

Monmouthshire County Council Councillor Role Description

1 Accountability

- To everyone in the community, regardless of whether they are on the electoral register
- To the Council

2 Representing and supporting communities

- To represent the Council to the community and the community to the Council
- To represent ward interests
- To be a channel of communication to the community on council strategies, policies, services and procedures
- To represent individual constituents and local organisations, undertaking casework on their behalf and serving all fairly and equally
- To liaise with Cabinet members, other council members, council officers and partner organisations to ensure that the needs of local communities are identified, understood and supported
- To promote tolerance and cohesion in local communities
- To be a responsible corporate parent
- To show civic leadership
- To provide community leadership and promote active citizenship
- To produce an Annual Report

3 Attending meetings, making decisions, and overseeing Council performance

- To attend and contribute to Council meetings, committees and working groups, making informed and balanced decisions or recommendations, taking into account relevant matters and disregarding irrelevant matters
- To adhere to the principles of democracy in decision making
- To promote and ensure efficiency and effectiveness in the provision of council and other public services

4 Representing the Council

- To represent the Council on outside bodies
- To represent the Council on partnership bodies, promoting common interest and co-operation for mutual gain
- To represent and be an advocate for the Council on national bodies and at national events
- To participate in collaborative working with other local authorities and agencies either at Cabinet or Scrutiny level

5 Governance, ethics, and relationships

- To promote and support good governance of the Council and its affairs
- To promote and support open and transparent government
- To work constructively with the Council's officers to deliver services for the benefit of the community

- To support, and adhere to, respectful, appropriate and effective relationships with employees of the Council
- To adhere to the Council's Constitution, the Member's Code of Conduct, the Member/Officer Protocol and the highest standards of behaviour in public office

6 Personal development and training

- To participate in opportunities for development and training so as to maximise effectiveness in the role

7 Values

- To be committed to the values of the Council:

***“Openness:** we aspire to be open and honest to develop trusting relationships.*

***Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.*

***Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.*

***Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.”*

- To be committed to the following values in public office as set out in regulations:
 - Selflessness
 - Honesty
 - Integrity and Propriety
 - Duty to Uphold the Law
 - Stewardship
 - Objectivity in Decision-making
 - Equality and Respect
 - Openness
 - Accountability
 - Leadership