

Appendix 2

Member Champion Roles and Responsibilities

What are Member Champions?

Member Champions are elected members who in addition to their other Council responsibilities make sure the community of interest that they are championing are taken into account when Council policy is being developed and decisions are made.

Member Champions provide a voice for traditionally under-represented communities that may not be the responsibility of any individual or committee, and keep these at the forefront of Council business. Members act as champions for groups such as older people and younger people.

What do they do?

Typically, the Member Champion will:

- engage with communities and groups
- engage with other officers and members in relation to the role
- engage with relevant external bodies
- raise the profile of the community of interest and make the authority aware of good practice.
- ensure the community of interest is taken into account when policies are developed or decisions made
- ask questions about performance and resourcing in relation to the community of interest
- report action to Council.

How does the role work?

This varies according to the community of interest being championed. The champion role is undertaken by non-executive members.

Guidance on undertaking the role and specialist knowledge required is available from outside bodies, which will be identified by supporting officers on an ongoing basis.

Members Champions are expected to update Full Council (through a joint report presented by the Leader of the Council) annually on their work and the impact it has had.

The Role Description

The following is a generic role description that is adaptable for specific champions, depending on the individual Member in post and the community of interest being championed.

Member Champion Role Description

Accountabilities

To Full Council

Role Purpose and Activities

In the Council

- To support forums and meetings related to the respective community of interest.
- Promoting the interests of the community being championed at a corporate and service level.
- Promoting the needs of stakeholders to decision makers.
- Working with decision makers to establish strategies/policies/work plans connected with the community being championed.
- Maintaining an awareness of matters connected with the community.
- To contribute to good practice and the continuous improvement of services and functions in relation to the community.
- To engage with members in matters related to the community, including attending Overview and Scrutiny/Cabinet /Full Council meetings etc.
- Raising awareness of and taking a lead role in the development of all members and officers in relation to the community.

In the Community

- To support forums and meetings related to the respective community of interest.
- Raising the profile of the community of interest in the wider community.
- To engage with citizens and community groups.
- To support local initiatives related to the community.

Values

The post holder should demonstrate the following values...

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability

- Inclusive leadership

Member Champion Person Specification

In the Council

- Understanding of the community being championed in terms of council strategies and policy, good practice, improvement and national agendas and the needs of the client group.
- Ability to engage with a range of members and officers on issues affecting the community.
- Ability to advocate on behalf of the community of interest.

In the Community

- Understanding of the needs of the community of interest.
- Ability to engage with citizens and community groups.
- Ability to support appropriate initiatives related to the community of interest.
- Ability to communicate and explain decisions made in relation to the community of interest.