



NATIONAL ASSOCIATION OF LOCAL COUNCILS PRESENTS

STAR COUNCILS 2016 NOMINATION GUIDE

SPONSORED BY AON

Contents

Published by
National Association of Local Councils (NALC)
109 Great Russell Street
London
WC1B 3LD

020 7637 1865 | nalc@nalc.gov.uk | www.nalc.gov.uk

Unless otherwise indicated, the copyright of material in this publication is owned by NALC. Reproduction and alteration in whole or part of NALC Star Councils 2016 Nomination Guide is not permitted without prior consent from NALC.

If you require a license to use NALC materials in a way that is not hereby permitted or which is restricted by the Copyright, Designs and Patents Act 1988, then contact NALC. Subject to written permission being given, we may attach conditions to the licence.

Every effort has been made to ensure that the contents of this publication are correct at the time of printing. NALC does not undertake any liability for any error or omission.

NALC cannot be held responsible for the failure of advertisers to provide the services or products advertised.

© NALC 2016
All rights reserved.

Introduction	4
Young Councillor of the Year (Aged 18-30)	5
Clerk of the Year	6
Councillor of the Year	7
CALC Outstanding Project of the Year	8
Local Council Outstanding Project of the Year Sponsored by CCLA	9
Council of the Year Sponsored by Blachere Illumination	10

Introduction

The National Association of Local Councils (NALC) is delighted to be running the Star Council awards for the second year running.

NALC's first Star Councils awards in 2015 was a huge success, we were inundated with nominations and the judging panel were very impressed with the quality of the entries and had a tough time selecting our finalists.

This year, NALC would like to build on last year's success and see even more nominations submitted by councils, County Associations of Local Councils (CALCs) and also MPs and parliamentarians, who we will be encouraging to contribute too.

The NALC Star Councils 2016 awards are a fantastic opportunity for local (town and parish) councils to get the recognition they deserve. They also play a key part in our call for more power to be devolved from Whitehall to England's town and village halls, which is why we would like everyone to submit nominations to highlight the good work local councils are doing in their patch.

Once again, we will celebrate individual, council and CALC

achievements, this year through six award categories. There will be special emphasis on current hot topics, with councils urged to submit entries for the Council Project of the Year category that cover issues such as devolution, neighbourhood planning and digital communications. This will help to share best practice amongst our membership on matters that are most important in the current environment.

The awards reception will be held in conjunction with the NALC Annual Conference on 19 October 2016 at Jurys Inn, Birmingham.

NALC is very proud to launch the second Star Councils awards and to be able to recognise, reward and celebrate the councils, councillors and staff who work tirelessly to best represent and deliver for the communities they serve.

Cllr Ken Browse, chairman of NALC

Young Councillor of the Year (18-30)

NALC would like to celebrate and recognise the achievements of the young councillors representing their communities nationwide. With the average age of councillors currently standing at around 60, young people can face a particularly difficult task in overcoming barriers to becoming elected. This award will recognise a councillor who was 30 or under when last elected and who has contributed significantly to their community.

Who can nominate?

Anyone except the nominated councillor. A member or officer of a council or external party can nominate the councillor and it can be from the same council.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the councillor has established, maintained and managed relationships with other councillors, officers and workers within the council
2. How the councillor has improved local services and community

3. How the councillor represents, involves and maintains two-way communication with the community

NB: Please provide examples and explain how the community have responded

4. How the councillor pushes boundaries, and works above and beyond expectations

How to apply

To apply you must complete the simple [online submission form](#) by the closing date. If you have any problems with the form or require any special assistance, please email starcouncils@nalc.gov.uk.

Deadline

31 July 2016.

Prize

The 2016 NALC Young Councillor of the Year will receive an award presented to them at a special NALC Awards Reception. Runners up will receive a framed certificate at the same event.

Clerk of the Year

Responsible for the overall management of our local councils, clerks play a vital role in local communities and indeed local government. We are looking for exceptional candidates for this category; candidates with the strongest leadership, relationship and project management skills that are highly trained and experienced. The clerk is employed by a local council as its chief officer with responsibility to carry out its affairs in accordance with the law. But the winner of this award has to be so much more than this. He or she needs to be the leading officer in implementing key council objectives for the benefit of the community.

Who can nominate?

Anyone, although a clerk cannot nominate him or herself.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the clerk provides leadership and direction

2. How the clerk has established, maintained and managed relationships, internally and externally for the benefit of the council
3. How clerk has used innovation and imagination to overcome challenges or manage projects
4. How the clerk pushes boundaries, and works above and beyond the normal requirements of their role

How to apply

To apply you must complete the simple [online submission form](#) by the closing date. If you have any problems with the form or require any special assistance, please email starcouncils@nalc.gov.uk.

Deadline

31 July 2016.

Prize

The 2016 NALC Clerk of the Year will receive an award presented to them at a special NALC Awards Reception. Runners up will receive a framed certificate at the same event.

Councillor of the Year

Councillors play a vital role in their communities – they are local leaders who connect people, facilitate opportunities for involvement and make things happen in their patch. Yet they are often undervalued and unappreciated. The NALC Councillor of Year Award aims to recognise and reward those councillors who go over and above what is expected of them; councillors who show absolute dedication to their communities and make positive changes happen. If you know an inspirational councillor, please make sure you show your appreciation and nominate them!

Who can nominate?

Anyone except the nominated councillor. A member or officer of a council or external party can nominate the councillor and it can be from the same council.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the councillor has improved local services and community well-being

2. How the councillor has represented and involved the community; how the councillor maintains two-way communication with the community - provide examples and explain how the community have responded
3. How the councillor has used imagination and ambition to overcome challenges or manage projects
4. How the councillor pushes boundaries, and works above and beyond expectations

How to apply

To apply you must complete the simple [online submission form](#) by the closing date. If you have any problems with the form or require any special assistance, please email starcouncils@nalc.gov.uk.

Deadline

31 July 2016.

Prize

The 2016 NALC Councillor of the Year will receive an award presented to them at a special NALC Awards Reception. Runners up will receive a framed certificate at the same event.

CALC Outstanding Project of the Year

Local councils are able to obtain comprehensive advice and support on all aspects of their work through their local CALC. The CALC outstanding project of the year will be judged based on the use of innovative ideas and practices, project delivery and execution, value for money and positive impact across the county. The project will be executed by the CALC themselves, rather than by one of their member councils.

Who can nominate?

Anyone. A member or officer of a CALC can nominate his or her own CALC. In the context of this award, project means an individual or collaborative enterprise that is carefully planned to achieve a particular aim.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the project has addressed specific needs
2. How the project is innovative and enterprising

Local Council Outstanding Project of the Year - sponsored by CCLA

Our Outstanding Project of the Year will be judged based on the use of innovative ideas and practices, project delivery and execution, value for money and positive impact on the local community and area. This year, we are particularly interested in projects that cover any one of the following themes; digital communications, devolution best practice, neighbourhood planning and partnership working

Who can nominate?

Anyone. A member or officer of a local council can nominate his or her own council. In the context of this award, project means an individual or collaborative enterprise that is carefully planned to achieve a particular aim.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the project has addressed specific needs
2. How the project is innovative and enterprising

3. How the project has benefited the council and residents
4. How the project has delivered excellent value for money
5. How the project has been delivered to high standards

How to apply

To apply you must complete the simple [online submission form](#) by the closing date. If you have any problems with the form or require any special assistance, please email starcouncils@nalc.gov.uk.

Deadline

31 July 2016.

Prize

The 2016 NALC Council Outstanding Project of the Year will receive an award presented to them at a special NALC Awards Reception. Runners up will receive a framed certificate at the same event.

Council of the Year - sponsored by Blachere Illumination

NALC's Council of the Year will be one that stands apart, raising the bar for the sector with outstanding work across service delivery and service impact on the community, communications and community engagement and partnerships and collaborative working.

Who can nominate?

Anyone. A member or officer of a council can nominate his or her own council.

Criteria

You will be asked to provide examples for each of the following areas of work:

1. How the council has established, maintained and managed effective relationships with other local authorities/organisations

2. How the council has ensured effective service delivery to local residents, improving the quality and range of local services

3. How the council represents, involves and maintains two-way communication with the community

Provide examples and explain how the community have responded

4. How the council pushes boundaries, and works above and beyond expectations
5. How the council has developed its councillors and staff
6. Any recent awards or recognition the council has received

How to apply

To apply you must complete the simple [online submission form](#) by the closing date. If you have any problems with the form or require any special assistance, please email starcouncils@nalc.gov.uk.

Deadline

31 July 2016.

Prize

The 2016 NALC Council of the Year will receive an award presented to them at a special NALC Awards Reception. Runners up will receive a framed certificate at the same event.

