

# Council Assembly

## Extraordinary meeting

Wednesday 22 March 2023  
9.00 pm (or at the rise of the ordinary meeting of council assembly)  
Council Offices, 160 Tooley Street, London SE1 2QH

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Councillors are summoned to attend a meeting of the Council to consider the business contained herein

**Althea Loderick**  
Chief Executive

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### INFORMATION FOR MEMBERS OF THE PUBLIC

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#### **Access to information**

You have the right to request to inspect copies of minutes and reports on this agenda as well as the background documents used in the preparation of these reports.

#### **Babysitting/Carers allowances**

If you are a resident of the borough and have paid someone to look after your children, an elderly dependant or a dependant with disabilities so that you could attend this meeting, you may claim an allowance from the council. Please collect a claim form at the meeting.

#### **Access**

The council is committed to making its meetings accessible. Further details on building access, translation, provision of signers etc for this meeting are on the council's web site: [www.southwark.gov.uk](http://www.southwark.gov.uk) or please contact the person below.

#### **Contact**

Virginia Wynn-Jones, Andrew Weir on 020 7525 7055 or 020 7525 7222 or email: [virginia.wynn-jones@southwark.gov.uk](mailto:virginia.wynn-jones@southwark.gov.uk); [andrew.weir@southwark.gov.uk](mailto:andrew.weir@southwark.gov.uk); [constitutional.team@southwark.gov.uk](mailto:constitutional.team@southwark.gov.uk)

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Date: 10 March 2023



# **Council Assembly**

## **Extraordinary meeting**

Wednesday 22 March 2023  
9.00 pm  
Council Offices, 160 Tooley Street, London SE1 2QH

## **Order of Business**

<b>Item No.</b>	<b>Title</b>	<b>Page No.</b>
	<b>PART A - OPEN BUSINESS</b>	
<b>1.</b>	<b>PRELIMINARY BUSINESS</b>	
	<b>1.1. APOLOGIES FOR ABSENCE</b>	
	To receive any apologies for absence.	
	<b>1.2. ANNOUNCEMENTS FROM THE MAYOR, MEMBERS OF THE CABINET OR CHIEF EXECUTIVE</b>	
	To receive any announcements from the Mayor, members of the cabinet or the chief executive.	
	<b>1.3. NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE MAYOR DEEMS URGENT</b>	
	In special circumstances an item of business may be added to an agenda within seven working days of the meeting.	
	<b>1.4. DISCLOSURE OF INTERESTS AND DISPENSATIONS</b>	
	Members to declare any interests and dispensations in respect of any item of business to be considered at this meeting.	
<b>2.</b>	<b>REPORT FOR DECISION</b>	
	<b>2.1. HONORARY ALDERMAN/ALDERWOMAN NOMINATIONS</b>	1 - 3
	<b>2.2. FREEDOM OF THE BOROUGH</b>	4 - 8

**ANY OPEN ITEMS IDENTIFIED AS URGENT AT THE START OF THE MEETING****EXCLUSION MOTION (IF NECESSARY)**

The following motion should be moved, seconded and approved if the council wishes to exclude the press and public to deal with reports revealing exempt information:

“That under the access to information procedure rules of the Southwark constitution, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in section(s) 1 – 7 of paragraph 10.4 of the procedure rules.”

**PART B – CLOSED BUSINESS****ANY CLOSED ITEMS IDENTIFIED AS URGENT AT THE START OF THE MEETING**

- 3. HONORARY ALDERMAN/ALDERWOMAN NOMINATIONS**
- 4. FREEDOM OF THE BOROUGH**

Date: 10 March 2023

<b>Item No.</b> 2.1	<b>Classification:</b> Open	<b>Date:</b> 22 March 2023	<b>Meeting Name:</b> Council Assembly (Extraordinary Meeting)
<b>Report title:</b>		Honorary Alderman/Alderwoman Nominations 2023	
<b>Ward(s) or groups affected:</b>		All	
<b>From:</b>		Constitutional Steering Panel	

## RECOMMENDATIONS

1. That the proposed recipients for the title of Honorary Alderman/Alderwoman as set out in the closed report be agreed.
2. That officers write to all nominees to seek confirmation that the named individuals would wish to accept the title.

## BACKGROUND INFORMATION

3. Section 249(1) of the Local Government Act 1972 allows the council to confer the title of "Honorary Alderman" on persons who have in the opinion of the council rendered eminent services to the council as past members but who are not current members. The Act was amended in 2009 to include the title of "Honorary Alderwoman".
4. Such conferment must be agreed by the council by resolution passed by not less than two thirds of the members present at a meeting, specially convened for that purpose.
5. The council has power under Section 249(6) to spend a reasonable sum as it considers fit for the purpose of presenting an address to such Honorary Alderman/Alderwoman.
6. The criteria for conferment of the title of Honorary Alderman/Alderwoman is as follows:
  - a) That nominations recognise service to the council and nominees must have served on the council for at least two full terms before being considered for the title;
  - b) That the award not be conferred automatically on councillors upon retirement from the council;
  - c) That Past Mayors and Freepersons should not be included in nominations.
7. In accordance with council assembly procedure rule 5.2 the criteria used to consider conferring the title of Honorary Alderman/Alderwoman is approved by the council.

8. On 8 July 2015, council assembly at an extraordinary meeting agreed that on a case by case basis where exceptional circumstances apply, the title may be conferred on former councillors who fall outside of criteria a) to c) above.
9. Under the council's constitution, the constitutional steering panel shall consider the nominations and make recommendations to council assembly for the purpose of honouring or conferring the title of Honorary Alderman/Alderwoman.
10. Honorary positions were last conferred after the 2018 election. The nominees were agreed by an extraordinary council assembly meeting on 24 May 2021.

### **KEY ISSUES FOR CONSIDERATION**

11. If council assembly agrees to confer the honour, a ceremony for presentation of the title of Honorary Alderman/Alderwoman on former councillors is arranged.
12. Should council assembly agree to confer the title, all nominees will be written to ask whether they would wish to accept the title.
13. The office of Honorary Alderman/Alderwoman does not convey with it any legal rights or responsibilities other than a ceremonial role at civic functions. They may attend and take part in civic ceremonies as the council decides but shall not, as such, have the right to attend meetings of the council or receive any allowances or other payments.
14. Should an Honorary Alderman/Alderwoman wish to stand again as a member of the council then, if he or she were elected, they would no longer be eligible to be addressed by the title or to attend or take part in any civic ceremonies of the council as an alderman.
15. Following the elections in 2022, Appendix 1 of the closed report is a list of former councillors who are eligible based on the criteria for conferment.

### **Policy framework implications**

16. This report is not considered to have direct policy implications.

### **Community, equalities (including socio-economic) and health impacts**

17. This report has little direct impact but should be seen as recognition of the contribution of elected members to community representation and cohesion as well as the promotion of civic pride and responsibility.

### **Climate change implications**

18. There are no direct climate change implications arising from this report.

### **Legal implications**

19. Legal comments are incorporated within the report.

## Financial implications

20. Honorary Alderman/Alderwoman ceremonies occur once every four years and can be managed within existing staff and financial resources. A certificate will be presented to each Alderman/Alderwoman to commemorate the occasion

## Consultation

21. Consultation has been undertaken with the Mayor, Group whips and relevant officers.

## BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark constitution	On line	Constitutional Team Tel: 020 7525 7228

## APPENDICES

No.	Title
None.	List of councillors (see closed report)

## AUDIT TRAIL

<b>Lead Officer</b>	Doreen Forrester-Brown, Assistant Chief Executive – Governance and Assurance	
<b>Report Author</b>	Chidilim Agada, Head of Constitutional and Member Services Jacqui Brazil, Civic Officer	
<b>Version</b>	Final	
<b>Dated</b>	8 March 2023	
<b>Key Decision?</b>	No	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments included</b>
Assistant Chief Executive – Governance and Assurance	Yes	Incorporated in the report
Strategic Director of Finance and Governance Services	No	No
<b>Cabinet Member</b>	No	No
<b>Date final report sent to Constitutional Team</b>	8 March 2023	

# Agenda Item 2.2

<b>Item No.</b> 2.2	<b>Classification:</b> Open	<b>Date:</b> 22 March 2023	<b>Meeting Name:</b> Council Assembly (Extraordinary meeting)
<b>Report title:</b>		Freedom of the Borough	
<b>Ward(s) or groups affected:</b>		All	
<b>From:</b>		Constitutional Steering Panel	

## RECOMMENDATION

1. That Council Assembly considers the recommendation from the Constitutional Steering Panel (CSP) to confer the award of Freedom of the Borough to the nominees outlined in the closed report.

## BACKGROUND INFORMATION

2. The council has power under Section 249 (5) of the Local Government Act 1972 to confer the title of “Freeman of the Borough” on persons who have, in the opinion of the council, rendered eminent services to the borough. For the purposes of the Act ‘person’ includes organisations. The constitution (3A.21) provides for council assembly to confer the title of Freedom of the Borough.
3. The council must agree such conferment by resolution passed by not less than two thirds of the members present at a meeting specially convened for that purpose with notice of the purpose being set out in the summons for the meeting.
4. The council has power under Section 249(6) to spend a reasonable sum as thought fit for the purpose of presenting an address or a casket containing an address to such Honorary Freeman (including those conferred on organisations).
5. The Honorary Freedom of the Borough is the highest award the council can bestow. Since 1965 Southwark has conferred the award on 55 recipients. On each occasion the council has considered nominations on individual merit.
6. Council Assembly agreed on 30 October 2002 the following criteria for conferment of the Freedom of the Borough:
  - That nominations may be received from councillors, officers, MPs, outside organisations and members of the public who are on the council’s Electoral Register.
  - That nominations be limited to one per person/organisation and that they must show by example that the nominee is a “person of distinction who has rendered eminent services to the borough”.
  - That there be no restriction as to how often this award may be conferred.

7. Nominations are initially considered by the Constitutional Steering Panel which then makes recommendations to a specially convened meeting of the Council Assembly.
8. If Council Assembly agrees to confer the honour, then a ceremony for presentation of the Honorary Freedom of the Borough is arranged. As previously agreed this ceremony will take place to coincide with Annual Meeting of the Council (incorporating Mayor Making) and the presentation of the Southwark Civic Awards at Southwark Cathedral on Saturday 21 May 2023.
9. A framed ornate scroll of honour is presented to honorands. Individuals (but not organisations) are also entitled to wear a Free Citizen's ceremonial robe at civic ceremonial events.
10. The office of Honorary Freedom of the Borough does not convey with it any legal rights or responsibilities other than a ceremonial role at civic functions. Conditions apply to an award conferred on an organisation (see Appendix A).

### **KEY FACTORS FOR CONSIDERATION**

11. Two nominations for the Freedom of the Borough listed in the closed report have been received and recommended by the Constitutional Steering Panel on 1 March 2023.

### **Community, equalities (including socio-economic) and health impacts**

#### **Community impact statement**

12. This report is not considered to contain any proposals that would have a significant impact on any particular community or group. The Freedoms of the Borough are intended to be a demonstration of the council's respect for persons of distinction who have rendered eminent services to the borough.

#### **Equalities (including socio-economic) impact statement**

13. This report is not considered to contain any proposals that would have a significant equalities impact.

#### **Health impact statement**

14. This report is not considered to contain any proposals that would have a significant health impact.

### **Climate change implications**

15. This report is not considered to contain any proposals that would have a significant impact on climate change.



## Resource implications

16. Occasional Honorary Freedom of the Borough ceremonies can be managed within existing staff and financial resources. Combining the presentation ceremony with Annual Council, Mayor Making, and the Southwark Civic Awards will greatly reduce the costs that would otherwise be incurred as heretofore the Freedom of the Borough has been a specially organised event.
17. The cost of the framed ornate scroll which each honorand will receive is currently in the region of £200. The purchase of a ceremonial robe will not be required as these are only worn by individual honorands and the council already has an adequate supply.
18. Additional costs may be incurred should there be a civic reception following the presentation ceremony, to which honorands and their guests are invited. In recent years these receptions have significantly reduced in cost due to the serving of a more modest selection of food and drinks.

## Legal implications

19. Legal issues are outlined in the body of the report.

## BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark Constitution <a href="http://www.southwark.gov.uk/info/10058/about_southwark_council/375/councils_constitution">http://www.southwark.gov.uk/info/10058/about_southwark_council/375/councils_constitution</a>	Council Offices, 160 Tooley Street, London SE1 2QH	Constitutional Team Email: <a href="mailto:constitutional.team@southwark.gov.uk">constitutional.team@southwark.gov.uk</a> Tel: 020 7525 7055

## APPENDICES

Appendix	Title
Appendix A	The Office of Honorary Freedom of the Borough - Conditions applying to an award conferred on an organisation

**AUDIT TRAIL**

<b>Lead Officer</b>	Doreen Forrester-Brown, Assistant Chief Executive – Governance and Assurance	
<b>Report Author</b>	Chidilim Agada, Head of Constitutional and Member Services Jacqui Brazil, Civic Officer	
<b>Version</b>	Final	
<b>Dated</b>	9 March 2023	
<b>Key Decision?</b>	No	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments Included</b>
Assistant Chief Executive – Governance and Assurance	No	No
Strategic Director of Finance and Governance	No	No
<b>Cabinet Member</b>	No	No
<b>Date final report sent to Constitutional Team</b>	9 March 2023	

**APPENDIX A****THE OFFICE OF HONORARY FREEDOM OF THE BOROUGH  
CONDITIONS APPLYING TO AN AWARD CONFERRED ON AN  
ORGANISATION**

- A. The award does not provide any rights or privileges to the recipient.
- B. The award is not of itself an endorsement of any services or goods provided by the organisation.
- C. The granting of the award does not entitle the recipient to use the official logo of the council or the borough's coat of arms.
- D. Use of or reference to the award in any advertising or promotional activity is subject to the prior approval of the council. The council reserves the right to withdraw the award in the event of unauthorised use or reference to the award.
- E. When an award is granted to an organisation it may not be used in any way to suggest that individuals associated with the organisation are themselves in receipt of the award.
- F. Where an organisation ceases to exist or ceases to operate in the activity recognised by the award it is automatically withdrawn. The award is not transferrable.
- G. The award does not signal that the council will act as a referee for the organisation or the individual honoured.
- H. All recipients, including organisations, are expected to uphold the principles of the civic functions of the authority and to encompass the diversity of our communities.

**COUNCIL ASSEMBLY AGENDA DISTRIBUTION LIST (OPEN) (FULL LIST)  
MUNICIPAL YEAR 2022/23**

**NOTE:** Original held by Constitutional Team; all amendments/queries to  
Virginia Wynn-Jones Tel: 020 7525 7055

<b>ONE COPY TO ALL UNLESS OTHERWISE STATED</b>	Copies	To	Copies
<p><b>Councillors</b> (1 each) Councillor Jasmine Ali Councillor Sunil Chopra Councillor Renata Hamvas Councillor Maria Linforth-Hall Councillor Darren Merrill Councillor Leo Pollak Councillor Sandra Rhule Councillor Martin Seaton Councillor Andy Simmons Councillor Cleo Soanes Councillor Kath Whittam Councillor Kieron Williams</p> <p><b>Electronic Versions (No hard copy)</b> All other councillors</p>	<p><b>12</b></p>	<p><b>Press</b></p> <p>Southwark News South London Press</p> <p><b>Group Offices</b></p> <p>Jack Beddoe, Labour Group Office Euan Cadzow-Webb, Liberal Democrat Group Office</p> <p><b>Officers</b></p> <p>Althea Loderick Duncan Whitfield Doreen Forrester-Brown Chidilim Agada Caroline Bruce David Quirke-Thornton Michael Scorer Sangeeta Leahy</p> <p><b>Constitutional Team</b></p> <p>(Copies to Virginia Wynn-Jones, 2<sup>nd</sup> Floor, Hub 2, Tooley Street)</p> <p><b>Others</b></p> <p>Matt Dean, Grant Thornton Ground floor audit office, Tooley Street</p> <p><b>Total:</b></p> <p><b>Last updated:</b> March 2023</p>	<p>by email by email</p> <p>by email by email</p> <p>by email by email by email by email by email by email</p> <p>8</p> <p>by email</p> <p><b>20</b></p>