



PRCC.37 11/12
Prosperous Communities Committee
28 March 2012

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WEST LINDSEY COMMUNITY AWARDS

Report by:	Rachel North, Director of Communities and Localism
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Purpose / Summary:	This report sets out a proposal for honouring the people of the district with Community Awards as suggested by Cllr Summers through his motion as discussed at the previous meeting of Prosperous Communities Committee.

- RECOMMENDATION(S):**
- 1. That Members agree the suggested awards to be presented annually on behalf of the Council;**
 - 2. That Members agree the best format within which to present West Lindsey Community Awards for 2012 and for Future Years; and**
 - 3. That Members appoint a member panel to work with the Chairman's Officer on drawing up criteria for each award, and become the judging panel on receipt of nominations.**

IMPLICATIONS

Legal:
None arising from this report.

Financial :
All options set out within this report are within existing budgets and there are no proposals to spend additional funds.

Staffing :
None arising from this report.

Equality and Diversity including Human Rights : None arising from this report.
*NB: A full impact assessment **HAS TO BE** attached if the report relates to any new or revised policy or revision to service delivery/introduction of new services.*

Risk Assessment :
None arising from this report.

Climate Related Risks and Opportunities :
None arising from this report.

Title and Location of any Background Papers used in the preparation of this report:
None

Call in and Urgency:

Is the decision one which Rule 14 of the Scrutiny Procedure Rules apply?

Yes

No

Key Decision:

Yes

No

1 INTRODUCTION

1.1 A motion was put to Council by Councillor Jeff Summers regarding Community Awards which was subsequently referred to Prosperous Communities Committee for consideration.

1.2 The motion put to that meeting was as follows:

“Mr. Chairman.

During the eight and a half years I have been a West Lindsey Councillor there have been many changes. As a council we have evolved into a caring and creative council. Significant work has been done by officers and members, past and present.

As indicated in our corporate plan, our aspirations are still high.

We revel in what we do. We volunteer as councillors and take responsibility for which we are rewarded through members’ allowance. Outside of this Council but within West Lindsey there are lots of people who give their time free in many instances, helping communities and individuals. They either stand alone or work in groups: Parish Councillors, carers for the young, elderly and disabled, to name a few.

Mr. Chairman, As part of our Localism Agenda, I believe it is time we recognised these outstanding contributors to our communities and I propose a paper is taken to the Prosperous Communities Committee for members to discuss what criteria and format should be applied to a “West Lindsey Award for outstanding community work”, presented at Annual Council annually.

I so move.”

1.3 The motion was well received by the Committee and a report was requested back to the following meeting with proposals for a way forward for Community Awards.

2. SUGGESTIONS FROM PROSPEROUS COMMUNITIES COMMITTEE

2.1 The feedback given from the last meeting of Prosperous Communities Committee specified and suggested the following requirements for community awards.

- a) There is a large appetite from Members to celebrate the success of our residents and to honour the great work undertaken within our communities;
- b) That there are many people that the Council would wish to honour;
- c) A criteria and format for any agreed awards would need to be developed;
- d) Awards would require a nomination process.
- e) A presentation ceremony would be required at a Civic Dinner or Annual Council.

- 2.2 Taking in to account the discussions at the last meeting proposals have been drawn up for Member's consideration in parts 3 and 4 of this report.
- 2.3 The proposals for the way forward for Community Awards are for 2013 onwards. For 2012, a further reduced proposal is set out in part 5 of this report.

3. COMMUNITY AWARDS

Awards

- 3.1 Through discussions between Members and Officers the following suggested awards are put forward for discussion and agreement:
- a) Citizen of the Year (presented by the Chairman)
 - b) Parish Council of the Year (presented by the Chairman)
 - c) Community Plan of the Year (presented by the Chairman)
 - d) Staff Champion of the Year (presented by the Chief Executive)
 - e) Community Safety Champion of the Year (presented by the Chief Constable)
 - f) Youth Champion of the Year (presented by the Leader of the County Council)
 - g) Graduate Achiever of the Year (presented by the Vice Chancellor of Lincoln University)
 - h) Voluntary Champion of the Year (presented by Edward Leigh MP)
 - i) West Lindsey Award for Agriculture (presented by the President of the Agricultural Society).
 - j) Green Award for Initiatives (Presented by the Lord Lieutenant for Lincolnshire).
- 3.2 These awards cover a range of excellent work undertaken by our communities, which should be recognised.
- 3.3 Options for ways in which these awards may be presented (and by whom) are explored in section 4 of this report.

Adjudication

- 3.4 To ensure fair adjudication for each award, it is suggested that a Member Panel be established to develop criteria by which nominations will be judged.
- 3.5 This Panel would also meet to judge the awards at the relevant time each year.
- 3.6 It is suggested that 3 Members are appointed to work with the Chairman's Officer on this Panel, and 2 of these are the Vice Chairmen of this Committee. As these are Civic Awards, it is suggested that the third Member should be the Chairman of Council.

Nominations

- 3.7 Nominations for each award may be submitted by any resident of West Lindsey. An appropriate nominations form will be developed and used in a variety of formats.
- 3.8 Nominations for awards in 2013 would be open for at least 4 months in advance of a ceremony, and close 2 weeks before, in order for the panel to meet to agree the top 3 and winner in each category.
- 3.9 Nominations for 2013 would be advertised within the press and our own communications, and electronic nomination forms would be made available through our website.

4. OPTIONS FOR PRESENTATION

- 4.1 At Prosperous Communities Committee, Members suggested two ways in which these awards could be presented:
 - a) at Annual Council; or
 - b) at the Civic Dinner.

- 4.2 These options have been explored and proposals put forwards for agreement are set out in the following points.

4.3 Option 1 – Annual Council (Mid-May)

- 4.3.1 Annual Council has a remit which is as follows:
 - a) Civic Ceremonial handing over from one Chairman to another;
 - b) Making appointments to Committees and Outside bodies;
 - c) Holding the first Committees of the year; and
 - d) Taking any other reports which require Council agreement.

- 4.3.2 Meetings of Annual Council are inwardly focussed on setting the Council up ready to take the year ahead. The emphasis is on looking to the future rather than the past. In addition the meeting usually takes 2.5-3 hours to complete its business, it is possible that incorporating these awards in to Annual Council will increase its length by up to 1 hour.

- 4.3.3 However, we could incorporate a small presentation ceremony in to the proceedings by inviting the award recipient along and presenting their trophy (or other) at the end of the meeting.

- 4.3.4 Annual Council in previous years has been followed by a small reception. This reception could be made more formal in celebration of these awards.

4.4 Option 2 – Community Awards Dinner (March)

4.4.1 Almost every year (but not every Civic year) the Chairman has hosted a Civic Dinner in March before the end of their year in post. This dinner would be a celebratory banquet (sit down three course meal) at a venue within the district to which Members, Chief Officers, Civic Dignitaries and local VIP's would be invited.

4.4.2 The purpose would be to honour the Chairman and to thank them for their hard work in office. In the past these events have been an opportunity for social networking and raising money for the Chairman's charity.

4.4.3 As the Council is focussing on Localism and celebrating the good work that our residents do within our communities it is suggested that in future a Community Awards Dinner be considered instead of a Civic Dinner.

4.4.4 The remit for such a dinner is set out below:

- The dinner would be held at a venue within the district and the cost of the event would fall within the funds put aside to hold the annual Civic Dinner.
- Opportunities for the Chairman to raise money for his charities will be built in to the event.
- There would be a formal sit down dinner / buffet followed by an awards ceremony.
- The top 3 people for each award could be invited as well as VIPs to present each award, therefore honouring more people.

5. COMMUNITY AWARDS FOR 2012

5.1 Whilst the aspirations are apparent for celebrating localism through awards, we need to be realistic in what may be achieved for 2012. It is likely that dependant on which option Members take (Annual Council or Awards Dinner) that for 2012 it may need to be reduced on what would be expected for future years.

5.2 Therefore a smaller scale / different format is suggested and options based around Members aspirations are set out below.

5.3 It should be noted that the funds to facilitate this event will be reserved from the 2011/12 budget, to be made available within the 2012/13 financial year. This negates the need to pay for 2 events within one financial year.

5.4 Whilst the funds are available, it is advised that the celebration for the Community Awards takes place within the Civic Year (ending on 14 May) although this is not compulsory.

- 5.5 It would be suggested that there would be a reduced number of awards and these are set out below:
- a) Citizen of the Year (Presented by the Chairman)
 - b) Parish Council of the Year (Presented by the Chairman)
 - c) Staff Champion of the Year (Presented by the Chief Executive)
- but these can be chosen by either the Committee or the Member Panel.

5.6 The reason for reducing the number of awards is to reduce the amount of time taken to administrate the awards, including setting criteria.

5.7 A panel of Members may wish to be put together to set this criteria and become the adjudication panel, but on the basis that this role would be largely increased for future years.

5.8 Option 1 – ANNUAL COUNCIL (14 MAY 2012)

The first option would be to present these awards at Annual Council on 14 May 2012. The award winners would be invited to attend the meeting and the winners presented at the end of the meeting, followed by a reception at the Council Offices.

5.9 Option 2 – AWARDS DINNER (Early May 2012)

The second option would be to pull together a small awards dinner in early May giving the Chairman the option to raise some money for charity and honour the nominees for the above reduced awards. At this event the top 3 candidates for each award could be invited to attend.

Nominations for the awards would have to be advertised as widely as possible, but have a short closing deadline. Members would also need to take an active role in putting forward nominations. If Members wished to pursue this option, it may need to be acknowledged that a future awards ceremony would be of a higher standard.

5.10 Within both options there is a real opportunity for the Council to showcase the good work that our residents do through the local media, both before and after the event.

6. DEBATE AND DECISIONS

6.1 Members are asked to discuss and decide the way forward for Community Awards within West Lindsey and to agree the best format for presenting those awards.