ROLE OF THE VICE-CHAIRMAN OF THE COUNCIL

1. MAIN ROLE

(a) Support the Chairman of the Council in their role as the first citizen of the District.

(b) Represent the Council as necessary as the Deputy to the Civic Head of the Council at public and private functions.

2. DUTIES AND RESPONSIBILITIES

(a) Preside over meetings of the Council in the absence of the Chairman ensuring equality of opportunity for all Members to participate in the decision making process.

(b) Be an ambassador for and promote the District as the deputy to the first citizen.

(c) Deputise for, or assist, the Chairman in leading official civic visits by the Council.

(d) Represent the Chairman of the Council at non-political ceremonies, social occasions and services of prayer and remembrance when the Chairman is unable to attend.

(e) Deputise for, or support, the Chairman in their role when acting as host to visitors, including members of the Royal Family, overseas visitors and other civic dignitaries.

(f) Support the charities chosen by the Chairman for their year of office and assist as necessary in organising or co-ordinating activities for such causes during this period.