

Volunteer Recognition Events 2022: FAQs

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1. About the event: General information

What are the Volunteer Recognition Events 2022?

A series of regional garden party style events to be held on weekend afternoons (with exception of the North and East event in York) in prestigious venues. Guests are asked to arrive at 2.30pm for a 3.00pm start. The event will finish at 6pm.

Who has been invited?

The guests are long-service awardees and other volunteers recognised through the Excellence in Volunteering Award (EVA) scheme from 2020 onwards. Each awardee (including EVA Group awardees) can bring one guest to the event.

Where and when are the events?

Region	Venue	Date	Arrive	Start	End
Scotland	Hopetoun House, Edinburgh	Sunday 19 June 2022	2.30pm	3pm	6pm
Republic of Ireland	St Helen's Hotel, Dublin	Saturday 25 June 2022	2.30pm	3pm	6pm
Northern Ireland	Belfast Castle, Belfast	Sunday 26 June 2022	2.30pm	3pm	6pm
North and East	Castle Howard, York	Friday 1 July 2022	2.30pm	3pm	6pm
South East	Hampton Court Palace, London	Saturday 3 September 2022	2.30pm	3pm	6pm
South East	Hampton Court Palace, London	Sunday 4 September 2022	2.30pm	3pm	6pm
South East	Hampton Court Palace, London	Saturday 10 September 2022	2.30pm	3pm	6pm
South West	Britannia Royal Naval College, Dartmouth	Sunday 18 September 2022	2.30pm	3pm	6pm
Wales, West and Isle of Man	Llangoed Hall Hotel, Llyswen, Brecon	Sunday 25 September 2022	2.30pm	3pm	6pm

How have invitations been allocated?

Invitations have been allocated based on proximity to the venue for the volunteer and not by RNLI region. Because of this, some guests may be invited to a different venue to others in their region.

What information will guests receive before attending?

Detailed event information has been included in the original invitation. If you have any

further queries, please get in touch with the Event Support Team at events@rnli.org.uk

What's happening at the event?

- Drinks on arrival
- Welcome
- Fizz and canapés
- Speeches and toast
- Garden games and fun.

I cannot attend my allocated venue, can I move to another location?

If you cannot attend your allocated venue, please contact the Volunteer Recognition Team at volunteer_recognition@rnli.org.uk as soon as possible. We will try to accommodate these requests where venue capacity allows.

Can I bring more than one guest?

Due to venue capacity, we are unable to offer awardees the option to bring more than one guest, unless you need to bring a carer or someone in a support capacity.

What is the dress code?

Smart lounge suits or RNLI uniform (RNLI issued guernsey, shirt and tie/scarf). However, these events are outdoors and will go ahead whatever the weather. Please check the weather forecast prior to travelling and dress appropriately for the conditions. Flat shoes are advised due to uneven surfaces.

Should I wear my medal/badge?

Guests can wear their medals/badges at the event. RNLI Long Service and Gallantry medals should be worn on the right breast as they are not currently awarded on behalf of Her Majesty The Queen.

Military medals, and all other awards presented on behalf of the state, should be worn on the left breast and in the following order (with orders and decorations at the inner breast):



Foreign awards that have been authorised for wear should be mounted at the end of the group after Long Service awards.

Will there be a photographer at the event?

A photographer will be there to capture a selection of images, which will be shared after the event. If you don't want to be included in photographs, please let the photographer know.

What is the expenses policy?

The RNLI will pay reasonable volunteer expenses incurred (detailed in the Volunteer Expenses Policy) when attending a Volunteer Recognition Event, for example, where overnight accommodation is necessary because you are unable to travel home that same day. Anyone wishing to make a claim must [contact the Volunteer Recognition Team](#) before incurring the expense. Awardee claims may also include expenses incurred by their guest.

The Volunteer Recognition Team will be responsible for processing all volunteer expenses claims.

Unreasonable expense claims

In the event a claim is submitted that is not in line with the Volunteer Expense Policy and deemed unreasonable, the awardee in question will receive a call to explain and discuss expenses can be claimed and which cannot.

Will I be presented with anything at the event?

This event is a celebratory event rather than an awards presentation. All awards have been sent out to regional bases prior to the event so that they can be presented locally. Awardees from 2020 and 2021 should already have received their awards.

2. Access and other requirements

Are the venues accessible?

The venues are fully accessible for wheelchair users, however, please be aware this is an outdoor event and there will be grass and gravel in parts.

*Please note that for the events at **Britannia Royal Naval College, Dartmouth** and **Castle Howard, York**, guests will need to bring their invite with them and state their name at the main gate. Without this information you will not be able to gain access.*

Is parking available?

Parking is available, but varies between locations – please see below:

Hopetoun House, Edinburgh: Parking is free of charge. RNLI staff will be managing the car park, so guests can look out for people in high-visibility jackets. There are blue badge holder/accessible parking spaces available, and guests are able to drive up to the house to be dropped off if required.

St Helen's Hotel, Dublin: Underground parking is available at the venue. Accessible parking is also available.

Belfast Castle, Belfast: There is free parking in the car park at the end of the main driveway. Accessible parking is available; however, this is limited. Please let us know if you require a blue badge holder/accessible parking space and we will help where we can.

Castle Howard: There will be a dedicated car park for this event and you should follow the signs and directions from the car park marshals and not to park in the main visitor car park.

Hampton Court Palace, London: Unfortunately, there is very limited parking available on site, so we highly recommend using public transport. There are nine parking spaces for blue badge holders at the venue. The nearest car parks are Hampton Court Train Station and Bushy Park, which are a 15-minute walk away.

Britannia Royal Naval College, Dartmouth: Parking is available on site. Guests are advised to go to the main gate, show your invite and state your name. You will then be directed to the car park. Guests are asked to give all the names of those attending, together with their car registration, when you RSVP.

Llangoed Hall Hotel, Llyswen, Brecon: There is limited parking at the venue itself, which will be allocated on a first-come first-served basis. Please let us know if you require a blue badge holder/accessible parking space and we will help where we can.

Guests have access or other requirements, who do I tell?

Guests have been asked to specify any requirements in their RSVPs, but if you have any further queries or concerns, please gather as much information as possible and forward it to volunteer_recognition@rnli.org.uk.

Will food be provided?

Yes, canapes will be provided, but not a formal sit-down meal or buffet.

Dietary requirements

Guests have been asked to specify any requirements in their RSVPs, but if you have any further queries or concerns, please gather as much information as possible and forward it to volunteer_recognition@rnli.org.uk.

Is a bar going to be available?

Yes, a bar will be available for guests to purchase drinks. Last drink orders will be at 5.30pm.

4. Contacts

If you have any queries not covered in this FAQs, please contact the Volunteer Recognition Team at volunteer_recognition@rnli.org.uk.