

## **A Summary of EMC Roles and Responsibilities**

Much of the work of East Midlands Councils is focused on two priorities; supporting economic growth and sector-led support/improvement.

The activities referred to below are a summary of EMC's main roles and responsibilities against the following headings; Core Services, Contracts and Grants, Member Learning & Development, Consultancy, Fee Paying Events, Fee Paying Services.

### **1. Core Services**

#### **a) Governance**

- (Support for) full-membership EMC Meetings
- (Support for) EMC Executive Board Meetings
- (Support for) Regional Employers Board Meetings
- (Support for) EM All-Party Parliamentary Group of MPs

#### **b) Economic Growth and Infrastructure**

- Strategic leadership on HS2 including growth strategy
- Midlands Engine
- Midlands Connect
- Electrification and upgrade of Midland Mainline
- East Midlands rail franchise

#### **c) Statutory Regional Employers' Organisation**

- Resolving disputes – formal and informal
- Supporting joint consultation
- Representing the region's councils and their interests at national meetings
- Hosting regional pay consultation meetings
- Liaising and communicating with councils on pay negotiation developments
- Providing an advice service to local authorities on terms and conditions and employment law
- Supporting the LGA to develop guidance to local authorities
- Responding to consultation on employment issues/legislation
- Representing the interests of councils at European level on Directives being developed/reviewed e.g. Working Time, Agency Workers, Equality and equal pay
- Undertaking appraisals for chief executives
- Salary surveys and salary benchmarking

**d) Free Member Services**

- HR advice line
- Economic, housing and investment trend data and information
- Negotiating discounts for local authorities on subscriptions from other providers, e.g. on-line HR information system, e-learning systems

**e) Platform for Councillors' Leadership**

- Health & Wellbeing Chairs Network
- Children's Services Lead Members Network
- Adult Social Care Lead Members Network
- Scrutiny Chairs Network

**f) Communication**

- Weekly Policy Briefing
- Web-site management/Twitter
- Press releases
- Publications

**2. External Contracts and Grants**

- Supported by Home Office grant, EMC acts as the Regional Migration Partnership, governed by the Regional Migration Board.
- Co-ordinates the delivery of national asylum and refugee resettlement programmes in the East Midlands including; adult asylum support, Syrian Vulnerable Persons Relocation Scheme and Unaccompanied Asylum Seeking Children.

**3. Member Learning and Development**

- Regional councillor development events
- In-house councillor development events
- Councillor development charter – providing guidance and support, assessing against the charter, working with other regions to develop the charter
- Facilitating personal development plans for councillors
- Councillor skills portal – providing support to councils using the portal for councillor development
- Programme of knowledge briefing events for councillors
- Provision of community leadership development leading to accreditation for councillors
- Locally-based councillor development programmes (e.g. within county-based areas)

- Advice and support on all aspects of councillor development

#### **4. Consultancy**

The following consultancy support for local authorities is provided:

- Interim HR management
- Recruitment and assessment centre service
- Restructures and reorganisation support
- Outplacement support
- Coaching
- Mediation
- Investigations (grievances, harassment/bullying/discrimination, disciplinary)
- Advice to hearings (grievances, discipline) and appeals
- Appeal training for appeal panel members
- Staff surveys
- Reports to provide independent expert advice on a range of employment issues, e.g. senior level salaries
- Provision of psychometric testing
- Provision of associate consultants
- Direct & Associate Consultant Support on planning & housing issues.

#### **5. Fee Paying Events**

- Regional officer training/development events
- In-house officer training/development events
- Low-cost CPD programme for Environment Health Officers
- Low-cost CPD programme for Planners

#### **6. Fee Paying Services**

- e-pay Check – on-line pay benchmarking database
- WARP network – IT security early warning system
- Coaching network – provision of a pool of qualified coaches and an on-line system to match coaches/coachees and provide coaching support materials
- East Midlands Jobs – online recruitment portal