



**Subject:** Recognition Awards

**Report to:** ELT 02 February 2022  
Policy and Resources Committee, 8<sup>th</sup> February 2022  
Full Council, 22<sup>nd</sup> February 2022

**Report by:** Clare Dyble, Head of Marketing and Communications,  
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#### **SUBJECT MATTER / RECOMMENDATIONS**

This report outlines a proposal to run a new Recognition Awards ceremony, with the inaugural one planned for the spring 2022, to recognise the achievements of individuals from the borough of Great Yarmouth during a time of considerable challenge.

It is proposed that the inaugural ceremony be held in 2022, and recommended that the Council hosts the event every 4 years, and as such, this paper provides an overview of both the nomination process as well as the criteria for proposing nominees and selecting final award recipients.

#### **Members are asked to:**

- 1) Agree to the holding of a Recognition Awards ceremony via a 4-yearly cycle**
- 2) Consider and agree to the nomination, criteria and selection process**
- 3) Agree to the hosting of the first Awards ceremony in the Spring of 2022.**

#### **1. BACKGROUND AND CONTEXT**

- 1.1** Due to the COVID-19 pandemic, the years 2020 and 2021 have been extremely challenging for the Boroughs residents and communities. Yet despite these restrictive and challenging times, people who care about their community make a positive and selfless contribution to the lives of others.
- 1.2** In addition, individuals have remained committed to their hopes and dreams and continued to be awarded with national and international accolades despite the ongoing restrictions and economic uncertainty. These commitments and achievements often go unacknowledged at a local level.
- 1.3** Given all this, the Council is proposing to celebrate a small number of individuals (maximum of 3), acknowledging their outstanding contribution to the Borough and beyond. The Council is proposing to run a Recognition Awards ceremony, with the first to take place in spring 2022 to therefore bring positivity to the borough and celebrate those who deserve recognition for their endeavours.

**1.4** This ceremony will support our ongoing commitment to equality, inclusivity, culture and diversity, encouraging residents to celebrate their talents in a diverse community and recognise the achievements of others. Those awarded are positive role models, who lead by example and demonstrate that anyone can achieve great things, even in times of adversity, through dedication and self belief.

## **2. AWARDS PROCESS**

**2.1** *Nomination Process:*

**2.2** Nominations would be proposed by any elected member, with all nominations to meet all the criteria as laid out in section 2.3 below. All final chosen nominees would require support from all group leaders, and as such, require unanimity. An equality impact assessment will be undertaken throughout the selection process.

**2.3** *Criteria for nomination:*

Nominees must:

- Have been born, and/or raised and educated within the Borough
- Achieved success amounting to national or international recognition
- Be a positive ambassador and or role model for the Borough

**2.4** All nominations will be presented to the group leaders with justification and evidence as to how each nominee meets all of the qualifying criteria. Should there be more than 3 nominees the group leaders will reserve the right to choose the final recipients of the awards based on the quality of the justification provided.

**2.5** Following the selection process, the maximum of 3 nominees will receive a Recognition Award at a celebratory event, with the first to be hosted in the Spring of 2022, with subsequent awards to be held every 4 years, where the nomination and selection process will remain the same as laid out in this paper.

## **3. PROPOSED EVENT**

**3.1** Should members support the proposal for a Recognition Awards ceremony as outlined in this paper, it is recommended that a special event is held in late spring 2022 at the Town Hall. The ceremony would be hosted by the Leader of the council with the final nominated award winners, their supporters and key partners of the council invited to attend. The ceremony would be held in the evening with a sit down meal. Invitations would be extended to members of the Town Deal board, local community figures and representatives from the media.

**3.2** The ceremony will be designed to comply with any Covid guidelines in place and will ensure the number of guests invited are within the limits of the assembly room. Food service will also comply with Covid guidelines

**3.3** His Worship, the Mayor will present the awards, highlighting each winners personal achievements before awarding a special certificate to each one.

#### 4. FINANCIAL IMPLICATIONS

- 4.1 The cost of running a special awards ceremony will be approximately £1500 to allow for the meal, depending on the number of attendees. This budget is sought from existing internal budgets.

#### 5. RISK IMPLICATIONS

- 5.1 Covid 19 presents an ongoing risk, however, this will be mitigated through risk assessments which will be updated in line with any changes in national guidance. If necessary the ceremony can be postponed or take place virtually.

Area for consideration	Comment
Monitoring Officer Consultation:	Yes and paper has been revised accordingly
Section 151 Officer Consultation:	As part of ELT process
Existing Policies:	Culture, Heritage and Tourism Strategy
Financial Implications:	Yes – impacts woven into the paper
Legal Implications (including human rights):	None
Risk Implications:	None – stated in section 5
Equality Issues/EQIA assessment:	An equality impact assessment will be undertaken throughout the selection process
Crime & Disorder:	N/A
Every Child Matters:	N/A