

## Appendix B

### **Associate Lead Member Appointments and Functions**

- Associate Lead Member for Adult Social Care & Housing (Cllr Smith)
- Associate Lead Member for Business Strategy (Cllr Woan)
- Associate Lead Member for Children's Services and Education Strategy (Cllr Roundell-Greene)
- Associate Lead Member for Climate Change & Active Travel (Cllr Patrick)
- Associate Lead Member for Culture and Leisure (Cllr Nicola Clark)
- Associate Lead Member for Localities (LCNs) & Public Health (Cllr Keitch)

#### *Purpose and Key Responsibilities*

Associate Lead Members are appointed by the Leader of the Council. Their titles and functions are also agreed by the Leader. Their primary role is to provide advice, policy development and support to their Lead Member.

Associate Lead Members will be allocated specific service areas to lead and advise the Executive and relevant Lead Member. They are not able to take decisions. They will:

1. Support their relevant Lead Member to provide clear political leadership both within and outside of the County Council in order to help advance and deliver the Council's priorities and key outcomes
2. Focus on information gathering and understanding key policy / service delivery in their areas of responsibility
3. Assist with the development of options and policies for consideration by the Executive and relevant Lead Member taking into account national policies and local circumstances
4. Brief and make recommendations to Executive and their relevant Lead Members and others on relevant issues in relation to policy and strategy development, service improvement or changes and decision making.
5. Represent or deputise for their relevant Lead Member at meetings or events as necessary.
6. Promote and support good governance of the Council and its business.
7. Keep other Members of Council informed about their activities,
8. Maintain effective working relationships with Senior Leadership Team officers and other Officers.
9. Create and maintain effective relationships with partners and organisations to deliver the Council's priorities
10. Be accountable to their relevant Lead Member, and ultimately the Leader of the Council, for the development and delivery of policies and strategies to meet the outcomes required by the Council and the Executive.
11. Be accountable to their relevant Lead Member for supporting the commissioning and delivery of services to meet the outcomes required by the Council and the Executive. This includes supporting the delivery of County Plan priorities and Medium Term Financial Plan savings
12. Play a key role in supporting transformational programmes within their areas of responsibility
13. Play a key role in the delivery of specific projects within their areas of responsibility