

15 May 2019

Annual Council

**Appointment of a Deputy Mayor for Municipal Year
2019/2020**

Report of: *Claire Mayhew, Corporate and Democratic Service Manager*

Wards Affected: *All Wards*

This report is: *Public*

1. Executive Summary

- 1.1 The Council is required to appoint a Deputy Mayor from amongst its membership to serve for the Municipal Year 2019/2020.
- 1.2 The Deputy Mayor is appointed by the Council to continue in office for one Municipal Year and hold office until immediately after the election of the Mayor at the next Annual Meeting.

2. Recommendation(s)

- 2.1 To appoint a Deputy Mayor for the Municipal Year 2019/2020 and until immediately after the election of the Mayor at the next Annual Meeting.**

3. Introduction and Background

- 3.1 The Deputy Mayor will support the Mayor in their role during their term of office. Subject to any standing orders made by the Council, anything authorised or required to be done by, to or before the Mayor may be done by, to or before the Deputy Mayor.
- 3.2 The Mayor will invite nominations for the appointment of Deputy Mayor for the Municipal Year 2019/2020.
- 3.3 Once Annual Council has made the appointment of Deputy Mayor, the newly appointed Deputy Mayor duly takes the Declaration of Acceptance of Oath.

- 3.4 The Deputy Mayor is accompanied to events by a Deputy Mayoress or Consort. The Deputy Mayoress or Consort is recognised by the Council as such. A Deputy Mayoress or Consort will be announced.
- 3.5 After the Deputy Mayor's Deputy Mayoress or Consort has been announced, the outgoing Consort will invest the incoming Consort with the badge of office.

4. Issue, Options and Analysis of Options

- 4.1 Section 5 of the Local Government Act 1972 requires the appointment of a Deputy Mayor (being Vice-Chairman of the Council).

5. Reasons for Recommendation

- 5.1 It is a statutory duty.

6. Consultation

- 6.1 Group Leaders would be consulted.

7. References to Corporate Plan

- 7.1 This report underpins the corporate priority of *Transformation* as the role of Deputy Mayor assists to uphold and promote the Constitution and so deliver improvements in governance arrangements.

8. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email: 01277 312829 /jacqueline.vanmellaerts@brentwood.gov.uk

- 8.1 There are no direct financial implications arising from the appointment of a Deputy Mayor. For the purpose of enabling the Deputy Mayor to meet the expenses of their office, the Council may pay such allowance as the Council thinks fit. Agenda Item 13 deals with allowances.

Legal Implications

Name & Title: Paula Harvey, Deputy Monitoring Officer

Tel & Email: 01277 312705/paula.harvey@brentwood.gov.uk

- 8.2 The Council has a statutory duty to elect a Deputy Mayor annually from among its members. The election of the Mayor and Deputy Mayor must be the first business transacted at the Annual Meeting.

The process for electing the Deputy Mayor is set out in the Council's Constitution.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

8.3 None

9. Background Papers (include their location and identify whether any are exempt or protected by copyright)

None

10. Appendices to this report

None

Report Author Contact Details:

Name: Claire Mayhew, Corporate and Democratic Service Manager
Telephone: 01277 312741
E-mail: claire.mayhew@brentwood.gov.uk