

Audit, Governance and Standards (Civic Awards) Sub-Committee

Wednesday 8 March 2017

7.00 pm

Ground Floor Meeting Room G01C - 160 Tooley Street, London SE1 2QH

Membership

Councillor Catherine Dale (Chair)	Jacky Bourke-White
Councillor James Barber (Vice-Chair)	Emmanuel Kwayke
Councillor Karl Eastham	Gordon McCullough
Councillor Cleo Soanes	Anne Wolfe

INFORMATION FOR MEMBERS OF THE PUBLIC

Access to information

You have the right to request to inspect copies of minutes and reports on this agenda as well as the background documents used in the preparation of these reports.

Babysitting/Carers allowances

If you are a resident of the borough and have paid someone to look after your children, an elderly dependant or a dependant with disabilities so that you could attend this meeting, you may claim an allowance from the council. Please collect a claim form at the meeting.

Access

The council is committed to making its meetings accessible. Further details on building access, translation, provision of signers etc for this meeting are on the council's web site: www.southwark.gov.uk or please contact the person below.

Contact

Virginia Wynn-Jones on 020 7525 7055 or email: virginia.wynn-jones@southwark.gov.uk

Members of the committee are summoned to attend this meeting

Eleanor Kelly

Chief Executive

Date: 28 February 2017



Audit, Governance and Standards (Civic Awards) Sub-Committee

Wednesday 8 March 2017

7.00 pm

Ground Floor Meeting Room G01C - 160 Tooley Street, London SE1 2QH

Order of Business

Item No.	Title	Page No.
1.	APOLOGIES	
2.	CONFIRMATION OF VOTING MEMBERS	
3.	NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT	
4.	DISCLOSURE OF INTERESTS AND DISPENSATIONS	
5.	MINUTES	1 - 2
6.	SOUTHWARK CIVIC AWARDS 2017	3 - 7

ANY OTHER BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT

EXCLUSION OF PRESS AND PUBLIC

The following motion should be moved, seconded and approved if the sub-committee wishes to exclude the press and public to deal with reports revealing exempt information:

“That the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1-7, Access to Information Procedure rules of the Constitution.”

Item No.

Title

Page No.

7. SOUTHWARK CIVIC AWARDS 2017 (NOMINATIONS)

To follow

Date: 28 February 2017



Audit, Governance and Standards (Civic Awards) Sub-Committee

MINUTES of the OPEN section of the Audit, Governance and Standards (Civic Awards) Sub-Committee held on Thursday 12 January 2017 at 7.00 pm at Ground Floor Meeting Room G01C - 160 Tooley Street, London SE1 2QH

PRESENT: Councillor Catherine Dale (Chair)
Councillor James Barber
Councillor Cleo Soanes

OFFICER SUPPORT: Jessica Leech, Community Engagement Manager
Virginia Wynn-Jones, Principal Constitutional Officer

1. APOLOGIES

Apologies were received from Councillor Karl Eastham.

1. CONFIRMATION OF VOTING MEMBERS

The members present were confirmed as the voting members.

3. NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT

The chair raised the issue of the process of selecting co-opted members, and it was recommended that a constitutional amendment be taken to CSP to give the audit, governance and standards committee the power to select co-opted members or choose to delegate that authority down if appropriate.

4. DISCLOSURE OF INTERESTS AND DISPENSATIONS

There were none.

5. NOMINATIONS FOR CO-OPTED MEMBERS

1. That the sub-committee considered the short-listed nominations for the positions of

co-opted members of the audit, governance and standards (civic awards) sub-committee outlined in the closed report and agreed the nominations.

2. That the sub-committee note the Civic Association's nominated representative on the sub-committee.

6. DATE OF NEXT MEETING

The date of the next meeting was set as 6.00pm, Wednesday 8 March 2017.

Meeting ended at 7.15 pm

CHAIR:

DATED:

Item No. 6.	Classification: Open	Date: 8 March 2017	Meeting Name: Audit, Governance and Standards (Civic Awards) Sub-Committee
Report title:		Southwark Civic Awards 2017	
Ward(s) or groups affected:		All	
From:		Strategic Director of Housing and Modernisation	

RECOMMENDATIONS

1. That the sub-committee considers the short-listed nominations for civic awards outlined in the closed report and grant awards as appropriate (see paragraph 6).
2. That the sub-committee considers the nomination from the Mayor (if any, outlined in the closed report) for a discretionary award and grant the award as appropriate.

BACKGROUND INFORMATION

3. The Southwark Civic Awards scheme was initiated in 1997 for the purposes of recognising exceptional contributions to community life by individuals and organisations in the borough. Up until 2015, the scheme was administered on behalf of the council by the Southwark Civic Association which made recommendations to Standards Committee for the granting of civic awards.
4. Council assembly on 8 July 2015 resolved that from the 2015/2016 civic year, the administration of the civic awards be carried out by the council pending a longer term review of the operation of the awards scheme. Officers were requested to put in place the necessary arrangements for the running of the awards within existing council resources. Council assembly also resolved that the decisions on the granting of civic awards be delegated to a sub-committee of the standards committee. In 2016/17, this became a sub-committee of the audit, governance and standards committee, as the two committees were merged.
5. The 2017 awards scheme gave a period of twelve weeks for nominations to be received. Nominations received are being considered by a short listing panel as to the number of individual and organisational nominations that satisfy the awards criteria. The panel will also establish whether any of the nominees have already been honoured with a Southwark civic award of equal or greater status.
6. Following the short listing, details of all nominees, including a single nomination for the Mayor's Discretionary Award, if any, will be presented to the standards (civic awards) sub-committee in a closed report, for consideration by the sub-committee at this meeting.
7. This year's awards ceremony will take place at Southwark Cathedral on Saturday 13 May 2017. The ceremony will be combined with Mayor Making in a joint civic ceremony that will be followed by a reception.

KEY ISSUES FOR CONSIDERATION

8. The granting of awards is a constitutional function of audit, governance and standards (civic awards) sub-committee and members have the final discretion whether or not to grant an award. Members also have a particular responsibility to safeguard the non-political nature of the awards scheme.
9. Members need to be satisfied that the nominations meet the published set of eligibility, expectations, and exclusions before granting awards. These are outlined in Appendix A.
10. In November 2009, council assembly agreed the introduction of a discretionary Mayor's award. The eligibility criteria for this award are also outlined in Appendix A.
11. Financial and legal checks are undertaken on nominees regarding outstanding debt to the council. Council records are checked to ascertain whether there is any reason not to grant an award (e.g. arrears owed to the council for which no arrangements have been made to repay, or where the council is taking legal action against the nominee). Standards (civic awards) sub-committee is asked to grant awards in principle, subject only then to these checks being undertaken and to delegate authority to the strategic director for housing and modernisation. Such delegation would only allow for an award not to be made on the grounds set out above.

Resource implications

12. Combining Southwark Civic Awards, Mayor Making and the Freedom of the Borough in one location and on one date will mean that all can be managed within existing staff and financial resources. Previously these three ceremonies were arranged as separate events on different dates.

Community impact statement

13. The council is committed to promoting civic engagement and good relations in our communities. Application forms are distributed widely throughout the borough and any person is able to submit a nomination online at any time during the call for nominations. The awards attract media interest and recognise the voluntary work of a number of people and organisations within Southwark, thus strengthening community cohesion.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark Constitution	Constitutional Team 2nd floor, 160 Tooley Street London, SE1 2QH	Virginia Wynn-Jones 020 7525 7055

APPENDICES

No.	Title
Appendix A	Southwark Civic Awards – Rationale, Categories, Criteria and Eligibility

AUDIT TRAIL

Lead Officer	Stephen Douglass, Director of Communities	
Report Author	Virginia Wynn-Jones, Principal Constitutional Officer	
Version	Final	
Dated	28 February 2017	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Democracy	No	No
Strategic Director of Finance and Governance	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team		28 February 2017

APPENDIX A**SOUTHWARK CIVIC AWARDS 2016****RATIONALE, CATEGORIES, CRITERIA, ELIGIBILITY**

Since 1997 the Southwark Civic Awards scheme has honoured hundreds of individuals and organisations across the borough. Apart from the rarely conferred Honorary Freedom of Southwark, the awards are the most prestigious the council can make and in 2016 they become even more exceptional still with the conferring of a small number of awards in these categories:

The Liberty of the Old Metropolitan Borough of Bermondsey (Category 1)

The Liberty of the Old Metropolitan Borough of Camberwell (Category 2)

The Liberty of the Old Metropolitan Borough of Southwark (Category 3)

The Young Citizen of the Year Award (Category 4)

The Mayor's Special Award (Category 5)

What are we looking for?

With this awards scheme the key words are 'active citizenship' and 'exceptional achievement'. We are in search of people, projects, organisations and businesses worthy of being singled out and publicly recognised for their generous use of time, ideas, energy and resources for the betterment of others.

We are also looking for shining examples of civic mindedness, personal courage, or service to family or community that is above and beyond the ordinary. We want the recipients of these awards to know that the difference they have made to the lives of others, or indeed the life of the borough, is recognised at the highest level.

Examples may include, but are not restricted to:

- Outstanding personal service to the young or the elderly.
- A community organisation or person that has improved the lives of many.
- A project or event that has helped to build bridges between cultures and communities.
- An act of personal courage or generosity.
- Innovation in business or the improvement of the local economy.
- Enhancement of the borough's culture, heritage and reputation.

The Liberty Awards

The Southwark Civic Awards celebrate our roots as 'London's most historic borough' by conferring the liberties of the three metropolitan boroughs from which The London Borough of Southwark was formed in 1965 – Bermondsey, Camberwell, and Southwark.

We also want to recognise exceptional contributions to civic, community or family life by individuals, businesses, projects or organisations in the geographical areas they once

covered. Those nominated for one of these awards may have given a lifetime or many years of service, or made an exceptional contribution to civic and community life in the previous year (2015).

The Old Metropolitan Borough of Bermondsey incorporates: Surrey Docks, Rotherhithe, South Bermondsey, Riverside, and Grange wards.

The Old Metropolitan Borough of Camberwell incorporates: Camberwell Green, Peckham, Livesey, South Camberwell, The Lane, Nunhead, Brunswick Park, Peckham Rye, Village, East Dulwich, and College wards.

The Old Metropolitan Borough of Southwark incorporates: Cathedrals, Chaucer, East Walworth, Faraday, and Newington wards.

The Young Citizen of the Year Award

This award will recognise the exceptional community spirit, generosity or civic mindedness of a youth or young adult under the age of 25 in any part of the borough. As with the 'liberties', you may nominate a young citizen who has contributed several years of service to community or family life, or has made an outstanding contribution in the previous year alone (2015). The recipient of this award must be a Southwark resident.

The Mayor's Special Award

This discretionary award will allow Southwark's current First Citizen, Councillor Dora Dixon-Fyle MBE, to exercise her personal judgement as to which individual, business, project or organisation in any part of the borough has made the most outstanding contribution to community life.

This person, business, project or organisation may be one of those already honoured with a Liberty or Young Citizen of the Year award, or it may be another worthy of being singled out for a lifetime or a year of outstanding achievement.

Eligibility and exclusions

The council welcomes nominations for any individual whose unpaid voluntary activity is unrelated to, or is additional to, the nominee's current employment. We also welcome nominations for any community group, organisation or business which is based in and/or benefits the Southwark community.

Serving elected members of Southwark Council may not be nominated but they may freely nominate others. Employees of Southwark Council are also excluded from being nominated, unless it is for unpaid voluntary activity which is unrelated to or is additional to their current employment. Council employees may also nominate individuals, projects or organisations.

As the Southwark Civic Awards scheme for 2016 does not supersede any earlier scheme, previous recipients of equal or greater awards in the scheme may not be nominated. Those who received a Letter of Commendation in the past may however be nominated.

Recipients of awards in other council-operated or supported award schemes such as Housing Heroes 2015 or Southwark Stars 2016 may be nominated for the Southwark Civic Awards.

This page is intentionally blank.

**AUDIT, GOVERNANCE & STANDARDS (CIVIC AWARDS) SUB-COMMITTEE DISTRIBUTION LIST (OPEN)
MUNICIPAL YEAR 2016-17**

NOTE: Original held by Constitutional Team; all amendments/queries to
Virginia Wynn-Jones Email: virginia.wynn-jones@southwark.gov.uk Tel: 020 7525 7055

Name	No of copies	Name	No of copies
Members of Sub-Committee		Officers	
Councillor Catherine Dale	1	Doreen Forrester-Brown	1
Councillor James Barber	1	Norman Coombe	1
Councillor Karl Eastham	1	Jacqui Brazil	1
Councillor Cleo Soanes	1	Virginia Wynn-Jones	5
Co-opted members (address labels supplied)			
Jacky Bourke-White	1		
Emmanuel Kwakye	1		
Gordon McCullough	1		
Anne Wolfe	1		
		Total: 16	
		Dated: February 2017	