

PART 9F

Protocol for Admission to the Roll of Honorary Aldermen

Criteria

That any member having reached the conclusion of their political office in Portsmouth and having served a period of ten years or more with honour, will qualify to be considered for the granting of honorary aldermanship, or in exceptional circumstances, having provided outstanding service, a lesser period, subject in every case to the requirement for a formal vote at a meeting of the council specially convened for the purpose by no less than two-thirds of the members voting.

Process

1. Any councillor may put forward a nomination for honorary aldermanship for a former Portsmouth City Councillor. This nomination must be in writing and contain a written supporting statement detailing the reasons why they should be considered for the honour.
2. Upon receipt, the Monitoring Officer to provide any relevant commentary in respect of conduct issues or the number of upheld complaints against the member for which records exist. This to be on a 'best endeavour' approach, as a different standards regime existed before 2011 and if a member has had a break in service records may have been destroyed in line with GDPR and retention schedules.
3. The nomination, supporting statement and any commentary from the Monitoring Officer to be considered informally by Group Leaders.
4. If agreed by consensus of Group Leaders to pursue the nomination, the nomination and the supporting statement from the proposer to be emailed, blind copy, to all councillors, with a request that they reply by a set deadline if they have any comments on the nomination. Any comments to be detailed within the reply.
5. Group Leaders to meet to consider any comments received and to make a decision as to whether to progress the nomination to an extraordinary meeting of the Council, subject to the proposed recipient being happy to accept the honour.
6. The proposed recipient to be informed that they have been nominated for the honorary title. The purpose being to seek their confirmation that they wish to be considered for the honorary title, and if so, how they would wish to be addressed if the award is made (Honorary Alderman, Honorary Alderwoman, Honorary Alderperson).
7. An extraordinary Council meeting is convened to consider the matter. For the recommendation to pass, no less than two-thirds of the members voting must vote in favour.