



STRATEGIC POLICING AND CRIME BOARD
3 September 2013

DECISION
**Outstanding Citizen and Outstanding Young
Citizen Award Scheme**

PURPOSE OF REPORT

1. Attached to this report is a copy of the draft policy for a new Outstanding Citizen and Outstanding Young Citizen Award Scheme on which the Commissioner seeks the Board's comments.

BACKGROUND

2. The Commissioner has indicated that he intends to seek the views of the Board on any decisions that he intends to make. Attached to this report at **Annex A** is a copy of the draft decision.

RECOMMENDATIONS

3. The Board is asked to comment on the draft decision paper. The Commissioner will take account of any comments when making his decision on the proposed scheme.

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West Midlands Office for Policing and Crime

**WEST MIDLANDS POLICE
AND CRIME
COMMISSIONER**

NON-CONFIDENTIAL

Draft NOTICE OF DECISION

Xx 2013

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Title: **West Midlands Police and Crime Commissioner – Outstanding Citizen and Outstanding Young Citizen Award Scheme**

EXECUTIVE SUMMARY

The report attached as **Appendix A** sets out a proposal for a new West Midlands Police and Crime Commissioner Outstanding Citizen and Outstanding Young Citizen Award Scheme. The purpose of the new scheme is to recognise outstanding acts of good citizenship that have contributed to community safety or to reducing crime and disorder. The intention is to engage local policing and crime boards and each has been consulted on the proposals.

DECISION

I approve the proposed West Midlands Police and Crime Commissioner Outstanding Citizen and Outstanding Young Citizen Award Scheme. In making this decision I have taken account of the views of the Strategic Policing and Crime Board who considered the draft scheme at its meeting held on 3 September 2013.

West Midlands Police and Crime Commissioner

I confirm that I do not have any disclosable pecuniary interests in this decision and take the decision in compliance with the Code of Conduct for the West Midlands Office for Policing and Crime. Any interests are indicated below.

Signature.....

Date.....

NON – CONFIDENTIAL FACTS AND ADVICE TO THE POLICE AND CRIME COMMISSIONER

INTRODUCTION AND BACKGROUND

This report sets out a proposal for a new Police and Crime Commissioner Outstanding Citizen and Outstanding Young Citizen Award Scheme. The purpose of the new scheme is to recognise outstanding acts of good citizenship that have contributed to community safety or to reducing crime and disorder. The intention is to engage local policing and crime boards and each has been consulted on the proposals. However, indicative replies of support have only been received from two of the seven local authority areas.

Appendix A sets out the detail of the proposed scheme.

FINANCIAL IMPLICATIONS

The proposals do not include a bespoke awards ceremony and the most significant cost therefore is the additional staff resource. The cost of certificates and small prizes is expected to be in the region of £350 per annum which can be accommodated within the existing WMOPC budget.

LEGAL IMPLICATIONS

There are no legal implications arising from this report.

EQUALITY IMPLICATIONS

The Commissioner will ensure that the operation of this process ensures that consideration is given to all equality implications.

Schedule of Background Papers

There are no background papers for this decision making report.

Public Access to Information

Information contained in this decision is subject to the Freedom of Information Act 2000 and other legislation. This decision will be made available on the Commissioner's website.

INTRODUCTION AND BACKGROUND

1. This report sets out a proposal for a new Police and Crime Commissioner Outstanding Citizen and Outstanding Young Citizen Award Scheme. The purpose of the new scheme is to recognise outstanding acts of good citizenship that have been achieved by people who are volunteers or community members and who have shown consistent dedication to their community over a period of time, giving up their own time and helping others in ways which contribute to community safety or reducing crime and disorder.
2. The intention is to make the awards as locally based as possible with one Outstanding Citizen Award and one Outstanding Young Citizen Award being made on each local policing unit every year. In addition, the Commissioner may make additional special awards each year.
3. In order that the awards are as local as possible, each of the seven local policing and crime boards will be asked to determine the award winners for its area. How the Board goes about seeking and assessing the nominations is a matter for local discretion. The local policing and crime board can also recommend to the Commissioner where the Award ceremony should take place. This may be at a local policing unit (LPU) based award ceremony or it may be at a local authority or other local meeting or event.

WEST MIDLANDS POLICE

4. West Midlands Police has its own scheme of awards which is called the Diamond Awards. This is a relatively new scheme and the first award ceremony took place in January 2013 with the second ceremony planned for March 2014. Awards are made across 11 categories, with a total of 14 awards. The ceremony consists of a dinner-dance with entertainment, and awards at the end of the evening. The costs are in the region of £30 per head, met entirely from sponsorship.
5. The experience of the Force during this first year has been that it was more resource intensive than initially anticipated. There is currently one full time member of staff with secretarial support who manages the scheme and in the few weeks prior to the ceremony there is a team of staff working on the event. LPUs are free to have their own local ceremonies, although funding is no longer made available for this and LPUs must fund ceremonies from sponsorship. This may deter LPUs from having their own events but this will become apparent during the course of this year.
6. The Diamond Award ceremony itself was a very full and busy evening and the Force is considering reducing the overall number of awards made on the night. The evening could possibly accommodate up to one more award, for example one of the Commissioner's Special Award, but it would not be possible to add all fourteen of the proposed awards to the Diamond Award ceremony.

LOCAL POLICING AND CRIME BOARDS

7. The role of the local policing and crime boards is clearly pivotal in the success of the proposed scheme. In view of this, all seven have been provided with information on the proposals and asked for their views. The responses received are set out below:
 - Birmingham – no comments received.
 - Coventry

No negative feedback from members of the Community Safety Partnership. Discussed with Cabinet Member who is in support of it and asked to bring to our attention the scheme that currently runs in Coventry. Details can be found at http://www.coventry.gov.uk/info/1045/civic_recognition_and_awards/108/good_citizen_award

- Dudley – no comments received.
- Sandwell
The Safer Sandwell Partnership Board has not met since the consultation was issued. However information has been circulated to them and the feedback is that they are happy with the outlined process and timeline.
- Solihull- no comments received.
- Walsall – no comments received.
- Wolverhampton – no comments received.

RESOURCES

8. While it is hoped that some of the work will be undertaken by local policing and crime boards and that there is not a ceremony to organise, there is still a staffing implication. Additional administrative duties will be required to:
 - provide a point of liaison for LPUs, Local Policing and Crime Boards and the nominees themselves
 - provide publicity for each Local Policing and Crime Board and across the West Midlands and assist with encouraging nominations
 - respond to queries and requests for information
 - correspondence, copying of forms, circulating copies of nomination papers etc
 - coordinating the seven awards ceremonies and arranging Commissioner, Board member and officer attendance at these ceremonies
 - Further work associated with the Commissioner's Special Award (seeking nominations, copying and circulating papers etc).
9. As this is a new scheme, the extent of the staffing requirement is not known, but experience from the Force is that these duties are time consuming and may be a significant element of one person's working hours.

DETAILS OF SCHEME

10. The following provides details of the scheme.

West Midlands Police and Crime Commissioner Outstanding Citizen Awards and Outstanding Young Citizen Awards

Purpose of the awards

On an annual basis, to recognise outstanding acts of good citizenship that have contributed to community safety or to reducing crime and disorder.

Who is eligible to be nominated?

There are two categories of award:

- the Outstanding Citizen Awards
- the Outstanding Young Citizen Awards (for individuals aged 18 or under).

Individuals who are nominated for the awards will be volunteers or community members who have shown consistent dedication to their community over a period of time, giving up their own time and helping others in ways which contribute to community safety or reducing crime and disorder. Successful nominations will be supported by the local policing and crime board who will recommend nominated award winners to the Police and Crime Commissioner.

Nominations

Each Local Policing and Crime Board shall be requested to invite and consider nominations and to choose one nomination for the Outstanding Citizen Award and one nomination for the Outstanding Young Citizen Award from within the Board area. Details of the recommended award winners shall then be sent to the Police and Crime Commissioner.

Assessing the nominations

All nominations will be considered by the local policing and crime board and the decision to make a recommendation to the Police and Crime Commissioner shall be made by the Board (it is a matter for each Board to decide upon the most appropriate decision making process).

Awards

Award recipients shall be invited to attend a suitable event whereupon they shall be presented with an award certificate by the Police and Crime Commissioner. The event may be a council meeting, an existing award ceremony or other similar event and, where possible, shall be within the local authority area. The local policing and crime board shall liaise with West Midlands Office of Policing and Crime (WMOPC) to decide upon a suitable event and ensure the Commissioner's or a Commissioner's representative to attend and make the award.

Each recipient will be awarded a certificate and a commemorative prize.

Timing of the awards for 2013

The timetable for the awards is as follows:

- Details of scheme to each local policing and crime board for consultation – May to July 2013
- Publicity and invite nominations: September – October 2013
- Local policing and crime boards to notify recommended award winners to WMOPC – December 2013
- Awards – December 2013 – March 2014

West Midlands Police and Crime Commissioner Special Awards

In addition to the Outstanding Citizen and Outstanding Young Citizen Awards, the Commissioner may choose to make a special award to an individual or to a local group or organisation that, in his opinion, has made an exceptional contribution to community safety or reducing crime and disorder that deserves recognition. Such awards may be made at any place and any time of the year.

Draft decision