**LGA Labour Group: directly-elected positions and role descriptions**

There are 7 Labour Group officer positions and 10 regional representative positions directly elected by Labour groups:

Labour Group Officers:

* **LGA Labour Group Leader**
* **Deputy Leaders** (two positions, at least one of which must be a woman)
* **Chair**
* **Vice Chair**
* **Chief Whip**
* **Deputy Whip**

Collectively, the Group Officers share specific responsibility for:

• Delivery of political priorities, vision and programme

• Oversight of work and staffing of Labour Group office

• Group budget

• Media and communication strategy

• Recommendations of leading member’s portfolios

• Oversight of LGA Labour Group election processes

• Appointments to Boards and task groups

The Labour Group officers form the LGA Labour Group Executive, along with LGA Leadership Board members, lead members on LGA boards, a Metro Mayor representative, and the national lead peer. For more details, see the Labour Group website: <https://www.local.gov.uk/lga-labour>

Officers are required to attend regular meetings of both the Labour Group Executive and the main Labour Group Councillors’ Forum (approximately six time a year). We also expect our members to attend LGA and Labour Party events, where necessary or appropriate. Attendance at all Labour Group meetings will be mandatory, unless apologies are given in advance.

Regional Representatives:

* Ten members, one from each English region and Wales: East; East Midlands; London; North East; North West; South East; South West; Yorkshire & Humber; West Midlands and Wales.

Regional representatives are members of the Labour Group, and act as the main political link with Labour groups and leaders in their region.

Regional representatives are required to attend regular meetings of the main Labour Group Councillors’ Forum (approximately six time a year). We also expect our members to attend LGA and Labour Party events in their region, where necessary or appropriate.

Job descriptions:

**LGA Labour Group Leader** is Labour’s leader in Local Government and is the senior Vice Chair of the LGA.

Politically, the Leader of the LGA Labour Group provides the strategic lead in dealing with the government and/or the Labour Party (including leading our representations at Annual Conference and the National Policy Forum), local Labour councils and/or groups, and other colleagues across the Labour and trade union movements.

As senior Vice Chair of the LGA, the Group Leader may be required to chair meetings of the General Assembly, LGA Executive, LGA Leadership Board and the Councillors' Forum as a substitute for the Chair of the LGA.

The postholder must also undertake a range of activities on behalf of the LGA on an ad hoc basis including hosting events and delegations, making visits, writing articles and making presentations, ensuring that the role is visible and recognised across the sector, with government, with partners and in the media.

**Deputy Group Leaders** (two roles, one must be a woman)support the leader and substitute for him/her when appropriate. They are also the LGA Labour Group Executive’s ex-officio nominations for Deputy Chairs of the LGA.

**Chair** supports the work of the Leader and Deputy Leaders. The role involves chairing meetings of the Labour Group Executive and Labour Group Councillors’ Forum meeting, which take place six times a year.

**Vice Chair** supports the Chair and substitutes for him/her when appropriate.

**Chief Whip** manages the Labour members of LGA Boards, provides information and advice to Labour groups where appropriate.

**Deputy Whip** supports the Chief Whip and substitutes for him/her when appropriate.

**Regional Representatives** provide advice and support to Group Officers and to act as the main political link with Labour groups and leaders in their region. There will be one Regional Rep per English region and Wales. Regional reps will be elected by Group leaders within their region by ballot.