



# RYDE

## TOWN COUNCIL

Paper To: Honours Working Party, Thursday 21<sup>st</sup> March 2019

Paper From: Grace Morris, Administration Assistant

### **'NEW YEAR'S HONOURS AWARDS' FEEDBACK REPORT**

#### **1. Overview**

To present the Working Party with feedback following the Town Council's introduction of the honours award process.

#### **2. Background**

The Honours Working Party consists of Councillors Sue Lyons, Nancy Farrell, Malcolm Ross, Michael Lilley and Charles Chapman.

The Terms of Reference which were agreed at Full Council on the 5<sup>th</sup> February 2018 are set out below:

- 1. The Town Council establishes an Honours Working Party, as an advisory committee to the Council, with the remit to:**
  - a. Develop a policy on the awarding of all types of honours by the Town Council and that this Policy be recommended to a future meeting of the Full Council for approval.**
  - b. The Policy make use of good practice developed by other parish and town councils in the awarding of all types of honours.**
  - c. Councillors Nancy Farrell, Christine Hall, Karen Lucioni and Sue Lyons be appointed to the Working Party. The Mayor and Deputy Mayor will also attend as ex-officio.**
  - d. The Working Party appoint a Chairman at its first meeting.**
- 2. In recognition of his contribution to engineering and invention, the Honours Working Party at its first meeting consider the awarding of the Freedom of Ryde to Mr John Ackroyd. The Working Party will be provided with a letter setting out the reasons for this proposal.**

The Honours Policy was adopted on the 5<sup>th</sup> March 2018 by Full Council.

At the behest of Full Council, the Honours Working Party oversaw the 10<sup>th</sup> Anniversary arrangements and the Honours Awards.

### 3. The Honours Process 2018/19

The New Years' Honours Awards evening was held on the 16<sup>th</sup> January at Ryde Rowing Club. There were 12 winners overall, 7 individuals and 5 organisations. We received 15 nominations in total. All of those who won an award attended the evening, and there was some very positive feedback.

### 4. Feedback

Please see below a selection of the feedback which we received. We also received some feedback online via social media in which a large community presence highlighted that everyone was thankful that the Town Council recognised the efforts of those nominated.

#### a) Peter Bourne

*Hello Saskia,*

*I am honored and most grateful for the award last evening. We had a lovely friendly evening with everyone, and it all went off very well.*

*Please would convey this to all concerned and to the Mayor as I am still amazed that anyone should think of me as a champion of anything.*

*With very best regards  
Pete Bourne*

#### b) Ryde Inshore Rescue

*My colleagues were very proud to receive the award and had an enjoyable evening meeting both staff and other award winners.*

#### c) Carol Jaye

*Thank you all very much for inviting me to the splendid evening at the Rowing Club and for my award.*

#### d) Ryde Carnival

*A huge thank you to Ryde Town Council for recognising the committees hard work, by awarding us a Certificate of Honour for our contribution to the community of Ryde. They have always been a great supporter of Ryde Carnival and we look forward to continuing to entertain and promote Ryde together in 2019*

### 5. Outcomes

#### 5.1 What went well?

- The overall evening was a success. All attendees gave very positive feedback, verbally, written and online.

- The badges and certificates were well received and are suggested to be used at the next awards.
- There were a range of reasons for those who won the awards, showing appreciation for the wider community.
- The decorations looked appealing, and made the event feel welcoming.
- A large community presence online indicated that everyone was thankful that RTC recognised the efforts of those nominated.

*5.2 What could have been improved?*

- It was very time consuming for staff arranging and setting up the event. However, we did have lots of sickness absence over this time which contributed to the number of members of staff needing to help.
- It would be best in future, if the budget allows, to have a venue decorate, cater and tidy for the next awards evening. This would help reduce consuming staff time.
- Those who were nominated for awards are likely to be those nominated again, therefore it is suggested that the Council should conduct the awards in the last year of its lifetime. This would mean Councillors have four years to get to know their residents and nominate any that deserve an award. This would mean the next awards are January 2021, followed by January 2025.
- For ease of nominations, an online form should be offered next time as well as paper forms, however the Town Council would have to consider GDPR when doing this. The form this year was based off of the Queen’s New Years’ Honours Award form, however a similar but more basic form should be used for the next one.

**6. Budget**

6.1 The Honours Working Party was allocated a budget of £2500. This was split into:  
 a) £1000 for the 10<sup>th</sup> Anniversary Celebrations  
 b) £1500 for the Honours Awards

6.2 The 10<sup>th</sup> Anniversary spent £1,101.05 and the Honours Awards spent £1,205.94. Following Full Council on the 28<sup>th</sup> January 2019, it was agreed that the Honours Working Party budget remained at £2,500.

6.3 Expenditure

<b>10th Anniversary</b>	
Beardsalls	£50.00
Beacon	£750.00
M&S	£121.05
Flag	£180.00
<b>Total</b>	<b>£1,101.05</b>

<b>Honours</b>	
Scroll	£48.00
Sculpt Glass	£120.00
Pin Badges	£251.94
Beacon advert	£230.00
M&S Food	£153.00
Shield and Medal	£75.00
Prosecco	£156.00
Balloons	£124.00
Glass Hire	£48.00
<b>Total</b>	<b>£1,205.94</b>

<b>Total Left</b>	
Honours	£294.06
10th Anniversary	-£101.05
<b>Total left</b>	<b>£193.01</b>

6.4 The next time that the Honours Awards take place, there will be no additional cost as incurred for the anniversary celebrations, however The Town Council will need to order more badges for the next event as a total of 53 were used, leaving 47 for the next event.

## 7. Policy

In light of the above, it is suggested that the Working Party consider recommending to the Full Council the following amendments to the Honours Policy, which is attached as an Appendix to this report:

### a) 5.3 Shields/Gifts

Shields/gifts will be awarded annually at the discretion of the Council to thank groups for their support of the Town Council, its services or events and/or support in the wider community of Ryde. Shields will be required to be returned before the next awards, however a commemorative gift will be provided in replacement.

Be amended to:

#### **5.3 Shields/Gifts**

*Shields/gifts will be awarded **in conclusion of the lifetime of each Council** at the discretion of the Council to thank groups for their support of the Town Council, its services or events and/or support in the wider community of Ryde. Shields will be required to be returned before the next awards, however a commemorative gift will be provided in replacement.*

### b) 5.4 Badge/Medal

A badge/medal will be awarded annually at the discretion of the Council to thank an individual for their support of the Town Council, its services or events and/or

support in the wider community of Ryde. The award will not be required to be returned.

Be amended to:

#### **5.4 Badge/Medal**

*A badge/medal will be awarded **in conclusion of the lifetime of each Council** at the discretion of the Council to thank an individual for their support of the Town Council, its services or events and/or support in the wider community of Ryde. The award will not be required to be returned.*

### **c) 8.2 RETIREMENT AWARDS**

When a staff member retires, the Town Council will provide a certificate of recognition, however any additional gifts will be self-funded by the Councillors and staff members of Ryde Town Council.

Be amended to:

#### **8.2 RETIREMENT AWARDS**

*When a staff member retires, the Town Council will provide a certificate of recognition and gift at the discretion of the Town Council.*

### **6. Recommendations**

*6.1 That the Honours Awards nominations and ceremony takes place at the end of the lifetime of each Council.*

*6.2 That the Honours Policy be amended as suggested above.*

Grace Morris  
Administration Assistant, Ryde Town Council