

Introduction of Role Profiles

Summary

1. This report puts before members examples of individual role profiles for members with a view to similar role profiles being adopted by City of York Council.

Background

2. At its meeting on the 25 November members were presented with an extensive list of examples of role profiles adopted by other councils.
3. The Steering Group expressed that the examples listed with the original report were too extensive. In order to focus on the task officers were asked to bring back to the next meeting a condensed list of role profiles consisting of 7 key roles.

Member Role Profiles

4. The existence of role profiles for Local Authority Members are considered good practice by the ID&eA and are a key requirement if the Authority is to realise its ambition to gain Charter status. In addition they are a valuable tool in:
 - Providing prospective candidates at election with a clear explanation of the various responsibilities, knowledge and skills associated with being an elected member
 - Providing existing members with a framework with which to measure their personal development needs.
 - Providing the Council's Independent Remuneration Panel who periodically review Members allowances with a clear perspective on the range of skills and responsibilities associated with the individual roles attracting Special Responsibility Allowances. Having access to this information would assist the IRP in making their recommendations on the level of allowances paid to members.

5. The following role profiles were suggested by the Steering Group as a starting point which could be further developed to include other roles/responsibilities at a later stage. They are as follows:
 - Ward Councillor
 - Leader of the Council
 - Deputy Leader of the Council
 - Executive Member
 - Leader of the Main Opposition Group
 - Deputy Leader of the Main Opposition Group
 - Leader of the Minority Group
6. In researching role profiles adopted by other authorities in our region, it is apparent that the majority are based on the Kirklees model which can be found in Annex A to this report. The alternative approach taken by Winchester Council in Annex B are by no means as comprehensive but do offer a comparison by which to measure.

Consultation

7. The attached role profiles have been developed following extensive consultation with relevant councillors and key officers across the authorities concerned. Consultation still needs to take place within this Council on draft profiles once they are initially developed.

Options

6. (a) To support, the development of role profiles for York's elected members based upon either of the examples detailed in Annexes A and B
or
(b) To commission officers to develop role profiles based on neither of the above

Corporate Priorities

7. The introduction of role profiles for York's elected members directly supports the Council's Corporate aim of providing of strong leadership, supporting and developing people and encouraging improvement in everything we do.

Implications

8. There are no known implications associated with the contents of this report.

Risk Management

9. In compliance with the Council's risk management strategy, the only risk associated with the contents of this report would be the failure to gain Charter Status if the Council were not ultimately to introduce role profiles for its Members.

Recommendation

10. Members are asked to support the introduction of role profiles for Members, subject to further consultation and to invite officers to report back with draft profiles, along the lines of paragraph 5 of this report, at the next meeting.

Reason

11. In order to comply with the requirement of the ID&eA Charter.

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Report Approved

Date 15/112009

Specialist Implications Officer(s)

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

None.

Annexes:

Annex A – Example of elected member role profiles for Kirklees Council
Annex B – Example of elected member role profiles for Winchester Council