

MAYORAL ELECTION PROCEDURE POLICY

Policy Owner	Governance Coordinator
Department	Organisational Development
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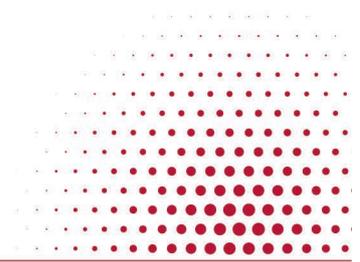
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ELECTION OF MAYOR

Introduction

This Policy is concerned with the annual election of the Mayor. It describes how the Mayor is to be elected. This Policy is to be read in conjunction with Council's *Meeting Procedure Local Law 2014*.

1. Election of the Mayor

- (1) A meeting to elect the Mayor must be held:
 - (a) as soon as practicable after the declaration of the results of a general election of Councillors;
 - (b) as soon as practicable after the fourth Saturday in October, in years between general elections of Councillors; and
 - (c) as soon as practicable after the office of Mayor otherwise becomes vacant.
- (2) The Chief Executive Officer must facilitate the election of the Mayor in accordance with the provisions of the *Local Government Act 1989*.

2. Eligible to Stand for Election

All Councillors are eligible to stand for election or re-election to the office of Mayor and Deputy Mayor.

3. Chair's Duties

In addition to the duties and discretions provided in the *Meeting Procedure Local Law 2014*, the Chair for the purpose of the election of the Mayor:

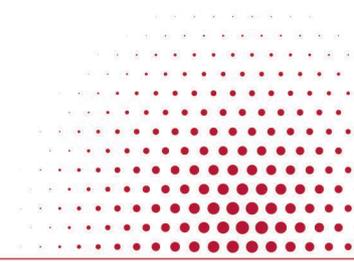
- (1) Must not accept:
 - (a) Any questions from Councillors;
 - (b) Any statement or address which is derogatory, or defamatory of any Councillor, member of Council staff, or member of the community.
- (2) Must call to order any person who is disruptive or unruly during the meeting.

4. Method of Voting

The election of the Mayor must be carried out by a show of hands.

5. Determining the Election of the Mayor

- (1) The Chief Executive Officer must open the meeting at which the Mayor is to be elected, and invite nominations for a temporary Chair.
- (2) If there is more than one nomination, the temporary Chair will be elected in accordance with sub-clause (6)(b)-(g) as if that provision applied to candidates for the position of temporary Chair.
- (3) The temporary Chair must invite nominations for the office of Mayor and confirm that all nominees are willing to stand.
- (4) Any nomination for the office of Mayor must be seconded.



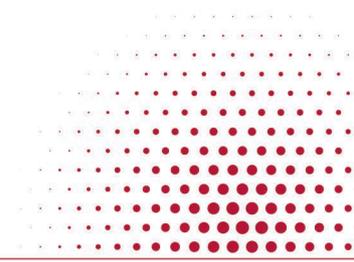
A nomination refers to a candidate for election to the office of Mayor.

Any nomination must be seconded for the purpose of acceptance by the Chair.

For the election process, a nomination is not considered to be a motion under the Meeting Procedure Local Law 2014.

Meeting procedures for motion and debate do not apply to the election of Mayor.

- (5) Candidates for the election of Mayor may address Council for up to five (5) minutes in support of their candidacy prior to the election of Mayor being conducted.
- (6) In determining the election of Mayor, the following provisions will govern the election process:
 - (a) if there is only one nomination, the candidate nominated is deemed to be elected;
 - (b) if there is more than one nomination, the Councillors present at the meeting must vote for one of the candidates;
 - (c) in the event of a candidate receiving an absolute majority of the votes, that candidate is declared to have been elected;
 - (d) in the event that no candidate receives an absolute majority of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate. The Councillors present at the meeting must then vote for one of the remaining candidates;
 - (e) if one of the remaining candidates receives an absolute majority of the votes, he or she is duly elected. If none of the remaining candidates receives an absolute majority of the votes, the process of declaring the candidates with the fewest number of votes a defeated candidate and voting for the remaining candidates must be repeated until one of the candidates receives an absolute majority of the votes. That candidate must then be declared to have been duly elected;
 - (f) in the event of two or more candidates having an equality of votes and one of them having to be declared:
 - (i) a defeated candidate; or
 - (ii) duly electedthe declaration will be determined by lot.
 - (g) if a lot is conducted, the Chief Executive Officer will have the conduct of the lot and the following provisions will apply:
 - (i) each candidate will draw one lot;



- (ii) the order of drawing lots will be determined by the alphabetical order of the surnames of the Councillors who received an equal number of votes except that if two or more such Councillors' surnames are identical, the order will be determined by the alphabetical order of the Councillors' first names; and
- (iii) as many identical pieces of paper as there are Councillors who received an equal number of votes must be placed in a receptacle. The word "Defeated" shall be written on one of the pieces of paper, and the Councillor who draws the paper with the word "Defeated" written on it must be declared the defeated candidate (in which event a further vote must be taken on the remaining candidates unless there is only one candidate remaining, in which case that candidate will be declared to have been duly elected).

6. Election of Deputy Mayor and Chairs

Any election for:

- (a) any office of Deputy Mayor; or
- (b) temporary Chair, in cases where the Mayor and any Deputy Mayor are absent from a Council meeting;

will be regulated by Clauses 1-5 (inclusive) of this Policy, as if, in the case of any election for Deputy Mayor, the reference to the:

- (c) Chief Executive Officer is a reference to the Mayor; and
- (d) Mayor is a reference to the Deputy Mayor.

7. Related Documents

- (a) Meeting Procedure Local Law 2014

8. Commencement and end Dates

- (a) Commences on the day Council resolved to adopt the Policy;
- (b) Ends on the day on which a notice of making a new Meeting Procedure Local Law is published in the *Victoria Government Gazette* or is reviewed by Council.