SECTION 6

6. THE LEADER(S)

6.1 Election and Term of Office

6.1.1 In accordance with Standing Orders, the Leader(s) of the Council will be a Councillor elected to the position of Leader(s) of the Council. The Leader(s) will hold office until:

(a) he/she resigns from the office; or

(b) he/she is suspended from being a Councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or

(c) he/she is no longer a Councillor;

(d) the next local government election save that the Council may remove the Leader(s) from office at an earlier date, but only in the event of a vote of no confidence in the Leader(s) or a change in political control of the Council.

6.2 Deputy Leader(s)

6.2.1 Appointment

The Leader(s) may designate one of the Members of the Cabinet as Deputy Leader(s).

6.2.2 Duties of the Deputy Leader(s)

The Deputy Leader(s) may exercise all the functions of the Leader(s) where the position is vacant or where the Leader(s) is absent or is otherwise unable to act.

6.2.3 Removal from Office

The Leader(s) may, if he/she thinks fit, remove the Deputy Leader(s) from office at any time.

6.3 Functions and Delegated Authority

6.3.1 Membership of the Cabinet

The Leader(s) appoints and dismisses the Members of the Cabinet subject only to there being a minimum of two, and a maximum of thirteen (i.e. three job share), Members of the Cabinet (not counting the Leader(s)) at any time.

6.3.2 Role of the Leader(s)

The Leader(s) will chair meetings of the Cabinet and determine the portfolios of Members of the Cabinet.

6.3.3 The Executive Scheme of Delegations

The Leader(s) will prepare and submit for approval an Executive Scheme of Delegations setting out the delegations of Executive Functions, including, where the principle has been approved as part of the Council's Executive Arrangements the delegated authority of each Member of the Cabinet, and thereafter keep this under review and submit updates to the Scheme as appropriate. In addition, the Leader(s) has powers under Section 15(4) of the Local Government Act 2000 to discharge personally or to arrange for discharge under others' delegated powers any Executive Functions not covered by the Scheme of Delegations for the time being.

(N.B. No Member of the Cabinet may have a Deputy, other than the Leader(s). This means that no Member of the Cabinet can have responsibilities which mean that they will work to, or under, another Member of the Cabinet, except the Leader(s)).

6.3.4 Meetings of the Cabinet

Subject to the requirement to publish notice of each meeting at least five clear days (which includes weekends) before it takes place, and other conditions contained in **Section 15**, the Leader(s) can call meetings of the Cabinet at such times and places as he/she chooses. (N.B. the Chief Executive, the Section 151 Officer, and the Monitoring Officer can all, should the need arise, call meetings of the Cabinet as well.)

6.3.5 Chairing Cabinet Meetings

The Leader(s) shall chair Cabinet meetings. In the Leader(s)'s absence the Deputy Leader(s) will chair. If the Deputy Leader(s) is not available the Cabinet will appoint a Member of the Cabinet to chair the meeting on their behalf by informing the Proper Officer of the person chosen (subject to a quorum of three members of the Cabinet being present).

6.3.6 Acting as one of the Council's Representatives on the Public Services Board

(a) The Leader(s) shall be one of the Council's two representatives at meetings of the Public Services Board.

(b) The Leader(s) may designate another member of the Cabinet to attend a meeting of the Public Services Board in their absence. The Leader(s) shall designate the Deputy Leader(s) to attend in their

absence unless the Deputy Leader(s) is also not available in which case the Leader(s) shall designate another Member of the Cabinet.

6.3.7 Acting as the Council member of the South East Wales Corporate Joint Committee

The Leader(s) shall be the Council member of the South East Wales Corporate Joint Committee. Where the Leader(s) is unable to discharge their functions in respect of the South East Wales Corporate Joint Committee, the Council shall appoint another member of the Cabinet to discharge those functions on behalf of the Council.