



...EVERYDAY ADVENTURE

To: : District/County/Area/Region Commissioners and Secretaries and County award recipients
CC: Chief and Regional Commissioners and the Regional Development Service

Dear Commissioner

Commissioners Commendation Award

I am delighted to announce the introduction of this new award which can be used by County, Area, Island and Regional (in Scotland) Commissioners, this award carries no criteria and is illustrated by a purple knot to be worn in the same place on the uniform as all other awards to recognise it is part of our family of awards while being awarded locally and without national input.

Certificates, cloth emblems and brooches are available from Scout Shops and a template certificate suitable for amending locally with a County logo is available only to Commissioners via the Scout Print Centre - login at scouts.org.uk/brand and click on the green print centre button (bottom left hand corner).

Similar awards have been very successfully used for many years in many counties across the United Kingdom and is a useful tool, for all ages and membership or supporters as a recognition of work, support or effort and is particularly useful in filling the gap when someone comes up for retirement or the criteria cannot be met for any other award. It is also particularly useful when working with young people between the ages of 16-18 before they enter the adult award age range.

Awards update - St Georges Day Awards Applications 2014

Thank you for the 802 award applications submitted for consideration for the St Georges Day 2014. While we always hope that these will come in over a number of months, as normal the vast majority came in the month of August but we managed to cope. I would however be very grateful if you would consider sending your nominations in as they arise rather than in bulk which helps the office and the process of assessing the awards. Of the 802 award applications, 675 were successfully added to the St George's Day list after the first reading and a further 56 were offered lower or higher awards depending on the citation. The rest were returned to the initiating Commissioner requesting an enhanced citation or suggesting appropriate submission for next year or the year after. No awards were again turned down ensuring that we continue with our mission to find reasons why we should thank people and not reasons why we shouldn't.

To uphold a national benchmark for all national awards, on occasions there will be a request for stronger re-submissions so that the citation highlights the evidence of outcomes, particularly since a date of the last award. Service prior to a previous award is not considered so evidence and information before this date should be avoided when writing citations and we particularly ask Commissioners to use the recommendation box with a clear recommendation supporting the nomination and why they are outstanding, not just putting in the award initials 'SA/SW or I approve'.

The deadline for 2015

Applications are arriving for consideration in the 2015 St Georges Day list but I should be grateful if you would ensure that all nominations reach the Awards Office by **1st September 2014**, as unfortunately applications received after this date will be returned. As noted above an early submission allows time to contact you for additional information to help make decisions and approve

the awards. As the Commissioner who is submitting the nomination I should be extremely grateful if you would please check the award criteria before it is submitted to avoid queries. Simply things for which awards are returned are no training, time between the last award and this application and lack of evidence in the citation.

Assistance with citation writing on award applications

In an effort to make applying for awards easier for all, our current system has been reviewed and a helpful appendix is now available to support the TSA06/GS award forms. A series of questions will help you write the citation. It will also be available on the online awards nomination process in Compass. scouts.org.uk/awards.

Award Application Support

To assist Commissioners in the production of citations and a deeper understanding of the awards process, members of the awards team are available to attend workshops, conferences, events and gatherings. Following pilots in 2013 at Gilwell Reunion and over the last 2 years this support has been well received and has seen an improvement in the quality of citations. If you are interested in a member of the Awards Board coming to meet with your District Commissioners, Awards Board or the people who write the citations, please contact the [awards team](#) at Gilwell Park who will be happy to liaise with you to make the arrangements. It is important that you give plenty of notice of the date as like all in Scouting we are busy people.

Timescales for applications

To help everyone understand the process, here is a short summary month by month;

November - discuss applications and requests for enhanced citations or other queries.

Mid-December – deadline for enhanced citations

December – assume if you've had no reply, the nomination has been approved

January – administration of letters and lists to meet magazine printing deadlines

January – administration of awards for despatch to Commissioners in March

If you are asked to update, enhance or develop a citation please work within the timescale. The Awards Board can help via telephone conference to enhance citations. Discussing citations can sometimes assist in producing the information required.

National Honours

The Scout Association like all other charities and groups across the United Kingdom are encouraged to find people who should be nominated for a National Honour such as a British Empire medal/ MBE / OBE etc.

County Commissioners were this year contacted where it was felt appropriate through reading the citation that a National Honour should be applied for. We encourage County and District Commissioners to look at the people they are nominating for a Scout Association Award as to whether this person should be nominated for a National Award and advise them to contact the Honours and Appointments Secretariat in the Cabinet Office, details of which can be found at gov.uk/honours The citation will need to be strong and well supported, clear evidence given but if the person is felt to have worked within scouting at the most exceptional level then consideration should be given to spending the time in making a nomination, as this again shows the gratitude we have for the work effort and commitment that these adults give to young people in the Association over so many years.

While I write may I thank you for your commitment and dedication in ensuring that our adults are rewarded through the National Honours system and if I or any member of the Awards Board can be of any help to you, please do not hesitate to contact us through the Awards Office at Gilwell Park.

With every best wish for your continued work locally and I look forward to a bumper year of nominations for the St George's Day list 2015.

Yours sincerely,



Richard M Butler

Chairman of the Awards Boards

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