

H. Scheme for the Enrolment of Honorary Aldermen

1. Procedure

- (a) Elections to the Roll of Honorary Aldermen will not take place every year, and nominations will only be accepted in exceptional circumstances and in accordance with the Council's agreed scheme.
- (b) Any name put forward must be proposed by a serving Member of Wycombe District Council and seconded by at least one other Member of the Council.
- (c) Any proposal must be submitted to the Chief Executive in writing, in order to enable informal discussion to take place with both Council Members and the proposed recipient.
- (d) If, following informal consultations, it appears to the Chief Executive in consultation with the Leader of the Council that there is majority support for the nomination he/she shall submit a report to the next Council meeting in order that the Council may indicate whether or not it wishes to offer election to the Roll of Honorary Aldermen to the proposed recipient.
- (e) Any election to the Roll of Honorary Aldermen will usually take place at a special Council meeting to be held immediately prior to the Annual Council meeting in May. However, if at least 5 Members of Council so request, an Extraordinary meeting of the Council may be called for the purpose of enrolment of an Honorary Alderman immediately prior to any Council meeting, following the Council signifying its agreement to such an offer, and the proposed recipient signifying his consent, as set out in (e) above.

2. Qualifications Required for Enrolment

- (a) The Council may, in accordance with Section 249 of the Local Government Act 1972, and the provisions of this scheme, elect a person to the position of "Honorary Alderman".
- (b) An Honorary Alderman shall enjoy only those rights or privileges conferred by Section 249 of the Act and this scheme.
- (c) The Head of Democratic, Legal and Policy Services shall keep a list to be called "The Roll of Honorary Aldermen" of those who have been elected to the position of Honorary Aldermen. Such list shall be printed in the Year Book and Diary issued by the Council.
- (d) A person shall be deemed eligible to be enrolled as an Honorary Alderman provided that the person:
 - is not a serving Member of Wycombe District Council
 - has served as a Member of the District Council for at least 15 years in total
 - has given exceptional service during that period.

3. Method of Enrolment

- (a) No person who has one or more of the above qualifications shall be enrolled automatically as an Honorary Alderman but only in accordance with the procedure set out above.

- (b) Formal election to the Roll of Honorary Alderman shall be by a resolution of the District Council passed by not less than two thirds of the Members present and voting thereon at a meeting of the Council specially convened for the purpose with notice of the object.

4. Withdrawal of the title and its privileges

- (a) The position of Honorary Alderman is awarded for exceptional service and is a non-political role. As such the Council considers that it is inconsistent for an Honorary Alderman to be politically active. In the event of an Honorary Alderman seeking election to the District Council, or any other Council within the area, he or she shall, from the time this scheme is adopted, cease to hold the position of Honorary Alderman if he or she is still standing as a candidate immediately following the deadline for withdrawal of candidature. At that time the entitlement to such rights and privileges attached to the position of Honorary Alderman shall cease automatically. The Chief Executive shall delete the name of the person concerned from the Roll of Honorary Aldermen and advise that person accordingly.
- (b) It shall be competent for the Council in any other particular case to withdraw the title of Honorary Alderman and the attached rights and privileges. Such withdrawal of the title shall be by way of formal motion to a meeting of the full Council, (the summons to which contains special notice that such withdrawal is proposed and the reason therefor) and subsequent resolution of the Council passed by not less than two thirds of the Members present and voting thereon at the meeting of the Council. On the passing of such resolution, the Chief Executive shall delete the name of the person concerned from the Roll of Honorary Aldermen and advise that person accordingly.

5. Privileges

An Honorary Aldermen shall be entitled to the following rights and privileges:

- To enjoy the courtesy title of Alderman and to be so addressed.
- In the event of the Council deciding to give some badge or emblem to Honorary Aldermen, to wear such badge or emblem on civic occasions.
- At each meeting of the Council to have seats reserved in the public gallery for the use of Honorary Aldermen.
- Use of the Members' Room in the District Council Offices.
- To receive a copy of each Council summons and a copy of the Council Year Book and Diary.
- To receive invitations to all civic and social events to which Members of the Council are invited.
- To walk in civic procession in a position immediately senior to serving Members.
- To be accorded the same honours on death by way of a Civic Funeral or Memorial Service as would apply in the case of a serving Member of the District Council.
- To enjoy such other privileges as the Council may confer upon them from time to time.