

## **Article 6 - Leader, Deputy Leader And Group Leaders Of The Council**

### **6.01 Appointment of Leader and Deputy Leader**

- (a) At its Annual Meeting the Council will appoint a Leader of the Council, who shall act be the political head of the Council, and a Deputy Leader to assume the Leader's responsibilities in his/her absence.
- (b) Once appointed, the Leader and the Deputy Leader will hold office until the next Annual Meeting unless either:-
  - (i) resigns from the office;
  - (ii) is no longer a member of the Council; or
  - (iii) is removed from office by resolution of the Council.
- (c) Where there is a vacancy in the office of Leader, the Deputy Leader will assume the responsibilities of the Leader until a new Leader is appointed at an ordinary meeting of the Council. Where both the Leader and Deputy Leader cease to hold office at the same time, the Lord Mayor shall call a meeting of the Full Council as soon as possible, to appoint a new Leader and Deputy Leader.

### **6.02 Role and Function of the Leader**

The Leader will:

- (a) Act as the Council's principal public spokesperson;
- (b) provide a focal point for political leadership and strategic direction for the Council;
- (c) represent the interests of the Council in circumstances where that is necessary; and
- (d) ensure effective Corporate Governance and ethical conduct throughout the Council.

The Leader shall be:

- (a) the Chair of the Strategy and Resources Committee;

- (b) the Council's appointed Member of the South Yorkshire Mayoral Combined Authority;
- (c) entitled to attend and speak at all meetings of the Council's Committees and Sub-Committees in an ex officio capacity, provided that they will only be entitled to vote if appointed as a voting member of that Committee or Sub-Committee; and
- (d) be available to respond to questions at Full Council meetings.

### 6.03 Key Responsibilities of the Leader

The Leader will:

- (a) Be the political (rather than ceremonial) leader of the Council, for the benefit of all the City's communities - its citizens, taxpayers, businesses, public bodies and other public authorities.
- (b) Represent and pursue the interests of the Council in the community and at international, national and regional levels.
- (c) Be the key contact for outside organisations (including central Government, Local Authority Associations and Council partners), and internally for the Council's Chief Officers.
- (d) Be the representative voice of the Council, for example in its dealings with central Government, other Local Authorities and their Associations, and positively promote the Council as a whole to the media.
- (e) Promote the long-term financial, business and economic stability of the Council and the City.
- (f) Meet regularly to progress the Council's objectives with Committee Chairs, the Chief Officers, Group Leaders, partner organisations, stakeholders, community representatives, government representatives, local Members of Parliament, etc.
- (g) Promote high standards of corporate governance and ethical and inclusive conduct throughout the Council.
- (h) Promote and maintain professional working relationships and mutual respect between all Members and officers.
- (i) Work across the Council, particularly with the Chairs and Vice-Chairs of its Committees and Sub-Committees, and to be

responsible for the development and implementation of the Council's strategic vision for the policy framework, budgets and other strategies.

- (j) Lead in establishing the Council's policy direction and priorities (to be set out in the Council's Corporate Plan) and facilitate discussion thereon, and lead in providing policy direction and guidance to the Chief Executive and Chief Officers.
- (k) Be involved in arrangements around major emergencies. The Leader and Deputy Leader 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.

#### **6.04 Role and Function of the Deputy Leader**

The Deputy Leader will:

- (a) assist the Leader of the Council in representing the Council to its citizens, stakeholders and partners and in providing political leadership for the Council and the City;
- (b) assist the Leader in carrying out the key responsibilities associated with the role of Leader (as set out at 6.03 above);
- (c) work with the Leader on budget and policy development; and
- (d) undertake the powers, functions and responsibilities of the Leader in their absence.
- (e) be the Council's appointed Substitute Member of the South Yorkshire Mayoral Combined Authority (unless another Member of the Council is so appointed)

#### **6.05 Political Group Leaders**

- (a) Political groups, and the leader (and any deputy group leader) of a political group, have a formal role under the provisions of the Local Government and Housing Act 1989 and The Local Government (Committees and Political Groups) Regulations 1990 in respect of political balance of committees and appointments to those committees by the Council.
- (b) The Council acknowledges the key leadership role played by the leaders of all political groups on the Council and the importance of their commitment to cross party working.

The role and responsibilities of Political Group Leaders are:

- (a) To provide the leadership of a political group.
- (b) To be the principal political spokesperson for the political group.
- (c) To nominate members of their Group to serve on Committees, Working Groups, outside bodies, etc.
- (d) To be a representative voice in dealings with government agencies, local authority associations etc.
- (e) To encourage the highest standards of conduct by members of the group.
- (f) To be responsible for the appointment of group spokespersons and allocation of other responsibilities to group members as appropriate.
- (g) To assist in ensuring appropriate levels of attendance are maintained by group members.
- (h) To encourage a culture of learning and development among members, including the active participation of group members in briefings, seminars and other learning and development processes.
- (i) To attend Group Leaders' briefings and maintain effective liaison with the other group leaders.