

VICE CHAIR OF A COMMITTEE

In addition to the duties of a councillor the following applies:

Role	Duties and Responsibilities
Purpose	<ul style="list-style-type: none">• To work with the Chairman to provide leadership and direction to the work of the Committee.• To support the Chairman in chairing committee meetings and ensure the committee fulfils its terms of reference.• To fulfil the duties of the Chairman in his or her absence.

When acting up to the position of Chairman of a Committee, the Vice Chair will follow the role profile of the Chairman of a Committee, to the extent appropriate to both the length of time and the terms under which the deputisation is taking place.