



COUNCILLOR ANN MCLACHLAN

**CABINET MEMBER REPORT FOR
DELEGATED DECISION**

**DRAFT PROTOCOL FOR
DETERMINING WHETHER THE
FREEDOM OF THE BOROUGH SHOULD
BE CONFERRED**

REPORT SUMMARY

This report seeks the Cabinet Member's approval for the adoption of a Protocol to be used in respect of the granting of the Freedom of the Borough to citizens or groups for eminent services to the Borough of Wirral.

RECOMMENDATIONS

That the Council be requested to

- (1) adopt the **attached** Protocol (**Appendix A**) to be used when determining whether the Freedom of the Borough of Wirral should be conferred; and
- (2) agree that the **attached** nomination form (**Appendix B**) be used by Members to make such nominations.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATIONS

- 1.1 To provide a formalised, fair and consistent approach for dealing with nominations for the Freedom of the Borough of Wirral.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 No other options have been considered.

3.0 BACKGROUND INFORMATION

- 3.1 Under section 249 of the Local Government Act 1972, the Council may by resolution passed by not less than two-thirds of the voting Members, admit to be an honorary freeman of the County Borough "persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to the Borough".
- 3.2 An Extraordinary Council meeting must be convened solely for the purpose of awarding the Freedom of the Borough and a two-thirds majority of those present and voting is required.
- 3.3 The Freedom of the Borough is the highest honour that the Council can grant. It should only be used sparingly and awarded on merit to exceptional persons. It should not be awarded too often.

4.0 DRAFT PROTOCOL

- 4.1 As the Council does not currently have agreed criteria for awarding this honour, it is recommended that, in the interest of good practice, a Protocol be agreed and used in future to ensure a consistent approach.
- 4.2 Consequently, a draft Protocol has been drawn up and is attached, along with a nomination form for Members' use.

5.0 FINANCIAL IMPLICATIONS

- 5.1 Those who are awarded the Freedom of the Borough are presented with a scroll in a frame which costs in the region of £800 and are invited, with their guests, to a civic reception.
- 5.2 As this award is very seldomly conferred the costs associated with this have always been met from within existing Civic Services Budgets. Section 249 (6) of the Local Government Act allows Councils to spend 'such reasonable sum as they think fit' on presenting an address or casket containing the address to the Honorary Alderman or Freeman.

6.0 LEGAL IMPLICATIONS

- 6.1 The Council may by a resolution passed by not less than two-thirds of the Members voting thereon at a meeting of the Council specifically convened for the

purpose with notice of the purpose, admit to be Honorary Freemen or Freewoman of the place or area for which it is the authority persons/organisations of distinction and persons/organisations who have in its opinion rendered eminent services to the Borough. (Section 249(5), of the Local Government Act 1972.)

7.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

7.1 There are no implications associated with staffing, ICT or assets.

8.0 ENGAGEMENT / CONSULTATION

8.1 The Council's Leadership has been consulted and is in favour of the proposed Protocol.

9.0 EQUALITY IMPLICATIONS

9.1 There are no equality applications.

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APPENDICES:

Appendix A - Draft Protocol for determining whether the Freedom of the Borough should be conferred

Appendix B - Nomination Form for the Freedom of the Borough

REFERENCE MATERIAL

SUBJECT HISTORY (last 3 years)

Council Meeting	Date