

Appendix 3 –

Introduction of the role of Leader of the Council in relation to Standing Orders – List of Changes required to the constitution (new or amended text in red):

Appendix 4 to the Constitution:

- **New – FCR 2.1 (iii) – Appointment of a Leader (in conjunction with Annex 4-10)**
- **Updated FCR 2.2 (ix) – Leader and Chairs’ statements.**
- ~~New – FCR 5.6 – The Leader of the Council shall be proposed for appointment as the Vice Chair of Strategy and Resources Committee until the next Annual Council meeting.~~
 - **NB.It is recommended by S&C not to proceed with this proposed new FCR 5.6.**
- **Updated FCR 11 – Leader and Chairs’ statement to Full Council**
- **Updated FCR 11.1 – 11.2.4 –**
 - 11.1 The **Leader and** Chair of each of the policy committees is able to submit a **Leader’s or** Chairs’ statement to be included as a standard item on the agenda for each Full Council meeting (excluding the Annual Meeting and Budget Meeting). This will be a short statement briefing councillors on the current events and issues, **and where it is a Chair’s statement**, relating to the relevant committee’s area of work.
 - 11.2 At the conclusion of all ~~of Chairs’~~ statements, 30 minutes will be set aside for councillors to ask questions on the statement of **the Leader and** any Chair in accordance with the following:
 - 11.2.1 The Mayor is to manage questions, taking them in the order councillors indicated their wish to ask by raising their hands.
 - 11.2.2 Questions must relate to the content of the **Chairs’** statement only.
 - 11.2.3 Each councillor is limited to a maximum of two questions in respect of each **Chairs’** statement. Any second question may only be asked once all other councillors with a first question have already asked theirs.
 - 11.2.4 There is no requirement for prior notice to be given to the **Leader or** Chair before asking a question.

- **NEW – FCR 21 – Role of the Leader:**

21.1 A protocol on the role of the Leader is available in the Framework (Annex 4-10).

Appendix 5 to the Constitution:

No changes proposed

Annexes to to the Constitution:

- **UPDATE - Annex 1.2 – Glossary of Terms**
 - Administration
 - Leader
- **UPDATE – Annex 2-3**

Majority Group Leader of the Council	1	100% of Basic Allowance
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- **NEW – ANNEX 4-10 - Role of the Leader – *Para 1.3 as recommended for amendment by S&C:***

1. Appointment and Terms of Office:

1.1 The council shall appoint a Leader from among its elected members at its annual Council Meeting, or at such other times as may be required, in accordance with FCR 2 – Appendix 4.

1.2 The Leader shall hold office until the Annual Council meeting that follows their appointment unless:

1.2.1 They resign from the office of Leader;

1.2.2 They cease to be a councillor, or

1.2.3 They are removed from office by resolution of full Council.

1.3 Should the Leader wish to resign from their role, further to provisions 1.2.1 above, their resignation must be in writing (including email) and be sent to **all councillors**, both the Head of Paid Service and the Monitoring Officer.

2. Functions and responsibilities:

2.1 The Leader shall act as the principal political spokesperson for the Council, providing leadership, direction and strategic vision in collaboration with each chair of all committees.

2.2 The Leader shall work with all Political Group Leaders, the Head of Paid Service, Directors and all Heads of Service to promote the effective

governance of the Council, ensuring that decisions are taken in a manner that reflects the Council's Strategic Priorities and Policies.

2.3 The Leader may represent the Council in discussions with external bodies, including central government, regional organisations, and other national and local stakeholders, where such representation is in the best interests of the Council and its local residents.

2.4 The Council operates on the basis of collective decision-making through committees, and the Leader shall not hold themselves out as having any decision making authority but may:

2.4.1 Provide guidance on cross-cutting strategic issues affecting local residents

2.4.2 Chair relevant working or task and finish groups as determined by full Council

2.4.3 Facilitate communication between committees to ensure a coherent approach to decision making

3. Civic and External Representation:

3.1 The Leader shall, where appropriate, attend civic functions and act as an ambassador for the Council, noting the specific role for the Mayor and Deputy Mayor set out within Annex 2-2.

3.2 The Leader may be nominated further to their office to serve on national or regional bodies, subject to full Council approval.