

**OFFICER REPORT TO COUNCIL****AMENDMENTS TO THE MEMBER/OFFICER PROTOCOL –
ADDITIONAL MEMBER ROLE PROFILES****KEY ISSUE/DECISION:**

To agree an amendment to the County Council's Constitution, namely the inclusion of additional role profiles in Appendix A of the Member/Officer Protocol.

BACKGROUND:

1. As part of its work towards achieving the South East Employers' Member Development Charter, the Member Development Steering Group has been working on a series of action points that the authority is required to satisfy. One of these action points is to ensure that Member roles are clearly set out. The Council's Constitution already includes a number of Member role profiles and the Steering Group has identified three additional roles for which profiles should be developed.
2. The Select Committee Chairman's Group were already in the process of drafting a role profile for the Vice-Chairman of a Select Committee. The Steering Group concluded that this, and further role profiles covering the positions of Vice-Chairman of the Council, Vice-Chairman of a Local Committee and Group Spokesperson of an Opposition Group, should be added to those already included in the Member/Officer Protocol. The intention would be to provide a comprehensive collection of profiles for all the positions that it is possible for Members to hold, with an accompanying set of personal attributes required in order to carry out the role effectively. Any skills gaps identified would then inform the ongoing programme of developmental activities for Members.
3. Should the additional role profiles be approved, they will be added to Appendix A of the Member/Officer Protocol at Part 6 of the Council's Constitution, and to Appendix B of the Elected Member Development Strategy, included elsewhere on this agenda.

RECOMMENDATIONS:

It is recommended that the additional Member role profiles be approved for inclusion in the Member/Officer Protocol at Part 6 of the Council's Constitution.

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Sources/background papers:

The Council's Constitution
Notes of the Member Development Steering Group
