



**REPORT of
DIRECTOR OF PERFORMANCE, STRATEGY AND GOVERNANCE**

**to
COUNCIL
21 NOVEMBER 2019**

ADOPTION OF FREEMAN / FREEWOMAN SCHEME

1. PURPOSE OF THE REPORT

- 1.1 To update Members on progress relating to a Freeman / Freewoman scheme of the District of Maldon and agree recommendations to progress this activity.

2. RECOMMENDATIONS

- (i) that the Council approves the adoption of a Freeman / Freewoman Scheme for the District of Maldon encompassing the Alderman Scheme and includes revenue provision in the sum of £500 within 2020 / 21 estimates;
- (ii) that subject to (i) above, the Council agrees the terms of reference for the Freeman and Freewoman Working Group (the Working Group) as set out within **APPENDIX 2**;
- (iii) that subject to (i) above, the Council agrees the change to the Membership of the Working Group as set out within **APPENDIX 2**;
- (iv) that subject to (i) above; the Council approves the nomination form and guidance notes as recommended by the Working Group as set out within **APPENDIX 3**;
- (v) that subject to (i) above; that the Working Group is given authority to meet and consider nominations as and when necessary and make recommendations to the Council for consideration;
- (vi) that subject to (i) above; that Council presents future recipients of the Award with a certificate as recommended by the Working Group and agrees to the use of the Council official Seal in this connection.

3. SUMMARY OF KEY ISSUES

- 3.1 The Council recognises the important contribution made within the community by volunteers who give up freely many thousands of hours supporting community activity in the district and beyond. Whilst this scheme cannot identify every individual person contributing this scheme will highlight an outstanding contribution made by an individual.

- 3.2 The Council at its meeting on 25 July 2019 agreed to consider the establishment of a scheme for the conferring of the honorary titles of Alderman, Alderwoman, Freeman and Freewoman of the District (Minute No. 291 refers). The following as agreed;

Pursuant to Rule 4 of the Council Procedure Rules we the undersigned move that a working group is formed and members of it appointed to recommend to Council on the establishment of a scheme for the conferring of the honorary titles of alderman, alderwoman, freeman and freewoman in accordance with s249 of the Local Government Act 1972.

- 3.3 The Working Group at its inaugural meeting of 27 August 2019 agreed to recommend that Council focus on the Freeman / Freewoman Scheme. Minutes of the meeting are attached at **APPENDIX 1**. The Working Group considers that the Freeman's Scheme would encompass the Alderman Scheme which applies to past Members only. The Local Government Act 1972 S249, in regard to the Freeman Scheme, states that Council can admit people of distinction and/or persons who have rendered eminent services to that place or area.
- 3.4 The Working Group has had one further meeting and has produced a Terms of Reference for the Working Group detailed at **APPENDIX 2** and a nomination form and guidance notes attached at **APPENDIX 3** as the route by which nominations are received.
- 3.5 The Working Group considers that it would be appropriate for the Council to present recipients of the Award with a framed certificate and small token such as a medal. The Council is requested to give consent for the Council Seal to be used on the certificate.
- 3.6 It is estimated the cost of implementing a scheme will be £500 per annum (pa) and a growth item will be included with the 2020 / 21 budget cycle.

4. CONCLUSION

- 4.1 The Working Group has met and considers that it would be appropriate for Council to adopt a Freeman / Freewoman of the District Scheme.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The Council's recognition of exceptional contribution by an individual supports its Community Thematic Strategy of working with communities to support our health and wellbeing priorities.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.

- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – Notional budget of £500.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – None.

Background Papers: None.

Enquiries to:

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