

South Ribble Borough Council

Draft Protocol for Conferring the Title of Honorary Alderman



Introduction

1. In accordance with the provisions of Section 249 of the Local Government Act 1972, the Council may confer the title of Honorary Alderman 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."

2. The position of Honorary Alderman is non-political. There must be support for the nomination by not less than two-thirds of the Members voting at an Extraordinary Council meeting.
3. Nominations for Honorary Aldermen can be made by any serving Member of the Council setting out the reasons for nomination and will usually be considered following each four-year council term.
4. Nominations will be considered by a Civic Task Group made up of the Mayor and the leaders of each of the groups on the council. The Civic Task Group would be chaired by the Leader of the Council.

Qualification Criteria

5. The following criteria should be applied when considering nominations for an individual to be made an Honorary Alderman:
 - Significant contribution to public life
 - Rendered eminent service to the Council
 - A former Member should have and served a minimum of 16 years' service on the Council, which does not have to be consecutive.
 - Is no longer seeking election to the Council
6. No person who meets the above qualification criteria will automatically become an Honorary Alderman. A nomination must be submitted for the Civic Task Group to consider the request.

Nomination and Enrolment

7. Each nomination considered by the Civic Task Group shall be made in consultation with the Council's Chief Executive.

8. Upon determination of any nomination for Honorary Alderman the Civic Task Group shall ask the Chief Executive to convene an Extraordinary Council meeting to formally agree the appointment and hold a formal conferment ceremony.
9. The Extraordinary Council meeting and conferment ceremony will be a formal Civic occasion.

Rights of an Honorary Alderman

10. An Honorary Alderman shall be entitled to the following privileges:
 - a) To enjoy the courtesy title of Honorary Alderman and to be addressed as such;
 - b) To receive a certificate and badge of office to wear on civic and ceremonial occasions;
 - c) To be named as an Honorary Alderman on a roll of honour at the Civic Centre and on the Council's website;
 - d) To attend, as an observer, meetings of the Council for which a seat will be reserved;
 - e) To attend civic and Mayoral events by invitation and to which Members of the Council are invited, and at the discretion of the Council; and
 - f) To walk in civic processions, as invited by the Council, in precedence and length of service on the Council
11. There is no entitlement to any allowances as an Honorary Alderman.
12. Honorary Aldermen shall not have the right to influence meetings of the Council or its Committees nor have any voting rights whatsoever.

Withdrawal of the Title

13. The title of Honorary Alderman may be removed and privileges may be withdrawn at any time if the behaviour of an individual may affect the reputation of the Council.
14. The removal must be agreed by two thirds of the Council on the recommendation of the Chief Executive. It is not necessary to convene an Extraordinary Council meeting for withdrawal of the title.