

Appointment of Deputy Mayor and Council Committee Representatives

Council Policy



Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
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1 Purpose

The purpose of this policy is to define the process and timeline for the appointment of the Deputy Mayor and representatives on Council committees.

2 Definitions

For the purpose of this policy, the following definitions apply:

Term	Definition
Appointment	The appointment of an Elected Member, by majority vote of Council, to a Council position.
Council committee	A committee established by Council under section 82 of the <i>Local Government Act 2019</i> .
Deputy Mayor	An Elected Member appointed by Council to the office of Deputy Mayor under section 61 of the <i>Local Government Act 2019</i> .
First to the Post voting system	The candidate who polls the highest number of formal votes is elected.
Returning Officer	Person responsible for the proper conduct of an election process.
Representative	An individual who acts as a link between a committee and a specific group, ensuring the group's perspective is considered in decisions.

3 Policy Statement

3.1 Principles

3.1.1 At each August Ordinary Council meeting, Council will appoint its Deputy Mayor and Elected Member representatives on Council's committees for a term of 12 months, or as otherwise required by the committee's Terms of Reference, ending at the August Ordinary meeting of the following year. At this meeting, a review of Elected Member representation on external committees will also be conducted, including voting to appoint Elected Members onto external committees where relevant.

3.1.2 External committee nomination requests can sometimes come to Council outside of August – these will be brought to Council when received for Council's consideration.

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3.1.3 For years that include an Alice Springs Town Council election, all positions will be appointed at the first meeting after the election.

3.1.4 It is not a conflict of interest for any person nominated to vote for themselves.

3.1.5 Each nomination needs to be moved and seconded.

3.2 Appointment of Deputy Mayor

The process of voting for the Deputy Mayor is as follows:

- Nominations are called.
- The Chief Executive Officer (CEO) shall act as Returning Officer.
- If only one person is nominated for the position of Deputy Mayor, the nominee is elected.
- If two persons are nominated, voting will occur by secret ballot using a simple majority 'first past the post' voting system.
- If three or more persons are nominated, the method of voting will be lowest vote elimination via secret ballot:
 1. Votes are made, and then counted by the CEO who announces the Elected Member with the lowest number of votes; this nominee will be excluded in the next round of voting.
 2. If the lowest number of votes are tied, the names of those candidates will be placed in a container; the name drawn first by the CEO will be excluded.
 3. The above steps are repeated until two persons remain, where a final vote will occur by secret ballot using a simple majority 'first past the post' voting system.
- If the two final candidates receive the same number of votes:
 1. a casting vote will be made if permissible in Council's Casting Vote Policy; or
 2. if a casting vote is not permissible in Council's Casting Vote Policy, the names of the two candidates shall be placed in a container and the name drawn first by the Mayor will be elected Deputy Mayor.

3.3 Appointment of representatives to Council committees

The process for appointing representatives to Council committees is as follows:

- Positions are declared vacant.
- Nominations are called.
- If only one person is nominated, the candidate nominated will fill the vacancy.
- If more than one person is nominated, a vote will occur.
- Votes are via a show of hands, with Elected Members only able to cast one vote per vacancy.
- The nominee with the highest number of votes fills that vacancy.
- If there is a tied vote:
 1. a casting vote will be made if permissible in Council's Casting Vote Policy; or
 2. if a casting vote is not permissible in Council's Casting Vote Policy, the names of the candidates shall be placed in a container and the name drawn first by the Mayor will fill the vacancy.
- Where a committee has more than one vacancy, a separate vote will be held for each vacancy.

This process should also be followed when appointing Elected Members to represent Council on external committees.

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The appointment of external members to Council committees will be managed as per each committee's Terms of Reference, and endorsed by Council.

4 Responsibilities

The CEO is responsible for the implementation of this policy.

5 Related Legislation and Documents

Local Government Act 2019

Local Government (General) Regulations 2021

Casting Vote Policy

6 Communication and Training

Will this policy be communicated through consultation to teams?	Yes
Where will this policy be available?	Council Website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Governance