

Democratic Renewal Working Party



St Edmundsbury
BOROUGH COUNCIL

Minutes of a meeting of the **Democratic Renewal Working Party** held on
Thursday 4 February 2016 at **5.00 pm** at **GF R12, West Suffolk House,**
Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

Chairman Patricia Warby
Vice Chairman Jim Thorndyke

John Burns	Richard Rout
Susan Glossop	Sarah Stamp
David Nettleton	

21. **Apologies for Absence**

No apologies for absence were received.

22. **Substitutes**

No substitutions were declared.

23. **Minutes**

The following correction was noted:

The first recommendation for "Issue No. 4 – V2031 – Moreton Hall" should read:

'the "Moreton Hall" Vision 2031 growth site be retained in Rushbrook with Rougham Parish within a newly created parish ward;'

Subject to the above amendment, the minutes of the meeting held on 2 December 2015 were confirmed as a correct record and signed by the Chairman.

24. **Freedom of the Borough - Protocol**

The Working Party considered a draft Freedom of the Borough Protocol (Appendix 1 to DEM/SE/16/001) which provided a formally agreed process to

assess nominations for persons (or organisations) to be considered for the honour of Freedom of the Borough. This ensured transparency and reflected best practice in other local authorities.

The protocol included a nomination form (at Appendix A); this would be completed by the elected Member proposing the nomination and would be supported by ten Members. The form would be submitted to the Head of HR, Legal and Democratic Services who would ensure that sufficient information had been provided before forwarding the nomination to the Leader.

Discussions were held on the following:

- (a) the agreement from all members that the protocol was needed;
- (b) whether serving councillors should be excluded;
- (c) that the nomination should be considered against the criteria before being recommended to Council;
- (d) having the support of ten Members would make the process more democratic than the current process;
- (e) the nomination should include sufficient evidence that the person had given exceptional service; and that
- (f) the same protocol could be used for consideration of nominations for Aldermen.

RESOLVED:

That the Freedom of the Borough Protocol attached as Appendix 1 to Report No: DEM/SE/16/001 be approved subject to the following amendments.

- (a) The Freedom of the Borough should not be awarded to serving councillors;
- (b) The nomination should be considered against the criteria by the Group Leaders and the Mayor, and they will decide whether or not to make a recommendation to Council that the honour is bestowed;

The 'free text' box on the Nomination Form at Appendix A to the Protocol should be expanded and include wording to '*continue overleaf or attach supporting evidence*'.

25. **Date for next meeting**

It was noted that the 26 May 2106 was not suitable and that the Working Party would be consulted on proposed dates for the next meeting in due course.

The Meeting concluded at 5.45 pm

Signed by:

Chairman
