

Councillor Role Profile

Key Responsibilities

1. Community Leadership / Representation

- Represent the views and interests of ward residents and deal with their enquiries and representations fairly and without prejudice.
- Represent and act as an advocate for the interests of their Ward, liaising and working with local organisations and representative groups to further the interests of the Ward and its individual residents.
- Promote the best interests of the Council and the community as they relate to the improvement of the quality of life of the community and its citizens in terms of social, economic, and environmental wellbeing.
- Maintain contact with local groups and organisations; develop knowledge of local issues; and encourage community involvement in the work of the Council.

2. Council Business

- Participate effectively as a member of any committee, sub-committee, working group or task group.
- Have an overview of corporate and cross-cutting issues as they impact on the Council and the community.
- Contribute actively to the formulation and scrutiny of the policies, budgets and strategies.

- Scrutinise how effectively the Council is performing and meeting its targets, whether it is achieving best value.
- Develop and maintain a working knowledge of the Council's services and activities, management arrangements, partnership arrangements, statutory requirements, duties, and constraints.

3. Partnership

- Work in partnership with other councillors, officers and partnership organisations.
- Support local partnerships and organisations and develop links between these groups and local communities.

In carrying out these roles, elected members should adhere to the Councillors' Code of Conduct and demonstrate commitment to the principles of selflessness, honesty, integrity, objectivity, openness, accountability and respect for others.