

Vice-Chairman of a Committee Role Profile

Applicable Committees

This role profile applies to the Chairman of the following Council Committees:

- Pensions and Investments Committee
- Audit Committee
- Regulatory Planning Committee
- Regulatory Licensing and Appeals Committee
- Standards Committee

Accountable to:

- Full Council
- External regulatory bodies
- The Chairman of the Committee
- The public

Role Purpose and Activities

- Provide a deputising role in the absence of the Chairman;
- In the absence of the Chairman, to chair meetings of the Committee;
- Undertake specific tasks and responsibilities as requested by the Chairman;
- Share and support in general the full workload range of the Chairman;
- Work actively with the Chairman to co-ordinate the business of the Committee;
- Developing broad knowledge of the role and functions of the Council, its members and its structures and procedures; and
- Have an awareness of national and local issues relating to the role of the Committee.