

# **BABERGH COMMUNITY ACHIEVEMENT AWARD SCHEME**

## ***Award Criteria***

Nominations to be made under 4 different categories as follows:

### ***CATEGORY 1***

#### ***Outstanding contribution made by a young person or group of young people 18 years or under.***

This nomination will recognise a young person/group of young people who have made an outstanding contribution to their local school or community – for example:

- Undertaking voluntary work/involvement with local voluntary organisations;
- Supporting/mentoring others
- Care and dedication shown to another individual i.e. to the elderly or disadvantaged
- Fundraising for local projects

### ***CATEGORY 2***

#### ***Selfless service by an individual (over 18) to a voluntary body or to the community***

This nomination will recognise a person who had made a real difference in their community – for example:

- Dedication to helping/supporting members of the local community
- Working for the benefit of the local community by contributing to the improvement of its local facilities
- Fundraising for local projects
- Voluntary work/involvement with local voluntary organisations
- Work in relation to improving the environment

### ***CATEGORY 3***

#### ***Voluntary or community group that improves the quality of life for residents in our district***

This nomination would recognise the work of groups of people in the district whose actions affect the wider community either by improving the environment or by providing help to those in need – for example:

- Working together on project(s) to support and benefit the local community
- Fundraising for local projects
- Work in relation to improving the environment, i.e. energy conservation, or recycling of waste

### ***CATEGORY 4***

#### ***Outstanding business contribution to the well-being of the community/district (single award)***

This nomination will recognise any business located in the Babergh district (with the exception of our sponsors) which has made a significant contribution to either the social or environmental well-being of the district and its residents – for example:

- Any business that benefits the community/district by contributing to the improvement of facilities and services, and works towards reducing the barriers between the business sector, the voluntary/community sector and the local community

## ***Eligibility Rules***

- Those eligible to verify and submit nominations include Parish/Town Councils, Schools, Community Education Officers, Youth Workers, Youth and Community Groups and recognised Voluntary/Community Organisations.
- Members of the public are allowed to nominate under any of the categories but all nominations made must be **verified** by a member of one of the groups mentioned above. The nominator and verifier or their appointed representatives are invited to the Awards Evening.
- Parish Councillors, family members of any District/Parish Councillor and Council Officers are all eligible for nomination.
- Currently serving or known prospective District Councillors are not eligible for nomination.
- All nominations to be made on the official nomination form. The category should be clearly stated and the nature of the service/contribution to the community indicated. Detailed information about the nominee(s) is required together with as much supporting evidence as possible i.e. letters of support, written clarification etc. (In past years nominations have been discounted due to insufficient detailed information)
- Nomination forms are issued in September each year with a closing date of 30 November. Judging is carried out during early December with notification to all winners before Christmas. The presentation ceremony is held in March.
- A maximum of 25 awards is given; this figure can only be exceeded at the judges' discretion.
- The judges' decision is final and no correspondence will be entered into in this regard.

## ***Judging Panel Composition***

The Judging Panel composes the Chairman of the Council and the Community Development Officer together with the following four members who each sit for a period of 3 years:

- Parish Council member from the east of the district
- Parish Council member from the west of the district
- Young person 18 or under from the east of the district
- Young person 18 or under from the west of the district

Following the 3 year period nominations for a new panel will be sought. A detailed role description/person specification will be produced, outlining the criteria needed by panel applicants. The new panel members will be selected by the Chairman of the Council and the Community Development Officer.

## ***The Judging Panel's Special Award***

The Judging Panel has the discretion to award one Special Award each year to a single person or group who is/are judged to have made the most significant contribution to their local community or school. The Judging Panel takes the following into account when making their decision:

- The nature of the achievement and/or length of service to the community
- The level of local support for the nomination
- Any other special or exceptional consideration that the Judging Panel agrees it is appropriate to take into account

This Special Award will not include nominations made under Category 4.

## ***SPONSORSHIP***

Eleven years ago Babergh entered into sponsorship with Prolog, a Sudbury e-commerce company. This enables the Council to organise the Awards Ceremony at the Stoke by Nayland Club on an annual basis. Prolog have agreed to further sponsorship in 2012.