

2B Article 2 - Members of the Council

Table of Contents

2.1	Election and terms of Councillors	2
2.2	Roles and Functions of Councillors	2
2.3	Disclosure and Barring Service	2

Introduction

This Article sets out how Councillors are elected.

It also includes a statement on the roles and functions of Members of the Council and sets out the rights and duties of Councillors.

2.1 Election and terms of Councillors

The regular election of Councillors will be held on the first Thursday in May every four years. The terms of office of Councillors will start on the fourth day after being elected and will finish on the fourth day after the date of the next regular election.

2.2 Roles and Functions of Councillors

Key Roles

All Councillors will:

- (a) collectively be the ultimate policy and decision makers;
- (b) contribute to the good governance of the Council;
- (c) represent their communities interests (both individuals and local groups) and bring their views into the Council's decision- making process;
- (d) actively encourage community participation and citizen involvement in decision making;
- (e) deal with individual casework and act as an advocate for constituents in resolving particular concerns or grievances;
- (f) balance and effectively represent the interests of their ward and of individual constituents;
- (g) (for Councillors who are not part of the Executive) scrutinise proposals and decisions and monitor how Council policy is being implemented;
- (h) be available to represent the Council on other bodies;
- (i) promote equality and diversity in the Council's policies and practices;
- (j) maintain the highest standards of conduct and ethics.

Rights and duties

- (a) Councillors will have rights of access to such documents, information, land and buildings of the Council as are necessary for the proper discharge of their functions and in accordance with the law.
- (b) Councillors will not make public information, which is confidential or exempt, without the consent of the Council.
- (c) Councillors will not divulge information given in confidence, to anyone other than a Councillor or Officer entitled to know it.
- (d) For these purposes, "confidential" and "exempt" information is defined in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (e) Councillors will be given reasonable professional advice and support from Officers of the Council in their work as Councillors.
- (f) Training will be given to Councillors to support them in their duties as Councillors.

2.3 Disclosure and Barring Service

All Members of the Council require a Disclosure and Barring Service Check.