



Community Honours Policy

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1 Purpose

To award individuals or organisations that have gone above and beyond in providing services to the Manawatū District, in one or more categories of Community Service, Welfare, Sport and Recreation, Culture and Heritage, the Arts, Education and Environmental Stewardship with a Community Honour.

2 Criteria

2.1 Any person, including young persons as well as persons who have died within 12 months (posthumous awarding). Individuals can be nominated for providing service to the Community in one or more categories, including Community Service, Welfare, Sport and Recreation, Culture and Heritage, the Arts, Education and Environmental Stewardship. Nominations will be assessed against a variety of criteria, including:

- Impact of the service to the Community and District.
- Length of service (if relevant). While the length of service is a factor for consideration, single acts of service are also eligible for a Community Honour if they were highly impactful.
- Voluntary nature of the service. Voluntary service is generally prioritised, however non-voluntary service (e.g., paid work) may be considered in exceptional circumstances.
- The quality of the nomination and support letters, and whether this provides the Council with enough confidence that the awarding of a Community Honour is warranted.

2.2 Nominations must be signed by either two residents of the Manawatū District, or by two officers of a nominating organisation, recording the designations of their office alongside their signatures.

2.3 In the ordinary course of events the person will have carried out predominantly voluntary work. However, the receipt of payment will not necessarily disqualify the person from receiving an award.

2.4 In exceptional circumstances the Council may make an award to a non-resident of the Manawatū District if the community service has been carried out in the Manawatū District.

2.5 Any nominee who has received a New Zealand Royal Honour is eligible to be nominated for a Community Honour.

3 Nomination Process

3.1 The Council is responsible for the calling of nominations and selection of suitable candidates to receive awards under the Council's Community Honours scheme.

3.2 Nominations are open all year round and close 31 July annually.

- 3.3 Nominations are often made by community organisations that are responsible for coordinating the nominees service or are benefactors of it. However, nominations can also be submitted by individuals.
- 3.4 It is important that nominations are clear and concise, and include supporting documents from relevant community organisations or individuals (on letterhead if possible). The more information that is provided, the easier it is for the Council to accurately review and decide on its merits.
- 3.5 Nominees that are not successful in any one year may be renominated for consideration in subsequent years.
- 3.6 Decisions of the Council are final and binding.
- 3.7 The Council reserves the right to revoke a Community Honour if future actions of a past recipient lead to a conviction in the same area as that for which the original community honour was awarded.

Community Honours Nomination Form



Nominee Details

Name: *

Address: *

Phone: *

Email: *

First Nominator Details

Name: *

Address: *

Phone: *

Email: *

Organisation:

Position held:

Second Nominator Details

Name: *

Address: *

Phone: *

Email: *

Organisation:

Position held:

Supporting Details

Area of service: *

Community Service

Welfare

Sport and Recreation

Culture and Heritage

The Arts

Education

Environmental Stewardship

Impact of the service on the Community and District: *

Length of service (i.e., when did the service start and end): *

Was the service voluntary? If not, why is the service still deserving of a Community Honour? *

Please attach testimonials (please use official letterhead if from an organisation): *

or drag files here.