

Community Committee	
Meeting Date	1 November 2022
Report Title	Mayors Civic Award
EMT Lead	Larissa Reed – Chief Executive
Head of Service	Charlotte Hudson
Lead Officer	Larissa Reed – Chief Executive
Classification	Open
Recommendations	<ol style="list-style-type: none"> 1. That Community Committee agree to the setting up of a Mayors Civic Award 2. That the first award is given in April 2023.

1 Purpose of Report and Executive Summary

1.1 This report sets out the proposal to set up a Mayoral Civic Award for Swale.

2 Background

2.1 The Council welcomes and values the work undertaken by local people, volunteering in their community.

2.2 Volunteering comes in many different guises and it is often those who quietly go about helping others who are the unsung heroes.

2.3 The council does award 'Freedom of the Borough' in exceptional circumstances, but it is felt there was no civic award to say thank you to people who are not normally celebrated

2.4 The council did run the Swale Volunteer Awards for many years, but it is felt that in the current financial climate, when so many are struggling it is not appropriate to spend a significant amount of money on an annual awards ceremony.

2.5 The proposal

2.6 The proposal is as follows: -

- The Mayor's Award (or civic award) is an annual award. There will be a one round of applications with a maximum of three awards granted in any municipal year.

- Anyone can nominate someone (or group) who they feel have given outstanding service to the Borough of Swale. There will be no age limits. The nominees must live or carry out their volunteering/good works within the Borough of Swale
- The award will be advertised in 'Inside Swale' and through the council's social media platforms. Councillors and staff will be encouraged to promote the award through their networks.
- Staff or serving Borough Councillors may not be nominated and nominations cannot be considered for any works associated with Swale Borough Council (eg for a former councillor or staff member undertaking their previous role with the council)
- Judging for the award will be undertaken by a panel of judges consisting of the Mayor (Chair) and one councillor from each of the political groups represented on the council. Each nomination will be considered on its merit. The Chief Executive will provide support to the panel and carry out due diligence on the nominees.
- The awards will be awarded at a meeting of full council. The award recipients will then be invited to afternoon tea with the Mayor.

2.7 The cost of the Mayors Civic award would be in the region of £500 annually and this can be covered from existing budgets.

3 Alternative Options Considered and rejected by officers

- 3.1 Not having a Mayors Civic Award but increasing the numbers of Freedom of the Borough awards. This was rejected due to the exceptional nature of the Freedom of the Borough Award.
- 3.2 Returning to the wider volunteering awards ceremony. This was rejected due to the resourcing and costs of providing this event.

4 Consultation Undertaken or Proposed

- 4.1 No consultation has been undertaken to date

5 Implications

Issue	Implications
Corporate Plan	Volunteering assists delivery of many of our corporate priorities and the awards will assist in recognising the contribution from local people

Financial, Resource and Property	This policy can be delivered within the current budget for the Mayor.
Legal, Statutory and Procurement	There are no implications.
Crime and Disorder	There are no implications.
Environment and Climate/Ecological Emergency	There are no implications.
Health and Wellbeing	Being recognised for work can aid Health and Wellbeing
Safeguarding of Children, Young People and Vulnerable Adults	There are no implications.
Risk Management and Health and Safety	There are no implications.
Equality and Diversity	Equality and Diversity will be considered as part of the judging process
Privacy and Data Protection	Any data held as part of the nomination process will be held in accordance with council policies

6 Appendices

6.1 None

7 Background Papers

7.1 None