APPOINTMENT OF DEPUTY MAYOR

COUNCIL POLICY

PURPOSE

The purpose of this policy is to ensure a consistent and transparent approach is followed in appointing a Deputy Mayor of the City of Palmerston.

PRINCIPLES

Council must be closely connected to its community, working in partnership to deliver what is needed to support people's lives. In doing so, Council is actively pursuing its communities' trust, through being open, accessible, and accountable.

The City of Palmerston acknowledges that the Mayor will, at various times, be absent from duties and is good governance to appoint a Deputy Mayor to act in the role when required to ensure continuity of leadership, governance and public engagement.

DEFINITIONS

For the purposes of this Policy, the following definitions apply:

TERM	DEFINITION
Elected Members	Means the individuals holding the office of a member of the City of Palmerston
Deputy Mayor	Means the Elected Member appointed by the Council to the office of Deputy Mayor
Civic and ceremonial functions	Means official events held such as Citizenship Ceremonies, Australia Day, Community Awards, ANZAC Day Ceremonial events and official Council openings and launches

POLICY STATEMENT

1. Appointment of Deputy Mayor

1.1. Council has resolved to appoint a Deputy Mayor to act in the role as Mayor when the Mayor is absent from duties.

1.2. The term of office for Deputy Mayor is seven terms of 207 days, with the incumbent eligible to renominate.

1.3. The final appointment term will vary pending the date of election declaration set by the Northern Territory Electoral Commission.

1.4. Appointment will be conducted at an Ordinary Council Meeting, prior to the expiry of the current term.

1.5. Nominations for the Deputy Mayor will be sought by a show of hands, unless otherwise determined by Council.

1.6. It is not a conflict of interest for an Elected Member to vote for themselves.

1.7. Any appointment as Deputy Mayor will expire at the end of the Council term.

2. Role of Deputy Mayor

The *Local Government Act 2019* (NT) (the Act) establishes the statutory responsibilities for the position of Deputy Mayor. In addition, Council has an expectation that the Deputy Mayor shall:

- Where appropriate be the alternative to represent the Mayor
- Be available to attend to official duties when Acting Mayor
- Attend civic and ceremonial functions and receptions.

3. Allowance of Deputy Mayor

Allowance will be in accordance with the Remuneration Tribunal and paid in accordance with Council Policy Elected Members Allowances and Expenses.

ASSOCIATED DOCUMENTS

- City of Palmerston Community Plan
- Code of Conduct for Elected Members and Committee Members
- Council Policy - Elected Members Allowances and Expenses
- Council Policy – Breach of Code of Conduct by Elected Member

REFERENCES AND RELATED LEGISLATION

- *Local Government Act 2019* (NT)
- Local Government Guidelines
- Local Government Regulations
- Palmerston (Procedures for Meetings) By-Laws 2003

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance & Governance
APPROVAL DATE	16 September 2025	NEXT REVIEW DUE	Q1 2029
RECORDS NUMBER	481063	COUNCIL DECISION	11/8