

Role and Powers of the Leader and Deputy Leader of the Council

In the case of a joint administration, the Council will expect the Leader and Deputy Leader to determine how these responsibilities are divided between them.

1. Appointment and General Role

2. The Annual General Meeting of the Council will appoint the Leader and the Deputy Leader of the Council for the forthcoming municipal year.
3. The Councillors appointed will hold these offices until:
 - (a) The next Annual Meeting of the Council; or
 - (b) The Leader or the Deputy Leader resigns from the office; or
 - (c) The Leader or the Deputy Leader is no longer a Councillor; or
 - (d) The Leader or the Deputy Leader is removed from the office by resolution of the Council requiring a simple majority, in respect of which the motion has been fully set out in the agenda for the meeting.
4. A notice of motion under paragraph 3 must be submitted to a Full Council or Annual Council meeting, if it is proposed to remove the Leader or Deputy Leader from this office and must be submitted 7 clear working days before the meeting.
5. If the Council meeting resolves to remove the Leader or Deputy Leader from office but fails to appoint a successor, then an item to appoint a new Leader/Deputy must be included on the next and successive Council agendas until a replacement Leader or Deputy Leader has been appointed.
6. Where there is a vacancy in the office of Leader, the Deputy Leader will assume the responsibilities of the Leader until the vacancy has been filled.
7. Where both the Leader and Deputy Leader cease to hold office at the same time, the Council's Mayor shall call a meeting of the Full Council as soon as possible, to appoint a new Leader and Deputy Leader.
8. The role of the Leader/Deputy is not a formal legal role, but in practice, these office holders are jointly the political heads of the Council, and the Members with greatest responsibility for driving forward the broad policies of the Council.

9. Fulfilling the Roles of Leader and Deputy Leader

The Council expects that they will:

10. be the political (rather than ceremonial) leaders of the Council, for the benefit of all the Borough's Communities - its citizens, taxpayers, businesses, public bodies and other public authorities.
11. lead and work with the Council, particularly the Chairs of its Committees and Sub-Committees.
12. lead upon the development of the Council's political vision for the future, policy framework, budgets and strategies.

13. represent and pursue the interests of the Council in the community and at international, national and regional levels.
 14. the Leader to serve as Chair of the Corporate Committee.
 15. the Deputy Leader will be appointed as the Vice Chair of the Corporate Policy Committee of the Council.
 16. fulfil the role of Leader and Deputy Leader at full Council.
 17. lead in providing political policy direction and guidance to the Chief Executive and Chief Officers.
 18. meet regularly to progress the Council's objectives with Committee Chairs, Vice Chairs, the Chief Executive and Chief Officers, Leaders of other political groups on the Council, partner organisations, stakeholders, community representatives, government representatives, local Members of Parliament etc.
19. They shall be recognised in the following ways:
- (a) Attend and speak at any meeting of a Committee or Sub-Committee of the Council, provided that they will only be entitled to vote if appointed as a voting member of that Committee or Sub-Committee.
 - (b) Be available to respond to questions at Full Council meetings.
 - (c) Establish policy direction, and the Council's priorities, and to facilitate discussion thereon.
 - (d) Be principal ambassadors for the Borough and the Council (recognising the role of the Mayor).
 - (e) Represent the Council on external bodies, as considered appropriate, and to make decisions and vote on behalf of the Council at meetings of such bodies.
 - (f) Be involved in arrangements relating to major emergencies. They must be informed if an emergency is likely to take place or has been declared under the Council's emergency planning or business continuity procedures.
 - (g) Promote and uphold high standards of ethical conduct by Members and the Council's equalities policies.

20. Powers

21. As the Council operates a committee system of decision-making governance, the Leader and Deputy Leader have no formal legal powers and duties vested in them under the Local Government Act 1972, or the Local Government Act 2000. However, in practice, all local authorities need to appoint to these offices, and will and will be the chief advocate and ambassador for the Borough.