

# **ROLE OF CABINET MEMBERS**

## **1. MAIN ROLE**

- a) All Cabinet Members are publicly accountable for the executive functions of the Council. This will include a specific responsibility for matters within the scope of their portfolio.

## **2. DUTIES AND RESPONSIBILITIES**

- a) To make decisions in accordance with the Council's agreed procedures within the Constitution.
- b) To make decisions consistent with the Council's Key Policy Framework.
- c) To make decisions within approved budgets or in accordance with the Council's Financial Regulations.
- d) To make decisions which do not compromise any existing or proposed policy.
- e) To refer to the Leader any matter considered by the Portfolio Holder that is deemed to be too cross cutting or sensitive to be decided within the Portfolio.
- f) To agree decisions with other Portfolio Holders where the matter is a cross-portfolio.
- g) To give public account of the functions and decisions made within the Portfolio areas of responsibility.
- h) To maintain clear communication with the Chairs of the relevant Overview and Scrutiny Panels.
- i) To represent the Council with external bodies and agencies in order to promote the work of the Council the Council's interests, its agreed policies and improve Council influence with external bodies.
- j) To lead, alongside the Chief Executive, the development of clear, affordable policies and strategies for services which are consistent with the Council's wider Corporate Plan objectives.
- k) To set clear priorities which are consistent with the Council's policies and strategic objectives.
- l) To ensure that resources are efficiently managed within allocations set by Council and that risk is well managed.