

Article 8 – Decision Making

This article sets out how the Council will take decisions and gives links to particular rules applying to decision making by the *Council Meeting*, the *Cabinet* and committees of the Council.

8.1 Principles of Decision Making

When the Council takes a decision it will:

- (a) make sure the action is proportionate to what the Council wants to happen;
- (b) consult properly and take professional advice from *Officers*;
- (c) consider equality, diversity and respect for human rights;
- (d) make the decision public unless there are good reasons for it not to be;
- (e) be clear about what the Council wants to happen and how it will be achieved; and
- (f) explain what options were considered and give the reasons for the decision.

8.2 Responsibility for Decision Making

The Council will prepare and keep up to date a *Functions Scheme*. The *Functions Scheme* will show what sorts of decisions can be made and who by.

8.3 Types of Decision

(a) Decisions reserved to the Council Meeting

Decisions reserved to the *Council Meeting* in the *Functions Scheme* will be made by the *Council Meeting* and not delegated.

(b) Key decisions

A decision maker may only make a *Key Decision* in accordance with the *Cabinet Rules*.

8.4 Decision Making by the Council Meeting

Subject to Article 8.8, the *Council Meeting* will follow the *Council Procedure Rules* when considering any matter.

8.5 Decision Making by the *Cabinet*

Subject to Article 8.8, the *Cabinet* will follow the *Cabinet Rules* when considering any matter.

8.6 Decision Making by Scrutiny Committees

Scrutiny Committees will follow the *Scrutiny Rules* when considering any matter.

8.7 Decision Making by other Committees or Groups established by the Council

Subject to Article 8.8, other Council committees or groups will follow those parts of the *Council Procedure Rules* as apply to them.

8.8 Decision Making by Council Bodies acting as tribunals

If any decision maker acts as a tribunal or in judgement of an issue in a way that might affect any person, they must follow the rules of natural justice as required by Article 6 of the European Convention on Human Rights.