

GENERAL PURPOSES COMMITTEE

- DATE:** Thursday, 26 January 2023
- TIME:** 5.30 pm
- VENUE:** Council Chamber - Civic Centre, St Luke's Avenue, Harrogate HG1 2AE. This meeting will be livestreamed here:
<https://bit.ly/HarrogateYouTube> (Copy and paste the link in your browser).

Notice is hereby given that the above meeting will take place for the purpose following and, by virtue of Section 100B(4)(b) of the Local Government Act 1972, any other matter(s) which the Chair considers should be dealt with at the meeting as a matter of urgency.

AGENDA

Item	Title	Page Number
1.	APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES:	
2.	DECLARATIONS OF INTEREST: Members to advise of any declarations of interest.	
3.	MINUTES: of the meeting of 15 December 2022.	3 - 4
4.	EXEMPT INFORMATION: To determine whether to exclude the press and public during the consideration of any exempt information items.	
5.	PUBLIC ARRANGEMENTS - QUESTIONS: To consider any questions under Standing Order 27.	
<u>MATTER TO BE REFERRED TO COUNCIL</u>		
6.	TITLE OF HONORARY ALDERMAN / ALDERWOMAN: The Democratic Services Manager to submit a written report.	5 - 8

MEMBERSHIP: Councillor Matt Scott (Chair). Councillor John Ennis, Councillor Philip Broadbank, Councillor Nick Brown, Councillor Richard Cooper, Councillor Ed Darling, Councillor Sam Gibbs, Councillor Tim Myatt and Councillor Pauline McHardy.

Members are reminded that in order to expedite business at the meeting and enable Officers to adapt their presentations to address areas causing difficulty, they are encouraged to contact Officers prior to the meeting with questions on technical issues in reports.

Members of the public are entitled to attend this meeting as observers for all those items taken in open session.

The agenda papers may be examined at the Civic Centre, Harrogate and a copy may be purchased for £6.00.

Please contact Charles Casey - Democratic Services Officer, at the Civic Centre, if you have any queries or need further information on this agenda - telephone or email Tel: (01423) 500600 Email: democraticservices@harrogate.gov.uk.

Members of the public or press are entitled to record (e.g. film, audio, tweet, blog) this meeting. Any recording or reporting on this meeting should take place in accordance with the Council's protocol on recording and reporting of public meetings. We request that any member of the public or press intending on recording the meeting notify Democratic Services at the earliest opportunity so that any reasonable adaptations can be made. Where we have received prior notification of the intention to record a meeting the Chair will make an announcement at the start of the meeting and give any direction needed.

EMERGENCY PROCEDURES FOR MEETINGS – FIRE: On hearing the fire evacuation alarm, you should leave the building by the nearest safe fire exit. Once outside the building, please assemble in the corner of the visitor car park at the front of the building opposite the main entrance. Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

**GENERAL PURPOSES COMMITTEE
HELD ON 15 DECEMBER 2022
(FROM 5.30 PM – 5.37 PM)**

PRESENT: Councillor Matt Scott in the Chair. Councillors Philip Broadbank, Nick Brown, Richard Cooper, Ed Darling, Sam Gibbs, Sam Green and Tim Myatt.

Late Arrivals: None

Early Departures: None

09/22 – **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES:** Notification had been received that Councillor Sam Green was to act as substitute for Councillor John Ennis.

(5.30 pm)

10/22 – **DECLARATIONS OF INTEREST:** There were no declarations of interest made at the meeting.

(5.30 pm)

11/22 – **MINUTES:** The Minutes of the meeting of the Committee held on 16 June 2022 were approved unanimously as a correct record.

(5.31 pm)

12/22 – **EXEMPT INFORMATION:** There was no exempt information.

(5.31 pm)

13/22 – **PUBLIC ARRANGMENTS – QUESTIONS:** There were no public questions to consider under Standing Order 27.

(5.31 pm)

MATTER DEALT WITH UNDER DELEGATED POWERS

14/22 – **TEMPORARY APPOINTMENT TO NIDD PARISH COUNCIL:** The Democratic Services Manager (DSM) submitted a written report which informed the committee of the situation of Nidd Parish Council and sought approval to invoke the power to temporarily appoint a member to sit on the Nidd Parish Council.

The DSM advised that following the recent death of former Councillor Margaret Atkinson the Parish Council was now inquorate and as such could not meet or conduct business. In this situation Section 91(1) of the Local Government Act 1972 provided that the principal authority (Harrogate Borough Council) could make an order to appoint to a town or parish council until such time as the vacancies on the parish council had been filled by either election or co-option. Once the vacant seats had been filled, any appointee could then resign from the Parish Council if they

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wished to do so. The local convention was that the relevant district ward Councillor be the appointee, however the district seat was vacant following Councillor Atkinson's death. Councillor Michael Harrison, Member for the neighbouring ward of Killinghall and Hampsthwaite, had agreed to assist in this matter.

RESOLVED (UNANIMOUSLY):

That (1) the Council appoints the district ward member for Killinghall and Hampsthwaite, Councillor Michael Harrison, under Section 91 (1) of the Local Government Act 1972 to Nidd Parish Council in order to make it quorate, unless or until either sufficient vacancies on Nidd Parish Council have been filled by way of co-option or election so that the Parish Council is able to act lawfully, or the Order made under Section 91 (1) is revoked; and

(2) the Head of Legal and Governance be authorised to make the required order as attached at Appendix A.

(5.33 pm – 5.37 pm)

(D)

REPORT TO:	General Purposes Committee
DATE:	26 January 2023
SERVICE AREA:	Legal and Governance
REPORTING OFFICER:	Chief Executive Head of Legal and Governance <i>(Democratic Services Manager - Elizabeth Jackson)</i>
SUBJECT:	TITLE OF HONORARY ALDERMAN / ALDERWOMAN
WARD/S AFFECTED:	ALL DISTRICT
FORWARD PLAN REF:	N/A

1.0 PURPOSE OF REPORT

- 1.1 To consider conferring the title of Honorary Alderman or Honorary Alderwoman on Councillors who have been nominated for the honour.

2.0 RECOMMENDATION

- 2.1 That, in accordance with Section 249(1) of the Local Government Act 1972, an Extraordinary Meeting of the Council be convened on 22 March 2022 in order to confer the title of Honorary Alderman or Honorary Alderwoman on Councillors who have met the criteria as set out in the Protocol for Conferring the title of Honorary Alderman.

3.0 THE REPORT

Background

- 3.1 Section 249 of the Local Government Act 1972 gives principal councils the power to confer the title of 'Honorary Alderman' or 'Honorary Alderwoman' on persons who have, in the opinion of the Council, rendered eminent services to the Council as past Members of that Council, but who are no longer Members of the Council.
- 3.2 The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 amended the 1972 Act to enable serving Councillors who were Members of a principal council which was subject to reorganisation to be made Honorary Aldermen / Alderwomen before that

council was dissolved. This ensured Members who were due to retire on reorganisation were not denied the opportunity to receive the honour.

3.3 Section 249(2) of the Local Government Act 1972 states “No honorary alderman or honorary alderwoman shall, while serving as a member of the council, be entitled to be addressed as alderman or alderwoman or to attend or take part in any civic ceremonies of the council as an alderman or alderwoman.” Therefore it must be noted that any serving councillors who are conferred the honour will not be able to use the title whilst serving as a Member. This also applies to those councillors who are also serving Members of North Yorkshire County Council, and subsequently the new unitary authority, North Yorkshire Council. Use of the title will be suspended until such Members retire from North Yorkshire Council.

3.4 Honorary Alderman / Alderwomen of Harrogate Borough Council will be transferred on vesting day to become Honorary Aldermen / Alderwomen of North Yorkshire Council.

Criteria for conferring the title

3.5 On 2 October 2019 Council approved a new Protocol for Conferring the Title of Honorary Alderman, which was incorporated in Part 5 of the Council’s Constitution. The Protocol set out a new procedure whereby a nomination form would be submitted for each Councillor who met the eligibility criteria of 15 years’ service on Harrogate Borough Council. The nomination form requested details of what services a Councillor had rendered during their time as a Councillor and whether these services were to be considered eminent. The form was to be signed by five current serving Members.

3.6 Completed forms were submitted to the Chief Executive and Monitoring Officer who are content that there is sufficient degree of support for the names to be put to the General Purposes Committee. A draft copy of this report was also shared with group leaders.

3.7 On 14 December 2022 the following notice of motion was debated by Council:

“This council resolves that honorary alderman status be withheld from any councillor or former councillor against whom there is an outstanding course of action they have been recommended to take following a complaint about them through our standards procedure.”

Moved by Councillor Richard Cooper Seconded by Councillor Sam Gibbs

18 Members voted for the motion, 10 against and there were 4 abstentions

Nominations received

3.8 Nomination forms have been received in respect of the Councillors listed below. The forms detail the service undertaken by the Councillors, confirm that the 15 years’ service criteria has been met and they have all been signed by the requisite 5 serving council members. Therefore all Councillors listed below can be considered for the position of Honorary Alderman / Alderwoman of the Borough. The lengths of service are detailed alongside their names.

- 3.9 Normally the conferring of Honorary Alderman / Alderwoman status would take place following the retirement of a Councillor, but on this occasion the majority of nominations received are in respect of serving Councillors. A nomination has been received in respect of former Councillor Andrew Williams who retired some years ago, but did not respond when approached immediately following retirement to ask if he wished to be considered for the honour.
- 3.10 Sadly two Councillors who were eligible to have been conferred the honour passed away since the process begun. Former Councillor Margaret Atkinson died on 13 November 2022 having served 20 years on HBC. Former Councillor Jim Clark retired on 13 October 2022 with 23 years' service, and died at the start of December 2022. Members are requested to consider conferring Honorary Alderman / Alderwoman status to these two former councillors posthumously.

<i>Councillor</i>	<i>Years' Service</i>
Councillor Philip Broadbank	44
Councillor Nick Brown	15
Councillor Trevor Chapman	19
Councillor Richard Cooper	23
Councillor Michael Harrison	19
Councillor Sid Hawke	18
Councillor Pat Marsh	33
Councillor Stuart Martin	18
Councillor Nigel Simms	24
Councillor Matthew Webber	16
Councillor Christine Willoughby	17
Councillor Robert Windass	15
Former Councillor Andrew Williams	20
Former Councillor Margaret Atkinson	23
Former Councillor Jim Clark	22

- 3.11 Councillor Robert Windass has served 15 municipal years. However Councillors may wish to note that the current municipal year will be shorter than normal due to reorganisation occurring on 1 April, meaning he will be a few weeks short of serving 15 calendar years. This is not considered to be an issue for the purposes of conferring Honorary Alderman status.
- 3.12 In accordance with Section 249(1) of the Local Government Act 1972, an Extraordinary Meeting of the Council must be convened in order to confer the title and it is proposed that this take place on 22 March 2023.
- 3.13 As part of the proceedings the Councillors will sign the Roll of Honorary Aldermen following the Council's approval. A civic reception will be arranged immediately following the meeting.

Recommendations to Council

- 3.14 In considering whether eminent service has been rendered Members will need to be cautious about disclosing any personal information. Discussion of the nominations generally or as a block can take place in open session, but should Members wish to discuss the nominations on an individual basis the Committee would need to go into exempt session to consider each nomination as it is likely to involve personal data.

4.0 REQUIRED ASSESSMENTS AND IMPLICATIONS

- 4.1 The following were considered: Financial Implications; Human Resources Implications; Legal Implications; ICT Implications; Strategic Property/Asset Management Considerations; Risk Assessment; Equality and Diversity (the Public Sector Equality Duty and impact upon people with protected characteristics). If applicable, the outcomes of any consultations, assessments, considerations and implications considered necessary during preparation of this report are detailed below.

5.0 CONCLUSIONS

- 5.1 The General Purposes Committee is asked to make recommendations to Council as to which of the nominated councillors should be conferred with the Honorary title.

Background Papers – none

OFFICER CONTACT: Please contact Elizabeth Jackson, Democratic Services Manager, if you require any further information on the contents of this report. The officer can be contacted at *Legal and Governance, PO Box 787, Harrogate, HG1 9RW*, by telephone on 01423 500600 x58593 or by e-mail – elizabeth.jackson@harrogate.gov.uk