

TERMS OF REFERENCE AND DELEGATION OF DUTIES TO THE CABINET, PORTFOLIO HOLDERS, ADVISORY PANELS AND CONSULTATIVE FORUMS

THE EXECUTIVE (CABINET)

Responsibility of the Cabinet

The Executive as a whole will have responsibility for the following functions:

- (a) The development of proposals for the budget (including the capital and revenue budgets the fixing of the Council Tax Base, and the level of council tax) and the financial strategy for the Council;
- (b) The monitoring of the implementation of the budget and financial strategy;
- (c) To recommend major new policies (and amendments to existing policies) to the Council for approval as part of the Council's Policy Framework and implement those approved by Council;
- (d) To prepare and agree other policies and plans for implementation by Portfolio Holders and others;
- (e) The approval of the Better Deal for Residents programme and of the implementation of projects emerging from the programme;
- (f) The approval and management of the Council's Capital Programme/Capital Strategy;
- (g) All other key decisions – namely:
 - a decision which is likely to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
 - is likely to be significant in terms of its effects on communities living or working in an area of two or more wards of the Borough;

A decision is significant for the purposes of (g) above if it involves expenditure or the making of savings of an amount in excess of £500,000 for capital expenditure or £100,000 for revenue expenditure or, where expenditure or savings are less than the amounts specified above, they constitute more than 50% of the budget attributable to the service in question.

- (h) The award of contracts over £500,000 and all matters reserved to the Executive under the Contract Procedure Rules;
 - (i) All decisions, which are expected to result in variations to, agreed revenue or capital budgets;
 - (j) Agreement to all virements between budgets as set by the Financial Regulations;
 - (k) To determine all non-key decisions which fall outside the current Executive policy or agreed Executive guidelines;
 - (l) To determine all non-key decisions referred to the Executive by the relevant Portfolio Holder;
 - (m) To determine all recommendations and references from the Council or any of its Committees or sub-committees and which the Executive considers are appropriate for collective decision;
 - (n) The approval of HRA Rents;
 - (o) Quarterly to act as the Performance Board overseeing strategic performance issues.
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