

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 02 March 2020

Portfolio:	Policy and Resources
Subject:	Citizen of Honour Nominations 2020
Report of:	Head of Democratic Services
Corporate Priorities:	Strong, safe, inclusive and healthy communities

Purpose:

This report presents nominations for consideration under the Council's annual Citizen and Young Citizen of Honour Awards 2020.

Executive summary:

The Citizen of Honour Award was introduced in November 1996. Five years later, the scheme was extended to recognise the efforts of younger residents under the age of 18 through the Young Citizen of Honour Award.

Over the last 23 years, the award has honoured 105 residents of the Borough, with nominations being received from all areas of Fareham.

This year, the Council has received 21 nominations overall. There are 14 nominations for the Citizen of Honour Award (18 and over) and 7 nominations for the Young Citizen of Honour Award (under 18).

At its meeting on 16 December 2019, the Executive agreed to limit the award to one Citizen of Honour and one Young Citizen of Honour for the years 2020 and 2021.

Recommendation/Recommended Option:

It is recommended that the Executive agrees that:

- (a) no more than one candidate is selected from the attached nominations to be formally recognised as Citizen of Honour 2020;
- (b) no more than one candidate is selected from the attached nominations as Young Citizen of Honour (under 18); and
- (c) subject to (a) and (b) above, which candidates be selected to receive the annual Citizen of Honour and Young Citizen of Honour Awards for 2020.

Reason:

The Citizen of Honour and Young Citizen of Honour Awards are valuable initiatives for rewarding local residents for their community service and for recognising the important contribution and difference that they have made to the lives of others. The Young Citizen of Honour category also recognises young people who have overcome severe personal difficulties or who give up their time to care for family or friends.

Cost of proposals:

All costs will be met through existing resources attached to this initiative.

- Appendices:**
- A: Confidential: Citizen of Honour Nominations 2020
Age 18 and over**
 - B: Confidential: Young Citizen of Honour Nominations 2020
Age under 18**

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Executive Briefing Paper

Date:	02 March 2020
Subject:	Citizen of Honour Nominations 2020
Briefing by:	Head of Democratic Services
Portfolio:	Policy and Resources

INTRODUCTION

1. The Citizen of Honour Award was initially introduced by the former Grants Sub-Committee on 25 November 1996. The Young Citizen of Honour Award was introduced in 2001.
2. The primary reason for the awards is to show the Council's gratitude in recognition of the voluntary, unpaid service to the community made by adult Borough residents. The awards also recognise young Borough residents aged under 18 who have shown bravery in their lives or have helped other people.
3. To demonstrate the importance and distinction of these awards, they are presented to the winners at the Mayor Making ceremony each year by the outgoing Mayor.
4. The award winners and their guests are then invited to a private reception, held in their honour, in the Mayor's Parlour, on a date after Mayor Making, where the new Mayor presents each person with their Citizen of Honour certificate. The award winners are also asked to sign the Roll of Honour and their names are added to the Fareham Borough Council webpage.

PUBLICITY AND PROMOTION

5. In order to encourage greater participation in the scheme, a marketing campaign was put in place. A 'superhero' theme was used to promote the awards through a range of different communication channels both online and offline.
6. A letter to explain the scheme and encourage people to nominate others, along with leaflets and posters, was sent to community centres, schools and libraries.
7. The awards were promoted on Council Connect, including posters, and a video was shown on the two screens at various points in the run up to the closing date. The video was also shown on the screens in the reception area of the council.

8. Various 'Tweets' and 'Posts' were placed on Twitter and Facebook. Posts on Facebook were boosted and targeted those who are 'friends' with the Council on the site, as well as those that are 'friends' with them.
9. Posters were displayed on bus shelters along Newgate Lane and in the town centre.
10. The awards were featured at various points in the local press such as The News, Daily Echo, Business South and Forget Me Not magazine.
11. All information about the scheme is on the Council's website and was shown on the main story rotator on the landing page at various points throughout the campaign.

NOMINATIONS FOR THE 2020 AWARDS

12. This year, the council has received 21 nominations overall. There are 14 nominations for the Citizen of Honour Award (over 18 years old) and 7 nominations for the Young Citizen of Honour Award (under 18 years old).

SELECTION PROCESS

13. At its meeting on 16 December 2019, the Executive resolved to limit the award to one Citizen of Honour and one Young Citizen of Honour for the years 2020 and 2021.
14. The Executive also agreed to ensure that all Members are positively encouraged to be involved in the Citizen of Honour selection process by making representations at the Executive meeting or by making contact with Executive members.
15. To assist with this wider participation, the Corporate Services Manager has contacted all councillors to highlight the Citizen of Honour report on the agenda and to encourage them to make representations to the Executive.

OFFICIAL PRESENTATION OF AWARDS

16. In order to retain the profile of the awards, they will be presented during the Annual Council Meeting, before the commencement of the Mayor Making Ceremony in May this year. The winners will also receive invitations to the Mayor Making lunch and to a reception in the Mayor's Parlour, where the Roll of Honour will be signed, and certificates will be presented.

FORMAL DECORATIONS

The official award presented to the winners of each of the categories is an enamelled pin decoration, engraved with the winner's name, and a framed certificate. This year all winners will receive a £100 one for all voucher in lieu of the family pantomime tickets given to previous winners, due to the temporary closure of Ferneham Hall.

OFFICIAL CITIZEN OF HONOUR DUTIES

17. The winners of each of the awards are invited to a number of civic functions as guests of the Mayor. Currently these are the annual Civic Service, the Remembrance Day service and any special or ad-hoc events that may be arranged in the year of the award.

FINANCIAL IMPLICATIONS

18. The fund of this awards scheme will continue to be met from resources allocated within the Civic Ceremonials budget.

PROPOSAL

19. The Executive is requested to consider all the nominations as presented and select one successful candidate to be formally recognised as Citizen of Honour 2020, and one young person aged under 18 to be recognised as Young Citizen of Honour for 2020.

RISK ASSESSMENT

20. There are no significant risk considerations in relation to this report.

CONCLUSION

21. Since their inception, the Citizen of Honour and Young Citizen of Honour Award schemes have recognised the tremendous voluntary work and selfless, courageous acts performed by local residents of Fareham.
22. This report presents the nominations received for the Citizen of Honour and Young Citizen of Honour Awards 2020 and requests that the Executive considers and selects the winning nominees.

Enquiries:

For further information on this report please contact Pauline Lock (Ext 4400)