

16.0 CABINET MEMBER REPORTS AT COUNCIL MEETINGS

16.1 A regular item shall be placed on the agenda of all meetings of the County Council (Standing Order 5(1)(k) refers) to enable Cabinet Members to report, save in exceptional circumstances, in writing, on:

- any decisions taken by the Cabinet (i.e. key decisions) or by them under delegated powers (i.e. routine matters); and any other areas of interest or service related developments relating to his/her remit that may have occurred since the previous meeting or are likely to impact on the service in the coming months; and
- any other issue or matter specifically requested by a Member (by no later than 12 noon on the day before the meeting), which cannot adequately be covered by the opportunity that already exists under Standing Orders for Members to submit a Notice of Motion or written questions to Cabinet Members or Chairs of Committees relating, particularly, to factual and local issues.

16.2 The Cabinet Member shall first present his/her Report and make any statement(s) in response to any issue or matter specifically requested by a Member. Councillors may then, without notice, comment upon or ask a question of the Cabinet Member on any matter referred to in his/her Report or relating to his remit. As indicated above, this facility is not intended to replace the opportunity that already exists under Standing Orders for members to submit written questions to Cabinet Members or Chairs of Committees, relating, particularly, to factual and local issues. The Cabinet Member will then respond to any such comments or questions immediately before the conclusion of the item.

16.3 The Cabinet Member will, when presenting his/her Report, speak for a maximum of 7 minutes, with all other speeches being confined to a maximum of 5 minutes. In replying to questions from Members the Cabinet Member shall speak, at the discretion of the Chair.