

AGENDA

**to be considered at a Special
meeting of the Council to be held at**

**THE COUNCIL HOUSE
ATHERSTONE**

on

13 July 2022

at

6.30pm



North Warwickshire Borough Council

Steve Maxey BA (Hons) Dip LG Solicitor
Chief Executive

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Date : 5 July 2022

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend a Special Meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Wednesday, 13 July 2022 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest.
- 4 To consider conferring the title of Honorary Alderman and Honorary Alderwoman accordingly on the following former members of North Warwickshire Borough Council:

Les Forsyth, Peggy Hall, Reg Place, Joan Lea, Ray Sweet and Ann Lewis

Yours faithfully

A handwritten signature in black ink, appearing to be 'Steve Maxey', written in a cursive style.

Chief Executive

Agenda Item No 4

Full Council

13 July 2022

Report of the Chief Executive

Honorary Aldermen

1 Summary

- 1.1 This report asks Members to consider conferring the titles of Honorary Alderman and Alderwoman on a number of former Councillors.

Recommendation to Council

That Council considers conferring the title of Honorary Aldermen and Alderwomen on former Councillors Les Forsyth, Peggy Hall, Reg Place, Joan Lea, Ray Sweet and Ann Lewis.

2 Report

- 2.1 Members will be aware that a number of long serving Councillors retired at the last full election of Council in 2018. Officers have been considering how best to mark this. As members will also be aware, the pandemic has, for a considerable period since that election, impacted on ordinary and ceremonial activities of the Council.
- 2.2 The Local Government Act 1972 provides that a Council can by a resolution passed by not less than two-thirds of the members at a meeting specially convened for the purpose, confer the title of Honorary Alderman on any person who has rendered eminent services to the Council as past Members of that Council. Only former Councillors are eligible.
- 2.3 Honorary Alderman may attend and take part in civic ceremonies they are invited to but not to attend or participate in meetings of the Council or its Committees (other than as members of the public). No allowance is payable.
- 2.4 There is no specific definition of 'eminent services', it being left to the discretion of the Council to assess and recognise any individual's contribution to the activities of the Council and the borough.

- 2.5 From a review of practice elsewhere most Councils base this criteria on the number of years of service by a former Councillor together with a requirement for the individual to have made a significant contribution. The Executive has approved the criteria and protocol, attached as Appendix A to this report, which were in turn adopted by Full Council. In short, the criteria is for 25 years service together with the 'significant contribution' requirement.
- ...
- 2.6 Executive also resolved that, if those criteria were adopted, the following former Members could be considered:
- Les Forsyth, Peggy Hall, Reg Place, Joan Lea, Ray Sweet and Ann Lewis.
- 2.7 Council is recommended to consider conferring the titles of Honorary Alderman and Alderwoman accordingly on those former Members. Where the Honorary title is conferred on any person, the Council may spend a reasonable sum on presenting an address or casket containing an address to that person.

The Contact Officer for this report is Steve Maxey (719438).

North Warwickshire Borough Council
Protocol for the Appointment of Honorary Aldermen

Protocol for the Appointment of Honorary Aldermen of North Warwickshire Borough Council

1 Background

- 1.1 Section 249 of the Local Government Act 1972 provides that the title of Honorary Alderman can be conferred on “persons who have, in the opinion of the Council rendered eminent services to the Council, but who are no longer Councillors of the Council”.
- 1.2 In order to confer the title of Honorary Alderman on an ex-Councillor a meeting of the whole Council needs to be convened specifically for this purpose and the resolution passed by not less than two thirds of the voting Members present at that meeting.

2. Role of Honorary Alderman

- 2.1 An Honorary Alderman may attend and take part in civic events organised by North Warwickshire Borough Council and is entitled to wear the badge of ‘Honorary Alderman’ at such events. An Honorary Alderman will receive invitations to all civic and social events to which Members of the Council are also invited.
- 2.2 The badge of Honorary Alderman must only be worn at civic events outside the Borough at the specific request of the organisers of the event.
- 2.3 Those elected to the roll of Honorary Alderman are entitled to use the title ‘Honorary Alderman of the Borough of North Warwickshire’.
- 2.4 An Honorary Alderman does not carry any right to attend meetings of the Council or its committees or to claim any allowances payable under the Members’ Allowances Scheme.

3. Criteria for Appointment

- 3.1 Any Member of Council may nominate an ex-Councillor for the role of Honorary Alderman.
- 3.2 The appointment of Honorary Alderman is to confer recognition on previous Councillors who, over a period of time, have made a significant contribution to the Council in particular and public service.
- 3.3 Any person nominated must meet the following criteria:
 - a) No longer holds the position of Councillor;
 - b) Must have served for a minimum of 20 years on the Borough Council;

4. Presentation Ceremony

- 4.1 The award of Honorary Alderman shall take place during an extraordinary meeting of the Council, called for this specific purpose. The Mayor shall preside at this meeting.
- 4.2 During the meeting a Notice of Motion will be put forward to confer the title of Honorary Alderman on the Nominee(s) to recognise their services to the Council and the community.
- 4.3 The Motion shall be seconded, and Members will then have the opportunity to speak to the Motion in accordance with the speaking rights set out in the Constitution.
- 4.4 The resolution needs to be passed by not less than two thirds of the Members present at the meeting.

4.5 If the resolution is passed, the person being awarded the title of Honorary Alderman will be presented with:

- a) A 'Certificate of Conferral of the Status of Honorary Alderman' which will carry the Council's Coat of Arms and the Common Seal of the Council and be witnessed by the Mayor and the Chief Executive;
- b) A frame in which the Certificate will be placed; and
- c) A Badge of Office including the title 'Honorary Alderman'.

4.6 Following the presentation the person appointed Honorary Alderman will be asked to sign the "Book of Honorary Aldermen" and will be afforded the opportunity to address the Council meeting.

5.0 **The Roll of Honorary Aldermen**

5.1 The Roll of Honorary Aldermen, which will include date of election to the Roll, will be held and maintained by Democratic Services.