



CONSTITUTION COMMITTEE – 28 APRIL 2026

REPORT OF THE MONITORING OFFICER

PROTOCOL ON THE APPOINTMENT OF HONORARY ALDERMEN AND ALDERWOMEN

Purpose of the Report

1. The purpose of this report is to present for the Committees consideration a draft protocol on the appointment of Honorary Aldermen and Alderwomen.

Background

2. Honorary Aldermen and Alderwomen may be appointed to recognise past Members who have rendered 'eminent' services to the Council and the local community. The title is a civic honour only and it does not confer governance rights, voting rights, or financial entitlements.
3. The power to confer the title of Honorary Alderman or Alderwoman is set out in the Local Government Act 1972. Appointment must be exercised by a two-thirds majority at a special meeting of Full Council specially convened for this purpose. The appointments must be of past Members of the Council only and so currently elected County Councillors cannot be appointed.
4. The County Council's previous protocol was agreed by the full Council in July 2005. The protocol has been updated to provide greater clarity and reflect current governance expectations.

Proposed Protocol

5. The draft Protocol attached as an appendix to this report sets out the purpose and scope of the honour, along with the eligibility criteria for appointment including the indicative factors that will be taken into account for assessing the "eminent service" of a nominee, such as their length of service, leadership roles and impact on the Council and communities.
6. The Protocol also describes how nominations are to be progressed (via Group Leaders) and sets out clearly the decision-making process that will be followed, as well as the usual timing of appointments which will typically

be every four years, with flexibility by agreement.

7. The rights and privileges and limitations attached to the title are clearly set out within the Protocol and this covers things such as invitations to civic events and attendance at Full Council which would be in an observer capacity only with no voting or speaking rights.
8. Honorary Aldermen and Alderwomen will not be paid an allowance and cannot use their honorary title to support any political campaign. The Protocol sets out the conducted expected of someone appointed along with the potential process for the withdrawal of the honour, including arrangements where a recipient is re-elected.
9. As Local Government Reorganisation is on the horizon the Protocol also includes provisions for it the County Council ceases to exist or merges or is replaced by a successor authority.

Recommendation

10. That the County Council be recommended to approve the Protocol on the appointment of Honorary Aldermen and Alderwomen as set out in the appendix to this report.

Financial Implications

11. There are no direct financial implications arising from the adoption of this Protocol.

Equal Implications

12. There are no equalities implications arising from this report.

Human Rights Implications

13. There are no human rights implications arising from this report.

Background Papers

Report to the County Council on 13 July 2005 – “Report of the Constitution Committee on the proposed arrangements for the appointment of Honorary Aldermen”

<https://democracy.leics.gov.uk/ieListDocuments.aspx?CId=134&MId=1305&Ver=4>

Circulation under Local Issues Alert Procedure

None.

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Appendices

Appendix – Protocol on the Appointment of Honorary Aldermen and Alderwomen

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