

Chairman (Vice Chairman) Role Description

1. Accountabilities

- To Full Council
- The citizens of Monmouthshire County Council

2. Role Purpose and Activity

Acting as a symbol of the Council's democratic authority

- As the ceremonial head of the Council, to be non-political and uphold the democratic values of the Council
- To represent the Council at civic and ceremonial functions

Chairing Council meetings

- To preside over meetings of the Council, so that its business can be carried out efficiently
- To ensure the Council conducts its meetings in line with the Council's Constitution.

Upholding and promoting the Council's Constitution

- To ensure the Constitution is adhered to and, if necessary, to rule on the interpretation of the Constitution

Internal governance, ethical standards and relationships

- To promote and support good governance of the Council and its affairs
- To provide community leadership and promote active citizenship
- To promote and support open and transparent government
- To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
- To adhere to the Members' Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office

Community Engagement

- To promote public involvement in the business of the Council
- To promote the Council in all sections of the community
- To encourage joint working between all sectors of the community to the benefit of the community as a whole.

3. Values:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability