

**REPORT TO:** Environmental Services Portfolio Holder  
**LEAD OFFICER:** Director, Health and Environmental Services

29 August 2017

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## **Community Awards 2018**

### **Purpose**

1. To receive suggestions from the Portfolio Holder to inform the planning of the Community Awards 2018.
2. This is not a key decision.

### **Recommendations**

3. It is recommended that the Portfolio Holder notes and comments on the proposed timeline (paragraph 5), makes suggestions as to potential award categories, and makes any further comments and suggestions to inform the planning of the Community Awards 2018.

### **Background**

4. The South Cambridgeshire District Council Community Awards were first held in 2010 to celebrate the huge amount of work that local councils, community groups and individuals carry out in and for their communities. The awards are very popular and well received by local residents.

### **Considerations**

5. In recent years the nominations process has been launched in October and remained open until mid-January. The awards ceremony has been held at South Cambridgeshire Hall in early March. The timings seem to have worked well and as such officers propose to work to a similar timeframe for the 2018 awards.
6. The number of awards presented has grown over the past seven years. In 2017 the award categories were:
  - (a) Village Hero
  - (b) Parish Councillor of the Year
  - (c) Environment
  - (d) Outstanding Youth Initiative
  - (e) Outstanding Local Service or Amenity
  - (f) Wellbeing Award
  - (g) Special Portfolio Holder Award

The Village Hero award remains the most nominated category and it is therefore suggested that this remains a category for 2018. It has been suggested that the judging panel also consider awarding an optional Lifetime Contribution Award if they feel a nominee has made a particular contribution over a long period, but that this is

not a category for separate nomination. Officers would welcome suggestions, relating to Corporate Plan priorities, for award categories for 2018.

7. South Cambridgeshire Hall has proved to be a popular venue for the awards ceremony. It is suggested that the 2018 awards ceremony continues to be held at South Cambridgeshire Hall, however, depending on the number of nominees it may not be possible to invite all nominators and nominees to attend the ceremony, which has been customary in the past.
8. In 2016 and 2017 sponsorship was provided by Hill. Sponsorship will be sought again for the 2018 awards.
9. Officers are actively investigating potential keynote speakers and entertainment options for the awards ceremony. Any suggestions would be gratefully received.

### **Options**

10. The Portfolio Holder could
  - (a) note and comment on the proposed timetable (paragraph 5),
  - (b) suggest award categories for the Community Awards 2018, and/or
  - (c) make further comments and suggestions to inform the planning of the Community Awards 2018.

### **Implications**

11. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered:

#### ***Financial and Staffing***

12. Sponsorship income has helped to keep the cost of the awards to a minimum for the Council. The majority of cost to the Council relates to staffing time and all additional costs are included within agreed budgets for the year.

#### ***Risk Management***

13. A risk assessment is completed prior to the awards ceremony.

### **Consultation responses**

14. A number of staff and elected members involved in the 2017 awards provided comments after the event. These comments were collated and have been used to inform this report. In addition to the points included within the considerations section, there were a number of suggestions regarding the nomination forms, the judging process, publicity and logistics of the ceremony, which will be implemented.

### **Effect on Strategic Aims**

15. The Community Awards celebrate the huge amount of work that local councils, community groups and individuals carry out in and for their communities. Categories reflect the Corporate Plan priorities.

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