

## **8. Member Procedures**

### **(c) Protocol for Shadow Executive Members**

#### **1. Appointments**

A Shadow Executive Member may be appointed by the Leader of any opposition group i.e. one that is not represented on the Executive and which holds at least 20% of Council seats (10 in the current council make-up).

The portfolios of shadow executive members must exactly match the Executive's portfolios. Fewer shadow executive member may be appointed than serve on the Executive.

Appointments and removals shall be notified to the Monitoring Officer.

#### **2. The purpose of the role of Shadow Executive Member and the key tasks**

- 2.1 To pay particular attention to the work of an Executive Member and decisions made by the Executive on matters affecting that Portfolio.
- 2.2 To be the opposition party's expert on matters concerning the Portfolio.

#### **3. Powers of a Shadow Executive Member**

- 3.1 Shadow Executive Members in common with other Councillors are entitled to access to information required to carry out their functions. The powers are set out in 10(b) of the Constitution in the section Officer and Member Relations Protocol. Paragraph 6 specifically deals with Councillor access to documents and information.
- 3.2 In addition Shadow Executive Members may request a briefing from Service Leads on particular topics concerning their Portfolio. These briefings may be held together with the Executive Members if this can be agreed or separately if it cannot. Service Leads will alert Shadow Executive Members to issues of major importance affecting their shadow portfolio.

If Shadow Executive Members are given information which is confidential the Service Lead will alert the Shadow Executive Member as to the confidentiality of the subject matter and the reasons for it being considered confidential. In these circumstances Shadow Executive Members will have regard to the confidentiality provisions in the Code of Conduct.