

COUNCILLOR

Role	Duties and Responsibilities
Purpose	<ul style="list-style-type: none">• Participate in and support the good governance of the borough.• Represent the interests of the ward which elected you and the borough as a whole and act as link between the council and its citizens.• Contribute to the development of the authority's policies, budget, strategies and service delivery.
Good Governance	<ul style="list-style-type: none">• Take an active part in the democratic, decision making processes of the council.• Act with openness and integrity, abide by the standards of conduct required by the council and observe all legal requirements for a local authority councillor.• Promote and support open and transparent government.• Maintain the security of information held and managed by the council.
Representation	<ul style="list-style-type: none">• Work to improve the economy, environment and quality of life of citizens of the borough.• Actively encourage participation in the council's democratic and consultative processes.• Effectively communicate your actions and activities as a councillor to those you represent.• Run regular surgeries to meet with residents of your ward and address their issues.• Act as a council representative on any outside body to which you are appointed, and provide communication between the organisations.
Committee Membership	Be an effective member of any committee or panel to which you are appointed.
Knowledge	Endeavour to have a working knowledge of the council's services, powers and duties.
Relationships	<ul style="list-style-type: none">• Have respectful, appropriate and effective working relationships with Members, officers and representatives of outside organisations.• Support partnership working within the borough and between public bodies.
Challenge & Oversight	Offer oversight and constructive challenge of council policies and budget and their effectiveness in achieving the strategic objectives of the council.