CP53 - Honorary Freeman of the City

Policy Objective

To provide a framework for Council to bestow the title of Honorary Freeman of the City on a person to formally recognise outstanding and meritorious service to the City of Belmont community.

Policy Detail

1. Council may bestow the title of Honorary Freeman of the City upon any person who has served the City community on a continuous basis for a minimum of 20 years in an outstanding and meritorious manner that stands above contributions made by most other persons, and whose activities have contributed significantly to the wellbeing of the City's citizens and advancement of the City's strategic direction.

2. Eligibility

a) Contribution to the City's community must be:

i) significant in that the person's time serving the Belmont community has been on a continuous basis for a minimum of 20 years,

ii) significant in that it has been spent improving the quality of life of the community,

iii) outstanding in that it can be seen to stand above the contributions of most other persons, and

iv) a consistent display of commendable conduct.

b) A contribution can be given by a person in a voluntary capacity or by an elected member whose dedication and contribution to the Belmont community is significantly above that usually expected from their role as an elected member.

c) Eligibility does not arise from contribution at a State, National or International level, unless a significant contribution in line with Clause 2.a) above.

3. Entitlements

a) Any person upon whom the title Honorary Freeman of the City has been conferred may designate themselves 'Honorary Freeman of the City of Belmont'.

b) The recipient shall be presented with a name badge which identifies them as Freeman of the City along with a plaque and certificate to commemorate receiving the award.

4. Nomination Procedure

a) Nominations must be made in writing addressed to the Chief Executive Officer in the strictest confidence.

b) Nominations for an 'Honorary Freeman of the City of Belmont' must include a chronological outline of the history of community service of the person being nominated.

   The Chief Executive Officer will submit a confidential report to a meeting of Council, which will be considered behind closed doors in accordance with Section 5.23(2)(b) of the *Local Government Act 1995 (WA)*.

c) If the nomination is approved by Council, the Chief Executive Officer will seek the nominee's acceptance of the title, prior to its formal presentation and announcement.

d) The successful nomination will remain confidential until officially bestowed on the nominee at a Bestowal Ceremony.

5. Bestowal of Title

A Bestowal Ceremony where the citation will be read, and the plaque and certificate will be presented to the recipient is to be scheduled within two months, or as soon as possible after the recipient's acceptance of the title.

Reference/Associated Documents

Local Government Act 1995 (WA)

Reference to Internal Procedure

Work Instruction – Honorary Freeman of the City

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP53	
Strategic Community Plan:	**Key Performance Area: People** **Outcome:** 2. A strong sense of pride, belonging and creativity.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	Coordinator Governance	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
08/02/05		11.3.4
28/04/09		12.10
22/11/11		12.9
22/09/15	Review – Minor	10.7
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10/12/19	Review – None	12.8
24/05/22	Review - None	12.7
12/12/23	Review – Minor	12.8
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