

DRAFT WARD COUNCILLOR COMPACT v3 **DOCUMENT A**

- numbers refer to paragraphs in Councillors Role Profile from Constitution

This voluntary two-way agreement between the Council and councillors:

- sets out the Council's expectations of the role, encouraging basic minimum standards of activity in each of the dimensions and functions of the job, combining specific tasks with suggested approaches, skills and behaviours;
- helps to define **best practice for ward councillors**, suggests how to take that forward and addresses issues about support, development, and performance standards;
- sets out the **Council's commitment** to provide guaranteed minimum levels of support and training for councillors.

Expectations of the Role of Ward Councillor

Councillors should:

- **communicate** with the public via websites, blogs and surveys
- work with officers and political groups to identify and address their **training** needs
- identify areas suitable for **scrutiny** and involve the public and communities in the process
- look for ways to promote democracy and increase public and **community engagement** ¹

[the above 4 priorities are addressed in the draft Action Plan]

- be an advocate for local residents in their relations with the District Council and other local and national government bodies ²
- provide a conduit through which residents can make better use of council services and be the key link between council officers and local communities ³
- keep up-to-date with local concerns by drawing information from diverse sources including hard to reach groups ⁴

The Council's Commitment

The Council will:

- provide basic induction training plus continuous development in a variety of time slots and formats, strategically planned and including support and development in appropriate skills
- disseminate relevant and useful ward intelligence to councillors
- empower and support councillors to enable them to engage actively with residents and community groups

Constitution Part 11, Section 2, page W4

Role Profile of All Councillors

– numbers refer to paragraphs in Draft Compact v3

- To collectively be the ultimate policy-makers and carry out a number of strategic and corporate management functions fulfilling statutory and any additional locally determined requirements including participating effectively as a member of any committee to which the councillor is appointed;
- To represent their communities to the Council and vice-versa and bring their views into the Council's decision-making process, i.e. become the advocate of and for their communities; ²
- To effectively represent the interests of their ward and the interests of individual constituents; ³
- To respond to constituents' enquiries and representations fairly and impartially;
- To balance different interests identified within their ward and represent the ward as a whole;
- To be involved in decision-making;
- To participate in councillor training and development;
- To be available to represent the Council on other bodies developing and maintaining a working knowledge of the authority's policies and practices in relation to the bodies;
- To maintain the highest standards of conduct and ethics and comply with all the relevant Codes of Conduct and protocols;
- To develop and maintain a working knowledge of the Council's services, management, arrangements, powers, duties and constraints and develop good working relationships with the relevant officers of the Council; ⁴
- To contribute constructively to open government and modernisation through active encouragement to the community to participate in the governance of the district; ¹
- To participate in the activities of any political group of which the councillor is a member;
- To champion the causes which best relate to the interests and sustainability of the community and campaign for the improvement of the quality of life of the community in terms of equality, economy and environment.