

Title	Awarding “Honorary Freeman of the City of Cockburn”
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Policy Type

Council

Policy Purpose

To recognise outstanding and meritorious civic service to the City of Cockburn and stipulate procedures and criteria for the nomination and selection of persons designated as “Freeman of the City”.

NOTE: The Oxford Dictionary defines the term “Freeman” as relating to a person and can, therefore, be used as a uniform term.

Policy Statement

The City of Cockburn recognises that from time to time members of the community demonstrate outstanding commitment and contribution to the City and that this contribution should be recognised. It will do this by, in special circumstances that meet the criteria of this policy, awarding to an individual the title of “Honorary Freeman of the City of Cockburn”. This honour will only be awarded on rare and exceptional occasions.

(1) Eligibility Criteria

1. Nominees should have lived within the City of Cockburn for a significant number of years (significant would usually mean at least 20 years) and had a long and close association and identification with the City.
2. Nominees should have given extensive and distinguished service to the community that goes beyond particular local government activities (e.g. service to other organisations, voluntary and community groups) in a largely voluntary capacity. Nominees must have made an outstanding contribution to the City of Cockburn such that the nominee’s contribution can be seen to stand above the contributions made by most other people.

(2) Selection Criteria

Nominees will be judged on their record of service to the community. The selection criteria are to include:-

1. Length of service in a field (or fields) of activity, to include at least twenty(20) years of service as either an Elected Member of the City and/or an organisation/s closely associated with, or formally recognised by, the City. Length of service may be reduced to at least fifteen (15) years in exceptional circumstances.

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2. Level of commitment to the field (or fields) of activity.
3. Personal leadership and conduct.
4. Benefits to the community of Cockburn and/or State of Western Australia resulting from the nominee’s work.
5. Specific recorded achievements of the nominee.

(3) Nomination Procedure

1. Nominations are to be contained in a written submission to the City detailing the reasons why the person is worthy of the award and are to be supported and countersigned by at least three Elected Members of the Council.
2. Nominations for the granting of the status of Honorary Freeman of the City and a subsequent recommendation to the Council will be made on the basis of the selection criteria.

(4) Determination of the Award

1. The matter is to be determined as a ‘Confidential’ Agenda item.
2. An absolute majority of Elected Members is required to bestow the honour of ‘Freeman of the City of Cockburn’ on a person nominated.

(5) Privileges

1. An Honorary Freeman of the City is to be invited to civic functions of the City, as agreed to by the Mayor of the day.
2. An Honorary Freeman of the City receives a special badge which identifies them as Freeman of the City

Strategic Link:	Strategic Community Plan
Category	Governance
Lead Business Unit:	Governance, Risk Management and Compliance
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