’n Unieke en sorgsame Vallei van uitmuntende dienslewering, geleenthede en groei.

Intlambo ekhethekileyo enenkathalo, egqwesayo kuniko-zinkonzo, ivulela amathuba kwaye iphuhlise.

A unique and caring Valley of service excellence, opportunities and growth.

**Interne Memorandum / Internal Memorandum**

**Van/From: Councillor:**

**Aan/To: Mr. R Esau, Director Strategic Support,**

**Datum/Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2018**

**Conferment of Honorary Title of Alderman on Cllr\_\_\_\_\_\_\_\_\_\_\_\_**

The above matter refers. I herewith apply to be bestowed the title of Alderman.

 In terms of paragraph 3.3.1.3 of Council’s Conferment of Civic Honours Policy, the title of Alderman may be bestowed on a Councillor who obtains a minimum of 20 (twenty) points on the following scale:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Policy Points Scale | Policy Points | Motivation | Actual Dates Served (Example: 1 February 2002 to 5 May 2005) | Completed Years | Points Claimed |
| one point for each completed year (12 calendar months) served as a Councillor on any local governmental body; | 1 |  |  |  |  |
| one additional points for each completed year served as a Chairperson of a Portfolio/Standing Committee or as a member of the Executive Mayoral Committee of any local governmental body prior to 5 December 2000; | 2 |  |  |  |  |
| two additional points for each completed year served as the Mayor of any local governmental body prior to 5 December 2000; | 2 |  |  |  |  |
| one additional points for each completed year of service as the Deputy Mayor, Speaker, member of the Executive Committee/Mayoral Committee or Chief Whip of the Council of the Breede Valley Municipality subsequent to 5 December 2000; | 1 |  |  |  |  |
| one point for each completed year (12 months) of service to communities via a non-statutory organisation or body, prior to 1 February 1995. Such Councillors to provide proof to the satisfaction of the Municipal Manager of membership of the executive of such organisation or body by means of an affidavit or a letter from such organisation or body as proof of the actual number of year served, provided that this provision shall not apply to those Councillors who had access to municipal elections prior to 1 February 1995; and | 1 |  |  |  |  |
| one additional point for each completed year service as Chairperson of a Portfolio Committee for being a member of the Executive Mayoral Committee. | 1 |  |  |  |  |
| Total Points  |  |  |  |  |  |

Please find attached proof as setout above.

Yours

\_\_\_\_\_\_\_\_\_\_\_\_

Councillor: …………………