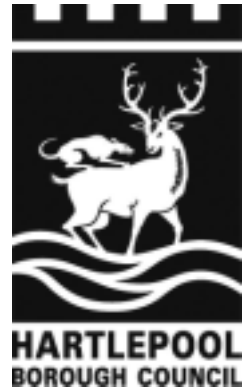


# **CIVIC HONOURS COMMITTEE AGENDA**



**7 September 2009**

**at 4.00 pm**

**in Committee Room “C”, Civic Centre, Hartlepool**

**MEMBERS: CIVIC HONOURS COMMITTEE:**

S Drummond, The Mayor

Councillor C Richardson, The Chairman

Councillors M Aiken, S Akers-Belcher, J Brash, C Hill, M James, G Morris and A Preece

Community Empowerment Network Representative – Ron Foreman

Resident Representative – Christine Blakey

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
  - 3.1 Minutes of the meeting held on 29 April 2009.
- 4. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

**5. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**EXEMPT ITEMS**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

**6. EXEMPT ITEMS REQUIRING DECISION**

- 6.1 Nominations For Election As Freeman Of The Borough And For Alderman Of The Borough – *Assistant Chief Executive*

**7. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

# **CIVIC HONOURS COMMITTEE**

## **MINUTES AND DECISION RECORD**

29 April 2009

The meeting commenced at 2.00 pm in the Civic Centre, Hartlepool

### **Present:**

The Mayor, Stuart Drummond

Councillors: Martyn Aiken, Stephen Akers-Belcher, Jonathan Brash, Cath Hill, Marjorie James, George Morris, Carl Richardson and Arthur Preece

Community Empowerment Resident Representative:  
Ron Foreman

Officers: Peter Devlin, Chief Solicitor  
Amanda Whitaker, Democratic Services Team Manager  
Angela Hunter, Principal Democratic Services Officer

### **1. Appointment of Chairman**

The appointment of a Chairman was sought and Councillor Carl Richardson was elected Chairman of the Committee.

### **2. Apologies for Absence**

Apologies for absence were received from resident representative Christine Blakey.

### **3. Declarations of interest by Members**

None.

In response to a Member's question the Chief Solicitor provided clarification on when a declaration of prejudicial interest should be stated during the consideration of nominations for civic honours. For example should a close personal friend or member of the family be nominated for a civic honour, this would fall within a definition of being a personal interest may well be classed as being a prejudicial interest, although it would remain the Member's decision whether they felt this was prejudicial. Members were reminded of the requirement for the nomination process to be clear and transparent and that Members should not unduly influence that process..

#### **4. Role, Remit and Terms of Reference of the Civic Honours Committee** (*Chief Solicitor*)

The Chief Solicitor presented the report which had the criteria and process for the nominations for Honorary Freeman and Alderman already agreed at Council, attached by way of appendix. Also attached by way of appendix was a proposed overall role and remit for inclusion within the Council's Constitution.

Clarification was sought on the submission of nominations to the next ordinary Council meeting after consideration by the Civic Honours Committee. The Chief Solicitor indicated that any nominations received would need to be agreed by at least two-thirds of Members at Council prior to an Extraordinary Council being convened to bestow the agreed civic honours.

A Member noted the recipients of nominations as stated in paragraph 1.1.4 of appendix A and questioned whether it was appropriate for the Chairman of the Council and the Mayor to be receiving nominations for such honours. It was noted that the process as set out in appendix A had been agreed at Council and was already being undertaken, hence it would be difficult to change the process half way through implementation.

A discussion ensued on the fact that the honour of Freeman or Alderman was prestigious and it was suggested that a spectrum of honours could be agreed, including the community awards, and awarded depending on the level of achievement. Members were keen to clarify what criteria the spectrum of honours could be measured against and the merits of creating a 'scoring' system were discussed. A Member noted that it may be difficult to measure some achievements, ie impact on the town and was confident that the Members appointed to the Civic Honours Committee would make the appropriate decisions following a debate of the nominations received.

It was also suggested that the celebration of the investiture of all civic honours agreed should be undertaken at one Extraordinary Council.

The Chief Solicitor confirmed that the role and remit as attached at Appendix B would be submitted to the Constitution Working Group, Constitution Committee and then to Council for agreement and inclusion within the Council's Constitution. It was suggested that the resident representatives from the Civic Honours Committee should be invited to the Constitution Working Group where the remit would be further considered.

**Decision**

That the role and remit of the Civic Honours Committee as attached at Appendix B be submitted to the Constitution Working Group, Constitution Committee then to Council for agreement and adoption into the Council's Constitution.

The meeting concluded at 2.50 pm.

CHAIRMAN