



## PORTFOLIO HOLDER DECISION NOTICE

### INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR LEADER

#### TOPIC – DELEGATION BY LEADER 2012/13

#### PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

Cabinet Procedure Rule 1.2 provides that the requirements for a draft portfolio holder decision notice do not apply to appointments or delegations by the Leader under this Rule.

#### Contact Officers:

Case Officer: Stephen Whetnall, Corporate Director (Governance)

Committee Administrator: Nancy Graham, Senior Democratic Services Officer,  
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#### SUMMARY

Following the appointment of the Leader by Annual Council on 16 May 2012, in accordance with Council Procedure Rule 17 (2), the Leader must make the following delegations. Cabinet Procedure Rule 1.2 states that these will be confirmed in a signed portfolio holder decision notice.

#### DECISION

1. That Councillor Humby be appointed as Deputy Leader and Vice-Chairman of Cabinet.
2. That Councillors Coates, Godfrey, Huxstep, Stallard, Tait and Weston be appointed as the remaining Members of Cabinet.
3. That the existing scheme of delegation of executive functions of Cabinet and Council Officers be confirmed.
4. That the scheme of delegation of executive functions of Cabinet Committees be determined at the Cabinet meeting on 17 May 2012 (Report [CAB2333](#) refers).
5. That a further Report or Portfolio Holder Decision Notice be made to consider updating the Scheme of Delegation to Portfolio Holders (as set out in Part 3 of the Constitution).

**REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

To comply with provisions of the Council and Cabinet Procedure Rules referred to above.

**RESOURCE IMPLICATIONS:**

None.

**CONSULTATION UNDERTAKEN ON THE DECISION**

None.

**FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

n/a

**DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

n/a

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

n/a

Approved by: (signature)

Date of Decision: 17.05.12

Councillor Keith Wood – Leader