

19 May 2011

Name of Cabinet Member:
Leader of the Council and Cabinet Member (Policy, Leadership & Governance) –
Councillor J Mutton

Director Approving Submission of the report:
Director of Finance and Legal Services / Director of Customer & Workforce Services

Ward(s) affected:
None

Title:
Protocol for Appointment of Honorary Aldermen

Is this a key decision?
No

Executive Summary:
The Council has previously provided its approval to bestow the esteemed position of Honorary Alderman on former Councillors. This report is to formalise a protocol for the criteria and process for selecting proposed individuals to this esteemed position.

List of Appendices included:
None

Background papers:
None

Has it or will it be considered by Scrutiny?
No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?
No

**Report title:
Protocol for Appointment of Honorary Aldermen**

1. Context (or background)

Reference throughout this report to Alderman is to be taken as also reading Alderwoman. To confer the esteemed title of Honorary Alderman on any former Councillor is a prestigious honour. Legislation provides that this Council may, by resolution passed by not less than two-thirds of Members voting thereon at a meeting of the Council specifically convened for that purpose, confer the title of Honorary Aldermen. The criteria is that this title can be conferred on persons who have, in the opinion of the Council, rendered eminent services to the Council as past Members of that Council, but who are no longer Members of the Council. Those appointed are addressed as "Alderman", in the same way as "Councillor".

There is no statutory definition of what would constitute "rendered eminent services to the Council". This will enable to Council to determine nominations made on their own individual merits.

2. Current Position

Following the Council's approval for the introduction of Honorary Aldermen, it was anticipated that this would commence during the municipal year 2003/04. This did not take place as envisaged and the current position is to agree the protocol for any nomination for Honorary Aldermen.

3. Recommendation

Council is recommended to:

1. Approve the protocol for nominations for Honorary Aldermen and the process to be engaged as set out at Appendix 1.

4. Results of Consultation Undertaken

None

5. Options considered and recommended proposal

- 5.1 Approximately seven other Local Authority arrangements for Honorary Aldermen were reviewed and have assisted in formulating the proposal for the protocol for the enrolment of Honorary Aldermen at Appendix 1.

6. Timetable for implementing this decision

- 6.1 The implementation would take immediately effect following Council approval.

7. Comments from Director of Finance and Legal Services

- 7.1 Section 249 of the Local Government Act 1972 provides for the esteemed position of Honorary Aldermen to be established. It is not permitted that serving Members of the Council are eligible for the position of Honorary Alderman.

- 7.2 The cost of the proposal would be met from future identified resources.

8. How will this contribute to achievement of the Council's key objectives / corporate priorities / Sustainable Community Strategy

Not applicable

9. How is risk being managed?

Not applicable

10 What is the impact on the organisation?

To confer the esteemed title of Honorary Aldermen on any former Councillor is a prestigious honour that will have a positive impact on the City Council and the City of Coventry. The details of the nominations will refer to the nature of the eminent services provided by that former Member and to recognise the contributions they have made.

11 Equalities/ EIA

Each nomination for the position of Honorary Alderman will be considered on its individual merits and nominations may be received in accordance with the protocol which is available for any former Member.

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Members:				

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Protocol for the Enrolment of Honorary Aldermen

1. Procedure

- a) Elections to the Roll of Honorary Aldermen will only be accepted in accordance with the Council's agreed protocol.
- b) Any name put forward must be proposed by a serving Member of the Council and seconded by at least one other Member of the Council and the Chief Executive will be informed in writing before the end of February and nominations will be submitted to the March Council meeting prior to the Annual Council Meeting.
- c) Any election to the Roll of Honorary Aldermen will take place at a special Council meeting to be held immediately prior to the Annual Council meeting in May.

2. Qualifications Required for Enrolment

- a) The Council may, in accordance with Section 249 of the Local Government Act 1972, and the provisions of this protocol, elect a person to the position of "Honorary Alderman".
- b) An Honorary Alderman shall enjoy only those rights or privileges conferred by Section 249 of the Act and this protocol.
- c) The Director of Customer and Workforce Services shall keep a roll to be called "The Roll of Honorary Aldermen" of those who have been elected to the position of Honorary Aldermen.
- d) A person shall be deemed eligible to be enrolled as an Honorary Alderman provided that the person meets the following requirements:
 - is not a serving Member of the Council
 - has served as a Member of the Council for at least 15 years in total
 - has given eminent service to the Council during that period.

3. Method of Enrolment

- a) No person who has the above qualifications shall be enrolled automatically as an Honorary Alderman but only in accordance with the procedure set out above.
- b) Formal election to the Roll of Honorary Alderman shall be by a resolution of the Council passed by not less than two thirds of the Members present and voting thereon at a meeting of the Council specially convened for the purpose with notice of the object in March, prior to the annual Council meeting.

4. Withdrawal of Title

- a) The Council may withdraw the title of Honorary Alderman and the attached rights and privileges. Such withdrawal of the title shall be by way of formal motion to a meeting of the full Council, (the summons to which contains special notice that such withdrawal is proposed and the reason therefore) and subsequent resolution of the Council passed by not less than two thirds of the Members present and voting thereon at the meeting of the Council.

5. Privileges

An Honorary Aldermen shall be entitled to the following rights and privileges:

- To enjoy the courtesy title of Alderman and to be so addressed.
- To provide a badge or emblem to Honorary Aldermen, and to wear such badge or emblem on civic occasions.
- To receive a copy of each Council summons and a copy of the Members Handbook and to be included within the Members Handbook.
- To receive a framed certificate to commemorate their appointment.
- To enter their name into the "Roll of Honorary Aldermen".

- To receive invitations to civic and social events to which Members of the Council are invited as determined by the Lord Mayor.
- To walk in civic procession in a position immediately behind serving Members.
- To enjoy such other privileges as the Council may confer upon them from time to time.