

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL
EXECUTIVE MANAGEMENT'S REPORT TO THE
COUNCIL

20 November 2019

1. **Report Title** Freedom of the Borough Protocol
- Submitted by:** Interim Head of Legal & Monitoring Officer- Caroline Elwood
- Portfolio:** Corporate and Service Improvement / Finance and Resources
- Ward(s) affected:** All

Purpose of the Report

The report recommends that Council adopts a Protocol in relation to granting Freedom of the Borough

Recommendations

That Council approves the Protocol and guidelines attached at Appendix A to the report

Reasons

To clarify the criteria which will be applied to any nominations.

1. **Background**

1.1 The Council does not currently have any guidance or criteria which would be applied to the consideration to any nominations for Freedom of the Borough.

2. **Issues**

2.1 S249 of the Local Government Act 1972 empowers a local authority to confer the "Freedom of the Borough" to persons of distinction who have in the opinion of the Council rendered eminent service to the Borough.

3. **Proposal**

3.1 Party Leaders have reviewed the matter and approved in principle the attached Protocol.

4. **Proposed Solution**

4.1 To provide guidance on the process to accept nominations and apply criteria for future applications.

5. **Options Considered**

5.1 There is an option to do nothing but this would mean continuing to work without any criteria or guidance on the process.

6. **Legal and Statutory Implications**

6.1 The process is governed by s249 of the Local Government Act 1972 which sets out the requirement for a 2/3 majority to approve any application.

7. **Equality Impact Assessment**

7.1 Not applicable.

8. **Financial and Resource Implications**

8.1 No significant additional resources will be required in relation to the recommendations.

9. **Major Risks**

9.1 There are no major risks associated with this report

10. **Sustainability and Climate Change Implications**

10.1 There are no direct implication.

11. **Key Decision Information**

11.1 This is not a key decision which requires inclusion on the Cabinet Notice of Decisions/ Forward Plan.

12. **Earlier Cabinet/Committee Resolutions**

Not applicable.

13. **List of Appendices**

13.1 Appendix A – Protocol for determining whether the Freedom of the Borough should be conferred.

14. **Background Papers**

14.1 There are no background papers for consideration/inclusion.