

MEMBER CHAMPION ROLE

GUIDANCE NOTES

1. Introduction

This guidance outlines the responsibilities of a Member Champion including a person profile and an appointment process.

2. Person Profile

Key role: promoting and facilitating proper consideration of the issues in the execution of all aspects of the Council's roles and engaging with the community to promote support. The following bullet points list the qualities which a champion will either have or develop as he/she exercises this role.

You should be:

- A councillor who is familiar with the topic. You could be a Cabinet Member or a Chair or Deputy Chair of a Committee or other member of the Council. You will have support from officers as appropriate. You would be expected to demonstrate your knowledge base and/or your enthusiasm for the topic.
- A good communicator and able to use your skills to promote the benefits of the topic within the Council and externally. You should be able to persuade colleagues both within the Council and in the wider community of the benefits which the topic can offer.
- A consensus builder, able to bring together the various stakeholders within the authority, interest groups and the wider community.
- Able to see the 'bigger picture' and help develop a vision.

You should have:

- A commitment and passion for the topic. While a working knowledge of current issues relating to the topic would be an advantage, it is by no means essential. Professional skills within Council will complement your enthusiasm for the subject.
- An understanding of the workings of the Council and an appreciation of the role that each can play in promoting and encouraging the topic.
- A track record of supporting the topic would be an advantage.

3. Duties

The key objective for an elected member nominated to act as a Member Champion is to support and encourage the Council in its work to ensure that the promotion and encouragement of the topic plays a central role in the development and implementation of all its policies and strategies. This will involve engagement with stakeholders and other partners both within the Council and externally. The key responsibilities and tasks will depend on you and the time you can devote to the role. You might be thought of as the “conscience” of the Council for this topic. However, your support for the topic would need to be tempered by financial and economic realities and by other pressures which the Council faces. You might serve the Council best by bringing examples of innovative and “out of the box” thinking to the role.

4. Nomination

Nomination can be by the following means, or a combination:

- A scrutiny or other committee can nominate a suitable person.
- Members or officers can nominate a suitable person.
- Local interest groups can identify and approach an elected member to take on the role.
- A suitable councillor can volunteer.

5. Procedure

Member Champions will be asked to report either:

- formally: to the nominating body in a specified cycle (e.g. annually); or
- informally: through internal journals, briefings.

This must be formally advised at the time of appointment.