

Appendix 1

Role Description -Lead Member for Executive Committee

Background

Under new governance arrangements, effective from 1 November 2019, decision making is now distributed between the Combined Authority Board and the Executive Committees. There are three Executive Committees, Skills, Housing & Communities and Transport & Infrastructure. The single Forward Plan sets out both key and non-key decisions and allocates the decision making between the Combined Authority Board and the Executive Committees. With significant decisions being taken by the Executive Committees, the Overview and Scrutiny Committee (O&S) has a role in scrutinising the work of those Committees. In order to do so, appointed members of O&S will lead in respect of the work of each Executive Committee. These members will occupy the position of Lead Members.

Role Title

Lead Member for Executive Committees

Role Purpose

To scrutinise the work of the Executive Committee, adopting an independent mindset

Role Criteria

- Political balance and geographic location of Lead Members should, where possible, demonstrate a balanced view

Role description

- To scrutinise decisions
- Reviewing the Forward Plan, agendas and reports of the Executive Committee, identifying issues which require further scrutiny
- Formulating draft wording for questions to the relevant Executive Committee, seeking the agreement of the Chair of O&S, where possible
- Questioning the relevant Executive Committee on behalf of O&S, allowing questions to be submitted in writing and for written responses
- In consultation with the Chair of O&S, consideration of recommendations required in relation to decisions of the relevant Executive Committee
- Making reports or recommendations to O&S regarding decisions made by the relevant Executive Committee
- Identifying decisions which require the exercise of 'call-in' powers via reconsideration
- Liaising with officers of the Combined Authority, to enable the Lead Member to undertake his/her duties