

<b>ELECTION OF DEPUTY MAYOR POLICY</b>	
Statutory Policy	
TRIM Reference	AR18/46373
First Issued	27 September 2004
Last Reviewed	13 December 2022
Next Review	December 2026

## 1. POLICY STATEMENT

- 1.1 A Deputy Mayor is to be elected at the first ordinary meeting of Council following a general election.

## 2. PURPOSE

### 2.1 Purpose

To ensure the election for Deputy Mayor is undertaken in a fair and democratic manner.

### 2.2 Scope

This Policy will apply each time the elected body undertakes an election for a Deputy Mayor.

### 2.3 Strategic Reference

#### 5 Governance and Financial Sustainability

- 5.5 We meet or exceed legislative and accreditation requirements for all relevant programs.

## 3. PRINCIPLES

- 3.1 Nominations for Deputy Mayor shall be made at the first full meeting of Council succeeding a periodic election.
- 3.2 Before the nomination is accepted by the Mayor, the nominee shall signify their consent to the nomination being accepted. Elected Member may nominate themselves.
- 3.3 If two or more nominations are accepted, a secret ballot will be held with all Elected Members casting a vote. The Mayor may appoint any Senior Officer to act as scrutineer and report the result.
- 3.4 On completion of the secret ballot, the candidate receiving the highest number of votes will be appointed as Deputy Mayor, by resolution of Council. However, if two or more candidates receive an equal number of highest votes the following will occur:
- 3.4.1 Those candidates receiving the highest equal number of votes, shall remain as the favoured candidates with the candidates receiving the least number of votes being excluded. A further secret ballot shall then be taken.
- 3.4.2 If after a further secret ballot, candidates still receive an equal number of votes, the winner will be determined by drawing of lots. The favoured candidates names will be placed in a box, with the first name drawn being the winner of the election.
- 3.5 The term of office for the Deputy Mayor will be 12 months, at which time a further election process will be undertaken to appoint a Deputy Mayor. Section 51(5) of the *Local Government Act 1999* provides that a Deputy Mayor is eligible to be chosen for a further term.
- 3.6 In the Council Chambers, the Deputy Mayor shall assume no precedence except during any absence of the Mayor, when the Deputy Mayor shall act in the place of the Mayor.

- 3.7 Outside the Council Chambers, the Deputy Mayor shall be given precedence immediately following the Mayor.

#### **4. RESPONSIBILITY & REVIEW**

##### **4.1 Responsible Officer**

Director City Services

##### **4.2 Availability**

This policy will be available on Council's website.

##### **4.3 Review**

This policy will be at the first Ordinary Meeting of Council following a General Election for Local Government, or as required to meet other obligations.

#### **5. REFERENCES**

##### **5.1 Legislation**

Local Government Act 1999