

4.7 PROTOCOL TO GUIDE COUNCILLORS WHEN ELECTING THE MAYOR/APPOINTING THE DEPUTY MAYOR AND ORDER OF SENIORITY OF COUNCILLORS

1. Other than in exceptional circumstances, the Mayor should have held the post of Deputy Mayor in the year preceding the Mayoral election.
2. Where there are exceptional circumstances (where the Mayor has not been the Deputy Mayor) the election of the Mayor should be made on the same basis as that for the appointment of Deputy Mayor.
3. The most Senior Councillor at the Council (as set out in the order of seniority by length of service of Councillors) who has not previously held the office of Mayor, and who wishes to take up that office, should be appointed to the position of Deputy Mayor (or Mayor and Deputy if there are exceptional circumstances).
4. At the penultimate ordinary meeting of the Council of the Municipal Year the proposed Mayor and Deputy Mayor should usually be chosen.
5. If, following discussions, there is more than one Councillor with the same seniority (ignoring ranking according to alphabetical order) wishing to be Deputy Mayor (or Mayor in exceptional circumstances), then the current Mayor shall draw lots and advise Councillors of the outcome to guide them when casting their votes.
6. Members of the Council will rank in the following order of seniority at Civic functions.
 - The Mayor;
 - The Deputy Mayor;
 - The Leader; and
 - Councillors, according to their date of election (those elected at the same time ranking according to alphabetical order)

If a person after ceasing to be a Councillor is subsequently re-elected within four years, his/her seniority will be determined by the total length of service as a Member of the Council.