

MEMBER ROLE ACCOUNTABILITY STATEMENT

Role Title: Deputy Leader

Responsible to: Leader of Council, Cabinet and the Council

Contact with: Residents, Members, Officers, media, external organisations and representatives, Members of Parliament and community, other Councillors.

Principal Accountabilities:

- (a) To assist the Leader of the Council in the formal processes and matters of leadership of the authority (specifically set out in the Role Profile of the Leader of the Council).
- (b) To work with the Leader of the Council on the portfolio activities across the Cabinet, budget and policy development.
- (c) To deputise in the role of the Leader when necessary, including duties set out in the latter's Role statement .

Leadership Skills

- Skills to assume the Leadership skills required of Leader of the Council when required.

Chairing Skills

- None additional.

Organisational Skills and Personal Effectiveness

- Ability to assist the Leader to plan and prioritise the business of Council, Cabinet and its committees and maintaining the knowledge required to deputise where necessary.

Communication Skills

None additional.

Team Working & Relationship Building

- Ability and awareness to deputise for the Leader of the Council and secure team working and relationship building.

Knowledge

- A detailed understanding of the strategic role of the Leader of the Council.

Date:

Note: This Role Accountability Statement is issued as a guide to the duties of this position. It may be varied from time to time to meet new working requirements.