

Public Document Pack



Northumberland County Council

Your ref:

Our ref:

Enquiries to: Jackie Roll

Email: Jackie.Roll@northumberland.gov.uk

Tel direct:

Date: 14 March 2023

Dear Sir or Madam,

Your attendance is requested at an extraordinary meeting of the **COUNTY COUNCIL** to be held in **COUNCIL CHAMBER - COUNTY HALL** on **WEDNESDAY, 22 MARCH 2023** at **3.30 PM** or on the rising of the Council meeting taking place at 3.00pm, whichever is the sooner.

Yours faithfully

Dr Helen Paterson
Chief Executive

To County Council members as follows:-

C Ball, D Bawn, J Beynon, L Bowman, S Bridgett, D Carr, E Cartie, G Castle, T Cessford, E Chicken, T Clark, A Dale, W Daley, L Darwin, S Dickinson, R Dodd, C Dunbar, L Dunn, P Ezhilchelvan, S Fairless-Aitken, D Ferguson, B Flux (Chair), J Foster, B Gallacher, L Grimshaw, C Hardy, G Hill, C Horncastle, C Humphrey, I Hunter, JI Hutchinson, P Jackson, V Jones, D Kennedy, J Lang, S Lee, M Mather, N Morphet, M Murphy, K Nisbet, N Oliver, K Parry, W Pattison, W Ploszaj, M Purvis, J Reid, G Renner-Thompson, M Richardson, J Riddle, M Robinson, G Sanderson, A Scott, C Seymour, A Sharp, E Simpson, G Stewart, M Swinbank, M Swinburn, C Taylor, T Thorne, D Towns, H Waddell, A Wallace, A Watson, J Watson, R Wearmouth and R Wilczek



Dr Helen Paterson, Chief Executive
County Hall, Morpeth, Northumberland, NE61 2EF
T: 0345 600 6400
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AGENDA

PART I

It is expected that the matters included in this part of the agenda will be dealt with in public.

1. APOLOGIES FOR ABSENCE

2. DISCLOSURES OF MEMBERS' INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required where a matter arises at a meeting;

Which directly relates to Disclosable Pecuniary Interest ('DPI') as set out in Appendix B, Table 1 of the Code of Conduct, to disclose the interest, not participate in any discussion or vote and not to remain in room. Where members have a DPI or if the matter concerns an executive function and is being considered by a Cabinet Member with a DPI they must notify the Monitoring Officer and arrange for somebody else to deal with the matter. Which directly relates to the financial interest or well being of a Other Registrable Interest as set out in Appendix B, Table 2 of the Code of Conduct to disclose the interest and only speak on the matter if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain the room.

Which directly relates to their financial interest or well-being (and is not DPI) or the financial well being of a relative or close associate, to declare the interest and members may only speak on the matter if members of the public are also allowed to speak. Otherwise, the member must not take part in discussion or vote on the matter and must leave the room.

Which affects the financial well-being of the member, a relative or close associate or a body included under the Other Registrable Interests column in Table 2, to disclose the interest and apply the test set out at paragraph 9 of Appendix B before deciding whether they may remain in the meeting.

Where Members have or a Cabinet Member has an Other Registerable Interest or Non Registerable Interest in a matter being considered in exercise of their executive function, they must notify the Monitoring Officer and arrange for somebody else to deal with it.

NB Any member needing clarification must contact monitoringofficer@northumberland.gov.uk. Members are referred to the Code of Conduct which contains the matters above in full. Please refer to the guidance on disclosures at the rear of this agenda letter.

3. REPORT OF THE LEADER OF THE COUNCIL

Honorary Freemen and Freewomen

(Pages 1
- 8)

To consider conferring the title of Honorary Freeman/Freewoman of the County of Northumberland on the persons listed

4. REPORT OF THE LEADER OF THE COUNCIL

(Pages 9
- 18)

Honorary Aldermen and Alderwomen

To consider admission of Honorary Aldermen and Alderwomen of the County of Northumberland

IF YOU HAVE AN INTEREST AT THIS MEETING, PLEASE:

- Declare it and give details of its nature before the matter is discussed or as soon as it becomes apparent to you.
- Complete this sheet and pass it to the Democratic Services Officer.

Name:		Date of meeting:	
Meeting:			
Item to which your interest relates:			
Nature of Interest i.e. either disclosable pecuniary interest (as defined by Table 1 of Appendix B to the Code of Conduct, Other Registerable Interest or Non-Registerable Interest (as defined by Appendix B to Code of Conduct) (please give details):			
Are you intending to withdraw from the meeting?		Yes - <input type="checkbox"/>	No - <input type="checkbox"/>

Registering Interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest.

Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in **Table 1**) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
- a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative or close associate; or
 - c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2** you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied
9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well- being:
- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.



Northumberland County Council

EXTRAORDINARY COUNCIL

22nd March 2023

Honorary Freeman and Freewomen

Report of Glen Sanderson, Leader of the Council

Lead officer: Head of Democratic and Electoral Services

(1) Purpose of Report

To consider conferring the title of Honorary Freeman/Freewoman of the County of Northumberland on the persons listed.

(2) Recommendation:

(i) To confer the title of Honorary Freeman/Freewoman on the following:

- 1) Tony Gates, Chief Executive of Northumberland National Park, for services to Northumberland National Park;**
- 2) Winton Keenen QPM, Chief Constable of Northumbria Police (retires March 2023) for services to policing in Northumberland;**
- 3) Elizabeth Morgan, former Executive Director of Public Health, for services to Public Health particularly during the covid pandemic.**

(ii) To acknowledge and confirm provisions of section (33) of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008: Honorary Freeman/ Freewomen, whereby a person who, before the reorganisation date, had been admitted as an Honorary Freeman or Freewoman of a local government area that was abolished by a section 7 Order (an 'abolished area') shall on that date be treated as having been admitted as an Honorary Freeman or Freewoman of the single tier Council.

(3) Key Issues

3.1 Section 249 (5) of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009, empowers the Council to confer the title of Honorary Freeman or Freewoman to 'persons of distinction and any persons who have rendered eminent service to the County'.

3.2 Further, Regulation 33 of The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 states:

(1) A person who, before the reorganisation date, has been admitted as an honorary freeman of a local government area that is abolished by a section 7 order (an “abolished area”) shall, on that date, be treated as having been admitted as an honorary freeman of the area described in paragraph (2), notwithstanding that the area so described is not on that date an area to which persons may be admitted as honorary freemen

(2) The area is that which, on the reorganisation date, comprises or includes the abolished area, and for which, on and after that date, there is a single tier of local government.

3.3 Under the legislation, a formal vote is required to proceed. No fewer than two-thirds of those present at the Council meeting must agree the nomination. The decision of the Council on all nominations are final.

3.7 Should the vote be positive, at an extraordinary meeting of Council in May, those conferred with the title (or their representative) will be presented with a pin brooch and gift and given the opportunity to address the Council.

(4) Background

4.1 In September 2021, Council **RESOLVED** that a system to appoint Freeman and Freewomen of Northumberland be agreed and approved a Protocol (copy attached to this report). [Here is a link to the report](#)

4.2 The Freedom itself carries no privilege and is purely an honour, reflecting the eminence of the person on whom it is conferred or as recognition of significant and valuable services rendered to the County by that person.

4.3 It is normally an honour or award to men or women of note who have lived or worked in the County, and who are proud to be part of the County’s history by becoming a Freeman or Freewoman. The overriding principle is that the awards should be made on merit, defined as significant achievement or exceptional service and ‘gone the extra mile’.

4.4 The agreed protocol states that the Leader, in consultation with the Group Leaders, consider nominations and assess them against the criteria on behalf of their Groups via the Chief Executive.

4.5. The Leader of the Council and other political Group Leaders (on behalf of their Groups) have met to discuss nominations and they propose that the title of Honorary Freeman or Freewoman be conferred on the following persons who they deem have met the criteria as set out in the Protocol attached:

4.5.(i) **Tony Gates, Chief Executive of Northumberland National Park, for services to Northumberland National Park;**

4.5(ii) **Winton Keenen QPM, Chief Constable of Northumbria Police (retires March 2023) for services to policing in Northumberland;**

4.5(iii) **Elizabeth Morgan, former Executive Director of Public Health, for services to the residents of Northumberland particularly during the covid pandemic.**

(5) Implications

Policy	Protocol agreed by Council 21 September 2021
Finance and value for money	Small cost for gifts
Legal	<p>Section 249 (5) of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009 empowers the Council to give the title of Honorary Freeman or Freewoman to ‘persons of distinction and any persons who have rendered eminent service to the County’</p> <p>The legislation provides that the function of appointing Honorary Aldermen or Honorary Alderwomen shall be by a Council meeting specially convened for that purpose.</p> <p>Part 2 para. 3(9) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 confirm that the matters within this report are functions reserved to Full Council.</p> <p>These functions are set out within the terms of reference for Full Council in the Constitution.</p> <p>Section 33 of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) (Regulations) 2008 allows for the title of Honorary Freeman or Freewoman granted by a predecessor Council to become an Honorary Freeman or Freewoman of the single tier authority.</p> <p>Council Constitution Part 1 para 25 (Governance Arrangements) to confer the title of Honorary Alderman/Alderwoman Freeman/Freewoman.</p>
Procurement	None
Human Resources	None
Property	None
Equalities	None

(Impact Assessment attached) Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Risk Assessment	None
Crime & Disorder	None
Customer Consideration	None
Carbon reduction	None
Health and Wellbeing	None
Wards	All

(6) Linked papers:

Report to Council 1 September 2021
 Local Government Act 1972 as amended
 Part 2 para. 3(9) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000
 Section 33 of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) (Regulations) 2008

(7) Report sign off.

Authors must ensure that officers and members have agreed the content of the report:

	Full Name of Officer
Interim Director of Law and Governance and Monitoring Officer	Jan Willis
Executive Director of Transformation & Resources and S151 Officer	Suki Binjal
Chief Executive	Dr. Helen Paterson

Appendix 1 – Protocol for the Appointment of Honorary Freeman/Freewoman agreed by Council on 1 September 2021 (attached)

Author and Contact Details

Jackie Roll, Head of Democratic and Electoral Services

Jackie.Roll@northumberland.gov.uk

01670 622603

APPENDIX 1

NORTHUMBERLAND COUNTY COUNCIL

PROTOCOL FOR THE APPOINTMENT OF HONORARY FREEMEN/ FREEWOMEN

Section 249(5) of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009 empowers the Council to give the title of Honorary Freeman or Freewoman to ***‘persons of distinction and any persons who have rendered eminent service to the County’***.

1. Appointment

1.1 Nominations can be made by any serving Councillor to the Chief Executive. On receipt of a nomination, the Chief Executive will make the details available to Group Leaders, who will assess the nominee against the criteria.

1.2 All nominations for Honorary Freeman or Freewoman are treated in the strictest confidence and the nominee should not be informed that they have been nominated.

1.3 A unanimous decision is required to proceed. If Group Leaders are in agreement that the nominee should be made an Honorary Freeman or Freewoman of Northumberland, the nominee will then be invited to accept the honour. If agreed, a special meeting of the Council will be convened in order for the nomination to be put before the Council and a formal vote taken.

1.4 No fewer than two-thirds of those present at the Council meeting must agree the nomination. The decisions of the Council on all nominations are final.

1.5 The awarding of the Freedom of Northumberland to Service Units *‘to march through the streets of the County with bayonets fixed, drums beating and Colours flying’* is different in that it is a generally accepted practice to provide a dignified and appropriate means of enabling the authority to honour a distinguished unit of HM Forces.

2. Role

2.1 To be granted the title of Honorary Freeman or Freewoman is a mark of distinction upon the person that the Council wishes to honour.

2.2 The Freedom itself carries no privilege and is purely an honour, reflecting the eminence of the person on whom it is conferred or as recognition of significant and valuable services rendered to the County by that person.

2.2 It is normally an honour or award to men or women of note who have lived or worked in the County, and who are proud to be a part of the County's history by becoming Freemen or Freewomen, or in the case of HM Services Units, Freedom of the County.

3. Criteria for the appointment of an Honorary Freeman or Freewoman of Northumberland.

3.1 The overriding principle is that these awards should be made on merit, defined as:

- Significant achievement
- Exceptional Service

Awards should not be for a job well done or because someone has reached a particular level, but because the individual has 'gone the extra mile' in the contribution they have made or stand out above others in what has been achieved. Preference will be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution is significantly above that expected for their occupation.

3.2 The contribution to the community of Northumberland should involve one or more of the following:

- a Brought distinction to County life and enhanced the County's reputation in the area or activity concerned;
- b. A significant allocation of the person's time in serving members of the Community for the improvement of their wellbeing;
- c. The promotion, achievement and/or delivery of community services in which a significant personal contribution has been made;
- d. Demonstrated innovation and entrepreneurship which is delivering results in the County;
- e A contribution which is seen to stand above the contributions of most others;

3.3 As this is the highest honour that a Council can grant, it should be used sparingly to preserve its status and value.

Version agreed by Council 1 September 2021

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Northumberland County Council

EXTRAORDINARY MEETING OF THE COUNTY COUNCIL

DATE: 22 MARCH 2023

HONORARY ALDERMEN AND ALDERWOMEN

Report of Councillor Glen Sanderson, Leader of the Council

Lead Officer: Head of Democratic and Electoral Services

(1) Purpose of Report

To consider admission of Honorary Aldermen and Alderwomen of the County of Northumberland.

(2) Recommendations:

Council is requested to approve the following:

(i) To confer the title of Honorary Alderman /Honorary Alderwoman on the following former Members:

- 1) Thomas Sinclair Wilson**
- 2) David Ledger**
- 3) Ian Carr Fry Swithenbank**
- 4) Gordon Webb**
- 5) Margaret Evelyn Richards**
- 6) Lesley Jennifer Rickerby**
- 7) Deirdre Campbell**
- 8) Susan Elizabeth Dungworth**
- 9) James Grant Davey**

(ii) To acknowledge that the provisions of section (32) of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008: Honorary Aldermen/Alderwomen, whereby virtue of a section 7 order, a local authority area is abolished on the reorganisation date, any person who, immediately before that date is an Honorary Alderman/Alderwoman of the predecessor Council for that area shall become an Honorary Alderman/Alderwoman of the related single tier Council.

(ii) as described in (ii) above, to confirm that the title of Honorary Alderman bestowed on Anthony Harkness Murray by Berwick Borough Council in 2009 be recognised as Honorary Alderman of the County of Northumberland under the provisions of sub section 32 of section 249 of the Local Government Act 1972.

(3) Key Issues

3.1 Section 249 of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009, 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 but are no longer members of that authority.

3.2 Under this legislation, a formal vote is required to proceed. No fewer than two-thirds of those present at the Council meeting must agree the nomination. The decisions of the Council on all nominations are final.

3.4 In addition to the above, subsection (32) of The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008.states:

(1) Subsection (1) of section 249 of the Local 1972 Act (honorary aldermen and freemen) shall have effect in relation to a principal council which is a predecessor council as if, for the words from "as past members" to the end, there were substituted "as past or serving members of the council".

(2) Where, by virtue of a section 7 order, a local government area is abolished on the reorganisation date, any person who, immediately before that date, is an honorary alderman of the predecessor council for that area shall, on that date:

(a) where there is more than one related single tier council for that area, become an honorary alderman of the council (whether a related single tier council or another local authority) whose area includes the whole or the greater part of the electoral area for which the person was last returned as a councillor of the predecessor council;

(b) in any other case, become an honorary alderman of the related single tier council.

(3) In relation to a person to whom paragraph (2) applies, references in subsections (2) and (4) of section 249 of the 1972 Act which, immediately before the reorganisation date, fall to be construed as references to the predecessor council shall, on and after that date, be construed as references to the council of which that person becomes an honorary alderman on that date.

3.5 Should the vote be positive, a further Extraordinary Meeting of the Council will be arranged for a date in May 2023, inviting those conferred with the title (or their representative) to attend and be presented with a pin brooch and gift to mark the occasion and to be given an opportunity to address the Council.

(4) Background

4.1 In September 2021, Council **RESOLVED** that:-

(a) the Council agree to the reinstatement of the practice of appointing Honorary Aldermen/Alderwomen from the 2021 election onwards.

(b) a special Council (an extraordinary meeting of the Council), be convened to confer the title of Honorary Aldermen/ Alderwomen on those past Councillors meeting the criteria.

- (d) the Protocol attached to that report be approved. This protocol is attached as Appendix 1 to this report. [Here is a link to the report](#)

4.2 Section 249 of 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 but are no longer members of that authority'.

4.3 Appointments of Honorary Aldermen/Alderwomen must take place at an Extraordinary County Council meeting specially convened for the purpose. It is for this purpose that this Extraordinary Meeting has been convened. The nominations form the list of names in the recommendation and will be proposed and seconded at the meeting.

4.4 Two thirds of the members present must vote in favour of a resolution for the nominees to be appointed as an Honorary Alderman or Honorary Alderwoman.

4.5 The length of service as a Councillor whether continuous or broken and including former District Council service should be a minimum of 20 years unless there are deemed to be exceptional circumstances where a shorter term may be considered.

4.6 The agreed protocol (as attached as Appendix 1) and states that the Leader, in consultation with the Group Leaders, consider nominations and assess them against the criteria on behalf of their Groups via the Chief Executive.

4.7 The Leader of the Council and other political Group Leaders (on behalf of their Groups) have met to discuss the nominations and they propose that the title of Honorary Alderman or Honorary Alderwoman be conferred on the following persons who they agreed meet the criteria as set out in the Protocol attached:

Name	District Council Service	County Council Service
Dierdre Campbell	20 years: 1987-2007	20 years: 2001-2021
James Grant Davey	5 years 2004-2009	13 years 2008-2021
Susan Elizabeth Dungworth	14 years: 1995-2009	8 years: 2013-2021
David Ledger	18 years: 1991-2009	20 years: 2001-2021
Margaret Evelyn Richards	10 years: 1999-2009	13 years: 2008-2021

Lesley Jennifer Rickerby	18 years: 1991-2009	28 years: 1993-2021
Ian Carr Fry Swithenbank	10 years: 1995-1999 and 2001-2007	44 years: 1977-2021
Gordon Webb	19 years: 1990-2009	13 years: 2008-2021
Thomas Sinclair Wilson	18 years: 1995-1999, 2003-2009 and	20 years: 2001-2021
Anthony Harkness Murray	5 years: 2004-2009	13 years: 2008-2021 Less than 20 years but legacy Honour already bestowed by former Berwick Borough Council

(5) Implications

Policy	Protocol agreed by Council 1 September 2021
Finance and value for money	Small cost for gifts.
Legal	<p>Part 2 para. 3(9) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 confirm that the matters within this report are functions reserved to Full Council.</p> <p>These functions are set out within the terms of reference for Full Council in the Constitution.</p> <p>Section 32 of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) (Regulations) 2008 allows for the title of Honorary Alderman/Alderwoman granted by a predecessor Council to become an Alderman of the single tier authority.</p> <p>All other legal implications have been incorporated within the body of the report.</p>
Procurement	None

Human Resources	None
Property	None
Equalities (Impact Assessment attached) Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	None
Risk Assessment	None
Crime & Disorder	None
Customer Consideration	None
Carbon reduction	None
Health and Wellbeing	None
Wards	All

(6) Linked papers:

Report to Council 1 September 2021
 Local Government Act 1972 as amended
 Part 2 para. 3(9) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000
 Section 32 of the Local Government (Structural Changes) (Transitional Arrangements) (No.2) (Regulations) 2008

(7) Report sign off.

Authors must ensure that officers and members have agreed the content of the report:

	Full Name of Officer
Interim Director of Law and Governance and Monitoring Officer	Suki Binjal

Executive Director of Transformation & Resources and S151 Officer	Jan Willis
Chief Executive	Dr. Helen Paterson

Appendix 1 – Protocol for the Appointment of Honorary Aldermen/Alderwomen (attached)

Author and Contact Details

Jackie Roll, Head of Democratic and Electoral Services

Jackie.Roll@northumberland.gov.uk

01670 622603

APPENDIX 1

NORTHUMBERLAND COUNTY COUNCIL

PROTOCOL FOR THE APPOINTMENT OF HONORARY ALDERMEN/ ALDERWOMEN as agreed by Council on 1 September 2021.

Section 249 of the Local Government Act 1972 states that a 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 Aldermen (or Honorary Alderwomen), on persons who have in the opinion of the Council, rendered eminent services to the Council but are not then members of that Council*”.

1. Appointment

- 1.1 Appointments of Honorary Aldermen must take place at a County Council meeting specially convened for the purpose. The meeting can occur on the same date as another full council meeting. The nomination will be proposed and seconded. Two thirds of the members present at the meeting must vote in favour of a resolution for the nominee (s) to be appointed as an Honorary Alderman/ Alderwoman.
- 1.2 They will be presented with a certificate confirming the title by the Business Chair or Leader at a Extraordinary Council meeting and will be given an opportunity to speak. The name of the Honorary Alderman will be placed on an Honours board in County Hall.

2. Role

- 2.1 Those appointed to the role of Honorary Alderman or Honorary Alderwoman are entitled to use the title: ‘Honorary Alderman the County of Northumberland’ or ‘Honorary Alderwoman of the County of Northumberland’.
- 2.2 Honorary Aldermen or Alderwomen have the right to attend meetings of the County Council as members of the public. The title 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. The only rights that are conferred to an Honorary Alderman by virtue of their appointment is to be invited to Civic functions and events by invitation of the Council such as the annual Civic Dinner. They have no formal role on the Council.
- 2.3 The role of Honorary Aldermen or Alderwomen does not carry any right to claim any allowances payable under the Members Allowances Scheme.
- 2.4 Honorary Aldermen or Alderwomen cannot be appointed posthumously.
- 2.5 The role of Honorary Alderman or Alderwoman is an honorary one, but to the public they are perceived to be representatives of the Council. In taking up this role all Honorary Aldermen and Alderwomen must be aware of this, and:

(a) that the person becoming Alderman or Alderwoman does so in the full knowledge that they are perceived to be representative of the civic element of the Council and must act to the highest standards.

(b) In taking this role, the Alderman or Alderwoman becomes apolitical in public; knowing that any views expressed may be interpreted as the views of the Council. Aldermen or Alderwomen are not to speak on behalf of the Council in any way whatever.

3. Criteria for the appointment of an Honorary Aldermen or Alderwomen

3.1 The statutory requirement is that the Council must be satisfied, in conferring the title that the person nominated has 'in the opinion of the Council, rendered eminent services to the Council as past members of the Council but who are no longer members of the Council'.

3.2 There is no statutory definition of 'eminent service' but the Council will take account of the following matters in determining whether a person has provided eminent service to the Council in the past:

- (a) Each nomination will be assessed on its merit.
- (b) The length of service as a councillor whether continuous or broken and including former District Council service should be a minimum of 20 years.
- (c) Whether the person has held a position such as Leader, Deputy Leader, Chair or Vice-Chair of the Council or Committee or another senior position of the Council.
- (d) The extent that a person has contributed to Outside Bodies on behalf of the Council and the commitment given to that role.
- (e) The extent to which a person has actively participated in Ward issues on behalf of the Council beyond that normally expected of a councillor. This could include delivering projects with officers or simply acting as an effective liaison between residents and the Council on a number of issues.
- (f) Anything else that the former member has done that can be considered as 'eminent service'.
- (g) Nominations shall be made in writing setting out the reasons why the person should be nominated and addressed to the Chief Executive who will consult with the Leader of the Council and other political Group Leaders and if there is a sufficient degree of support for conferment of the title, then the Chief Executive will call a special Council meeting for that purpose.
- (h) Nominations may be made by serving Councillors

4. Removal of Title of Honorary Alderman

There may be occasions where, due to the past or future behaviour of individuals who have been appointed as Honorary Aldermen or Alderwoman, the Council may wish to remove the title of Honorary Alderman from an individual in order to protect the reputation of the Council. Removal of the title of Honorary Alderman will follow the same process as appointment (proposed and seconded, and then a resolution of two thirds of those present must be passed). However, it may take place at any meeting of Council rather than a specially convened meeting.

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