

MEMBER REPRESENTATIVE GENERIC ROLE

APPENDIX 2

A Member Representative:

1. Is an external advocate for the NPMP outcomes and 8 point plan targets
2. Is aware of the relevant partnerships the Authority is involved in (and whether other members are representing the Authority on outside bodies)
3. Can be a media spokesperson when asked and briefed by the Authority
4. Is a critical friend and sounding board for staff in developing strategic work and discussing potentially contentious/high profile issues on an exception basis
5. Develops knowledge around the outcome and monitors performance progress
6. Has an awareness of the Authority's work relevant to the outcome and shares this externally and internally with other members
7. Influences others (including where possible NPA members with other external links) and in doing so endeavours to change attitudes, behaviour and actions to support NPMP outcomes
8. Brings information back into the organisation
9. Works alongside the Chair/Deputy Chair of the Authority and Chairs/Vice Chairs of Committees

A Member Representative will be supported by:

1. A named Lead Officer who will involve other officers as appropriate
2. An annual meeting to look ahead at key areas for focus and opportunities for involvement in the forthcoming year
3. An agreement on how the Member Representative and lead officer will communicate
4. The member personal development plan process which will help to identify any learning and development needs to fulfil the role and propose how to meet these
5. A Members Blog implemented via the modern.gov system to enable feedback to be shared
6. Appointed Member Representatives are able to claim travel and subsistence for meetings with the named Lead Officer and attending meetings when the member representative is invited to accompany the lead officer for their role.

(NPA Meeting 17 December 2010 Minute 78/10 – Amended following Authority meeting on 1 July 2016 and 26 May 2017)