

EMPLOYEE CELEBRATION AWARDS

Consultation has taken place with the Employee Celebration Awards Working Group comprising of Trade Unions (Unison Rep, Unite chose not to attend), Councillors, (Cllr Murray-Carr, Cllr Reid) and HR. It is being proposed that Bolsover District Council will hold an annual Employee Celebration Awards ceremony which will replace the quarterly Employee Awards.

This event will take place in the Council Chamber at The Arc and the first event is scheduled for **6 December 2017**.

Details

The Employee Celebration Awards will involve the following:

- Awards Ceremony is hosted by Chief Executive and Leader of the Council
- Presentations to award winners are made by SAMT
- Event starts with a buffet and drinks
- Branding of the Employee Celebration Awards to be facilitated by Communications
- Nominations to be requested in various categories with a Judging Panel agreeing the top three shortlisted nominations in each category
- Judging Panel : Leader, Chief Executive, Trade Union and HR Representative
- Award categories:

Achiever of the Year	This category will reward an outstanding individual who has made an outstanding contribution to the Council.
Community Champion	This award is presented to an individual or team that has worked alongside the community to improve a neighbourhood and the quality of life for residents.
Frontline Star	This category is for an individual working on the front line who delivers excellent services and is an outstanding ambassador for the Council.
SAMT Award	This award is presented to an individual or team identified by SAMT
Support Star	This category is for an individual working in a support office role who has delivered excellent service in support of one of more of the Council's Corporate Aims.
Top Manager	This category will reward a manager or supervisor who has generated a sense of teamwork, getting people to work to their full potential.

Top Team	This category rewards a team that has excelled in their field in support of one or more of the Council's Corporate Aims.
Unsung Hero	This category is for an individual or team that has worked behind the scenes and delivered great results in support of one or more of the Council's Corporate Aims.

- Awards:
 - Framed Certificate for everyone shortlisted
 - An additional day's annual leave for the Winner for one year

Long Service Award

It is proposed that employees who reach their 25 year's service at the Council during the course of the year are invited to attend the event to receive their long service award and certificate, ideally from their Joint Assistant Director. This would replace the award being presented either by the Manager or posted to the individual on the date at which they reach 25 years' service. The current award is £125 in Bonus Bonds and this remains the same.

Employees reaching their 30, 35 or 40 years service will continue to receive a congratulations and thank you letter from the Chief Executive.

Retirement Award

Any employee who has retired within the preceding year with more than 5 years service is invited to the event to receive an award dependant on the number of years they have worked at the Council.

- Suggested value of the award:
 - Five but less than ten years £10.00
 - Ten but less than fifteen years £20.00
 - Fifteen but less than twenty years £30.00
 - Twenty but less than twenty five years £40.00
 - Twenty five but less than thirty years £50.00
 - Thirty but less than thirty five years £60.00
 - Thirty five but less than forty years £70.00
 - Forty years or more £80.00

Suggested Running Order (Timings are approximate)

Buffet served in Committee Room 1 30 mins

Guests proceed to Council Chamber for Ceremony

- Welcome by Chief Executive and Leader 5 mins
- Presentation of Long Service and Retirement 20-30 mins
- Presentation of Awards 60 mins