

# Local Protocol on Civic and Ceremonial

**(Note: The recommended names of Ceremonial Mayor and Deputy Ceremonial Mayor used throughout this Protocol are subject to Council approval.)**

## 1. Introduction

- 1.1 This Protocol is provided to ensure a consistent approach in respect of civic and ceremonial events, ensure that the role of civic and ceremonial promotes the reputation of the Council and to ensure the correct etiquette is applied.

## 2. Key responsibilities of the Ceremonial Mayor and Deputy Ceremonial Mayor

- 2.1 These are set out in the Job Descriptions for the Ceremonial Mayor and Deputy Ceremonial Mayor in this Constitution. The Ceremonial Mayor acts as ambassador for the Council and also for Torbay. By being a non-political, impartial figure, he or she represents the whole community. The Ceremonial Mayor visits communities and businesses, representing the Council and the Borough, and he or she can also welcome delegates and visitors to Torbay on behalf of the community. For clarity, the Leader of the Council's role is to act as an ambassador for the Council promoting its work and acting as its principal political spokesperson.

- 2.2 The Ceremonial Mayor, Deputy Ceremonial Mayor and their Consorts/Escorts, when undertaking their civic and ceremonial roles shall:

- i. not bring the Council into disrepute through abuse of office;
- ii. have regard to advice given by the Governance Support Team;
- iii. not attend any function or otherwise give support to any organisation or person, whose objectives are contrary to law and/or Council policy;
- iv. not solicit engagements or visits at home or otherwise procure favours by virtue of office;
- v. not overspend the budget/allowance allocated to the Ceremonial Mayor;
- vi. be of good health to undertake the role (for example to be able to: maintain high levels of concentration during long Council meetings; to cope and manage controversial debate at Council meetings; attend a large number of civic events, including during unsocial hours, without becoming fatigued; hold and engage an audience at civic events for long periods of time; and attend civic events which may be held outside in inclement weather); and
- vii. shall behave in a manner appropriate and fitting to their positions.

## 3. Annual Meeting of the Council

- 3.1 The election of a Ceremonial Mayor of the Council shall be the first item of business conducted by the Council in accordance with the Local Government Act 1972. The Ceremonial Mayor's term of office is one municipal year and during this time he/she continues to be a member of the Council. The Ceremonial Mayor presides the meetings of Council and is a non political role. A new Deputy Ceremonial Mayor is also elected at this meeting.
- 3.2 The incoming Ceremonial Mayor and Deputy Ceremonial Mayor will make a declaration of acceptance of office and oath of allegiance in the presence of two Justice of the Peace when accepting the Term of Office at the Annual Meeting of Council. It is for the Ceremonial Mayor to identify the Justice of the Peace representatives.

- 3.3 When considering which members to nominate for election to Ceremonial Mayor and Deputy Ceremonial Mayor, those members' ability to meet all the responsibilities outlined in paragraph 2 above shall be taken into account. Particularly the member's physical health for carrying out the role in order that the Council maintains its duty of care for elected members.
- 3.4 Where the Ceremonial Mayor wishes to have a civic lunch, this will be held on the same day as the Annual Council meeting with an adjournment for the Council meeting to reconvene at 5.30 pm to consider the remainder of the Council business on the agenda.

#### **4. Civic Events**

Below is a list of typical events which are organised during the Ceremonial Mayor's Year in Office.

##### **4.1 Civic Service**

The Civic Service is normally held at the Ceremonial Mayor's Chaplain's place of worship or other venue as the Ceremonial Mayor requests. Determination of the date of the Service is by the Ceremonial Mayor in consultation with the minister or other person identified by the Ceremonial Mayor and the Events Team. The date for the Service will not clash or coincide with any other elected member events or Council or Committee meetings or major events that the Events Team manage.

The Civic Service can be held at any time during the Civic year, but historically it is held in late September/October. Care should be taken to avoid clashing with similar events organised by neighbouring authorities.

Civic Dignitaries from the Council's designated list together with other individuals identified by the Ceremonial Mayor will be invited to attend and partake in any refreshments the Ceremonial Mayor wishes to provide after the service.

##### **4.2 Remembrance Sunday**

Remembrance Sunday is held on the Sunday nearest to the anniversary of Armistice Day held on 11 November at 11 am. The Service of Remembrance is led by the Ceremonial Mayor's Chaplain or other representative of the Ceremonial Mayor, following which the Ceremonial Mayor will lay a wreath in memory of those Torbay men and women who gave their lives for their country.

##### **4.3 Miscellaneous events**

Various miscellaneous events are attended by the Ceremonial Mayor, examples of which are listed below:

- a. Hosting Royal Visits where requested by the Lord Lieutenants Office
- b. Twinning events – Torbay is twinned with the German town of Hameln and Hellevoetsluis in The Netherlands
- c. events to raise funds for the Ceremonial Mayor's chosen charities
- d. Education Awards and Graduation Ceremonies
- e. Opening of Fayre's/Fetes/Garden Parties/Coffee Mornings/100<sup>th</sup> Birthday celebrations
- f. Presenting Awards and Prizes to individuals and organisations

- g. Art Exhibitions and presentations at local schools
- h. Firework Displays
- i. Armed Forces Day
- j. Other authority's Civic events

## **5. Civic Invitations**

- 5.1 Public organisers of events may request the Ceremonial Mayor to attend events. Duties which the Ceremonial Mayor may carry out at such events include:
- a. Attending functions within Torbay, or on occasions outside the Bay as a Ceremonial Representative of the Council;
  - b. Undertaking official openings or presentations within Torbay on behalf of the Council; and
  - c. Representing the Council during royal visits to the town when requested by the Lord Lieutenant's Office.
- 5.2 All invitations for the Ceremonial Mayor to attend such events shall be sent to the Governance Support Team.
- 5.3 Priority will be given to events within the Borough and promote Torbay. Attendance at events held outside Torbay will only be accepted if it enhances the promotion of Torbay. Invitations will not normally be accepted if the invitation cannot be reciprocated for example civic dinners hosted by other local authorities.
- 5.4 Event organisers are required to give as much notice as possible of their upcoming event. In the case of invitations being received less than 72 hours before an event, the Head of Governance Support reserves the right to decline attendance at the event on behalf of the Ceremonial Mayor.
- 5.5 If the Ceremonial Mayor is unable to attend an event to which they have been invited, the Deputy Ceremonial Mayor will be invited to attend and represent the Council. In the event of the Ceremonial Mayor or Deputy Ceremonial Mayor not being able to attend and it is appropriate to invite an alternative representative, the most recent former Chairman will be invited to attend. This will be determined by the Head of Governance Support in consultation with the Ceremonial Mayor.
- 5.6 Invitations to functions should not be sent to the Deputy Ceremonial Mayor. The Deputy Ceremonial Mayor will not normally attend functions in his/her own right, except when deputising for the Ceremonial Mayor.
- 5.7 It is not normal practice for the Deputy Ceremonial Mayor to attend the same events as the Ceremonial Mayor. There are exceptions such as, Remembrance Sunday, Civic Church Service/Carol Concert, Civic Ball/Garden Party, Civic Lunch/Dinner. Other requests will be determined by the Head of Governance in consultation with the Ceremonial Mayor.
- The Ceremonial Mayor will also determine if the Deputy Ceremonial Mayor is permitted to wear civic regalia.
- 5.8 Where a commitment has been given for the Ceremonial Mayor or Deputy Ceremonial Mayor to represent the Council/Torbay at an event, the commitment will

normally be honoured. The only exceptions to this will be in the event of illness or other personal circumstances.

## **6. Consort or Escort**

- 6.1 It is usual for the Ceremonial Mayor to identify one person who will accompany them to all or most of the civic and social activities which they attend. The choice of companion is at the Ceremonial Mayor's discretion. The Ceremonial Mayor may choose to attend events alone or perhaps only take a guest to some events.
- 6.2 The position of Consort/Escort is not provided for in law and therefore has no legal status. However, if a Consort/Escort is appointed, they are expected to uphold high standards of conduct as outlined in 2.2 above and not bring the Council into disrepute, specifically as the role of Ceremonial Mayor is a politically neutral role, their Consort/Escort will maintain political neutrality at all times during their appointment i.e. not only when undertaking Consort/Escort duties. The Consort/Escort cannot represent the Ceremonial Mayor at civic events, their role is purely to accompany the Ceremonial Mayor. The Consort/Escort is not entitled to receive any benefits afforded to the Ceremonial Mayor or Councillors as part of their role.
- 6.3 It will be for the Ceremonial Mayor to determine whether his/her guest will be referred to as a Consort or Escort. It is traditional for a female guest to be referred to as a Consort if married to the Ceremonial Mayor and Escort if not. A male guest, irrespective of marital status, is normally known as the Escort.

## **7. The Role of the Deputy Ceremonial Mayor**

- 7.1 The Deputy Ceremonial Mayor shall assist the Ceremonial Mayor as requested and shall if necessary assist the Ceremonial Mayor in representing the Council on civic or formal occasions.
- 7.2 If an organisation makes a specific request/invite direct to the Deputy Ceremonial Mayor, this shall be directed to the Ceremonial Mayor. The Deputy Ceremonial Mayor will deputise on those occasions where the Ceremonial Mayor is unable to carry out a civic duty due to illness, holidays or other personal circumstances.
- 7.3 On occasions when the Deputy Ceremonial Mayor is invited to a function in his/her own right, this will be confirmed with the Head of Governance Support in consultation with the Ceremonial Mayor.
- 7.4 In particular if the Ceremonial Mayor is not able to be present at a Council meeting, the Deputy Ceremonial Mayor will take the Chair. When the Ceremonial Mayor is present at Council, the Deputy Ceremonial Mayor will sit to the Ceremonial Mayor's side on the Dias in order to assist the Ceremonial Mayor in chairing the meeting (for example, identifying councillors who wish to speak about an item under discussion).
- 7.5 Like the Ceremonial Mayor, the Deputy Ceremonial Mayor usually identifies a companion to accompany them to civic and social events attended in their official capacity as Deputy Ceremonial Mayor. The Deputy Ceremonial Mayor may choose not to have a Consort/Escort or attend events alone.
- 7.6 The position of Deputy Ceremonial Mayor's Consort/Escort is the same as the Ceremonial Mayor's Consort/Escort and is outlined in paragraph 6 above.

## **8. Ceremonial Mayor's Charity**

- 8.1 The Ceremonial Mayor's Charity traditionally raises funds for local charities. The Ceremonial Mayor may decide to support a maximum of two charities. The chosen charity must be registered with the Charity Commission and provide benefit to Torbay's community and assists the Council in meeting its Corporate Plan priorities.
- 8.2 The Ceremonial Mayor announces the chosen charity at the Annual Council when they are elected. If the Ceremonial Mayor has chosen to support two charities, it will be for the Ceremonial Mayor to determine how the proceeds raised will be split between the organisations.
- 8.3 Any cheques or proceedings from fund raising events are to be processed by the Events Team. All cheques must be made payable to 'Torbay Council'. The Council's Finance department will keep accurate records of income raised for the Ceremonial Mayor's Charity and arrange for payments to be made to the Ceremonial Mayor's charity/charities when the Ceremonial Mayor's Term of Office ends in accordance with the Council's Financial Regulations.
- 8.4 Funds raised for the Ceremonial Mayor's charities cannot be used for any other purpose other than as a donation to the charity identified when the funds were raised.
- 8.5 Other events may be organised by local organisations, clubs or institutions, with proceeds given to the Ceremonial Mayor's Charity. If the Ceremonial Mayor wishes to hold his/her own charity event, the details and arrangements will be agreed with the Executive Head of Business Services.
- 8.6 To enable the Ceremonial Mayor to raise funds for local charities, the Council relies on local businesses donating prizes to be used on raffles and tombolas, etc. It is the responsibility of the Ceremonial Mayor to organise such prizes or raffles.
- 8.7 The Ceremonial Mayor's Charity/Charities may be invited to give presentations at appropriate civic events and guidance on such presentations will be provided by the Governance Support or Events Teams as appropriate.

## **9. Ceremonial Mayor's allowance and other costs**

- 9.1 In accordance with the Members' Allowances Scheme, the Ceremonial Mayor is paid a Special Responsibility Allowance. The Ceremonial Mayor is also paid an additional allowance which is separate from the Members' Allowances Scheme to meet expenses such as:
- a. Clothing
  - b. Partner's clothing
  - c. Donations to charities
  - d. Collections at events
  - e. Personal hospitality (including lunches and dinners)
  - f. One-off events held by the Ceremonial Mayor
- 9.2 It should be noted that the purchase of the above items would not necessarily qualify towards the allowance for tax-deductible purposes; it merely suggests that the items relate to maintaining the dignity of the office.

- 9.3 The Council will also retain a proportion of the Ceremonial Mayor's allowance for certain civic events including Remembrance Sunday and Civic Service. This retained allowance will also be used where Council's Security Team is required to transport the Ceremonial Mayor to events where the Ceremonial Mayor is required to wear the full Chain of Office. The Ceremonial Mayor is required to plan the use of the retained allowance over the year.
- 9.4 The Council will meet the cost for printing the Annual Council booklet. The Council will fund up to £100 towards the printing costs for the Torbay Civic Awards certificates.
- 9.5 If the Ceremonial Mayor chooses to hold a Civic Lunch or Civic Ball or Garden Party and/or a Civic Carol Concert, the full cost of the event (including the cost of officer time) shall be self funding and covered by the sale of tickets. Once all the costs have been met, any additional revenue received will be donated to the Ceremonial Mayor's Charity account. All guests will be expected to purchase their tickets with the exception of the past Ceremonial Mayor and their guest and the Ceremonial Mayor's Chaplain and guest - these tickets will be paid from the Ceremonial Mayor's retained allowance. Any loss made as a result of the any such events shall be paid in full by the Ceremonial Mayor.
- 9.6 Once the budget level has been reached, no payments can be made or further orders placed by Council staff and there shall be no overspend of this budget.
- 9.7 At the end of the term of office, the retiring Ceremonial Mayor is able to purchase a Past Ceremonial Mayor's badge plus a badge for their Consort/Escort. The cost will be met personally by the Ceremonial Mayor and will be ordered on a blue ribbon.

## **10. The Role of the Ceremonial Mayor's Chaplain**

- 10.1 The Ceremonial Mayor is invited (but not required) to choose a Chaplain to provide spiritual guidance and/or reflection during their term of office.
- 10.2 If a Chaplain is requested by the Ceremonial Mayor, they shall ensure that their chosen Chaplain is made aware, that the Council is committed to the values of equality and diversity for all. The Chaplain must be inclusive of those from all faiths/beliefs as well as those who choose none in the delivery of their prayers or reflection.
- 10.3 It is an honorary title and the Chaplain is invited to attend and take part in various civic events for example: Annual Council, Armed Forces Day, Remembrance Day, Civic Service, Civic Carol Service and the Ceremonial Mayor's Ball or Garden Party. Any costs associated with attending these events will be met from the Ceremonial Mayor's allowance retained by the Council.
- 10.4 If the Ceremonial Mayor requests they may ask their Chaplain to open Council meetings with a short inclusive prayer or reflection (no more than 2 minutes) and in accordance with paragraph 10.2 above. The Ceremonial Mayor must confirm their intention for their Chaplain at Council meetings for the entire municipal year with the Head of Governance prior to the Annual Council meeting.

## **11. Civic Regalia**

- 11.1 The Ceremonial Mayor's robes of office consist of a red robe, trimmed with fur, a black cocked hat, a lace stock (Jabot) worn around the neck and white gloves. The Ceremonial Mayor may use the Council's robe and hat and it is for the Ceremonial Mayor to purchase their own jabot and gloves.
- 11.2 Robes can not be worn without chains of office.
- 11.3 The Ceremonial Mayor will determine whether or not they wear the robes throughout their term of office. If the Ceremonial Mayor chooses to wear the robes of office during their term, then they are only permitted at the following ceremonial occasions:
- a. Civic Service,
  - b. Remembrance Sunday,
  - c. Royal Visits,
  - d. Council meetings,
  - e. Civic Lunch/Dinner,
  - f. any events arranged by the Lord Lieutenants Office requesting the robes be worn.
  - g. Receiving guests from Cruise Ships (land based only)

Any additional requests for the robes to be worn will be determined by the Head of Governance.

- 11.4 The full Chain of Office shall only be permitted to be worn at the following ceremonial occasions:
- a. Civic Service,
  - b. Remembrance Sunday,
  - c. Royal Visits,
  - d. Annual Council meetings,
  - e. Civic Lunch/Dinner,
  - f. any events arranged by the Lord Lieutenants Office requesting the robes be worn.

For all other events the Ceremonial Mayor shall wear the smaller chains of office with the Torbay fob and these chains shall not be worn with the robes, with the exception of Council meetings where the Ceremonial Mayor wishes to wear robes.

- 11.5 The Ceremonial Mayor shall not wear the civic insignia in another local authority area without express permission from the Council for that area.
- 11.6 Civic chains should never be worn with a military uniform. However, a Ceremonial Mayor who is a member of the clergy may wear full canonicals with the chain over the gown. Similarly, the chain may be worn over academic dress.
- 11.7 The Deputy Ceremonial Mayor's robe consists of a blue robe, trimmed with fur. The Deputy Ceremonial Mayor will wear the Deputy Ceremonial Mayor's civic chains provided by Torbay Council.
- 11.8 The Deputy Ceremonial Mayor shall be permitted to wear chains of office when the Ceremonial Mayor is wearing them at an event.

- 11.9 The main chain of office and Torbay fob should only be used within the United Kingdom and when the Ceremonial Mayor is accompanied by a Security Officer of the Council. Arrangements must be confirmed with the Council's insurers before any civic regalia is taken out of the country.
- 11.10 A ribbon and Torbay Fob only must always be used when boarding a ship or boat or event on water. Chains are not permitted to be worn on these occasions.
- 11.11 The Ceremonial Mayor's Consort/Escort, if female, may choose to wear a Chain of Office when accompanying the Ceremonial Mayor at Civic events.
- 11.12 The Deputy Ceremonial Mayor's Consort/Escort will not be entitled to wear a Chain of Office when accompanying the Deputy Mayor at Civic Events.
- 11.13 All Chains and Fobs must be transported in their appropriate storage boxes to prevent any damage to them.
- 11.14 Due the fragility of the Council's Mace, it shall only be used at Council meetings and Remembrance Sunday. There is no legal requirement for the mace to be present at any Council meeting or event.
- 11.15 It is not permissible for the Ceremonial Mayor/Deputy Ceremonial Mayor to remove civic regalia from its secure storage without the prior notification from the Governance Support Team to the Security Team.

## **12. Addressing the Ceremonial Mayor**

- 12.1 The Ceremonial Mayor shall be verbally addressed as 'Mr/Madam Ceremonial Mayor' or other address requested by the Ceremonial Mayor. When writing to the Ceremonial Mayor the letter/invite should be addressed 'To the Ceremonial Mayor of Torbay Council'.

## **13. Receipt of Gifts**

- 13.1 In the course of the duty of being Ceremonial Mayor, often gifts will be offered to the Ceremonial Mayor. The Ceremonial Mayor or Deputy Ceremonial Mayor may accept gifts on behalf of the Council and they will ensure that these are passed to the appropriate Director or Executive Head who will ensure any gifts are logged on the Council's inventories in accordance with the Council's Financial Regulations. The Members' Code of Conduct and Local Protocol on Gifts and Hospitality shall be followed by the Ceremonial Mayor and Deputy Ceremonial Mayor when any offer of a gift, favour or hospitality is made to them personally.

## **14. Civic Car**

- 14.1 The Council does not have an official Civic Car and the Council's Security car may be used by the Ceremonial Mayor on the following occasions, when available:-
- a. Attendance at major civic events organised by Torbay Council where the Ceremonial Mayor will be wearing the main chain of office (e.g. Remembrance Sunday, Civic Lunch/Dinner and Civic Service); and



- b. Attendance at major civic events where an official invitation requests the Ceremonial Mayor to wear the main Chain of Office (e.g. Devon Legal Sunday Parade).

## **15. Use of the Torbay Coat of Arms**

- 15.1 Applications for the use of the Coat of Arms and Badge should be made in writing to the Chief Executive indicating the purpose for which it is required. All applications for use of the Coat of Arms will be determined by the Chief Executive in consultation with the Ceremonial Mayor.
- 15.2 The Coat of Arms will be used solely by the Ceremonial Mayor for the Ceremonial Mayor's correspondence and for use in conjunction with the Order of Proceedings for Civic Events (i.e. Ceremonial Mayor Making, Honorary Freeman, Freedom of the Borough Ceremony, Civic Service, Civic Lunch/Dinner).

## **16. Honorary Freeman of the Borough**

- 16.1 The title of Honorary Freeman is the highest honour that a Council of a City or Borough can bestow and, in the view of many, should not be given freely. All nominations for Honorary Freemen shall be kept confidential and submitted to the Head of Governance. The Council's procedure for applications for Honorary Freeman shall be followed. Honorary Freeman will be presented with a badge on a green ribbon.
- 16.2 Honorary Freemen are invited to the following Civic Functions: -
  - a. Annual Council
  - b. Civic Service
  - c. Remembrance Sunday
  - d. Civic Lunch/Dinner
  - e. Honorary Freedom of the Borough Ceremonies
  - f. Various "one-off" events e.g. Jubilee celebrations
- 16.3 Honorary Freemen have no legal, social, or royal precedence.

## **17. Freedom of the Borough**

- 17.1 Freedom of the Borough will be bestowed upon an organisation at a Council meeting. Any processions or parade will be held on a date and time mutually convenient for the Council and the nominated organisation. Such a parade would be organised and funded by the organisation, but hosted by the Torbay Council which will join in the planning of the event. All organisations will be presented with a scroll.
- 17.2 A representative from organisations who have been honoured with Freedom of the Borough are invited to the following Civic Functions:-
  - a. Annual Council
  - b. Civic Service
  - c. Remembrance Sunday

- d. Civic Lunch/Dinner
- e. Honorary Freedom of the Borough Ceremonies
- f. Various “one-off” events e.g. Jubilee celebrations

17.3 The award of the Honorary Freedom of the Borough does not convey with it any legal rights or responsibilities, other than a ceremonial role at civic functions.

## **18. Flag Flying**

- 18.1 The Union Flag shall be flown continuously from the flagpole sited on the Town Hall, Torquay. Exceptions to this are:
- a. St. George’s Day, 23 April, each year, the St. George’s Flag will be flown in place of the Union Flag; and
  - b. For the week prior to Armed Forces Day, each year, the Armed Forces Day Flag will be flown in place of the Union Flag.
- 18.2 There may be occasions when requests are received for other flags to be flown, for special events or festivals. Such requests will be considered by the Chief Executive in consultation with the Ceremonial Mayor.
- 18.3 Should an event requiring the flying of the Union Flag occur during the same period, that event shall take precedence.
- 18.4 Half-mast means the flag is flown two thirds of the way up the flagpole, with at least the height of the flag between the top of the flag and the top of the flagpole, allowing space for the traditionally invisible flag of death.

The Union Flag shall be flown at half mast on the following occasions:

- a. From the announcement of the death until after the funeral of the Sovereign, except on Proclamation Day when they are hoisted right up.
- b. The funerals of members of the Royal Family, subject to special commands from Her Majesty in each case.
- c. The funerals of Prime Ministers and Ex-Prime Ministers of Great Britain.
- d. Other occasions by special command of Her Majesty.
- e. On the death of the Ceremonial Mayor from the announcement of the death until sunset after the funeral.
- f. From the announcement of the death until sunset after the funeral of:-
  - i. An Honorary Freeman of the Borough
  - ii. A Serving Councillor
  - iii. An Ex-Ceremonial Mayor/Ceremonial Mayor (where the Council is formally notified)
  - iv. A Chief Official

18.5 If a Flag Day occurs on a day when flags are flying at half mast the flag should still be flown at half mast.

**19. Invitations to Royal Garden Parties**

19.1 The Council is allocated a number of places each year for persons to attend one of Her Majesty's Garden Parties. This should be specifically to celebrate past service. The Chief Executive shall determine who will attend to represent the Borough based on the principles set out below, unless directed otherwise by the Lord Chamberlain's office via the Local Government Association:

places shall be offered equally between elected members and Torbay Council staff. Where only one place is allocated, the Chief Executive shall determine whether this is offered to an elected member or Torbay Council staff based on length of service;

for elected members, places shall be offered to the longest serving elected member on Torbay Council (to exclude breaks in service) in recognition of past service;

for staff, places shall be offered to those with the longest years of continuous service working for Torbay Council; and

places shall only be offered to those who haven't previously attended a Royal Garden Party as a representative of Torbay Council or any other organisation..

(Note: The Local Government Association reserve the right to change the number of invitees, some years with a greater number and some with less).

**20. Marking the Death of a significant public figure.**

20.1 In the event of the death of a significant public figure, the Chief Executive will instigate the relevant action plan and consult with the Ceremonial Mayor and Deputy Ceremonial Mayor on Torbay's response to such news.