

Report of:	Managing Director
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Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 29/11/17

COUNCIL
29 NOVEMBER, 2017
HONORARY ALDERMEN AND HONORARY ALDERWOMEN

1 Purpose of Report

- 1.1 To agree the criteria and process for appointing Honorary Aldermen and Alderwomen of Cannock Chase.

2 Recommendations

- 2.1 That Council approves the criteria and process for appointing Honorary Aldermen and Alderwomen as detailed at Appendix 1 of this report.
- 2.2 That Council approves the use of an existing budget for a one-off purchase of a new honours board.

3 Key Issues and Reasons for Recommendation

- 3.1 Section 249 of the Local Government Act 1972 permits a principal Council by resolution passed by not less than two thirds of the members voting at a meeting specially convened for that purpose, to confer the title of Honorary Alderman or Alderwoman on persons who have rendered eminent services to the Council as past members of that Council, but who are not then members of the Council.
- 3.2 A list of criteria and process for conferring this award is detailed at Appendix 1.
- 3.3 Any costs associated with awarding the honour can be met from existing budgets.

4 Relationship to Corporate Priorities

- 4.1 This report supports the Council's Corporate Priorities as follows:
- (i) The Honorary Alderman and Honorary Alderwoman titles are recognition of the community leadership role of Members as identified in the Council's mission.

5 Report Detail

- 5.1 Section 249 of the Local Government Act 1972 states that a principal Council may, by resolution passed by not less than two-thirds of the members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, confer the title of Honorary Alderman or Honorary Alderwoman 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 not then members of the Council.
- 5.2 An Honorary Alderman or Honorary Alderwoman of a principal Council may attend and take part in such Civic Ceremonies as the Council may from time to time decide, but shall not, as such have the right -
- a) to attend meetings of the Council or a Committee of the Council;
 - b) to receive any such allowances or other payments under section 173 to 176 of the Local Government Act 1972; or
 - c) whilst serving as a Councillor, be entitled to be addressed as Alderman/Alderwoman or to attend or take part in any civic ceremonies of the Council as an Alderman/Alderwoman.
- 5.3 Criteria for the nomination of an Honorary Alderman/Alderwoman and the process for awarding the title is detailed at Appendix 1 of this report.
- 5.4 It is not intended for this title to be conferred posthumously.
- 5.5 A one-off purchase of a new honours board for the purpose of Honorary Aldermen and Alderwomen will need to be made. The board will be sited in the Civic Suite and will be updated after each AGM whenever the title is bestowed. Costs of purchasing a new board can be met from existing Civic budgets; the addition of names to the board can be funded out of existing Civic budgets also, on an ongoing basis.

6 Implications**6.1 Financial**

All costs associated with awarding this honour can be met from existing Civic budgets.

6.2 Legal

The legal implications are set out in the report.

6.3 Human Resources

None.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None.

6.7 Risk Management

None.

6.8 Equality & Diversity

None.

6.9 Best Value

None.

7 Appendices to the Report

Appendix 1	Criteria and protocol for appointing Honorary Aldermen and Honorary Alderwomen of Cannock Chase
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Previous Consideration

None.

Background Papers

Criteria and protocol for appointing Honorary Aldermen and Honorary Alderwomen of Cannock Chase

Criteria

- Title of Honorary Alderman/Alderwoman to only be awarded following retirement of a Councillor, either by choice or at the will of the electorate.
- To be considered for the title of Honorary Alderman/Alderwoman a retired Councillor must have served at least twelve years (three terms in Office) on Cannock Chase District Council, (though the terms do not need to be consecutive) and be considered to have rendered eminent service to the District.
- An Honorary Alderman/Alderwoman would not be entitled to receive any allowance or other payment.

Process

- Nominations for this award must be made in writing, addressed to the Managing Director and should be received no later than two weeks prior to the Council's Annual General Meeting (AGM) in May.
- Consideration to confer the title of Honorary Alderman/Alderwoman on retired Councillors will only be determined once per year, at a special meeting of the Council to be convened at 3 p.m. on the day of the Council's AGM in May (where necessary).
- Nominations must be made by a serving Councillor on Cannock Chase District Council.
- Following approval to confer the title, an address conferring the title of Honorary Alderman/Alderwoman will be presented by the Chairman of the Council at a subsequent meeting of Council.
- Names of Honorary Aldermen/Alderwomen will be inscribed on to an honours board located in the Civic Suite.