

Agenda Item: 9. CIVIC AWARDS

Report to: Community Committee

Date: Wednesday 9th February 2022

Subject: To consider making civic awards at the Freedom Award ceremony to honour special residents.

Recommendation:
To recommend that the council adopts a civic awards policy to reward exceptional work or good citizenship of Bexhill residents each municipal year.

1. Background

The town council agreed to a Freedom of Bexhill Award at its meeting in September 2021:

00205 It was **RESOLVED** to approve the Honorary Freedom of Bexhill Awards policy.

The deadline for nominations was 14th January 2022 and one application has been received. The details of this will be discussed at a confidential extraordinary meeting of full council in March 2022.

The Freedom Award is a recognition of long-term contribution to the town, however it has been suggested that the council could also recognise the contribution of residents that have made a significant difference within the municipal year. These awards could be presented at the Freedom Award ceremony in May.

2. Civic Awards

As there is no prescribed policy for civic awards at present, below is a list of potential policy points for consideration:

- a) The criteria to receive an award could be flexible and contribution to the town measured by comparing the nominations received.
- b) The requirement for nomination of an award could be that the person must have demonstrated a material contribution to the well-being of the people of Bexhill or demonstrated outstanding citizenship during the municipal year.
- c) Nominees must be residents of Bexhill.
- d) An application form, similar to that of the Freedom Award, could be completed by 1st March each year.

- e) The nominations could be considered at the extraordinary meeting of full council which decides upon the Freedom Award in April 2022.
- f) The winners could be invited to the Freedom Award ceremony in May.
- g) Winners could be presented with a framed certificate and/or badge as recognition.

3. Costs

The following is estimated:

Certificates – printing and framing	Dependent on number of award winners. Approximately £30 per certificate and frame.
Badges (with coat of arms?)	£50 per badge or less depending on volumes made.

Total costs are difficult to predict as this depends on the number of winners, a limit could be applied within the budget.

The costs could be taken from the Mayoral budget each year. Currently set at £5,000.

4. Governance and Administration

The Community Committee has the delegated power to oversee and develop civic events (see approved terms of reference).

The Council can use the General Power of Competence to spend funds to make civic awards.

There are sufficient funds remaining in the Mayoral Budget for 2021/22 to cover these costs.

Financial Regulation 4.1 determines that the clerk, in conjunction with the chairman, can spend up to £500. If spending is kept below £500 the certificates and/or badges can be arranged by the clerk without further approval.

5. Decisions Required

- a) To consider adopting a civic awards policy, as a development to the Freedom Awards event, to take immediate effect.
- b) To consider certificates and/or badges to be spent from the Mayor's budget.
- c) To consider a maximum spending limit for awards.
- d) For the clerk to design and publish an application form, based on the Freedom award format.
- e) To advertise for nominations to be received before 1st March 2022.
- f) To agree that award winners will be decided at the Freedom Award extraordinary meeting of Full Council in April 2022.
- g) To agree to develop the event plan for the Freedom and Civic Award ceremony at a future meeting.