



Borough of Tamworth

Marmion House,
Lichfield Street, Tamworth,
Staffordshire B79 7BZ.

Enquiries: 01827 709 709
Facsimile: 01827 709 271

NOMINATIONS COMMITTEE

27 July 2021

Dear Councillor

A meeting of the Nominations Committee will be held in **Council Chamber, Marmion House, Lichfield Street, Tamworth, B79 7BZ on Wednesday, 4th August, 2021 at 6.00 pm.** Members of the Committee are requested to attend.

Yours faithfully

A handwritten signature in black ink, consisting of a stylized 'A' followed by a long horizontal line that tapers to a point.

Chief Executive

A G E N D A

NON CONFIDENTIAL

- 1 **Apologies**
- 2 **Minutes from the Previous Meeting (Pages 5 - 6)**
- 3 **Declarations of Interest**

To receive any declarations of Members' interests (pecuniary and non-pecuniary) in any matters which are to be considered at this meeting.

When Members are declaring a pecuniary or non-pecuniary interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a pecuniary or non-pecuniary interest in respect of which they do not have a dispensation.

4 Review of Nomination Process (Pages 7 - 22)

(Report of the Chair of Nominations Committee)

5 Exclusion of the Press & Public

That Members of the press and public be now excluded from the meeting on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 2 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)

6 Nomination Received for Freedom of the Borough (Pages 23 - 32)

(Report of the Executive Director Organisation)

Access arrangements

If you have any particular access requirements when attending the meeting, please contact Democratic Services on 01827 709267 or e-mail democratic-services@tamworth.gov.uk. We can then endeavour to ensure that any particular requirements you may have are catered for.

Filming of Meetings

The public part of this meeting may be filmed and broadcast. Please refer to the Council's Protocol on Filming, Videoing, Photography and Audio Recording at Council meetings which can be found [here](#) for further information.

The Protocol requires that no members of the public are to be deliberately filmed. Where possible, an area in the meeting room will be set aside for videoing, this is normally from the front of the public gallery. This aims to allow filming to be carried out whilst minimising the risk of the public being accidentally filmed.

If a member of the public is particularly concerned about accidental filming, please consider the location of any cameras when selecting a seat.

FAQs

For further information about the Council's Committee arrangements please see the FAQ page [here](#)

To Councillors: R Pritchard, T Clements, D Cook, T Jay, K Norchi, B Price and
P Thurgood
Independent Member:

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**MINUTES OF A MEETING OF THE
NOMINATIONS COMMITTEE
HELD ON 4th MARCH 2020**

PRESENT: Councillor T Clements (Chair), Councillors C Cooke, R Kingstone, K Norchi, B Price and R Rogers

The following officers were present: Anica Goodwin (Executive Director Organisation)

Apologies received from: Councillor A Farrell

6 MINUTES FROM THE PREVIOUS MEETING

The minutes of the meeting held on 8th July 2019 were approved and signed as a correct record.

(Moved by Councillor R Rogers and seconded by Councillor B Price)

7 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

8 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That Members of the press and public be now excluded from the meeting on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 2 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)

9 NOMINATION FOR HONORARY ALDERMAN

The report of the Executive Director Organisation was considered.

RESOLVED That Committee
Considered the Nomination, and agreed to defer pending more information.

(Moved by Councillor B Price and seconded by Councillor K Norchi)

Chair

DRAFT

4TH AUGUST 2021**REPORT OF THE CHAIR OF NOMINATIONS COMMITTEE
COUNCILLOR R PRITCHARD****REVIEW OF NOMINATION PROCESS****EXEMPT INFORMATION**

None

PURPOSE

To consider the changes required in the nominations process to ensure it is more inclusive and transparent.

RECOMMENDATIONS

That the Committee:

1. Consider and approve the changes as detailed within the report

EXECUTIVE SUMMARY

The nominations process has been in place for a considerable amount of time and has led to some confusion in terms of the award definitions.

In summary, the current process requires that a basic form (attached at **Appendix 1**) is completed and sent to the Democratic Services Team which then 'triggers' the calling of a Nominations Committee. Subsequently, the Nominations Committee has to decide the merits of the Nomination and whether the award is appropriate in the circumstances.

Should the Committee decide an award under S249 of the Local Government Act 1972 (**Appendix 2** contains a copy of the relevant legislation) is appropriate this will be referred to Council for final approval.

Unfortunately, the current guidance provided by the Council is not clear and as such, a review has been undertaken resulting in a new form being developed (**Appendix 3** refers). The revised process now provides more explanation about each of the awards, seeks to evidence the 'difference' the nominee has made and, provides the committee with additional evidence that supports the originator (i.e. the person making the nomination).

Further, it is proposed that:

- the Council's new customer portal be developed so as to include this process to enable it be available on-line (i.e.24/7) so as to increase accessibility
- the Nominations Committee receive the nomination and then at a further Nominations Committee meeting consider its merits thus providing members with more time to research and consider the nomination prior to any subsequent recommendation to Full Council.

- all nominations will now require a minimum of two supporting letters from people not connected to the applicant.

RESOURCE IMPLICATIONS

There are no additional resource implications required with this revised process.

LEGAL/RISK IMPLICATIONS BACKGROUND

None.

SUSTAINABILITY IMPLICATIONS

None.

BACKGROUND INFORMATION

The Constitution adopted on 10th September 2013 included a new Article constituting a “Nominations Committee” to consider applications under S249 of the Local Government Act 1972 and other suitable nominations for public recognition. Any nomination considered eligible under S249 of the Local Government Act 1972 has to be approved by Full Council.

REPORT AUTHOR

Anica Goodwin, Executive Director Organisation

LIST OF BACKGROUND PAPERS

None

APPENDICES

Appendix 1 – Current Nominations Form
Appendix 2 – Copy of S249 of LG Act 1972
Appendix 3 – Proposed Nominations Form

TAMWORTH BOROUGH COUNCIL NOMINATION FORM

Please read the guidance notes and provide a covering note or letter with your details

NOMINEE
<p style="text-align: center;"><i>Please clearly print or type the following details about the person you are nominating. You must ensure that all sections of this form are completed otherwise we will be unable to consider your nominee</i></p> <p style="text-align: center;"><i>Please send the completed form to Democratic Services, Marmion House, Lichfield Street, Tamworth, B79 7BZ</i></p>

I Mr/Mrs/Ms..... of (Address)
..... (Email)
(Signature)..... (Date)

**Nominate the following for a Public Recognition Award/Freeman/
 Alderman/Honour (Please circle relevant nomination)**

Company/Group: _____ Please ensure that names/details are accurate and that the spelling is correct

Full Name: _____

(Individual) _____

Known as: _____ If different from above

Date of Birth/Formation: _____

(as applicable)

Address: _____ Please include

County: _____

Postcode: _____

Telephone No: _____ If known, (includin

THE RECOMMENDATION

In this section, space has been provided for you to set out details of how the nominee has made a significant contribution in their area of activity whether it is in the public, private or voluntary sectors.

We are looking for people/organisations with exemplary service, which may be paid or unpaid, who have changed things, with an emphasis on practical achievement; have demonstrated innovation and entrepreneurship; are examples of the best sustained and selfless voluntary service or have delivered in a way that has brought distinction to UK life. The legislation defines this as eminent services.

It is important that you give as much detail as possible about what your nominee has achieved which makes them stand out against others and make it clear if the achievement is in one area or in a number of different areas. Please provide this detail on a separate sheet of paper at the end of this form so as to provide the Committee with as much information as possible.

Please describe the benefits resulting from the nominee's service to a particular field, area, group, community or humanity at large

- What has their impact been?
- How wide is their influence?
- What are their achievements?
- What made their contribution stand out from any other person

Please provide any evidence eg., newspaper cuttings/letters of support etc

Please state the service for which you consider that the nominee should receive an honour (for example, services to disabled people).

Please list the post(s), with start and end dates, in which the nominee has excelled.

- If you do not know exact dates, please estimate the period of time
- Please state if the post was paid or unpaid or you do not know



Local Government Act 1972

1972 CHAPTER 70

PART XII

MISCELLANEOUS AND GENERAL

Status, etc.

249 [F¹Honorary titles].

- (1) A principal council may, by a resolution passed by not less than two-thirds of the members voting thereon at a meeting of the council specially convened for the purpose with notice of the object, confer the title of honorary aldermen [F²or honorary alderwomen] on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are not then [F³members] of the council.
- (2) No honorary alderman [F⁴or honorary alderwoman] shall, while serving as a [F⁵member] of the council, be entitled to be addressed as alderman [F⁶or alderwoman] or to attend or take part in any civic ceremonies of the council as an alderman [F⁷or alderwoman].
- (3) Services rendered to the council of an existing county, county borough, borough or urban or rural district the area of which becomes wholly or partly included in a new county or district shall be treated for the purposes of subsection (1) above as services rendered to the council of the new county or district, as the case may be.
- (4) An honorary alderman [F⁸or honorary alderwoman] of a principal council may attend and take part in such civic ceremonies as the council may from time to time decide, but shall not, as such, have the right—
 - (a) to attend meetings of the council or a committee of the council (including a joint committee upon which they are represented); or
 - (b) to receive any such allowances or other payments as are payable under sections 173 to 176 above.

Changes to legislation: There are outstanding changes not yet made by the legislation.gov.uk editorial team to Local Government Act 1972. Any changes that have already been made by the team appear in the content and are referenced with annotations. (See end of Document for details)

- [^{F9}(4A) A principal council may spend such reasonable sum as they think fit for the purpose of presenting an address, or a casket containing an address, to a person on whom they have conferred the title of honorary alderman or honorary alderwoman.]
- [^{F10}(5) Subject as follows, a relevant authority may admit to be honorary freemen or honorary freewomen of the place or area for which it is the authority—
- (a) persons of distinction, and
 - (b) persons who have, in the opinion of the authority, rendered eminent services to that place or area.
- (6) In this section “relevant authority” means—
- (a) a principal council;
 - (b) a parish or community council;
 - (c) charter trustees in England constituted—
 - (i) under section 246 of the Local Government Act 1972,
 - (ii) by the Charter Trustees Regulations 1996 (SI 1996/263), or
 - (iii) under Part 1 of the Local Government and Public Involvement in Health Act 2007.
- (7) The power in subsection (5) above is exercisable by resolution of the relevant authority.
- (8) A resolution under subsection (7) above must be passed—
- (a) at a meeting of the relevant authority which is specially convened for the purpose and where notice of the object of the meeting has been given; and
 - (b) by not less than two-thirds of the members of the relevant authority (or, in the case of charter trustees, of the trustees) who vote on it.
- (9) A relevant authority may spend such reasonable sum as it thinks fit for the purpose of presenting an address or a casket containing an address to a person on whom the authority has conferred the title of honorary freeman or honorary freewoman under subsection (5) above.
- (10) The admission of a person as honorary freeman or honorary freewoman does not confer on that person any of the rights referred to in section 248(4) above.]

Annotations:

Amendments (Textual)

- F1** Words in s. 249 heading substituted (12.1.2010) by [Local Democracy, Economic Development and Construction Act 2009 \(c. 20\)](#), [ss. 29\(2\)](#), 148(1)(d)
- F2** Words in s. 249(1) inserted (12.1.2010) by [Local Democracy, Economic Development and Construction Act 2009 \(c. 20\)](#), [ss. 29\(3\)](#), 148(1)(d)
- F3** Word in s. 249(1) substituted (30.12.2007) by [Local Government and Public Involvement in Health Act 2007 \(c. 28\)](#), [ss. 74, 245](#), [Sch. 3 para. 9\(2\)](#)
- F4** Words in s. 249(2) inserted (12.1.2010) by [Local Democracy, Economic Development and Construction Act 2009 \(c. 20\)](#), [ss. 29\(4\)\(a\)](#), 148(1)(d)
- F5** Word in s. 249(2) substituted (30.12.2007) by [Local Government and Public Involvement in Health Act 2007 \(c. 28\)](#), [ss. 74, 245](#), [Sch. 3 para. 9\(3\)](#)
- F6** Words in s. 249(2) inserted (12.1.2010) by [Local Democracy, Economic Development and Construction Act 2009 \(c. 20\)](#), [ss. 29\(4\)\(b\)](#), 148(1)(d)

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- F7** Words in s. 249(2) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), **ss. 29(4)(c)**, 148(1)(d)
- F8** Words in s. 249(4) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), **ss. 29(5)**, 148(1)(d)
- F9** S. 249(4A) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), **ss. 29(6)**, 148(1)(d)
- F10** S. 249(5)-(10) substituted (12.1.2010) for s. 249(5)-(9) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), **ss. 29(7)**, 148(1)(d)

Modifications etc. (not altering text)

- C1** S. 249 modified (3.4.1995) by 1994 c. 19, s. 66(7), **Sch. 17 para. 22(2)** (with ss. 54(5)(7), 55(5), Sch. 17 para. 22(1), 23(2)); S.I. 1995/852, art. 9(1), **Sch. 5**
S. 249 extended (11.3.1996) by S.I. 1996/330, **arts. 1(2)**, 6(1)
S. 249: functions of local authority not to be responsibility of an executive of the authority (E.) (16.11.2000) by virtue of S.I. 2000/2853, reg. 2(1), **Sch. 1**
- C2** S. 249(1) applied (with modifications)(11.3.1996) by S.I. 1996/330, **arts. 1(2)**, 6(2)
- C3** S. 249(1) modified (28.11.2008) by The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 (S.I. 2008/2867), **reg. 32** (with reg. 1)
- C4** S. 249(2)(4) modified (11.3.1996) by S.I. 1996/330, **arts. 1(2)**, 6(3)
- C5** S. 249(2)(4) modified (28.11.2008) by The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 (S.I. 2008/2867), **reg. 32** (with reg. 1)

Changes to legislation:

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Changes and effects yet to be applied to :

- s. 249 modified by [S.I. 2018/1128 reg. 30\(1\)](#)
- s. 249(4)(b) words inserted by [2011 nawm 4 Sch. 3 para. 1\(5\)](#)

Changes and effects yet to be applied to the whole Act associated Parts and Chapters:

- Blanket amendment words substituted by [S.I. 2011/1043 art. 34](#)

Whole provisions yet to be inserted into this Act (including any effects on those provisions):

- Pt. 5A applied by [S.I. 2018/639 art. 17\(1\)](#)
- Pt. 5A applied by [S.I. 2018/640 art. 17\(1\)](#)
- Pt. 5A applied by [S.I. 2018/648 art. 21\(1\)](#)
- Pt. 5A applied by [S.I. 2018/648 art. 36\(1\)](#)
- Pt. 5A applied by [S.I. 2018/649 art. 17\(1\)](#)
- Pt. 5A applied (with modifications) by [2011 c. 20 s. 35\(8\)](#)
- Pt. 5A applied (with modifications) by [S.I. 2012/2734 reg. 3-6Sch. Pt. 1](#)
- Pt. 5A applied (with modifications) by [S.I. 2012/2734 reg. 3-6Sch. Pt. 2](#)
- Pt. 5A applied (with modifications) by [S.I. 2012/2734 reg. 3-6Sch. Pt. 3](#)
- Pt. 5A excluded by [S.I. 2018/574 art. 66\(9\)](#)
- Pt. 5A modified by [2011 nawm 4 s. 14\(8\)](#)
- Pt. 5A modified by [2011 nawm 4 s. 83\(7\)](#)
- Pt. 5A modified by [2014 c. 2 Sch. 7 para. 9\(6\)\(7\)](#)
- s. 24A24B inserted by [2013 anaw 4 s. 51\(2\)](#)
- s. 25B inserted by [2013 anaw 4 s. 51\(3\)](#)
- s. 30(1)(ba) inserted by [2013 anaw 4 Sch. 1 para. 1\(3\)\(a\)](#)
- s. 33B inserted by [2011 nawm 4 s. 98](#)
- s. 33C inserted by [2011 nawm 4 s. 99](#)
- s. 70(1) words inserted by [2013 anaw 4 Sch. 1 para. 1\(5\)\(a\)](#)
- s. 70(1) words substituted by [2015 c. 20 Sch. 13 para. 6\(7\)\(a\)](#)
- s. 74(3A) inserted by [2013 anaw 4 Sch. 1 para. 1\(7\)\(c\)](#)
- s. 74(8) inserted by [2013 anaw 4 Sch. 1 para. 1\(7\)\(d\)](#)
- s. 80(2AB) inserted by [2015 anaw 4 Sch. 1 para. 3](#)
- s. 85(3B)-(3D) inserted by [2011 nawm 4 s. 31\(2\)](#)
- s. 88(1)(a)(b) modified by [S.I. 2014/864 art. 12\(2\)](#)
- s. 100A(5A) inserted by [S.I. 2014/2095 reg. 4\(2\)](#)
- s. 100A(7A)-(7F) inserted by [S.I. 2014/2095 reg. 4\(5\)](#)
- s. 100A(9) inserted by [S.I. 2014/2095 reg. 4\(6\)](#)
- s. 100E(1A) inserted by [S.I. 2014/2095 reg. 4\(7\)](#)
- s. 100E(3)(bba)(bbb) inserted by [2016 c. 1 Sch. 5 para. 2](#)
- s. 100J(1)(be) inserted by [2011 c. 20 s. 231\(3\)](#)
- s. 100J(1)(bf) inserted by [2016 c. 1 Sch. 5 para. 3\(a\)](#)
- s. 100J(2B) inserted by [S.I. 2014/2095 reg. 4\(8\)\(b\)](#)
- s. 100J(2B)(a) omitted by [2015 c. 20 Sch. 13 para. 6\(7\)\(f\)\(iii\)](#)
- s. 100J(3YA) inserted by [2011 c. 20 s. 231\(5\)](#)
- s. 100J(4AA) inserted by [2011 c. 20 s. 231\(6\)](#)
- s. 100EA(2A) inserted by [2011 nawm 4 s. 57\(1\)\(b\)](#)
- s. 101(1D)(1E) inserted by [2016 c. 1 Sch. 5 para. 4\(a\)](#)
- s. 101(5C)-(5E) inserted by [2016 c. 1 Sch. 5 para. 4\(b\)](#)
- s. 101(13A) inserted by [2017 c. 3 Sch. 2 para. 38\(3\)](#)
- s. 102(6)-(11) excluded by [S.I. 2017/470 Sch. 2 para. 2\(a\)](#)
- s. 102(6)-(11) inserted by [2017 c. 3 s. 7\(2\)](#)

- s. 107(2A) inserted by 2017 c. 3 s. 23(4)(b)
- s. 120(3B) inserted by 2017 c. 3 Sch. 1 para. 24
- s. 138A138B inserted by 2015 c. 27 s. 1
- s. 138A modified by 1995 c. 25 Sch. 8 para. 3(1A) (as inserted) by 2015 c. 27 s. 2(3)
- s. 138B modified by 1995 c. 25 Sch. 8 para. 3(1A) (as inserted) by 2015 c. 27 s. 2(3)
- s. 138C inserted by 2015 c. 27 s. 2(1)
- s. 138C(1)(d) substituted by 2017 c. 3 Sch. 2 para. 41
- s. 138C(1)(pa) inserted by 2017 c. 3 Sch. 1 para. 25
- s. 177(1A)(ba) inserted by 2011 c. 21 Sch. 1 para. 1(a)
- s. 232(1ZA) inserted by 2013 anaw 4 s. 56
- s. 235(2A) inserted by S.I. 2016/165 Sch. 2 para. 5(2)
- s. 236A(6) omitted by 2012 anaw 2 Sch. 2 para. 9(4)(c)
- s. 236A(10) omitted by 2012 anaw 2 Sch. 2 para. 9(4)(c)
- s. 236A(11) omitted by 2012 anaw 2 Sch. 2 para. 9(4)(c)
- s. 236B(4A) inserted by S.I. 2016/165 Sch. 2 para. 5(3)
- Sch. 12 Pt. 1 para. 6ZA excluded by S.I. 2017/470 Sch. 2 para. 2(c)
- Sch. 12 para. 26(2)(aa) inserted by 2013 anaw 4 s. 57(a)(ii)
- Sch. 12 para. 26(2A) inserted by 2013 anaw 4 s. 57(b)
- Sch. 12 para. 30E(7)(aa) inserted by 2013 anaw 4 s. 57(e)
- Sch. 12 para. 26A inserted by 2011 nawm 4 s. 96
- Sch. 12 para. 29A inserted by 2011 nawm 4 s. 97
- Sch. 12 para. 30(5) inserted by 2011 nawm 4 s. 88(1)(e)
- Sch. 12 para. 30A inserted by 2011 nawm 4 s. 88(2)
- Sch. 12 para. 30B inserted by 2011 nawm 4 s. 89
- Sch. 12 para. 30C inserted by 2011 nawm 4 s. 90
- Sch. 12 para. 30D inserted by 2011 nawm 4 s. 91
- Sch. 12 para. 30E inserted by 2011 nawm 4 s. 92
- Sch. 12 para. 38A inserted by 2011 nawm 4 s. 94
- Sch. 12 para. 38B inserted by 2011 nawm 4 s. 95(1)
- Sch. 12 Pt. 3 para. 18(7)-(11) inserted by 2014 c. 2 s. 42(3)
- Sch. 12 Pt. 1 para. 6ZA inserted by 2017 c. 3 s. 7(3)
- Sch. 12 para. 4(1A)(1B) inserted by S.I. 2015/5 art. 2(2)
- Sch. 12 para. 10(2A) inserted by S.I. 2015/5 art. 2(4)(b)
- Sch. 12 para. 30B(3) substituted by 2013 anaw 4 s. 57(c)(i)
- Sch. 12 para. 30C(1) substituted by 2013 anaw 4 s. 57(d)(i)
- Sch. 12 para. 30B(7) words inserted by 2013 anaw 4 s. 57(c)(ii)
- Sch. 12 para. 30C(2) words inserted by 2013 anaw 4 s. 57(d)(ii)
- Sch. 12 para. 30B(7) words substituted by 2013 anaw 4 s. 57(c)(iii)

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NOMINATION FORM

Please read the guidance notes provided and complete the form below.
Please also provide two other letters of support for the nomination (both of which should not be related to the nominee)

NOMINEE
<i>Please clearly print or type the following details about the person you are nominating. You must ensure that all sections of this form are completed otherwise we will be unable to consider your nomination</i>
<i>Please send the completed form to Democratic Services, Marmion House, Lichfield Street, Tamworth, B79 7BZ or email to democraticservices@tamworth.gov.uk</i>

This part to be completed by the person making the nomination:

I, Mr/Mrs/Ms..... of

(Address)

.....

(Phone)

(Email)

(Signature)..... (Date)

This nomination is further supported by:

Name

Address

Phone / email.....

This nomination is further supported by:

Name

Address

Phone / email.....

I nominate the following for a (please circle relevant nomination)

Please note: anyone nominated for a Freeman/Freedom/Alderman award but not considered by the committee to have met all the criteria, will automatically be considered for a Public Recognition Award (details below).

Public Recognition Award

For people/groups/organisations who have done a significant act for the community, achieved a lot for their community or the borough, or have raised the town profile in a positive and lasting way, but their actions falls below those required for other honours."

Freeman of the Borough

Awarded to an **individual** who has given Tamworth a great and/or exceptional service over a significant period of time in a voluntary, professional or philanthropic capacity

Title of Freedom of the Borough

To reflect **groups/organisations/businesses** that have served Tamworth in a significant and impactful way, military organisations that have significant links to Tamworth, groups/organisations/businesses that are considered part of Tamworth's cultural identity or are beloved of the Tamworth public in a way that they should hold such a prestigious title.

Honorary Alderman/Alderwoman

Awarded to **former Borough Councillors** who have made a positive difference to Tamworth in their role, or who rendered exceptional service to the Borough Council during their term of office. This title is only held while they are not in office i.e. a sitting councillor

Company/Group:

Please ensure that names/details are accurate spelling is correct

Full Name:
(Individual)

Known as:

If different from above

Date of Birth/Formation:
(as applicable)

Address:

Please include as full an address as possible

County: _____

Postcode: _____

Telephone No: _____

If known, (including area code if land line number)

The information contained in this nomination is strictly confidential and will not be communicated to any person other than those involved in the administration of the nomination system, with the exception of background information provided which may be used in association with the announcement of any honour granted.

THE RECOMMENDATION

In this section, space has been provided for you to set out details of how the nominee has made a significant contribution in their area of activity whether it is in the public, private or voluntary sectors.

We are looking for people/organisations with exemplary service, which may be paid or unpaid, who have changed / improved things, with an emphasis on practical achievement; have demonstrated innovation and entrepreneurship; are examples of the best sustained and selfless voluntary service or have delivered in a way that has brought distinction to UK life. The legislation defines this as eminent services.

It is important that you give as much detail as possible about what your nominee has achieved which makes them stand out against others and make it clear if the achievement is in one area or in a number of different areas. Please provide this detail on a separate sheet of paper at the end of this form so as to provide the Committee with as much information as possible so that they have a compelling reason to support and grant the award.

Please describe the benefits resulting from the nominee’s service to a particular field, area, group, community or humanity at large

- What has their impact been?
- How wide is their influence?
- What are their achievements?
- What made their contribution stand out from any other persons?
- What difference have their actions made to Tamworth?

Please provide any evidence e.g., newspaper cuttings/letters of support etc.

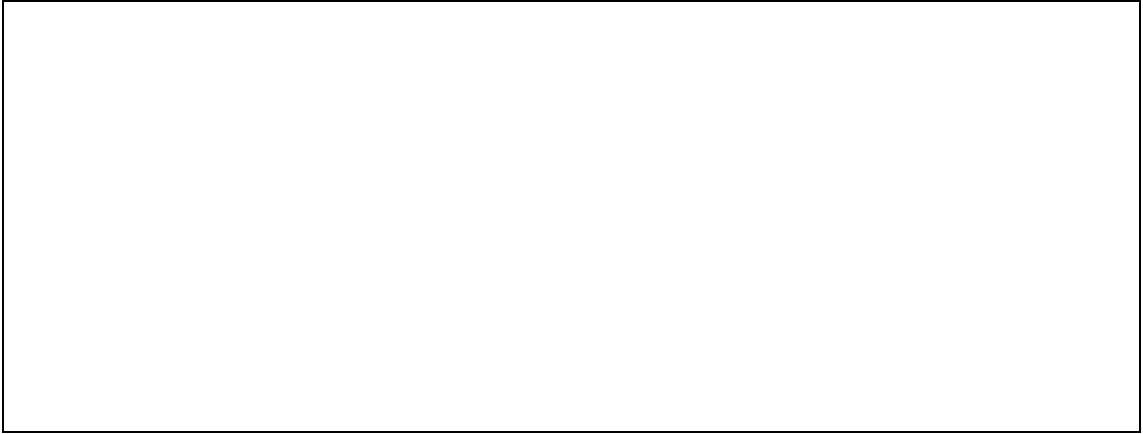
Please state the service for which you consider that the nominee should receive an honour (for example, services to disabled people).

--

Please list the positions), with start and end dates, in which the nominee has excelled.

- **If you do not know exact dates, please estimate the period of time**
- **Please state if the position was paid or unpaid or you do not know**

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By virtue of paragraph(s) 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

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