



1/020 Honorary Freeman

1. Objective

To provide guidelines for conferral of the honour of Honorary Freeman of the Town of Port Hedland and the administration of Honorary Freeman Entitlements.

2. Content

Honorary Freeman of the Town of Port Hedland (Town) is a high honour which may be conferred by the Council. The honour conveys no legal right.

3. Nomination Criteria

- 3.1 All residents of the Town are eligible to be nominated as Honorary Freeman provided they have served the community with distinction or excelled in their field or endeavour and met the criteria specified in (4);
- 3.2 A Mayor of the Town who has served continuously for eight (8) years and has demonstrated exceptional service to the Town of Port Hedland is considered eligible for the honour.
- 3.3 A Councillor who has served continuously for 12 years and has demonstrated exceptional service to the Town of Port Hedland is considered eligible for the honour.
- 3.4 Any successful candidate for the honour must be a person:
 - Of the highest personal integrity;
 - Who has a distinguished record of service;
 - Who has at all times acted lawfully;
 - Who has treated other citizens with respect and fairness;
 - Who is not a current sitting Elected Member or an existing staff member.
- 3.5 A person who has a criminal conviction, or who has been the subject of a finding or an opinion of misconduct by a properly constituted body, or has been declared bankrupt is considered ineligible to become an Honorary Freeman; and
- 3.6 The honour may be bestowed on a non-resident who has served the community with distinction or excelled in their field or endeavour for the Town of Port Hedland and whose conduct meets the criteria specified in 3.4.



4. Nomination Process

- 4.1 A nomination may be made by any citizen but must be countersigned by at least three serving members of Council;
- 4.2 The nomination must be made to the Chief Executive Officer who will notify all Elected Members (in writing) of the nomination, with a request that the Chief Executive Officer be advised of any objections to the nomination before the Agenda Briefing preceding the Council meeting where the nomination will be considered;
- 4.3 The Chief Executive Officer is to report on the nomination to the next Meeting of Council;
- 4.4 The full Council will discuss the report as a confidential item to consider the views expressed by Elected Members and vote by absolute majority to either:
 - Take no further action; or
 - Bestow the title of Honorary Freeman of the Town of Port Hedland upon the nominee.

5. Rights, Entitlements and Obligations

- 5.1 The conferral of the status of Honorary Freeman of the Town carries no legal rights and entitlements. However, the bearer of the honour will be:
 - 5.1.1 Presented with a Certificate of Honorary Freeman;
 - 5.1.2 The subject of a photograph commissioned by the Town; and
 - 5.1.3 Invited to appropriate civic events by any three Council members, or two Council members and the Chief Executive Officer, having advised the Mayor, Deputy Mayor and Chief Executive Officer of their intent.

6. Code of Conduct of the Honorary Freeman

- 6.1 Honorary Freeman of the Town attending events or functions at the invitation of the Mayor will behave in a manner befitting the honour bestowed and will at all times:
 - 6.1.1 refrain from making critical or disparaging remarks about Council or past and present Councillors; and
 - 6.1.2 refrain from any behaviour that may embarrass Council or bring it into disrepute.
- 6.2 Being the Honorary Freeman of the Town obliges the holder to conduct themselves in a manner befitting that honour. Council will be entitled to withdraw the honour, by absolute majority, in the following circumstance:



- 6.2.1 where the individual is the subject of a criminal conviction or a finding or opinion of misconduct by a properly constituted body or declared bankrupt.
- 6.2.2 where the individual is, whether due to a medical condition or for any other reason, incapable to act as Freeman of the Town.



Definitions

Nil.

Relevant legislation	Nil
Delegated authority	Nil
Business unit	Governance
Directorate	Corporate

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	V01	201415/210	25 March 2015
	V02	CM202021/004	22 July 2020
Review frequency	3 Yearly		

Document Control Statement – *The electronic reference copy of this Policy is maintained by the Governance Team. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://www.porthedland.wa.gov.au/documents/public-documents/policies> to ensure that you have the current version. Alternatively, you may contact the Governance Team.*