

## **7 ROLES AND RESPONSIBILITIES OF MEMBERS**

**Report By: County Secretary and Solicitor**

### **Wards Affected**

County-wide

### **Purpose**

1. To seek the Committee's views on a proposed review of the roles and responsibilities of Members.

### **Background**

2. The Council's Constitution, which was adopted in July 2001, includes details of the roles and responsibilities of Members as set out in the appendices which are attached to this report.
3. Since 2001 revisions and updates have been made to the Constitution in relation to operational experience and changes to legislation but a review has not yet been undertaken of the information included in the appendices.
4. As part of its role to promote and maintain high standards of conduct by the Members of the Council, the Committee has undertaken a number of reviews of Constitutional matters to help assist them to observe the Councillors' Code of Conduct and related issues.
5. The current Corporate Performance Assessment will include an examination of the capacity of the Council to deliver what it sets out to achieve and whether there is clear accountability in decision making leading to continued improvement. The inspectors will be looking for evidence as follows:
  - roles and responsibilities of Officers and Members for taking decisions are clear;
  - the decision making process is transparent and results in relevant actions;
  - full account is taken;
  - the opportunity is taken to continue planning the delivery and review of service provision;
  - there are protocols and procedures for conflict resolution within and between partners and organizations;
  - decisions are made in time for action to be taken to meet priorities; and
  - Members and Officers work effectively within the ethical framework.
6. If it is decided to proceed with a review, the views of the Group Leaders and the Constitutional Review Working Group will need to be sought.

## RECOMMENDATION

**THAT the Committee considers whether to undertake a review of the appendices to the constitution attached to this report as set out above.**

## BACKGROUND PAPERS

- The Constitution.

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Further information on the subject of this report is available from  
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