

## Meeting of the City Council

21 July 20 November 2021

<b>Report title</b>	Protocol for Awarding Freedom of the City	
<b>Referring body</b>	Governance and Ethics Committee, 9 July 2021	
<b>Councillor to present report</b>	Councillor Paula Brookfield	
<b>Wards affected</b>	All Wards	
<b>Cabinet Member with lead responsibility</b>	Councillor Paula Brookfield Governance and Equalities	
<b>Accountable director</b>	David Pattison, Director of Governance	
<b>Originating service</b>	Governance	
<b>Accountable employee</b>	David Pattison	Director of Governance
	Tel	Tel 01902 550320
	Email	<a href="mailto:David.pattison@wolverhampton.gov.uk">David.pattison@wolverhampton.gov.uk</a>
<b>Report to be/has been considered by</b>	Governance and Ethics Committee	9 July 2021

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### Recommendation for decision:

The Council is recommended to:

1. Approve the protocol for awarding Freedom of the City.

## **1.0 Purpose**

- 1.1 This report proposes the adoption of a protocol which will clarify the nomination process and the way in which the Freedom of the City will be awarded in future. There are presently no guidelines or protocols governing the way in which the Council makes such awards.

## **2.0 Background**

- 2.1 On 9 July 2021, Governance and Ethics Committee name considered a report on Awarding Freedom of the City.
- 2.2 Copies of the report have been supplied to Councillors and can also be accessed online on the Council's website [here](#).
- 2.3 Governance and Ethics Committee recommended to Council that it approves:
1. Approve the protocol for awarding Freedom of the City.

## **3.0 Nomination Process**

- 3.1 Nominations for persons or organisations to be granted Freedom of the City, may be made by any serving Councillor of the Council to the Director of Governance on the appropriate form (see Appendix 1).
- 3.2 Each nomination must contain the support of at least 10 Councillors of the Council and where appropriate, the Councillor should first raise the matter for discussion within their political group.
- 3.3 The Director of Governance will check that sufficient information has been provided on the form and will then pass the nomination to the Group Leaders for consideration.
- 3.4 The Group Leaders and the Mayor will meet to consider the nomination against the criteria. Following unanimous agreement, a report will be prepared for Governance and Ethics Committee recommending the convening of a special meeting of the Council on a date to be determined to approve the conferment of the title.
- 3.5 Once the recommendation has been approved, a special meeting of the Council will be held normally on a date following the meeting of the Governance and Ethics Committee and immediately prior to the next ordinary meeting of the Council (i.e. on the same day, approximately 15 minutes beforehand).
- 3.6 Alternatively, they may decide that the nomination is not suitable as it does not meet the criteria. Where a nomination is not agreed, the reasons for not progressing the nomination will be provided by the Director of Governance to the nominating councillors. In such circumstances, further nominations for an individual will not be considered for a further twelve months.

#### **4.0 Financial implications**

4.1 The financial implications are detailed in the Governance and Ethics Committee report of 9 July 2021.

#### **5.0 Legal implications**

5.1 The legal implications are detailed in the Governance and Ethics Committee report of 9 July 2021.

#### **6.0 Equalities implications**

6.1 The equalities implications are detailed in the Governance and Ethics Committee report of 9 July 2021.

#### **7.0 All other Implications**

7.1 All other implications are detailed in the Governance and Ethics Committee report of 9 July 2021.

#### **8.0 Schedule of background papers**

8.1 Awarding Freedom of the City, Governance and Ethics Committee, 9 July 2021

#### **9.0 Appendices**

9.1 Appendix 1: Nomination Form for Freedom of the City



## NOMINATION FORM FOR FREEDOM OF THE CITY

I, Councillor \_\_\_\_\_  
wish to nominate the following person (organisation) to be considered for the status  
of Freedom of the City of Wolverhampton.

Nominee \_\_\_\_\_

I am aware that the following criteria needs to be applied to the achievements of the  
nominee. They have:

- delivered in a way that has brought distinction to city life and enhanced  
the city's reputation in the area or activity concerned
- contributed in a way to improve the lives of those less able to help themselves
- demonstrated innovation and entrepreneurship which is delivering results in  
the city.

I believe that they have met these criteria in the following way:

Please continue overleaf or attach supporting evidence.

We the undersigned Councillors support this nomination for Freedom of the City:

**NAME:**  
**SIGNATURE:**

**NAME:**  
**SIGNATURE:**

**NAME:**  
**SIGNATURE:**

**NAME:**  
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