

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER OR OFFICER

This form can be used for any decision but **MUST** be used to record:

- any decision taken by The Elected Mayor or an individual Councillor
- a key decision taken by a Council Officer

In these circumstances the form must be completed and passed to the Service Manager (Members' Services) no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 days have passed and the Service Manager (Members' Services) has confirmed the decision has not been called in.

1. Description of decision

1. *That the purchase of a suitable chain of office for the Speaker of the Council be approved subject to the cost being no more than £500.*
2. *That acknowledgement of those who have held the office of Speakers of the Council be approved on the basis that it will be similar to the previous arrangements for acknowledging those who had held the office of Mayor, namely:*
 - A) *A framed board shall be made onto which the names and period of office of Speakers will be inscribed.*
 - B) *A badge will be cast that will be presented to past Speakers.*
 - C) *A small token brooch/pin badge will be purchased for the Consorts of past Speakers with the individual gift being selected after consultation with the past Speaker concerned.*
 - D) *The inclusion of pictures of past speakers, in the gallery of past mayors, honorary aldermen and freemen, currently housed in the old town hall corridor, with an inscription of the name and period of office.*

2. Date of decision

10 February 2004

3. Reasons for decision

Prior to this decision there was no suitable chain of office for the Speaker and acknowledgement of those holding the office of Speakers of the Council. The above decisions restore the position that previously existed for the ceremonial Mayor whilst acknowledging the new constitutional position.

4. Alternatives considered and rejected

The alternative to the above decisions would have been to provide no specific acknowledgement of the role of Speaker and past Speakers. This was rejected due to the available budget being sufficient to meet the limit costs involved to achieve an appropriate acknowledgement of the role of Speaker.

5. How decision is to be funded

From existing Civic and Ceremonial budgets to meet the following costs as they are initially estimated:

New Speaker's Chain - £400-£500

New board for recording Speakers name - £250

Past Speaker's badge - £50 (plus initial set up cost of £100)

Badge for consort of past speaker - £50 (plus initial set up cost of £100)

Picture of Past Speaker and inscription in the gallery of pictures in the old town hall committee accommodation area. - £250

6. Conflicts of interest

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| None. | | Did Standards Committee give a dispensation for that conflict of interest? (if yes give details and date of dispensation) |
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| | | |

Signed  Date 10-02-04

Name of Decision Taker Mr F Branston, Mayor

[This must be signed by the decision-maker or, if the decision was made by the Mayor or Councillor then the relevant Head of Service may sign it].

This is a public document. A copy of it must be given to the Service Manager (Members' Services) as soon as it is completed.

Date decision published: 11-2-04

Date decision can be implemented if not called in: 23-2-04

Bedford Borough Council - The Mayor

10 February 2004

Report of the Service Manager (Registration & Administration)

CHAIN OF OFFICE FOR THE SPEAKER AND RECOGNITION OF PAST SPEAKERS

Introduction

This report invites the Mayor to consider approving the purchase of a suitable chain of office for the Speaker and acknowledgement of those holding the office of Speakers of the Council be approved on the basis that it will be similar to the previous arrangements for acknowledging those who had held the office of Mayor.

Recommendations

1. **That the purchase of a suitable chain of office for the Speaker of the Council be approved subject to the cost being no more than £500.**
2. **That acknowledgement of those who have held the office of Speakers of the Council be approved on the basis that it will be similar to the previous arrangements for acknowledging those who had held the office of Mayor, namely:**
 - A) **A framed board shall be made onto which the names and period of office of Speakers will be inscribed.**
 - B) **A badge will be cast that will be presented to past Speakers.**
 - C) **A small token brooch/pin badge will be purchased for the Consorts of past Speakers with the individual gift being selected after consultation with the past Speaker concerned.**
 - D) **The inclusion of pictures of past speakers, in the gallery of past mayors, honorary aldermen and freemen, currently housed in the old town hall corridor, with an inscription of the name and period of office.**

Implications

It is estimated that the costs associated with the above recommendation are as follows:

New Speaker's Chain - £400

New board for recording Speakers name - £250

Past Speaker's badge - £50 (plus initial set up cost of £100)

Badge for consort of past speaker - £50 (plus initial set up cost of £100)

Picture of Past Speaker and inscription in the gallery of pictures in the old town hall committee accommodation area. - £250

These costs could be funded from the existing budgets.

Details

At present the Speaker of the Council wears the Mayor's Chain when representing the Mayor at civic functions. If the Mayor's Chain cannot be worn by the Speaker, the Speaker wears the Cardington Badge. The Cardington Badge was a gift from RAF Cardington following the grant of the freedom of the borough to them. Having the badge allowed the Mayor to remove his/her chains during events and therefore be more able to participate in, for instance, dancing. Likewise, if the Mayor is abroad it offers an badge of office to be worn without the security concerns associated with the Mayor's Chains.

The allocation of the Cardington badge to the Speaker impinges on these arrangements. In addition by sharing this regalia and the Mayor's chains does nothing to distinguish the different roles of either the Executive Mayor or the Speaker.

The approval is therefore sought from the Mayor for a new chain of office for the Speaker that will allow engraving of the names of Speakers when they leave office.

The Mayor is also asked to approve the following concerning Past Mayors:

- A) A framed board onto which the names and period of office of Speakers will be inscribed.
- B) A badge that is presented to past Speakers.
- C) A small token broach/pin badge for the Consorts of past Speakers with the individual gift being selected after consultation with the past Speaker concerned.
- D) The inclusion of pictures of past speakers, in the gallery of past mayors, honorary aldermen and freemen, currently housed in the old town hall corridor, with an inscription of the name and period of office.

This continues the custom and practice of the Council in relation to its previous ceremonial Mayors.

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| Contact Officer | Keith Simmons |
| Previous relevant Minutes | None |
| File Reference: | POL/4/135 |
| Appendices: | None. |
| Background Papers | None. |