

Leaders' Committee AGM

Role profiles for London Councils' Remunerated Members

Item no: 18

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Summary: This report sets out the role profiles for members of the Executive and for Party Group Policy Leads

Recommendations: Leaders' Committee is recommended to note the role profiles for members of the Executive and for Party Group Policy Leads.

Role profiles for London Councils' Remunerated Members

1. The role profiles for members of the Executive and for Party Group Policy Leads have been discussed with senior representatives of the Party Groups.
2. This report asks Leaders' Committee to note the role profiles - attached as Appendix 1 and Appendix 2.

Recommendations

Leaders' Committee is recommended to note the role profiles for members of the Executive and for Party Group Policy Leads.

Financial Implications

There are no direct financial implications.

Equalities Considerations

There are no direct equalities considerations.

Legal Implications

There are no legal implications.

Appendix 1: Executive Members - Role profile

Appendix 2: Member Role Profile – Party Group Lead

London Councils

Executive Members – Role Profile

1. Purpose of the Role

To support the Chair of London Councils in his/her role and to take responsibility for decision making within the Executive on the basis of individual and/or collective responsibility for a portfolio of services or functions of London Councils.

To actively engage with other party groups in developing the work of the portfolio

To contribute actively through the portfolio and membership of the Executive to the formation and scrutiny of London Councils' policies, budget, strategies and service delivery.

2. Key Tasks

- To drive the implementation of agreed policies by taking responsibility, individually, or collectively, for the portfolio they have been allocated.
- To have a clear understanding of the respective portfolio and an awareness of current agreed, London Councils policies, positions and services in respect of that portfolio area.
- To engage with relevant London borough Portfolio holders in the respective policy or service area via email updates and/or meetings on key issues.
- To consult and communicate with members of all party groups, London Councils officers and key partners as appropriate to ensure decision are well informed and that London Councils' positions and services are widely understood and positively promoted.
- To engage with a small, cross party sounding board of leading members on issue related to the portfolio to help inform the development of London Councils' positions, services and work. In particular, the Executive member will engage with the designated Party Group Policy Lead from a different political party on these matters. Sounding Boards will vary between Executives of Joint Committees (Leaders, TEC, Grants), existing groups of leading members coming together as part of preparation for joint representation of London Councils on key Mayoral bodies (eg LCRB, LHB, HfL Board) and, other than that, Sounding Boards separately established for these consultative purposes. It is envisaged that some of this may be via physical meetings but will also be achieved via conference calls and/or email exchange. At least four meetings and/or conference calls would be expected in each area during the course of a year.
- Providing a lead on securing cross borough, cross party agreement to London Councils' policy and positioning in the relevant policy/service area.

- Working as a team with other members of the Executive on cross-cutting activities.
- Representing and acting as ambassador for London Councils and representing the collective position of London Councils at events, forums and on external bodies and partnerships, including with the Mayor, GLA and central government.

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Member Role Profile – Party Group Policy Lead

1. Introduction

Each party group will have a member that takes a lead role in a policy/service area where the other political party holds the relevant Executive portfolio or chairs the relevant Executive of one of the three joint committees. In the case of the three joint committees, the Party Group Policy Lead will normally be a Vice Chair of the relevant joint committee.

2. Purpose of the Role

To take a lead role in developing their party's position on a portfolio/service area in discussion within their group.

To contribute actively – through the lead position they take for their party in the relevant policy/portfolio area or member body – to the formation and scrutiny of London Councils' policies, positions, budget, strategies and service delivery.

3. Key Tasks

- To have a clear understanding and knowledge of the respective portfolio/service
- Working with the portfolio holder and a small, cross party Sounding Board to help inform the development of London Councils' position on the respective portfolio/service area.
- To develop links within their own political party nationally and regionally on the relevant policy/portfolio area and to seek to influence on London local government's behalf.
- To have an awareness of current agreed London Councils' policies on the respective portfolio/service.
- To articulate issues, concerns and positions from their own party group in discussion with relevant portfolio holders and sounding boards in the development of London Councils' policy and work.
- To act, where required, as one of London Councils' nominees on external and mayoral bodies relevant to the portfolio area.