



## GOVERNANCE COMMITTEE

11 March 2015

**Subject Heading:**

**Revision to the procedure for the nomination and appointment of honorary freeman and honorary alderman**

**Report Author and contact details:**

Andrew Beesley, Committee Administration & (Interim) Member Support Manager  
01708 432437;  
[Andrew.beesley@onesource.co.uk](mailto:Andrew.beesley@onesource.co.uk)

**Policy context:**

Council's Constitution

**Financial summary:**

None arising from this report

### SUMMARY

This report proposes revisions to the procedure for the nomination and appointment of Honorary Freemen and Honorary Aldermen and the adoption of a protocol for such matters.

### RECOMMENDATIONS

The Committee recommend to Council:

1. That the protocol for the nomination and appointment of honorary freemen and honorary aldermen for the London Borough of Havering attached as Appendix A be approved.
2. That the Council's Monitoring Officer be authorised to make the necessary change to the Council's Constitution.

**REPORT DETAIL**

1. Under the provisions of Section 249 of the Local Government Act 1972, the Council may, by resolution passed by not less than two-thirds of the councillors voting thereon at a meeting specially convened for the purpose:
  - (i) Admit to be Honorary Freemen of the Borough persons of distinction and persons who have, in the opinion of the Council, rendered eminent service to the Borough; and
  - (ii) Confer the title of Honorary Alderman upon persons who have, in the opinion of the Council, rendered eminent service to the Council as part councillors.
2. Current practice in Havering is for nominations for the appointment of honorary freeman and honorary alderman to be submitted for consideration at the annual meeting of Council. To support the nominations, details of the eminent service or the reasons for distinction for which the award is to be conferred, are required.
3. In recent years there has been an increase in the number of nominations with an annual expectation that nominations will be made. To ensure that the honour is regarded as the highest accolade a Council can award, the Administration has proposed a protocol which would amend existing procedures and which would also remove the likelihood of a nomination not achieving the requisite two-thirds majority at Council.
4. It is proposed that in the first instance Group Leaders will attempt to reach agreement on the nomination to ensure that it would meet the requisite two-thirds majority. Once Group Leaders have discussed the matter, it will be referred to the Governance Committee which will in-turn recommend to Council for its consideration the names of those individuals nominated for the award of honorary freeman or honorary alderman.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:**

There are no financial impacts resulting from adopting this protocol. Also the appointment of "honorary freeman/alderman" does not create any financial implications as they are the award of titles only.

**Legal implications and risks:**

Section 249 of the Local Government Act 1972 states the statutory position in respect of the conferment of award for the position of honorary freeman and

**Governance Committee, 11 March 2015**

honorary alderman. It is for Council to determine the procedures it shall follow for the nomination of persons for such awards.

**Human Resources Implications and risks:**

There will be a minor impact as additional report drafting will be required to future meetings of the Governance Committee. This will however be met by existing resources within Legal and Governance.

**Equalities implications and risks:**

There are none arising from this report.

**BACKGROUND PAPERS**

None