



G19 Honorary Freeman of the Shire

Policy Objective

To provide a process by which Council may formally recognise outstanding and meritorious service to the community of the Shire of Ravensthorpe

Policy

Council may bestow the honorary title of Freeman of the Shire upon a person who has served the community on a continuous basis for greater than 15 years in an outstanding and meritorious manner that stands above contributions of most other persons in assisting in both the advancement of the Shire of Ravensthorpe and the provision of benefits for the greater community.

G.19.1 Entitlements

- (a) Any person upon whom the title Honorary Freeman of the Shire has been conferred may designate himself/herself "Honorary Freeman of the Shire of Ravensthorpe".
- (b) The recipient shall be presented with a name badge which identifies them as Freeman of the Shire along with an engraved award.
- (c) The recipient shall be recognised on the Shire of Ravensthorpe Honour Board.
- (d) Any Honorary Freeman of the Shire shall be invited to all subsequent formal Civic Reception conducted by the Shire.

G.19.2 Limitations on Holders of Award

The title of "Honorary Freeman of the Shire of Ravensthorpe" shall not be bestowed on any person currently employed or holding the office of Council Member at the Shire.

G.19.3 Nomination Procedure

To preserve the integrity and importance of bestowing the honour of "Honorary Freeman of the Shire of Ravensthorpe" upon any individual, the following procedure applies:

- (a) Nominations for an "Honorary Freeman of the Shire of Ravensthorpe" are to outline the history of community service of the person being nominated and must be made in writing to the Chief Executive Officer in the strictest confidence without the nominee's knowledge.
- (b) Any resident or elector of the Shire may make a nomination but it must be countersigned by at least one third of the number of Members of Council.
- (c) On receipt of the nomination, the Chief Executive Officer will circulate the nomination to Council Members for consideration on a confidential basis.
- (d) Council Members will have two weeks, to consider the proposal.
- (e) If a Council Member wants to express an objection to the nomination, Council Member must give their reasons for the objection in writing to the Chief Executive Officer within the two week time frame.
- (f) Council Members who do not formally respond in writing will be presumed not to object to the proposal.
- (g) The Chief Executive Officer will submit a confidential report to a meeting of Council with details of the nomination, including any objections raised, for determination by Council. Any decision to support the nomination shall be resolved by an Absolute Majority of Council.
- (h) In the event Council supports the nomination, prior to any announcement, the Chief Executive Officer or Shire President shall make personal contact with the nominee to confirm their



acceptance of the honour.

- (i) Should the nomination be supported and accepted the award shall be presented to the recipient at the next available Civic Reception.

DOCUMENT CONTROL BOX		
Custodian: Chief Executive Officer		Decision Maker: Council
Compliance Requirements:		
Legislation:		
Industry:		
Organisational:	Council Policy – G12 – Civic Receptions and Ceremonial Functions	
Document Management:		
Risk Rating: Low	Review Frequency: 4 Years	Next Due:
Version #	Decision Reference:	Description:
a	OCM 18/08/2020 Item 13.3	New policy established.
b	OCM 19/07/2022 Item 12.1.2	Comprehensive Policy Register Review
c	OCM 17/12/2024 Item 12.1.2	Policy Reconfirmed – No Amendments