

MEMBER ROLE ACCOUNTABILITY STATEMENT

Role Title: Leader
Responsible to: The Council
Contact with: Residents, Members, Officers, the Cabinet, Overview & Scrutiny members, media, external organisations and representatives, Members of Parliament and community, other Councillors.
<p>Roles:</p> <ul style="list-style-type: none"> (a) To undertake the role of 'community leader', building a vision for the area and leading the Council and its partners towards that vision. (b) To represent the Council and provide leadership of the Local Strategic Partnership and other key local partnerships. (c) To chair the Cabinet meetings and to take overall responsibility for its performance, individually and collectively. (d) To represent the authority and be accountable for discussions and negotiations with the community and with regional, national and international organisations where appropriate. (e) To propose to the Council the overall strategy, budget, policy arrangements and performance for executive and council functions and to be accountable for their delivery. (f) To provide the principal point of contact to all forms of media on areas of Cabinet activity, as well as the wider Council, to ensure appropriate information is provided. (g) To provide the principal link between the Cabinet and the Chief Executive, the Head of Paid Service, the Monitoring Officer and the Chief Financial Officer. (h) To facilitate good communication so that Cabinet members, Councillors and others who are outside the authority are all able to contribute constructively to the decision-making processes of the Council. (i) To ensure the work of the Cabinet is conducted in accordance with the Council's Constitution and with due regard for any statutory provisions in legislation. (j) To maintain effective liaison with the Chairman of Overview and Scrutiny on behalf of the Cabinet. (k) To work with the Deputy Leader on matters affecting Cabinet portfolio management. (l) To exercise powers in relation to the allocated portfolio of Cabinet functions. (m) To serve on non-executive Committees, Sub-Committees, Panels, Boards and Working Groups as appointed by the Council.

<p>Leadership Skills</p> <ul style="list-style-type: none"> • Ability to develop a vision for the District and drive the Council and its partners towards achieving that vision. • Ability to represent the Council at the sub-regional, regional and national level. • Ability to lead the Council towards continuous improvement. • Ability to lead Cabinet members in the pursuit of Council objectives <p>Political Skills</p> <ul style="list-style-type: none"> • Ability to provide political leadership for the political group. • Ability, when necessary, to resolve differences within and between members of their political Group. <p>Organisational Skills and Personal Effectiveness</p> <ul style="list-style-type: none"> • Ability to plan and prioritise the business of Council, Cabinet and its Committees (having regard to the terms of reference and the key challenges facing the Council). 	<p>Team Working & Relationship Building</p> <ul style="list-style-type: none"> • Tact and diplomacy to be able to work across the full range of Council services, partners and political groups and directorates, to the benefit of the community. • Ability to build effective relationships with other parts of the political management structure e.g. full Council, Overview and Scrutiny, and other political Groups. • Political sensitivity to enable difficult issues to be addressed across all Groups.
<p>Knowledge</p> <ul style="list-style-type: none"> • A detailed understanding of the strategic role and powers of the Leader of the Council. • Detailed understanding of the legally defined role of the Chief Executive and other senior officers. • Understanding of the wider, national issues facing Councillors and the practical implications for all Councillors. 	
<p style="text-align: center;">Date:</p>	

Note: This Role Accountability Statement is issued as a guide to the duties of this position. It may be varied from time to time to meet new working requirements.