

EXECUTIVE MEMBER PORTFOLIOS 2011/2012

EXECUTIVE MEMBER FOR LEISURE, TOURISM AND CULTURE

Role specification

Role

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

- lead the community planning process and ensure best value, with input and advice from Overview and Scrutiny, Township Forums, officers and any other persons as appropriate;
- lead the preparation of the Council's budget and policy framework, to include attending and contributing to the Council's annual Strategic Planning Event;
- take decisions on resources and priorities with other stakeholders and partners in the local community to deliver and implement the budget and policies decided by full Council;
- 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 and diversity; promote and uphold the values within the Bury Values Prospectus
- present, where relevant, performance reports to Overview and Scrutiny;
- represent the Council's view on portfolio issues at Council, Executive and where relevant at Overview and Scrutiny;
- represent the view of the Council on matters of corporate or strategic policy as the lead Executive 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;
- provide support and guidance and work collaboratively with the designated lead members working within the portfolio holders area of responsibility; and
- be responsible for the functions delegated to the Executive either as a whole or to the Executive Member, as set out in the Council's Constitution.
- ensure that occupational health and safety implications are adequately considered in policy development and decision making within the area of responsibility;

Specific responsibilities

The role of the Executive Member for Leisure, Tourism and Culture is pivotal to the success of the Council in meeting its ambitions and priorities.

In addition, this role has lead political responsibility for the successful delivery of operational and financial performance targets within the Council's service development and delivery planning framework on all issues relating to the Leisure, Tourism and Culture Portfolio, in conjunction with appropriate directors.

The main areas of responsibility are:

- participation in the formulation and application of policies and in decision making and cross cutting issues, concentrating on the following policy and service areas:
 - Sport and Recreation
 - Physical Activity
 - Arts, Libraries and Museums
- to ensure that the contribution of recreation and sport to the general social and economic well being of the Borough is properly defined and taken account of by the Council in its budget and policy framework and planning processes;
- to ensure that appropriate strategies and plans for recreation and sport in the Borough are researched, formulated and reconciled with other strategies and plans of equivalent status;
- to ensure that the contribution of culture to the general social and economic well being of the Borough is properly defined and taken account of by the Council in its budget and policy framework and planning processes;
- to ensure that appropriate strategies and plans for culture in the Borough are researched, formulated and reconciled with other strategies and plans of equivalent status