

Election of Deputy Mayor Policy	
Type	Governance
GDS Category	Governance – Public
Responsible Officer	Chief Executive Officer
Policy Adopted	28 November 2022
Review Period	Within 12 months of a General Election
Last Reviewed	December 2021
Policy Version Number	4
Applicable Legislation	<ul style="list-style-type: none"> Local Government Act 1999 – Section 51
Related Documents	<ul style="list-style-type: none"> Council Member’s Allowances and Benefits Policy Caretaker Policy
Purpose	The purpose of this policy is to elect a Deputy Mayor in accordance with Section 51 of the Local Government Act 1999, ensuring the election is undertaken in a fair and democratic manner.

1) POLICY STATEMENT

A Deputy Mayor is to be elected at the first meeting of full Council succeeding a periodical election.

Under Section 51(3) of the Local Government Act, Council may resolve that in addition to the Mayor, there may also be a Deputy Mayor.

Section 51(4) provides that if there is to be a Deputy Mayor, then he or she will be chosen by the members of the Council from amongst their own number and will hold office for a term determined by the Council (not exceeding 4 years).

Section 51(5) of the Act also provides that a Deputy Mayor is eligible for reappointment.

Under Section 51(6), the Deputy Mayor assumes the role of Mayor (in his/her absence) and assists, where required, in the performing of official functions and activities of the Council.

The allowance for Deputy Mayor will commence from the date of the certification of the periodic election.

2) PURPOSE

To elect a Deputy Mayor in accordance with Section 51 of the Local Government Act 1999, ensuring the election is undertaken in a fair and democratic manner.

3) PROCEDURE

Nominations for Deputy Mayor shall be made at the first full meeting of Council succeeding a periodical election.

- a. If two or more nominations are accepted, a vote shall be held forthwith with all Elected Members casting a vote.
- b. Nominations will be accepted by the Presiding Member upon the consent of the nominated person.
- c. A member may nominate themselves for a position.
- d. A person may withdraw his/her nomination before a vote.
- e. A secret ballot voting process will be used to cast a vote.
- f. All members must vote including those who have nominated for a position.
- g. The Presiding Member must also vote.
- h. If only two persons are nominated for an appointment, a simple majority first past the post method of counting the voting will be used.
- i. If three (3) or more persons are nominated, the lowest vote elimination method be used until two persons remain in the ballot.
- j. Should there be an equality of votes, the outcome will be decided by the drawing of lots with the name of the candidate withdrawn being excluded from the ballot.

- k. The Term of Office for such a position shall be for twelve (12) months expiring on the anniversary date of the November election.
- l. In the Council Chamber, the Deputy Mayor shall assume no precedence (other than as Councillor) except during any absence of the Mayor, when the Deputy Mayor shall act in the place of the Mayor.
- m. Outside the Council Chamber, the Deputy Mayor shall be given precedence immediately following the Mayor.