



Chair of a Regulatory Committee, Area Committee and Standards Committee Role Description

1 Accountabilities

- To Full Council
- To the members of the Regulatory, Area or Standards committee

2 Role Purpose and Activity

- **Provide leadership and direction**
 - Provide confident and effective management of meetings to facilitate inclusivity, participation and clear decision making
 - Demonstrate integrity and impartiality in decision making which accord with legal, constitutional and policy requirements
 - Delegate actions to sub committees as appropriate
- **Promoting the role of the regulatory committee, area or standards committee**
 - Act as an ambassador for the regulatory, area or standards committee, facilitating understanding of the role
 - Act within technical, legal and procedural requirements to oversee the functions of the committee fairly and correctly
 - Ensure thoroughness and objectivity in the committee, receiving and responding to professional advice in the conduct of meetings and in individual cases/applications before formal committee meetings
- **Internal governance, ethical standards and relationships**
 - Develop the standing and integrity of the committee and its decision making
 - Promote and support good governance by the Council

Regulatory Committee Chairs

- Understand the principles of natural justice and the quasi judicial decision making role of the Committee
- Ensure that applicants and other interested parties are satisfied as to the transparency of the regulatory process
- Understand the respective roles of members, officers and external parties operating within the regulatory committee's area of responsibility

Area Committee Chairs

- Ensure that any functions which the Area Committee is responsible for are carried out in a manner consistent with the policies approved by Full Council.
- Ensure any applications to expend any Budgets delegated to Area Committee are approved in accordance with the Committees guidelines.

Standards Committee Chair (Independent Member)

- Act as champion for ethical standards within the Authority liaising closely with the Council's Monitoring Officer.

3 Values

- To be committed to the Council's vision and strategic aims and objectives and the following principles of public office:
 - Selflessness
 - Honesty and Integrity
 - Objectivity
 - Accountability
 - Openness
 - Personal Judgement
 - Respect for others
 - Duty to uphold the law
 - Stewardship
 - Leadership