

## **Appendix 1**

### **Member Champion Role Description**

#### **1. Introduction**

- 1.1 Member Champions are Councillors who act as an advocate or spokesperson for a specific area of the Council's business and activities. The main responsibility of each Member Champion is to encourage communications and positive action over the issue they represent.

#### **2 Role of Member Champions**

- 2.1 All Member Champions will have an allocated area of responsibility agreed at the first relevant Policy committee on an annual basis.
- 2.2 All Member Champions must act reasonably in their role and recognise and work within the Political management and working arrangements adopted by the Council. As such the Member Champion must work with and communicate regularly with the relevant Committee chairs.
- 2.3 A Member Champion cannot make decisions and must not commit the Council in any way or in a manner that could be interpreted as being contrary to established policy and practice. They may however confirm a position as stated in a published policy.

#### **3 Leader and Committee Chairs**

- 3.1 The Leader and Chairs of Policy Committees will:
- a) Acknowledge the right of Member Champions to be consulted on matters relating to their area of interest;
  - b) Take full account of any views offered by the Member Champions prior to making decisions relating to the their area of interest;
  - c) Co-operate with Member Champions in the formulation of action plans that have been developed with lead officers;
  - d) Consider nominating Champions to represent the Council at relevant conferences/seminar on the subject matter of the Member's interest.

#### **4. Allowances**

- 4.1 At present no Member Champions are entitled to receive Special Responsibility Allowances. Any change to this position would require recommendation by the Remuneration Panel and the approval of Full Council.
- 4.2 Member Champions can, if they wish, claim dependant carers', travelling and subsistence expenses at a meeting or event deemed relevant to the appointed Member Champion position.

## **5. Terms**

- 5.1 In year changes and additions (where necessary, and after consultation with either of the Policy Chairs) to be appointed at the next available relevant policy committee.

## **6. Roles of Champions**

- To represent their area of interest both within and outside the Council in line with Council policy;
- To contribute to the review and development of policies pertaining to their area of interest;
- To challenge and question the Council, the Leader and the Policy Committees on issues relevant to their area of responsibility;
- To act as a catalyst for change and improvement in service delivery;
- To monitor the forward plan and seek information from the Leader, Committee Chairs and Officers about forthcoming business and to exert influence on behalf of the interest;
- To keep councillors of all parties up to date with activities in relevant to the area of interest;
- To network with Member Champions from other local authorities with the same interest to keep up to date with current developments;
- To provide positive support and on occasions constructive challenge to officers in driving forward the Council agenda on relevant issues.

To act as the Council's representative on relevant external bodies where appointed to by the Council.