



**Appendix 1**

**ARTICLE 5 – CHAIRING THE COUNCIL**

**5.01 Role and Function of the Chairman/woman of the Council**

The Chairman/woman of the Council will be elected by the Council at the Annual Meeting. The Chairman/woman of Council, and in the Chairman/woman's absence the Vice-Chairman/woman, will have the following roles and functions:

1. To uphold and promote the purposes of the Constitution.
2. To preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of Councillors and the interests of the community.
3. To ensure that the Council meeting is a forum for the debate of matters of concern to the local community and the place at which members are able to hold each other to account.
4. To promote public involvement in the Council's activities.
5. To be the conscience of the Council.
6. To attend such civic and ceremonial functions as the Council and the Chairman/woman determine appropriate-, **for example to:**
  - **preside over citizenship ceremonies**
  - **present awards**
  - **officially open new buildings and projects**
  - **attend twinning events**
  - **attend funerals of Members and officers who die in service and civic dignitaries past and present.**

**In cases of doubt as to what does and does not constitute a civic or ceremonial function, the final decision shall rest with the Monitoring Officer following discussion with the Chairman/woman.**