

## REPORT TO PICKMERE PARISH COUNCIL

5<sup>th</sup> September 2017

### AGENDA ITEM 9.4 – Local Council Award Scheme

#### 1. Background

- 1.1 At a recent meeting Cllr. Flannery raised the possibility of the Parish Council seeking to apply for accreditation under the above scheme. It was agreed that this should be considered at a future meeting.

#### 2. Report

2.1 The Local Council Award Scheme (LCAS) is promoted by the National Association of Local Councils with the aim of celebrating the successes of the very best local councils, and providing a framework to support all local councils to meet their full potential.

2.2 Councils can apply for an award at one of three levels:

- Foundation award – a council meeting the requirements for operating lawfully and according to standard practice;
- Quality award – demonstrates that a council achieves good practice in governance, community engagement and council improvement;
- Quality Gold award – a council at the forefront of best practice, achieving excellence in governance, community leadership and council development.

2.3 The scheme sets out criteria to meet at each level, covering selected aspects of the council's work. Councils of any size can aspire to an award appropriate for their budget and level of activity. Every award has a requirement for certain information to be published online.

2.4 The scheme is a form of peer review – councils are reviewed by experienced peers through the work of an accreditation panel.

2.5 An introduction to the scheme is attached to this agenda, but initial information includes the following, taken from NALC's website:

- a. The first step is to register online with NALC. You will then be charged a £50 registration fee by NALC.

- i. *Tip: You do not need to have all the criteria in place at this stage, you are simply registering your interest in taking part in the scheme*

*Tip: You can apply for any award level - you don't need to start at Foundation.*

- b. When you have the criteria prepared and in place, confirm this in a public meeting

- c. You should then notify your local accreditation panel co-ordinator and provide the **application form** including links to online documents. At this stage you will also pay an accreditation fee to your local County Association (this would be a further £50 for a council of our size for the foundation level award). This fee depends on the award level you are applying for and the size of your council.

- d. Your local panel co-ordinator will contact you with the result of your application.

2.6 The process is intended to be a supportive one, assisting councils to achieve improvement and an award. Clearly, preparing for an application will require some additional work from your Clerk in setting up those elements of documentation that do not exist at present, and possibly some review by Council of its current documentation, customs and practices.

### **3. Recommendation**

- 3.1 That Council considers whether to pursue further the possibility of applying for accreditation under the scheme.

**Jack Steel**  
**Clerk to Parish Council**