



CAERPHILLY HOMES TASK GROUP – 13TH MARCH 2014

SUBJECT: TRANSFORMING LIVES AND COMMUNITIES AWARDS

REPORT BY: INTERIM CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To provide members of the Caerphilly Homes Task Group with information on the establishment of an annual Transforming Lives and Communities Awards.

2. SUMMARY

- 2.1 The Offer Document to tenants, prior to the stock transfer ballot, included a commitment to establishing a 'Good Neighbour' recognition scheme. The original proposal was to establish a monthly award/recognition scheme and a budget of £2,000 was allocated to this. Following consideration of how the scheme could be implemented, a monthly award scheme would be onerous to administer.
- 2.2 This report advocates an annual award scheme, in keeping with the original concept of recognising 'good neighbours' and active citizens. The Transforming Lives and Communities Awards will recognise local people who have made a significant difference to the lives of Caerphilly Homes' tenants and the communities in which they live.
- 2.3 The awards offer substantial publicity opportunities for Caerphilly Homes, helping to raise its profile and develop a positive reputation amongst both tenants and peers. The awards meet with Caerphilly Homes' strategic objective of transforming lives and communities by encouraging active citizenship and recognising the work of local volunteers. The awards also support the preventative work being undertaken in respect of anti-social behaviour, by giving recognition to 'good neighbours' and the promotion of positive role models in society.

3. LINKS TO STRATEGY

- 3.1 The Welsh Housing Quality Standard (WHQS) is intended to ensure that all local authority and housing association homes are improved and maintained to achieve specified standards.
- 3.2 The Council is committed to ensuring that the WHQS investment transforms not only homes but also lives and communities.
- 3.3 The Single Integrated Plan 2013 – 2017 has a priority to "Improve standards of housing and communities giving appropriate access to services across the county borough."
- 3.4 The Council's Local Housing Strategy "People, Property, and Places" has the following aim:
"To provide good quality, well managed houses in communities where people want to live, and offer people housing choices which meet their needs and aspirations."

4. THE REPORT

- 4.1 Widespread publicity is planned to raise awareness of the awards and the nominations process. Various methods will be used to publicise the awards including the Caerphilly Homes tenant newsletter, social media, website, local press and mailshots to community groups and other agencies/council departments, e.g. Communities First, GAVO, youth services, etc.
- 4.2 Nomination forms will be available from the WHQS Transforming Lives and Communities Team; these will be available to complete in paper copy (along with a freepost envelope for return) or electronically for return via email. The opportunity to complete nomination forms via the website will also be explored.
- 4.3 A judging panel will meet to score nominations (see project plan for timescales), with a winner and two runners up selected for each category. The proposed judging panel will consist of:
- Cabinet Member for Housing – Cllr Gerald Jones
 - Chief Housing Officer – Shaun Couzens
 - Head of Programmes – Phil Davy
 - Chair of Caerphilly Homes Task Group – Anna Lewis

- 4.4 Four award categories are proposed, as follows:

- Transforming Lives Award - Individual

This award will recognise an exemplary 'good neighbour', who regularly goes 'above and beyond', helping to transform the lives of local people. When scoring nominations for this category, judges will consider the extent to which individuals have helped and supported others or championed their local area.

Only Caerphilly Homes' tenants can be nominated for this award. There are no restrictions on who can nominate; for example, nominations could be made by other tenants, members of the local community, other agencies or Caerphilly Homes' staff.

- Transforming Communities Award - Group

This award will recognise groups who have made a significant effort to transform their local community. In this category, judges will consider the impact that groups have had on their local community and the outcomes brought about through their work.

To be eligible for this category, groups must operate within the Caerphilly county borough and their work must be of direct benefit to Caerphilly Homes' tenants. Nominations can be made by Caerphilly Homes' tenants, members of the local community, other agencies or Caerphilly Homes' staff.

- Young Person of the Year

This award will recognise an individual under the age of 21 who has made a difference in their local community; particularly those who work to champion the cause of young people.

To be eligible, nominees must be under 21 years of age and reside in a Caerphilly Homes property. There are no restrictions on who can submit nominations, for example nominations could be made by Caerphilly Homes' tenants, members of the local community, local school, other agencies or Caerphilly Homes' staff.

- The 'Extra Mile' Award - Caerphilly Homes' employee

Employees of Caerphilly Homes who have gone the 'extra mile' and made a real difference to the lives of tenants will be considered for this award.

All employees of Caerphilly Homes will be eligible for this award and nominations will be

accepted from Caerphilly Homes' tenants or colleagues at Caerphilly Homes.

- 4.5 The judging panel will be asked to attend an evaluation session, facilitated by the Communications and Tenant Engagement Officer, where they will consider and score all nominations. Set scoring criteria will be provided for each category and the nominees scoring highest in each category will win. There will also be an additional two runner up prizes in each category; dependent upon the number of nominations received.
- 4.6 In order to ensure fairness and transparency, judges will be asked to declare any interest in nominees and if any declarations are made, e.g. family member being nominated, they will be asked to abstain from scoring in that category.
- 4.7 An awards ceremony will be arranged by the Transforming Lives and Communities Team, with all nominees invited to attend. Winners will be presented with trophies at the ceremony, along with certificates for runners up. Based on projected timescales, it is anticipated that the awards ceremony will be held during August.
- 4.8 The proposed project plan for the award is shown below:

Action	March	April	May	June	July	August
Criteria and nomination process agreed						
Marketing materials & nomination forms produced						
Flier distributed to community groups, agencies, area housing offices, etc						
Article in tenant newsletter						
Closing date for nominations						
Judging panel score nominations						
Trophies & certificates produced; invitations sent for awards ceremony						
Awards ceremony held						

5. EQUALITIES IMPLICATIONS

- 5.1 This report is for information purposes only, so the Councils EqIA process does not need to be applied.

6. FINANCIAL IMPLICATIONS

- 6.1 A budget of £2,000 per annum has already been allocated to the awards, which will be sufficient to deliver these proposals. Costs to be incurred will be for awards to winners, design and print costs, photographs and publicity and an awards ceremony. To keep the costs down it is proposed the latter would be held in Penallta House.
- 6.2 The use of existing communications methods, such as the tenant newsletter, will help keep the costs to a minimum.

7. PERSONNEL IMPLICATIONS

- 7.1 This report has no direct personnel implications.

8. CONSULTATIONS

- 8.1 Consultation has been carried out with tenants, through the Repairs and Improvements Group and Older Persons' Working Group. Caerphilly Homes' staff have also been consulted

through the Employee Panel.

8.2 The views of consultees listed are also incorporated within the report.

9. RECOMMENDATIONS

9.1 That the contents of this report be noted.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To inform members of the Caerphilly Homes Task Group of the proposal to introduce an annual awards scheme to fulfil the Offer Document /Addendum commitments.

11. STATUTORY POWER

11.1 Housing Acts and Local Government Acts.

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Consultees: Cllr. Gerald Jones, Deputy Leader & Cabinet Member for Housing
Cllr. Keith Reynolds, Deputy Leader and Cabinet Member for Corporate Services
Cllr Ken James, Cabinet Member for Regeneration, Planning & Sustainable
Development
Phil Davy, Head of Programmes
Shaun Couzens, Chief Housing Officer
Dan Perkins, Head of Legal Services
Nicole Scammell, Acting Director of Corporate Services and S151 Officer
Jane Roberts-Waite, Strategic Coordination Manager
Stephen Pugh, Corporate Communications Manager
Mandy Betts, Tenant and Community Involvement Manager