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**Note: This meeting will be
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30 October 2019

SPECIAL COUNCIL MEETING

To all Members of the Council

You are summoned to attend a Special Meeting of the ARUN DISTRICT COUNCIL to be held on **Wednesday 13 November 2019** at **6.00 pm** in the **Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** to transact the business set out below:

A handwritten signature in black ink, appearing to read "N. V. Lynn".

Nigel Lynn
Chief Executive

AGENDA

1. **Apologies for absence**
2. **Declarations of interest**

Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest

3. **Conferment of the Title of Honorary Alderman** (Pages 1 - 4)

To consider and, if so determined, to RESOLVE:

That in pursuance of Section 249(1) of the Local Government Act 1972, to confer the title of Honorary Alderman on Norman Dingemans who has, in the opinion of the Council, rendered eminent service to Arun District Council as a past Member and past Leader of the Council.

A report from the Chief Executive is **attached**.

- Filming, Photography and Recording at Council Meetings - The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – [Filming Policy](#)

ARUN DISTRICT COUNCIL

REPORT TO A SPECIAL MEETING OF THE COUNCIL ON 13 NOVEMBER 2019

SUBJECT: Conferment of the Title of Honorary Alderman

REPORT AUTHOR: Nigel Lynn – Chief Executive

DATE: 8 October 2019

EXTN: 01903 737600

PORTFOLIO AREA: Corporate Support

EXECUTIVE SUMMARY: The purpose of this report is to seek the Council's approval for the conferment of the title of Honorary Alderman on former Member of the Council, Norman Dingemans.

RECOMMENDATIONS:

The Council is asked to Resolve:

That in pursuance of Section 249 (1) of the Local Government Act 1972, to confer the title of Honorary Alderman on Norman Dingemans who has, in the opinion of the Council, rendered eminent service to Arun District Council as a past Member and as a Past Leader of the Council.

1.0 BACKGROUND

1.1 Under Section 249 of the Local Government Act 1972, the Council may, by resolution passed by not less than two thirds of the Members voting thereon, at a meeting specially convened for the purpose, confer the title of Honorary Alderman on persons who have, in the opinion of the Council, rendered eminent service to the District and its Council whilst serving as a Councillor.

1.2 The title of Honorary Alderman is an honour specifically intended for former Members of the Council who had made an exceptional contribution to the work of the Council and to the community.

1.3 Honorary Alderman have the right to attend civic engagements organised by the Council as and when they are organised, although they must not take part in meetings of the Full Council or any Council Committee. They are not entitled to any allowance or payment arising from such occasions. Should any of those people conferred with the title become a Councillor again at some point in the future, they may not use their title during their term of office as a Councillor.

1.4 Each Council can decide its own criteria or tradition for the appointment of Honorary Alderman.

2.0 PROTOCOL AND COSULTATION

- 2.1 At Full Council on 27 August 2003, a protocol to ensure consistency of approach to the conferment of the title of Honorary Alderman of the District was approved and adopted.
- 2.2 Following the 2 May 2019 Elections, consultation was undertaken by the Chief Executive, in line with the protocol adopted by the Council, with all four Group Leaders of the Council over the proposal for former Councillor Norman Dingemans to be granted the title of Honorary Alderman in grateful recognition of his exceptional and distinguished service rendered to his Ward, the Council and the District. It was unanimously agreed that the conferment of this title should proceed.
- 2.3 In line with the Council's Constitution, it was agreed that a Special Meeting of the Council be called on 13 November 2019 at 6.00 pm to consider the conferment of the title.

3.0 HISTORY

- 3.1 Norman Dingemans represented the District Ward of Walberton from 4 May 1995 to 2015. Following a boundary review he then represented the Arundel and Walberton Ward from 2015 to 2 May 2019 and was Leader of the Council from 2002 to 2006. During his time as a Cabinet Member he was responsible for the Portfolio areas of Customer Services and Economic Regeneration. Norman also chaired numerous Committee meetings such as the former Policy and Resources; Planning and Economic Regeneration Committees as well as the Cabinet; the Overview Select Committee; Licensing Committee and was both Chairman and Vice-Chairman of the Bognor Regis and Littlehampton Regeneration Sub-Committees at different times. Throughout his time as a Councillor, Norman was also a Local Government Association (LGA) accredited peer and conducted numerous peer reviews in several other Local Authorities.
- 3.2 Norman also very passionately served as this Council's nominated representative on the South Downs National Park and still supports them with many activities in his spare time. His history in this respect started prior to the setting up of the South Downs National Park when Norman represented the Council on the Sussex Downs Conservation Board from 1995 to around 2000 when it became the South Downs Joint Committee. When the National Park was established, he chaired their Governance Committee until a reorganisation reduced the number of Committees in 2016. He was Deputy Chairman in 2014 and stood down in June 2019 after retiring as an Arun District Councillor ahead of the District Elections in May 2019.
- 3.3 During this time serving the Council, Norman actively supported the communities local to his Ward and was involved in volunteering and assisting many charity and voluntary groups.

4.0 CONCLUSION		
4.1 The Council is invited to consider the granting of Honorary Aldermanship of the Arun District Council to former Councillor Norman Dingemans.		
4.2 It is custom and practice to hold a small reception to celebrate the granting of Honorary Aldermanship either before or after the Special Council Meeting.		
4.3 A certificate and Honorary Alderman's jewel will be presented to Norman Dingemans at the meeting. The expenditure for this will be contained within existing budgets.		
2. PROPOSAL(S): The Council is asked to resolve that in pursuance of Section 239 (1) of the Local Government Act 1972, to confer the title of Honorary Alderman on Norman Dingemans who has, in the opinion of the Council, rendered eminent service to Arun District Council as a past Member and as a past Leader of the Council.		
3. OPTIONS: To:		
(1) accept the recommendation or		
(2) recommend to not accept the recommendation.		
4. CONSULTATION: Chairman of the Council and all four Political Group Leaders of the Council		
Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillor		X
Other groups/persons (please specify) – None		X
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		X
Legal		X
Human Rights/Equality Impact Assessment		X
Community Safety including Section 17 of Crime & Disorder Act		X
Sustainability		X
Asset Management/Property/Land		X
Technology		X
Other (please explain)		
6. IMPLICATIONS: To formally recognise distinguished service by a former Member and Leader of this Council.		

7. REASON FOR THE DECISION: To fully comply with Section 249 of the Local Government Act 1972

8. BACKGROUND PAPERS:

(i) Section 249 of the Local Government Act 1972 – <https://www.legislation.gov.uk/ukpga/1972/70/section/249>

(ii) The Council's approved Protocol for the Conferment of the Title "Honorary Alderman"; and – Appendix 1

(iii) The Council's Constitution – [Constitution](#)