

# Executive

## Member Champions

28 May 2012

### Report of Head of Law and Governance

#### PURPOSE OF REPORT

The purpose of this report is to allow members to consider proposals to adopt a scheme for the appointment of Member Champions

This report is public

#### Recommendations

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Executive is recommended to:

- (1) Consider the proposed Terms of Reference, Role Description, and proposals for new Member Champions.
- (2) Subject to agreement of recommendation (1), to appoint Member Champions.

#### Executive Summary

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##### Introduction

- 1.1 The Council's Constitution allows for the creation of member champions where there is a perceived need to promote, maintain and/or increase the profile of a given issue, area or area of work.
- 1.2 The benefits associated with appointing Member Champions include:
  - Helping share the burden of workload incumbent on members of Executive and Committee Chairmen
  - Involving a greater number of Councillors in the work of the Council
  - Providing a focus on specific issues
  - Keeping issues within the Council's field of vision

##### Proposals

1.3 In order to appoint Member Champions, proposed Terms of Reference, a Role Description, and the relevant subject areas need to be agreed by Executive.

#### 1.4 Member Champions - Terms of Reference

- 1) Member Champions will only be appointed in support of agreed Council policies and objectives and shall be elected members of Cherwell District Council.
- 2) Member Champions may be created by Council, the Executive or the Leader of the Council. Member Champions will remain in their role until the expiration of their term of office as a Councillor, when the relevance of the appointment will be reviewed. The appointing body or office holder may decide at any point to review and terminate the appointment of a member Champion for good reason.
- 3) Member Champions shall have no Executive or decision making powers and may not instruct officers. Champions shall not duplicate the work of Committee Chairmen and Executive members and shall ensure they liaise and advise them appropriately. Member Champions may not commit the Council to any course of action or any Council resources.
- 4) A register of Member Champions shall be maintained by the Head of Law and Governance and incorporated within the appropriate section of the constitution.
- 5) Member Champions shall not attract a Special Responsibility Allowance, but shall be able to re-claim travelling and subsistence expenses in line with the agreed scheme and may attend appropriate events, seminars, training and conferences, subject to budget availability.
- 6) All such applications to attend events and for training and subsistence shall be determined by the Head of Law and Governance in consultation with the Leader of the Council, based on whether in consultation with the relevant lead officer it is felt to constitute value for money.
- 7) With regard to access to information Member Champions will be regarded as having 'a need to know' in terms of accessing information held by the authority in relation to the remit covered by their role.
- 8) Each Champion will have a link officer assigned from within the relevant or most appropriate service area. Officers will bring issues, initiatives and areas of work to the attention of Champions.
- 9) Champions may from time to time request to add agenda items or request to speak at a relevant meeting of the Council on an issue within the area to they have been appointed.

#### 1.5 Role Description

Member Champions may carry out the following functions with the regard to the issue for which they have been appointed Champion, within the Terms of

Reference as set out above:

- Ambassador - to raise the profile of an issue, provide a visible focus and raise the profile of an issue both internally and externally to the Council.
- Adviser to the Council in relation to the issue to provide a source expertise
- Bringing issues to the Council's attention
- Liaising with and providing a bridge between the Council and external groups, bodies and communities.
- May be appointed by Council to outside bodies by virtue of office

1.6 Proposals for New Member Champions

- Young People's Champion
- Older Person's Champion
- Data Quality Champion
- Climate Change Champion
- Community Cohesion Champion
- Heritage Champion
- Design Champion
- Rural Champion
- Youth employment & Apprenticeships Champion
- Businesses Champion

1.7 Should Executive be minded to approve the proposed Terms of Reference, Role Description and proposals for new Member Champions, the Leader of the Council will present nominations for Member Champions for Executive appointment.

**Conclusion**

1.8 The role of Member Champions complements the responsibilities of Lead Members and Committee Chairmen and enables a greater number of Councillors to be involved in the work of the Council.

1.9 Member Champions will act as an advocate or spokesperson for a specific area of the Council's business and encourage communication and positive action over the issue they represent.

## **Key Issues for Consideration/Reasons for Decision and Options**

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The following options have been identified. The approach in the recommendations is believed to be the best way forward

**Option One**                      Accept the recommendations as drafted

**Option Two**                     Amend the recommendations

**Option Three**                  Reject the recommendations

## **Implications**

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**Financial:**                      It is not proposed for Member Champions to receive a special responsibility allowance. Any ensuing modest cost, e.g. mileage, could be met from existing budgets and would not be such as to merit an objection to the introduction of the scheme.

Comments checked by Sarah Best, Service Accountant, 01295 221982

**Legal:**                            The Council's Constitution allows for the creation of member champions where there is a perceived need to promote, maintain and/or increase the profile of a given issue, area or area of work.

Comments checked by Kevin Lane, Head of Law and Governance, 0300 0030107

**Risk Management:**            There are no risks arising directly from this report.

Comments checked by Kevin Lane, Head of Law and Governance, 0300 0030107

## **Wards Affected**

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All

## **Corporate Plan Themes**

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All

## **Lead Member**

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**Councillor Barry Wood**  
**Leader of the Council**

## **Document Information**

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<b>Appendix No</b>	<b>Title</b>
None	
<b>Background Papers</b>	
None	

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