

PART 14 – PROTOCOL FOR HONORARY ALDERPERSON

The Local Government Act 1972 gives principal councils the power to 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 no longer members of the council. The act does not specify how eminent services are defined, and this is left as a matter of local interpretation. Therefore the criteria to be used to select Honorary Aldermen, Alderwomen or Alderperson for appointment are:

1. Criteria

- 1.1 The titles of Honorary Alderman, Alderwomen or Alderperson can only be conferred to an ex-member of the authority for whom it has been deemed that they have provided eminent, exceptional and distinguished services to the council, above such expectations and duties that are expected of Councillors.
- 1.2 Honorary Aldermen, Alderwomen or Alderpersons must have served 12 years in total on the Council.
- 1.3 This service does not have to be consecutive.
- 1.4 That on a case-by-case basis where exceptional circumstances apply, the title may be conferred on former Councillors who fall outside of criteria 2) and 3) above.
- 1.5 That the award not be conferred automatically on Councillors upon retirement from the council.
- 1.6 Nominations may be made while the proposed Honorary Alderman, Alderwoman or Alderperson is still a member of the council once it has been confirmed they will not be standing for election again. However, the Honorary Aldermanic titles can only be conferred once they are no longer a member of the council.

- 1.7 Should an Honorary Alderman, Alderwoman or Alderperson subsequently be re-elected to the Council, the award will be held in temporary suspension during the period of direct service as a member of the council.
- 1.8 Awards cannot be made posthumously to former members.
- 1.9 Nominations are made by the Mayor, Leader or 5 Councillors, and then a resolution of two thirds of those present must be passed at a specially convened Council Meeting.
- 1.10 In the inaugural year of the introduction of Honorary Aldermanic there will be a maximum of 8 conferrals. Thereafter, in successive municipal years there can be a maximum of 4 conferrals per year.
- 1.11 Nominations should initially be considered by the Chief Executive, the Group Leaders and the Mayor.
- 1.12 Following unanimous agreement of that group, soundings should be taken to ensure that if nominated, the candidate will accept the nomination and their preferred form of address. This group will then make a recommendation to Council that the honour is bestowed.
- 1.13 The Leader will report to Council at an ordinary meeting (or scheduled Special meeting such as the budget or AGM) and, should Council accept the nomination, a Special Meeting of Council would then be called to pass the resolution.

2. **Appointment of Honorary Alderman, Alderwoman or Alderperson**

- 2.1 Appointments of Honorary Aldermen, Alderwomen and Alderperson must take place at a Council meeting specially convened for the purpose. This special meeting will take place on the same date as the second Council meeting of the municipal year except with the consent of all groups. Two thirds of the members present at the meeting must vote in favour of a

resolution for the nominee to be appointed as an Honorary Alderman, Alderwoman or Alderperson.

- 2.2 Recipients may speak once the vote has taken place in order to accept the honour.
- 2.3 All recipients will be given a certificate conferring the title, a commemorative pin of office, and their name will be placed on an honours board in the Civic Suite and on the Council website.

3. **Rights of Honorary Alderman, Alderwoman and Alderperson**

- 3.1 The titles of Honorary Alderman, Alderwoman or Alderperson does not confer any special privileges or rights upon the appointee to speak or vote at Council meetings, beyond the rights and privileges already afforded to the public.
- 3.2 The only rights that are conferred to an Honorary Alderman, Alderwoman or Alderperson by virtue of their appointment is to be invited to Civic functions and events by invitation of the Council. The Council will decide which Civic functions and events it is appropriate to invite Honorary Aldermen, Alderwoman or Alder to.

4. **Removal of Title of Honorary Alderman, Alderwoman and Alderperson**

- 4.1 There may be occasions where, due to the past or future behaviour of individuals who have been appointed as Honorary Aldermen, Alderwoman or Alderperson the Council may wish to remove the title of from an individual.
- 4.2 Removal of the title of Honorary Alderman, Alderwoman or Alderperson will follow the same process as appointment (nomination by the Mayor, Leader or 5 Councillors, and then a resolution of two thirds of those present must be passed), however it may take place at any meeting of Full Council rather than a specially convened meeting.