

LEADER OF THE COUNCIL

The Leader of the Council will be appointed by the District Council in accordance with its Constitution and current legislation.

The Leader of the Council will represent the Council at all levels and will be an ambassador and principal spokesman, representing the views of the Council at local, regional and Government forums.

Responsibilities

- chairing meetings of the Cabinet;
- determining the portfolios of executive councillors;
- acting as lead member on the Council's overall strategy;
- having overall responsibility for:
 - policy development,
 - the Council's budget and its expenditure,
 - effective and efficient delivery of the Council's corporate plan
- promoting corporate membership of any appropriate body or organisation whose objectives are considered to be beneficial to the pursuit of the Council's own priorities;
- ensuring the work of the Cabinet is co-ordinated and progressed effectively;
- reporting on the work of the Cabinet to Council and responding to questions by Members in that forum,
- maintaining a cordial, effective and efficient working relationship with leaders of opposition groups, other Members and Council officers;
- ensuring that the Executive responds to reports of the Overview and Scrutiny Panels;
- chairing the Huntingdonshire Strategic Partnership;
- representing the Council at partnership meetings as appropriate; and
- carrying out the duties set out in the job description of a councillor.

Profile

The Leader of the Council should:

- lead by example in accordance with the highest standards of probity in public life in all matters relating to the Council's Code of Conduct, related protocols and supporting guidance;
- comply with any relative legislative provisions, best practice and good governance arrangements with regard to local government'

- be aware of any personal training needs and of other executive councillors and liaise with the relevant officers to ensure those needs are addressed'
- keep abreast of national best practice and new initiatives relating to local government so ensuring the continuous improvement of Council services.
- devote as much time as is necessary and reasonable to fulfil the requirements of the role effectively.

The Leader of the Council should have:

- an ability to manage and prioritise workloads effectively,
- an ability to work to deadlines,
- effective communication skills, including listening, written, spoken and ICT,
- effective leadership skills,
- effective chairmanship skills,
- an ability to engage with the media including television, radio and press to promote the Council's profile,
- an ability to act as a mentor to other executive councillors,
- an ability to think analytically and make effective decisions, and
- an ability to read and assimilate copious amounts of information.