

## **SANDY TOWN COUNCIL**

# **Honorary Freeman or Honorary Freewoman of the Town Policy**

### **Policy Statement**

By virtue of section 249(5) and (6) of the 1972 Local Government Act, as amended by the Local Democracy, Economic Development and Construction Act 2009, the Town Council is able to award a Title of Dignity to a person in recognition of significant contributions being made to the local community.

The Town Council wishes to recognise the efforts of members of the community who demonstrate outstanding commitment to the town of Sandy. The Council will do this, in special circumstances that meet the criteria of this policy, by awarding to an individual the title of Honorary Freeman (or Freewoman) of Sandy. This honour will be awarded only on rare and exceptional occasions.

### **Nomination Criteria**

The candidates must meet the following criteria:

- The nominee has been a Town Councillor but has now retired from this post and has made an outstanding contribution, or, rendered eminent service to the Council during their term of office.

or

- The nominee has made an outstanding contribution to the local community over a period of more than 25 years.

### **Nomination Procedure**

1. There is no limit to the number of nominations or holders of the title but the nature of the nomination criteria means that it is unlikely the honour will be bestowed frequently. It is intended that the award will confer distinction.
2. Nominations should be made in the strictest confidence without the nominee's knowledge. Any resident or elector of Sandy may make a nomination, but it must be sponsored by a Town Councillor.
3. Nominations must be made in writing to the Town Clerk and supported by evidence of the voluntary service provided by the individual to the community and any other examples of service which justifies the honour.

On receipt of a nomination, it will be circulated to Councillors for confidential consideration.

4. When a nomination has been received it will be considered by a Special Meeting of the Town Council. The motion must be approved by no less than two-thirds of the Members at the meeting.
5. Following the resolution that an award is to be made the title of "Honorary Freeman (or woman) of the Town" will be granted by the Town Mayor and the title holder presented with an address citing the grounds for the award. The presentation will be made at the next Annual Town Meeting.
6. The decision of the Council on all nominations is final.

### **Entitlement**

The honour will be awarded for the individual's lifetime and not as a hereditary award.

Any person awarded the honour may designate himself / herself Honorary Freeman (or Freewoman) of Sandy.

### **Confidentiality**

All nominations of Honorary Freeman are to be treated in the strictest confidence. The nominee should not be informed that they have been nominated, as it is not fair to raise expectations in case they are not met. It is imperative that submissions are not discussed with any other persons (except anyone providing a letter in support of the application) or with the individual concerned.

Adopted: January 2011 Reviewed: February 2017 Reviewed: July 2021 Review Due: July 2025
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