

★ Team Award – Going the extra mile

The Team award is for the team that has been outstanding in raising the profile and recognition of Council services and demonstrates the ability to deliver clear benefits to their service and to customers through working together effectively and efficiently. Nominations should include:

- A brief overview of the team being nominated
- An explanation of how the team has exceeded the standard of service customers would expect to receive
- An explanation of how the team has gone above and beyond the call of duty, exceeding the service that would be expected
- The benefits this has brought to the Council, our residents, customers, partners, employees

The judges will be looking for evidence that demonstrates how the team excels, and delivers a service that is beyond what would be expected of them.

Making a nomination

Nominations can come from within the Council (internal) where employees can nominate their colleagues, individuals, or teams. Nominations can also be made by service users/council partners (external) who can nominate those who deliver services or have worked along side.

To make a nomination, you should complete a nomination form, available online, by email or in hard copy from Council offices and Community Hubs.

Online: Complete and submit the application form online at www.eastdunbarton.gov.uk/STARS

Hardcopy: Leaflets and nomination forms are available from the Council HQ, Southbank Marina and the Community Hubs in Bearsden, Kirkintilloch, Lennoxton and Bishopbriggs Library.

Nominations should be **no more than 1,000 words** and should meet the criteria for the nomination category. They may include comments or feedback from other Council services and colleagues or from residents, the public or partner organisations.

The closing date for nominations is **12noon on Friday 8 November**.

Your nomination can be submitted by online or by post as follows:

Online: www.eastdunbarton.gov.uk/STARS

Post to: STARS
Education, People & Business,
Southbank Marina HQ,
12 Strathkelvin Place,
Kirkintilloch G66 1TJ



Awards 2019

STARS

Special Thanks and Recognition Scheme

Awards 2019

Rewarding excellence in Employees and Teams that go the extra mile



STARs

STARs is the Council's Special Thanks and Recognition scheme for recognising achievements across the organisation for individual employees and teams. STARs was developed in recognition that high quality services will only be delivered by a workforce that is enthusiastic, caring and committed to the community and who strive to do their best in all aspects of their day to day role and responsibilities. The Awards were launched in 2012 and have been delivered annually since 2015.



The Awards

Individual winners get £100 to be spent locally and an additional day of annual leave. Team winners get £100 per person up to £1,000 to be equally divided across the team and spent locally and an additional day of annual leave for each team member.

"STARs is designed to celebrate employee success, and to recognise the outstanding contributions, of our employees. The Awards are an opportunity for fellow employees and our community to nominate the excellent efforts of those individuals and teams that they believe have gone 'the extra mile' in their roles."

Andrew Polson,
Joint Council Leader

"Our employees do a great job, often in challenging circumstances and in recent times through continuous organisational change. STARs Awards recognise the extra effort made by many in delivering key services to our community."

Vaughan Moody,
Joint Council Leader

2019 Timeline

The timescale for nominations for awards this year is as follows:

- Friday 15 November – closing date
- Thursday 21 November – announce the short list
- Thursday 12 December – 2019 Celebration, winners announced

2019 Celebration

The celebration event to announce the 2019 STARs will be held in the War Memorial Hall, Bishopbriggs on Thursday 12 December. All short-listed nominees will be invited with those who nominated them and the presentations will be followed by afternoon tea.

The Categories

There will again be five categories for this year's annual STARs Award, three to be nominated by Council colleagues and two of which can be nominated by customers, members of the public or the Council's partner organisations:



Employee Award - Going the extra mile

- internally nominated by colleagues
- externally nominated by customers, members of the public or partners



Young Employee of the Year



Team Award – Going the extra mile

- internally nominated by colleagues
- externally nominated by customers, members of the public or partners

The Criteria



Employee Award – Going the extra mile

The employee awards are for individuals who have provided an outstanding contribution through their role and added value to the Council through their achievements. Nominations should include:

- **A brief overview of the individual being nominated**
- **An explanation of how they have exceeded the standard of service customers would expect to receive**
- **An explanation of how they go the extra mile, beyond what is expected in their role, to make a positive difference to their service, the Council, the wider community**
- **The benefits this has brought to the Council, residents, customers, partners, employees**

The judges will be looking for evidence that demonstrates how the individual makes an outstanding contribution to improving performance and innovation in their work area that contributes to more efficient and effective Council services.



Young Employee of the Year

The Council is committed to supporting employability in East Dunbartonshire and the Early Careers programmes offer local young people the opportunity to gain vital skills, experience and a qualification to support their career. In this category, we are looking for any young employee who has grasped the opportunity to develop their future career, displaying enthusiasm, determination and commitment and who goes the extra mile in their role. Your nomination should include:

- **A brief overview of the young person's role**
- **How the young person has demonstrated a positive attitude and a commitment to develop their knowledge, skills and abilities**
- **How the young person has contributed to their service and to their team**
- **How the young person has exceeded their objectives**

The judges will be looking for evidence that demonstrates how the young person has made a positive contribution to the service area they are working in whilst personally benefitting from their learning and development opportunity.