



POLICY NO. CP 5.4.24 DEPUTISING FOR THE MAYOR

PURPOSE To establish procedures for deputising for the Mayor.

POLICY STATEMENT

Sections 5.34 and 5.35 of the *Local Government Act 1995*, determine who should act as the Mayor when the Mayor's position is vacant, or when the Mayor is unavailable, unable or unwilling to perform the Mayor's functions.

Councillors deputising for the Mayor are not permitted to wear the Mayoral Regalia or the Chain of Office, other than for officiating at a citizenship ceremony.

GOVERNANCE REFERENCES

Statutory Compliance	Local Government Act 1995, s.5.34 and 5.35
Industry Compliance	Nil.
Organisational Compliance	Nil.
Process Links	Nil.

POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Business Services		Director Business Services		9397 3000	
Risk Rating	Low	Review Cycle	Triennial	Next Due:	2024
Version	Decision Reference	Synopsis			
1.	OCM 714/27/08/2002	New policy adopted.			
2.	OCM 412:26/08/2008	Amended			
3.	OCM 409/25/08/2009	Amended to improve operation and efficiency of the availability of Councillors to represent the Mayor when both the Mayor and Deputy Mayor are unavailable.			
4.	OCM 415/28/08/2012	Reviewed and amended to include provision regarding use of the Mayoral Regalia.			
5.	OCM 372/22/09/2015	Reviewed and amended to add Section 5.35 and reference to functions removed as the sections cover all circumstances and not just at functions.			
6.	OCM 305/11/09/2018	Reviewed with no amendments			
7.	OCM 16/08/02/2022	Reviewed with no amendments			