

ARUN DISTRICT COUNCIL
FULL COUNCIL

27TH AUGUST 2003

Decision Paper

Subject: Establishing a Protocol for the Conferment of the Title of "Honorary Alderman"

Report by: The Chief Executive

Report Date: July 2003

1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is to seek the Council's approval to a proposed protocol for the conferment of the title of "Honorary Alderman" on former Members of the Council.

2.0 RECOMMENDATION

2.1 That the Protocol set out in paragraph 4 of the report be adopted by the Council for the purpose of the conferment of the title of "Honorary Alderman of Arun District Council".

3.0 INFORMATION/BACKGROUND

3.1 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.

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

3.3 Honorary Aldermen 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 entitled to no allowance or payments 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.

- 3.4 Arun District Council conferred their last honours at a Special Meeting of the Council on 17th May 2000 where 2 former Councillors were granted the honour and title of Honorary Alderman of the District of Arun. They were:

Mr Ted Chandler
Mrs Pat Stinchcombe

In grateful recognition of their eminent and distinguished service rendered to their Wards, the Council and the District.

- 3.5 For information, the title of Honorary Alderman may only be conferred by a Principal Council upon a former Member of that Council, allowing them to enjoy the rights explained in Section 3.3 above.

4.0 PROPOSED PROTOCOL

- 4.1 It is proposed that the Council establishes a protocol to ensure consistency of approach to the conferment of the title of "Honorary Alderman of the District of Arun" as follows:-

- (i) any Leader of a political group (as defined by regulations made under the Local Government and Housing Act 1989), or at least two Members who do not form part of such a group, may propose the conferment of the title of an Honorary Alderman on a former Member of the Council pursuant to Section 249 of the Local Government Act 1972;
- (ii) such a proposal or nomination shall be made in writing addressed to the Chief Executive and setting out the reasons for the nomination;
- (iii) subject to (iv) below, nominations will normally involve a retired Member of the Council who has a total of twenty years or more of service as a Member of Arun District Council or any of its predecessor authorities;
- (iv) in exceptional circumstances, a retired Member who, although not having a total of twenty years services, is considered by the Chief Executive, after consulting with the Leader of the Council, to have made an outstanding contribution, may be nominated to receive the honour;
- (v) on receipt of such a proposal or nomination, the Chief Executive will consult with the Leader of the Council and the Leaders of the other political groups in the Council;
- (vi) if in the opinion of the Chief Executive (after consultation with the Leaders of the political groups) there is a sufficient degree of consensus as to the conferment of the title, a Special Meeting of the Council will be called to consider the conferment of the title;

- (vii) the above protocol shall be by way of general guidance and it is without prejudice to considering each proposal on its merit;
- (viii) the procedure under this protocol is without prejudice to the general rights of Members to call a meeting of the Council in accordance with the law and the Council's Constitution.

5.0 CONSULTATION

- 5.1 The Leader of the Council and the Leaders of the other two political groups have been consulted regarding the establishments of this Protocol.
- 5.2 The Solicitor to the Council has been consulted regarding the legal requirement of section 249 of the Local Government Act 1972, regarding the conferment of the title of Honorary Alderman. He has also been consulted regarding the establishment of the protocol in Section 4.
- 5.3 The Head of Committee Services has been consulted with regard to the calling of the Special Meeting of the Council. She has also been consulted regarding the verification of lengths of service.

Background Information:
Local Government Act 1972

Contact:
Ian Sumnall
Chief Executive
01903 737600

