
MEMBER ROLE DESCRIPTIONS

To: **Constitutional Review Working Party – January 2011**

Main Portfolio Area: **Democratic Services**

By: **Head of Legal and Democratic Services**

Classification: **Unrestricted**

Ward: **N/A**

Summary: **The report asks the Constitutional Review Working Party whether it would wish to consider a more detailed report on the introduction of Member Role Descriptions**

For Decision

1.0 Introduction and Background

1.1 In May 2010 an audit of the 'Local Code of Corporate Governance' by the East Kent Audit partnership resulted in a recommendation as follows:

'The Council should establish Member role descriptions and publish these on the Council website'

1.2 The management response to the recommendation was: "This recommendation has been put forward to the new Leader of the Council, and will be given consideration in due course".

2.0 The Current Situation

2.1 The Leader has asked that the idea of Member Role descriptions be investigated. In order for Member Role descriptions to be implemented changes to the Council's Constitution would need to be made, hence this report to the Constitutional Review Working party.

2.2 For the Committee's convenience a copy of Dover District Council's Member Role Descriptions have been appended to this report.

3.0 Options

3.1 The Constitutional Review Working Party can ask for a more detailed report on the introduction of Member Role Descriptions

3.2 The Constitutional Review Working Party can choose not to ask for a more detailed report on the introduction of Member Role Descriptions

4.0 Corporate Implications

4.1 Financial

4.1.1 There are no financial implications.

4.2 Legal

4.2.1 There are no legal implications.

4.3 Corporate

4.3.1 Member Role descriptions could potentially make Members roles easier to understand to Members of the public.

4.4 Equity and Equalities

4.4.1 None Apparent

5.0 Recommendation

5.1 The working party's instructions are requested.

6.0 Decision Making Process

6.1 If the Constitutional Review Working Party recommends that a further report be written on the matter, then it will be presented to a future meeting of the Constitutional Review Working Party.

Contact Officer:	Nick Hughes, Committee Services Manager
Reporting to:	Glenn Back, Democratic Services and Scrutiny Manager

Annex List

Annex 1	Dover District Council's Member Role Descriptions
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Background Papers

Title	Details of where to access copy
None	

Corporate Consultation Undertaken

Finance	N/A
Legal	Harvey Patterson, Head of Legal & Democratic Services