

## MEMBERS' ROLES

### MAYOR

**The following activities are in addition to the responsibilities set out in the Core Councillor Role Description and any other Role Description, if held, by the Mayor concerned**

#### Key Civic /Ceremonial duties

To chair meetings of the Full Council so that its business can be carried out fairly and efficiently and with regard to the rights of Councillors and the interests of the community

To uphold and promote the purposes of the Constitution

To determine any matter referred to him /her in relation to matters requiring an urgent decision pursuant to the Constitution

To maintain the historical and ceremonial traditions of the Office of Mayor

To promote as widely as possible the interest and reputation of the London Borough of Waltham Forest locally, nationally and internationally

To promote, liaise and link with private and voluntary sector organisations in the borough

To participate in and help initiate activities which enhance the economic, social, cultural and environmental well-being of the borough and its residents

To act as patron / president to local organisations

To act as host to official visitors to the borough

To attend civic events and local community activities

To represent the borough at ceremonial events

To act as the borough's representative on other occasions determined by Council

To carry out all duties in a manner appropriate to the status and tradition of the Office