

**EDINBURGH CHAMBER OF COMMERCE**

**APPLICATION FORM**

**FOR APPOINTMENT TO THE COUNCIL OF THE CHAMBER**

**NAME:**

Title \_\_\_\_\_ First Name \_\_\_\_\_ Surname \_\_\_\_\_

**ADDRESS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BUSINESS NAME:**

\_\_\_\_\_

**ADDRESS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Tel No:**

\_\_\_\_\_

**Type of Business:**

\_\_\_\_\_

**No of Employees:**

\_\_\_\_\_

**Please specify your role and experience within your organisation:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member of Edinburgh Chamber for \_\_\_\_\_ years**

**Please complete a short statement declaring why you wish to be a Council Member and what you feel you will bring to the Chamber Council if you are selected:**

**You are welcome to note below any comments in support of your application:**

**PLEASE RETURN TO:  
CHERYL SYMON, COMPANY SECRETARY, EDINBURGH CHAMBER OF COMMERCE  
CAPITAL HOUSE, 2 FESTIVAL SQUARE, EDINBURGH EH3 9 SU**

## **EDINBURGH CHAMBER OF COMMERCE**

### **ROLE OF THE COUNCIL**

1. The Council consists of 21 elected members and up to 10 co-opted members.
2. Membership is for 3 years.
3. The Council is ultimately responsible for the strategy of the Chamber and for approving financial accounts.
4. The Council approves appointments to the Operating Board. This currently consists of the President, Vice Presidents, Treasurer and 4 members from the Council.
5. The Council recommends to the membership at the AGM, the appointment of office bearers and new directors to the Council.
6. The Council meets up to four times a year:

January	To discuss draft business plan and budget
March	Primarily to agree the business plan and budget for the year - 1 April to 31 March.
June	To approve accounts for the previous financial year.
October	To assess the progress of the Chamber following the half year financial position.

### **Procedure for Membership**

- All applicants will be considered by the Operating Board and the Nominations Committee before names are presented to the Council.
- The aim is to have a Council that is representative of the membership of the Chamber.
- Applications will therefore be considered on type of business, size of company, etc. The wish is also to have a gender balance.
- Following Council's deliberations names will be submitted to the membership at the AGM.