



**DRAKENSTEIN**

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# Bestowal of Aldermanship Policy

**Date of Approval/Review by Council**

27 February 2019

**Implementation Date**

27 February 2019

**Signed by the City Manager**

**Signature Date**

27 February 2019

A city of excellence

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## **1. DEFINITIONS**

*Councillor* - means a member of the Municipal Council of Drakenstein Municipality.

*Municipality* - means Drakenstein Municipality established in terms of Section 12 of the Municipal Structures Act, 117 of 1998 by Provincial Notice 480 dated 22 September 2000 (PN 480/2000)

*City Manager* - means the person that is the head of administration and also accounting officer for the municipality, appointed in terms of section 54A of the Municipal Systems Act, 2000.

## **2. POLICY OBJECTIVE**

The policy makes provision to honour long-serving members of the Council by awarding them alderman status. Councillors are honoured for their contribution to the community.

## **3. CRITERIA FOR ALDERMANSHIP**

3.1 Any member of a Council becomes an alderman upon the assumption of the office of Mayor, if such member has served for ten completed years as a councillor in such municipality.

3.2 Aldersmanship is awarded to a member who obtain the minimum of twenty points on the following scale:

3.2.1 one point for each year served as a councillor; plus

3.2.2 one additional point for each year served as member of the Executive Mayoral Committee; plus

3.2.3 one additional point for each year served as Deputy Mayor, Speaker, Chief Whip; plus

3.2.4 one additional point for each completed term served as councillor.

## **4. BENEFITS AND PRIVILEGES**

The following privileges accompany aldersmanship:

4.1 issuing a lapei badge identifying the wearer as an alderman.

4.2 retaining the member on the municipality's invitation list; and

4.3 making agendas available after retirement.

## **5. POSTHUMOUS CONFERRAL OF ALDERMANSHIP**

Council may confer aldermanship on any person and may make a posthumous conferral of a municipal aldermanship as described in Section 3 (criteria for aldermanship) of this policy. The relatives of the councillors will receive the badge.

## **6. IMPLEMENTATION OF POLICY**

Any current serving councillor who is of the view that he/she qualifies for aldermanship should notify the City Manager in writing together with the necessary details as prescribed in the criteria.

The City Manager shall make a recommendation to the Mayoral Committee after having verified that any current serving councillor qualifies for aldermanship.

## **7. BESTOWAL CEREMONY**

The conferment of aldermanship on qualifying members shall take place at a Council meeting as and when required.

In the event of a posthumous conferral, the relatives of the respective councillor will be invited to the Council meeting.

Badges of office are to be worn on all formal occasions.

## **8. REMOVAL OF THE TITLE OF ALDERMAN**

The title of alderman shall be removed by the Council from a councillor or an ex-councillor when:

- 8.1 such person is convicted of a criminal offence and sentenced imprisonment without the option of a fine;
- 8.2 the actions of such councillor brings the Council into disrepute; or
- 8.3 the councillor has been found guilty by Council for contravening the Code of Conduct for Councillors, provided that the Special Committee shall first investigate the facts and circumstances which could give rise to the removal of the title of aldermanship from any person and report their findings and recommendations to Council.



## **9. KEEPING OF A REGISTER OF TITLE OF ALDERMANSHIP ON COUNCILLORS CONFERRED**

A register must be kept and should indicate the following:

- 9.1 full details of person (s) on whom aldermanship was conferred;
- 9.2 date and detail of Council resolution;
- 9.3 copy of certificate and photo of ceremony;
- 9.4 date of ceremony;
- 9.5 description of badge; and
- 9.6 serial number of badge.

## **10. REPLACEMENT OF BADGE**

Councillors who are bestowed as alderman are responsible for the safekeeping of the badge since the badge is the respective alderman's property. If lost, they are responsible for the replacement cost thereof.

## **11. PROTOCOL REGARDING THE HANDING OVER OF BADGE AND CERTIFICATE**

The Executive Mayor will hand over the badge and certificate bestowing the title of alderman to Councillors at a council meeting of the municipality.

In the event of Posthumous conferment, the immediate relatives of the "alderman" will receive the badge and certificate.

## **12. DATE OF COMMENCEMENT**

Takes effect on date of adoption by Council.