

**Extract from Constitution**

**Role of the Mayor and Chairmanship of the Council**

**Civic Role**

1. The Council's Mayor, supported by the Deputy Mayor will perform the Council's civic role.
2. This entails raising and maintaining the profile of the Council's area and its citizens. The aims and values of the Council will be promoted in an apolitical manner.
- 14 The Mayor will decide which civic and ceremonial functions to promote following consultations, where appropriate, with officers of the Council. These functions may include representing the Council at events organised by other local authorities or organisations.

**Council Role**

- 15 The Mayor is elected at the Annual Council meeting in May. The Deputy Mayor is appointed at the same meeting.
- 16 The Mayor is the conscience of the Council.
- 17 The Mayor is responsible for:
  - 17.1 upholding and promoting the purposes of this Constitution and interpreting it, where necessary, with advice
  - 17.2 presiding over meetings of the Full Council to ensure that business is carried out efficiently and effectively
  - 17.3 ensuring the rights of Councillors and the interests of the Council's citizens are protected in the running of the Full Council meeting (Guidance on the Role of a Chairman which is relevant for all chairmen of Council meetings)
  - 17.4 ensuring that, at Full Council meetings, matters of concern to local people can be debated through the appropriate Councillors
  - 17.5 ensuring that Councillors not on the Cabinet, or who do not hold the Chairmanship of a main committee, are able to hold those office holders to account
  - 17.6 promoting public involvement in the Council's activities and acting as a link between members of the public and organisations and the Council
  - 17.7 carrying out other roles on behalf of the Council.
- 18 The Deputy Mayor will:

18.1 support the Mayor in his/her civic role and will also carry out civic duties on behalf of the civic office

18.2 deputise for the Mayor in his/her absence.

### **The Mayoralty Code of Practice**

19 The Mayor shall comply with the Mayoralty Code of Practice.

### **Who may become Mayor or Deputy Mayor**

20 Any elected Member of the Council shall be eligible for election to the office of Mayor, or appointment as Deputy Mayor, except for Members of the Cabinet.