

DEPUTY LORD MAYOR

Policy No. 015

1 Purpose

This Policy covers the appointment, role and remuneration of the Deputy Lord Mayor position.

2 Scope

The *Local Government Act* (the Act) provides for the appointment of a Deputy Lord Mayor and establishes the statutory responsibilities for that position. Similarly, City of Darwin has organisational requirements and expectations for the office of Deputy Lord Mayor, which are outlined in this Policy.

3 Policy Statement

This Policy should be read in conjunction with the Lord Mayoral Policy.

The Council acknowledges that the Lord Mayor will, at various times, not be available to perform his/her duties and that the Deputy Lord Mayor will be required to act in the position.

The Act, by providing for the appointment of a Deputy Lord Mayor, recognises that the Lord Mayor will be absent from time to time. The Council, as a matter of policy, appoints an Alderman to be Deputy Lord Mayor and to assist with this process has developed the following policy on the role of Deputy Lord Mayor.

Appointment

The Act requires the appointment of the Deputy Lord Mayor to occur at the first meeting of Council after a General Election.

For the period following the 2017 General Election, to the declaration of the 2021 general election, the Council has determined that each of the 12 Alderman be elected as Deputy Lord Mayor for a period of four months during the term of the 22nd Council.

Role

Statutory

Section 43 of the Act sets out the role and function for the position:

The role of the deputy principal member of a council is to carry out any of the principal member's functions when the principal member:

(a) *delegates the functions to the deputy; or*

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- (b) *is absent from official duties because of illness or for some other pressing reason; or*
- (c) *is on leave.*

Section 43(3) of the Act also provides that:

If the principal member is absent from official duties on leave or for some other reason, and there is no deputy principal member or the deputy is not available to act in the principal member's position, the council may, by resolution, appoint some other member of the council to act in the principal member's position for a specified period or until the principal member resumes official duties.

Organisational Requirements

In addition to the statutory role, the Council has an expectation that the Deputy Lord Mayor shall:

- where appropriate be the alternate to represent the Lord Mayor.
- be available to attend to official duties when acting as Lord Mayor but it is acknowledged that such availability may be influenced by employment or business commitments.
- attend civic functions and receptions.
- liaise with the Lord Mayor to establish an appropriate mechanism for consultation, briefings and discussions on Lord Mayoral activity.

Remuneration

Allowances will be in accordance with the Local Government Act Ministerial Guidelines (as amended from time to time).

Expenses

When acting as Lord Mayor or when attending a function on behalf of the Lord Mayor reimbursement of approved out of pocket expenses shall be met by the Council in accordance with Policy No. 017 - Elected Member Allowances.

4 Definitions

Where the Act references the Principal Member or the Deputy Principal Member, this should be read as Lord Mayor and Deputy Lord Mayor accordingly.

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5 Legislative References

Section 43(2) of the *Local Government Act* establishes the role of the Deputy Lord Mayor. This Section must be read in conjunction with Section 35 (Role of Elected Members) and Section 42 (Role of Mayor).

Section 45(2)(b) requires the Council to appoint one of its Members as Deputy Lord Mayor at the first meeting held after each General Election.

The Ministerial Guidelines dealing with Elected Member Allowances make provision for the Deputy Mayor.

6 Procedures / Related Documents

City of Darwin Policy No 014 - Code of Conduct - Elected Members

City of Darwin Policy No 017 - Elected Member Allowances

City of Darwin Policy No 018 - Lord Mayor

7 Responsibility / Application

The Chief Executive Officer is responsible for the implementation of this policy.

This policy should be reviewed during the term of each Council or more often as required.

8 Document Control

Council Policy			Responsible Officer: Chief Executive Officer	
Version	Decision Number	Adoption Date	History	Next Review Date
1	20\2501	23/02/2010	Adopted	
2	21\0008	16/04/2012	Revision Adopted	
3	21\3264	28/04/2015	Revision endorsed	
4	21\3361	26/05/2015	Revision Adopted	26/05/2019
5	22\0454	27/02/2018	Revision adopted - amended to remove specific information relating to the 21st Council and amendments to the Local Government Act around extension of the Council term. Other minor administrative updates.	27/02/2022

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