

Appendix 1**ARTICLE 7 – THE COUNCIL LEADER, CHAIRMEN/WOMEN AND VICE-CHAIRMEN/WOMEN OF COMMITTEES AND SPOKESMEN/WOMEN****7.01 Council Leader**

The Chairman of the General Purposes Committee shall be, ex-officio, Council Leader and shall hold office unless and until:

- (a) He/she is suspended from being a Councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
- (b) He/she ceases to be Chairman/woman of the General Purposes Committee.

7.02 Role of the Council's Leader

The role of the Council's Leader is to:

- Provide a focal point for political leadership and strategic direction for the Council
- Represent the interests of the Council in circumstances where that is necessary.

The duties and responsibilities are to:

- Ensure effective decision making, including working with all political groups to seek to achieve, where possible, cross party co-operation
- Be the key contact for outside organisations (including Central Government, Local Authority Associations and Council partners), and internally for the Council's Strategic Management Team (SMT) or Corporate Leadership Team (CLT)
- Be the representative voice of the Council, for example, in its dealings with Central Government, other Local Authorities and their Associations, and positively promote the Council within the media
- Promote the long-term financial, business and economic stability of the Council.

7.03 Deputy Council Leader

The Deputy Council Leader will assume the full powers of the Council Leader in any circumstances in which the Council Leader is unable to act. The Deputy Council Leader will also act as Council Leader if the Council Leader is unavailable. The Deputy Council Leader will hold office unless and until:

- (a) He/she is suspended from being a Councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
- (b) He/she ceases to be Vice-Chairman/woman of the General Purposes Committee.

7.04 Chairmen/women and Vice-Chairmen/women of Committees

The Council shall appoint at each Annual Meeting of the Council:

- (i) the Chairman/woman and Vice-Chairman/woman of the General Purposes Committee which roles shall include the role of Council Leader and Deputy Council Leader of the Council respectively
- (ii) the Chairman/woman and Vice-Chairman/woman of each of the five service committees.

The Chairmen/women and Vice Chairman/women shall remain in office until the start of the Annual Meeting following their appointment.

7.05 Spokesmen/women

Each of the Council's political groups may designate one of their group members as lead member [spokesman/woman] for each service committee.

The Chief Executive, Executive Directors, Corporate Director and/or the Director of Public Health shall hold monthly briefing meetings jointly with their relevant service committee Chairman/woman, Vice-Chairman/woman and spokesmen/women to plan the agenda for future service committee meetings and consider any other issues the officer may think appropriate. These meetings will be confidential subject to any relevant legal requirements to the contrary.

Spokesmen/women shall also be entitled to individual private and confidential briefings from Executive Directors, Corporate Director, Service Directors, LGSS Directors and/or the Director of Public Health on any relevant policy matter within the remit of that Director. Information shall be provided at these briefings on a confidential basis in accordance with the Guidance on Confidentiality attached to the Members' Code of Conduct. Requests for such briefings must be reasonable in extent and number, as determined by the Chief Executive in consultation with the relevant Group Leader, in accordance with paragraph 7.9 of the Protocol on Member/Officer Relations in Part 5 of the Constitution, and will only be considered for items not covered by a monthly spokes meeting.

7.06 Training

The Council will hold an annual training day for Chairmen/women, Vice-Chairmen/women and Spokesmen/women with a focus on their roles and remits individually and collectively.