

ROLE SPECIFICATION

CABINET MEMBER – POLICY AND PERFORMANCE

CONTEXT

The majority of the Council's Executive functions are the responsibility of the Cabinet (as assigned to it by law or under the Constitution) who will take most of the day to day key decisions. The Cabinet has to make decisions which are in line with the Council's overall policies and budget.

ROLE

Members of the Cabinet have wide ranging leadership roles and will need to:

- lead the preparation of the Council's Budget and Policy Framework,
- be the focus for forming partnerships with other local public, private, voluntary and community sector organisations to address local needs;
- ensure that the diverse needs of all groups and citizens are properly reflected in local strategies, plans and service provision;
- commit to the delivery of fair and non discriminatory services to all members of the local community;
- commit to upholding human rights and promoting equality of opportunity and good race relations;
- present where appropriate reports to the Overview and Scrutiny (Audit and Performance) and Overview and Scrutiny (Policy Development) meetings;
- represent the Council's view on Portfolio issues at Council, Cabinet and where appropriate, overview and scrutiny meetings;
- represent the view of the Council on matters of corporate or strategic policy as the lead Cabinet member, to the Government and to other bodies and organisations relevant to the Council's work;
- participate as a member of any panel, task group or other Council forum as appropriate;
- participate in local consultative arrangements and actively engage in communication and dialogue with any bodies and organisations involved in portfolio issues;
- have a responsibility for any functions delegated to the Cabinet as a whole.

SPECIFIC ROLES AND RESPONSIBILITIES

The role of the Cabinet Member for Policy and Performance is pivotal to the success of the Council in meeting its priorities especially in ensuring the implementation of a robust policy and corporate planning framework supported by sound arrangements for the active management of performance across the organisation.

In addition, this role has lead political responsibility for the successful delivery of operational and financial performance targets within the Council's Business Planning framework on all issues relating to the Policy and Change Management Business Unit.

The main areas of responsibility for Policy and Performance are:

- participation in the formulation and application of policies and in decision making on cross cutting issues, concentrating on the following policy and service areas:-
 - The Council's Policy Framework
 - Measure for ensuring the quality of data used to manage performance and support decision making.
 - The Corporate Planning and Business Planning processes.
- To champion issues related to the Comprehensive Performance Assessment within and beyond the Council ;
- To promote a culture of active management of performance amongst members of the Council.

PRIORITIES FOR 2006/07 AND BEYOND

Included in the Portfolio Plan available at www.rossendale.gov.uk