

8 The Role of the Mayor of the Council

The Mayor is the first citizen of the Borough of Havant. The civic and ceremonial role of the Mayor is non-political. The Mayor serves for a one-year term of office. The Mayor has the following roles and functions.

The role of the Deputy Mayor is to assume the responsibilities of the Mayor if the Mayor is absent.

The Mayor will:

- a) promote public involvement in the Council's activities;
- b) promote the Council as a whole, acting as a focal point for the community, attending such civic and ceremonial functions and fulfilling such civic duties as the Council and he/she determine to be appropriate;
- c) preside over meetings of the Full Council so that Council business can be carried out efficiently and with regard to the rights of Councillors and the interests of the community, including deciding the order of business;
- d) ensure that the Full Council meeting is a forum for the debate of matters of concern to the local community and the place at which Councillors who are not on the Cabinet are able to hold the Cabinet and committee chairmen to account;
- e) keep order at Full Council meetings and ensure that Councillor behaviour is of the highest standard and does not bring the Council into disrepute;
- f) exercise a second or casting vote in the event of a tied vote;
- g) subject to the advice and guidance of the Head of Paid Service, Chief Finance Officer or Monitoring Officer during Council meetings, interpret the Constitution as and when necessary; and
- h) when in debate or question time read the sense of the meeting and when in the Mayor's belief debate or questions already put shall have represented the views of the Council, the Mayor shall intervene to move to the next business under the Standing Orders in **Part 3**.

The Mayor and Deputy Mayor are members of the Council elected by Councillors at the Annual Meeting of the Full Council.