

Public Information

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The Cabinet

The Cabinet is a meeting of the executive of the Council and is responsible for most decisions. The Cabinet consists of the Leader of the Council and 9 other Councillors.

Notice of decisions to be discussed at Cabinet are published in advance in the Council's [Forward Plan](#).

Meetings of the Cabinet are open for the public to attend, except where personal or confidential matters are being discussed.

The Cabinet has to make decisions that are in line with the Council's overall policies and budget. If it wishes to make a decision that is outside the budget or policy framework, this must be referred to the Council as a whole to decide.

Meetings of the Cabinet

Meetings of the Cabinet take place each calendar month (excluding August). Additional meetings are sometimes arranged. A list of meetings and their dates can be found on the [Council's website](#). Alternatively, you can contact the Committee Services Officer (details on the front of the agenda).

Outline of the Proceedings

The Leader chairs the meeting (or the Deputy Leader in his/her absence). The Leader oversees the meeting and controls the debate. All Members discuss the business on the agenda by addressing the Leader; this helps to keep the debate in an orderly manner. The Leader takes each item in turn and when he/she considers there has been sufficient debate, calls for a decision to be made or for the information to be noted. The Cabinet may consider agenda items in a different order than they appear on the agenda.

Council Officers (a Chief Officer from each Directorate) attend to present reports if required, and/or answer any questions Cabinet Members may have, but they do not take part in making the decisions.

The Agenda

The Agenda is made up of the items of business to be considered at the meeting. It includes reports that ask the Cabinet to make decisions and items for information.

Sometimes the agenda may include information which is not available to the public. If the Cabinet wishes to discuss such confidential information members of the public will be asked to leave the meeting.

Declarations of interest

Members of the Council are required to declare any interests that they might have in an item on the agenda. In some cases the Councillor who has declared an interest may not take part in consideration of the item concerned, and must leave the Chamber whilst it is considered. However, depending on the nature of the interest, a Councillor may in certain circumstances, having declared an interest, speak and vote on an item.

Provision for Public Involvement

Members of the public may request to speak at a Cabinet meeting on an item that appears on the agenda. If a member of the public wishes to do this they should notify the Committee Services Officer as soon as possible prior to the meeting. It is at the Leader's discretion to allow members of the public to address the Cabinet.

Decisions and Call-in

Except in cases of urgency, or for budget or policy framework matters, any decision taken by the Cabinet may be called-in by other non-Cabinet Councillors for reconsideration. The rules relating to call-in are detailed in the [Council's Constitution](#).

All decisions of the Cabinet are implemented on the fifth working day after the record of decisions is published.

Copies of Agenda and Minutes

The Royal Borough of Greenwich seeks to be 'paperless'. All agenda material is published on the [Council's website](#).

A copy of the Agenda is available for public use during the meeting,

The Council will make every effort to provide a translated, Braille, audio or large print copy of an agenda item(s) if you request this from the Corporate Governance Manager named below, but this will take some time to prepare and may not be available in advance of the meeting.

Background Papers

Background Papers are listed at the end of each item. They are documents such as letters, memoranda, reports and previous items that the author has used to write the report. Members of the public can inspect and copy these documents by requesting a copy from the report author.

Disabled Access, Interpreters/Signers

Most meetings are held in the Town Hall, Woolwich, which has wheelchair access, good lighting and an induction loop system for the hard of hearing. Meetings held elsewhere are normally in wheelchair-accessible locations. Provided you give reasonable advance notice to the Corporate Governance Manager, the Council can usually arrange for an interpreter or signer to attend the meeting.

Your Views

The Chief Executive is responsible for the arrangements and presentation of agendas for meetings of the Cabinet and other Member-Level Bodies. If you have any comments, complaints or questions about the meeting please contact:

Nassir Ali , Corporate Governance Manager

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