

Elected Member Role Profile

Title	Policy Lead : Adult Care
Accountable to: Reports to:	Full Council Leader /Deputy Leader of Council
Portfolio Responsibilities	<ul style="list-style-type: none"> • Oversight of strategic direction of Adult Care and Learning Disabled policy and services. • To articulate and support achievement of corporate priorities and the Single Outcome Agreement within portfolio. • Ensure decisions made by Council are fully informed in relation to key elements of portfolio.
Portfolio focus:	<ul style="list-style-type: none"> • The development of strategy and policies to support the provision of resources to vulnerable adults and older people including residential care services, day centre provision and home care. • The development of strategy and policies to support the assessment and care management function carried out by area team staff in relation to older people. • The development of strategy and policies to support the provision of support to adults with a learning disability. • The development of strategy and policies to support the provision of support to adults who have a mental health difficulty. • To provide vision and leadership in improving standards within Argyll and Bute Adult Services. • Explore opportunities to work with partners in the Public, Private and Third Sector in providing services for those who need them most within local communities. • To facilitate effective community engagement and consultation with service users and community networks in respect of policy portfolio which ensures openness and transparency and robust feedback mechanisms.
Key activities	<ul style="list-style-type: none"> • Undertake a strong and confident figurehead role to represent the portfolio of services at Council, regional and national levels. • Provide strategic vision and leadership in development of portfolio. • Ensure regular communication and reporting on activities to members of Council, Strategic Management Team and Council Officers to provide clarity on political direction and assist in working through strategies and plans within the portfolio. • Promote the policies of the Council to the media and wider community. • Work collaboratively with Elected Member Policy Leads and Chief Officers across areas of responsibility.

	<ul style="list-style-type: none"> • Develop and support effective partnering with organisations which support and assist in the delivery of strategies, plans and services within portfolio. • Chair meetings, sub groups and committees as required ensuring the agenda of the business is properly dealt with; that the opinions of other participants and the advice of officers, are allowed to be expressed: ensure the proper and timely conduct of the meeting in compliance with the Council Constitution and that clear decisions are reached. • Bring forward effectively issues and business for consideration to ensure Council is focused on the right issues at the right time and that decisions are made in light of overall Council policy. • Identify any crosscutting issues which may require corporate or joint working across portfolios, services and/or partnerships. • Participate in wider corporate agenda to support effective functioning of Council i.e. contribute to budget working group, participate in appointment panels.
<p>Committee and Partnership Working Responsibilities:</p>	<p>North Strathclyde Community Justice Authority (substitute member). Trustee Homestart. S Highland Health & Wellbeing Partnership. COSLA – Health & Wellbeing Executive Group. Member of Argyll & Bute Health & Care Strategic Partnership Attend the Argyll & Bute CHP Committee on behalf of the Council</p>
<p><i>This role profile does not supersede the Role of Lead Councillors and associated responsibilities as set out in Appendix 1 of the Argyll and Bute Council Constitution. It has been drawn up to complement this documentation and provide further support and direction in fulfilling the role of Elected Member Policy Lead.</i></p>	