

APPENDIX E

AMENDS TO BE MADE TO CIVIC PROTOCOL WITHIN PCC CONSTITUTION

5 Council Honours

15.1 One of the roles of the Constitution & Ethics Committee is to receive and consider nominations for Council honours, including Freedom of the City, Honorary Alderman and Mayor of Peterborough Community Awards, and make recommendations to Full Council or to other relevant bodies on behalf of Full Council.

15.2 All group nominations must be endorsed by one supporter, who must not be involved in running the group, or be a partner or relative of anyone in running it. A volunteer with the group or a beneficiary of its services may act as a supporter, but if they do, an additional supporting letter may be required. The criteria for a group nomination is: -

- provide a high-quality service to benefit individuals or groups in the community • operate and provide a service in Peterborough
- must have been operating for a minimum of 3 years (exceptions may be made for short-term projects), and
- must be made up entirely of volunteers (including trustees), or it includes some paid staff, but they must be in the minority of those involved.

15.3 All individual nominations must be endorsed by one supporter, who must not be a partner or relative to that individual. The individual must show extraordinary achievements and contributions. Some examples of categories for an individual nomination are: -

- Public service nurses, doctors, teachers, civil servants, police officers • Exceptional service to the local community
- Involvement in business and industry
- Scientists
- Arts practitioners and administrators – artists, actors, musicians, writers etc.
- Involvement in sport
- Journalists and broadcasters

15.4 The Constitution & Ethics Committee will consider nominations and make recommendations to an extraordinary meeting of Full Council.

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