may be, the Cabinet Member may do so on a one off basis or as part of a general/ standing arrangement.