

Report of Civic Recognition *Working* Group of Mid Ulster Council held on *Monday 16<sup>th</sup> January 2024 by virtual means.*

**Attendees**    **Members:** Councillor D McPeake\*, Molloy\*, McLernon\*, Bell\*, Corry\*, Robinson\*, Brown\*, Burton\*  
**Officers:** AM Campbell\*, (DCE/SD: ENV), J McGuckin\* (HoSSE), J Hobson\* (Executive Officer)

**Apologies**    Councillor Mallaghan and McLean

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1.0	<b>Report of meeting held on 31 August 2023</b>	
	Members noted the report of the Civic Recognition Working Group held on 31 August 2023	
2.0	<b>Mid Ulster Sports Awards – Members Update Paper</b>	
	<p>Considerations for Mid Ulster Sports Awards</p> <ul style="list-style-type: none"> <li>• Date and Venue:</li> <li>• Catering Options:</li> <li>• Design &amp; Branding;</li> <li>• Awards;</li> <li>• MC &amp; Production on Night;</li> <li>• Mid Ulster Sports Awards Criteria;</li> <li>• Mid Ulster Sports Awards Nomination Paper;</li> <li>• Assessment Panel;</li> <li>• Date of Launch of the Mid Ulster Sports Awards;</li> </ul> <p><b>AGREED:</b> Members Update Paper circulated and agreed (Appendix 1). In addition to this</p>	

	<ul style="list-style-type: none"> <li>(i) Theatre style in auditorium allowing maximum numbers to attend.</li> <li>(ii) Smart Casual Dress code</li> <li>(iii) Catering – Agreed High Quality Buffet style food on arrival. A drinks reception was also discussed with a view to ensuring appropriate controls where in place re: supervision by staff.</li> <li>(iv) Awards – Discussion around design of a Mid Ulster Civic Award by a local Mid Ulster manufacturer. It was explained that this has proven difficult, and we have spoken to a number of suppliers. It was agreed that we may need more time with a view to design and completion of this in line with future award ceremonies.</li> <li>(v) Mid Ulster Sports Awards Criteria <ul style="list-style-type: none"> <li>- Ensure to include to either participate and/or reside within Mid Ulster Council area to be all inclusive.</li> <li>- Clarity around the allowing individuals/clubs to nominate to each of the eight award categories</li> </ul> </li> <li>(vi) Launch of Mid Ulster Sports Awards to take place on 22<sup>nd</sup> January 2024 with a photoshoot with Chair of Council and Thomas Niblock.</li> <li>(vii) Consider opportunity for Donations on the evening for the Chair of Councils Chosen Charities.</li> <li>(viii) An update Paper be circulated to members in advance of the Launch of the Mid Ulster Sports Awards.</li> </ul>	<ul style="list-style-type: none"> <li>(i) HoSSE</li> <li>(ii) Officers &amp; Members</li> </ul>
<b>4.0</b>	<b>Date of Next Meeting</b>	
	<b>AGREED:</b> Working group reconvene in February 2024	
<b>Meeting concluded at 6.00pm</b>		



Mid Ulster District Council  
**SPORTS  
AWARDS**



Comhairle Ceantair  
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**Mid Ulster**  
District Council

## Update for Members

Following meeting of the Civic Recognition Working Group on 16<sup>th</sup> January 2023 I have updated information pack on what was agreed.

### **1) Date & Venue Agreed**

#### **Mid Ulster Sports Awards 2024**

Date: 26<sup>th</sup> March 2024

Venue: Burnavon Theatre, Cookstown

Capacity: Theatre Style (347)

Dress: Smart Casual

### **2) Catering**

It was agreed that we would provide quality high end buffet style food e.g canapes etc on arrival in exhibition area of the Burnavon prior to taking your seat in Auditorium. We are currently looking at the options available to us in this regard. This will give people the opportunity to mingle prior to the event and will change the overall feel of the event. A Drinks reception on arrival was also discussed and was agreed to proceed ensuring that this is well supervised by staff as there could be some u18s at the evening.

### **3) Design & Brand**

We have been working with our Marketing & Communications team to come up with the required design and branding for the Mid Ulster District Council Sports Awards. The theme agreed is a star theme as displayed on front cover of pack which we hope to follow through to our Awards handed out on the evening. Members complimented the graphics and branding and acknowledged the work of staff in pulling this together.

### **4) Awards**

We have agreed to present 8 cups for the 8 Award winners listed as per the MU Sports Awards Criteria. These cups will be specially engraved and held onsite in some of our Leisure Facilities and will be used each year and engraved going forward. We have looked at several local suppliers regarding designing a specific unique award linked to Mid Ulster Council area but this has proven quite difficult. I have attached a few samples of what has been offered from local suppliers in **Appendix 3**. We have sourced a Star Crystal Award which fits with branding around the Mid Ulster Sports Awards and discussed the Mid Ulster Business Card as an additional option for the Nominees/Winner. It was agreed that we would explore further local suppliers within Mid Ulster area with a view to create an award which could be designed and considered moving forward for all the MUDC Award ceremonies.

## **5) MC**

It was agreed that Thomas Niblock (BBC Sports Commentator) would be MC for the event. Thomas resides in the Mid Ulster District Council area and has a great knowledge of all sports. He is also very familiar with a lot of our local sporting talent within Mid Ulster Council area.

## **6) Production**

On the night we aim to put on a high-end production. This will include Photographs of nominees, some videography on the night and interviews will take place with the various nominees and overall winners. This will provide us with some good footage to publish following the event to promote the event and each of the award winners to celebrate their success.

## **7) Mid Ulster District Council Sports Awards Criteria**

The Mid Ulster District Council Sports Awards Criteria has been drafted up and is available attached as **Appendix 1**.

## **8) Mid Ulster District Council Sports Awards Nomination Form**

The Mid Ulster District Councils Sports Awards Nomination Form will be freely available for the public to nominate on our online channels and is very straightforward to use. We also will accept hard copy nomination forms. Please see attached a Draft nomination form as **Appendix 2**.

## **9) Assessment Panel**

All nominations will be assessed by MUDC Sports Awards Selection Committee within Council which will consist of an independent representative from Sport Northern Ireland along with 2 Senior Council Officers. The nominations will be assessed against a scoring matrix which has been developed for each of the sports awards criteria.

## **10) Launch Mid Ulster District Council Sports Awards 2024**

It was agreed to launch the Mid Ulster District Council Sports Awards on the 22<sup>nd</sup> January 2024 with a Photograph with Chair of Council and Thomas Niblock. The nomination process will run for 2 weeks with a view to extending the process for an additional 3<sup>rd</sup> week.

## **11) Support Chairs Chosen Charities**

It was agreed that we would accept charitable donations on the evening for the Chairpersons chosen charity at Mid Ulster Sports Awards.

## **Mid Ulster District Council Sports Awards 2024**

### **Nomination Criteria**

1. Nominations are welcome from sports clubs, physical activity groups, schools and members of the public across the eight award categories for teams and individuals, coaches, officials and volunteers.
2. All nominees must participate and/or reside within the Mid Ulster District Council area.
3. Nominations are confined to performance/achievements between 1<sup>st</sup> January 2023 – 31<sup>st</sup> December 2023.
4. The nominee must be involved in a sport whose governing body is recognised by Sport Northern Ireland, Sport Ireland, or UK Sport.
5. Anyone who may have received Civic Recognition in 2023 year is still eligible to be nominated for the MUDC Sports Awards in conjunction with dates above as this is the first year of MUDC Sports Awards.
6. All teams/individuals can complete one nomination in each of the eight categories available.
7. Nominations will close on 5<sup>th</sup> February 2024
8. Mid Ulster District Council reserves the right to move nominees to other categories if they deem them to be more relevant or create new categories as required.
9. Nominations will be assessed by the MUDC Sports Awards Selection Committee which will consist of an independent representative from Sport Northern Ireland. Where necessary and appropriate the Committee will seek advice from external sources.

### **Nomination Guidelines**

Detailed information should be provided about the nominees sporting performance and/or outstanding sporting achievements between 1<sup>st</sup> January and 31<sup>st</sup> December 2023.

Only information contained within the nomination form will be used for assessment. Please ensure to populate the nomination form providing detailed information on the criteria requested providing as much detail as possible as all nominations will be scored against set criteria.

The Categories are as follows:

- **Sports Person of the Year Award**

This award recognises the highest achieving sports person (over 18). The Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example, and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

- **Young Sports Person of the Year Award (18 and under)**

This award recognises the highest achieving sports person (18 and under). The Young Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

- **Sports Person of the Year Award (Disability)**

This award recognises sports people with a disability. Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's level of commitment to their sport (training schedule, dedication), challenges that have been overcome, opportunities taken to develop and other contributions to roles such as mentor, coach or club ambassador.

- **Team of the Year Award**

This award recognises the most successful sports team of the year in terms of performance and achievement. Nomination forms should specify the achievements of the team during the year, including any standout individual achievements, obstacles overcome and excellent co-operation in working towards a shared goal. Teams may have achieved excellence at club, county, regional, national, or international level.

- **Club of the Year Award**

This award recognises success in all areas of a club. The nomination form should highlight how the club has succeeded in performance and achievement, leadership, participation, sustainability and development and connection with the wider community.

The Nomination Form should include details of a Club's achievements in terms of teams and individuals, the range of demographics, level of activity, any new innovate

developments, commitment to the continuous development of members, coaches, volunteers and opportunities for non-players and non-members to participate.

- **Coach of the Year Award**

This category recognises unpaid coaches who have made an outstanding contribution to coaching. This can be either through getting more people involved in local sport, or by working with athletes at a high level and achieving club or athlete success working with potential recognition at national/international level. Nomination forms should include details of the level and range of achievements, progress and development and commitment to coaching eg hours, mentoring, support provided.

- **Volunteer of the Year Award**

This category recognises Volunteers who have given an invaluable contribution with their sport as an administrator, coach or official. A volunteer is described as someone who does not get paid for their services but may be reimbursed for out-of-pocket expenses. Nomination forms should include details of the progress and development this volunteer has brought to the club and the range of achievements it has resulted in.

- **Unsung Hero of the Year Award**

This category recognises an unsung hero. The Unsung Hero award celebrates volunteers who make a positive impact in their community by enabling participation in grassroots sports. This person has achieved great things yet is not normally celebrated or recognised. Nomination forms should include details of the level and range of contributions to club life and connections with the wider community.

As this is the first year of the Mid Ulster District Council Sports Awards anyone who may have received Civic Recognition in 2023 year is still eligible to be nominated for the MUDC Sports Awards.

As part of the media production on the evening we will require photos of the nominee and any video footage of them in action (high quality).

These can be emailed to [nichola.clarke@midulstercouncil.org](mailto:nichola.clarke@midulstercouncil.org) or uploaded as part of the online application form.

Photographs and video footage will also be taken on the night for publicity purposes.

**The Awards evening will be held on Tuesday 26th March 2024 in  
The Burnavon Arts Centre, Cookstown.**





Mid Ulster District Council

SPORTS  
AWARDS



Comhairle Ceantair  
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**Mid Ulster**  
District Council

Appendix 2

# Mid Ulster District Council Sports Awards 2024

## Nomination Form

**Nominations close 5<sup>th</sup> February 2024**

Please submit this form by email to [nichola.clarke@midulstercouncil.org](mailto:nichola.clarke@midulstercouncil.org)  
Or at any of our main Council Offices for the attention of Nichola Clarke.

## Categories

The following categories are open for nominations. All teams/individuals can complete one nomination in each of the eight categories available.

### **Sports Person of the Year Award**

This award recognises the highest achieving sports person (over 18). The Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example, and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

### **Young Sports Person of the Year Award (18 and under)**

This award recognises the highest achieving sports person (18 and under). The Young Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

### **Sports Person of the Year Award (Disability)**

This award recognises sports people with a disability. Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's level of commitment to their sport (training schedule, dedication), challenges that have been overcome, opportunities taken to develop and other contributions to roles such as mentor, coach or club ambassador.

### **Team of the Year Award**

This award recognises the most successful sports team of the year in terms of performance and achievement. Nomination forms should specify the achievements of the team during the year, including any standout individual achievements, obstacles overcome and excellent co-operation in working towards a shared goal. Teams may have achieved excellence at club, county, regional, national, or international level.

### **Club of the Year Award**

This award recognises success in all areas of a club. The nomination form should highlight how the club has succeeded in performance and achievement, leadership, participation, sustainability and development and connection with the wider community.

The Nomination Form should include details of a Club's achievements in terms of teams and individuals, the range of demographics, level of activity, any new innovative developments, commitment to the continuous development of members, coaches, volunteers and opportunities for non-players and non-members to participate.

**Coach of the Year Award**

This category recognises unpaid coaches who have made an outstanding contribution to coaching. This can be either through getting more people involved in local sport, or by working with athletes at a high level and achieving club or athlete success working with potential recognition at national/international level. Nomination forms should include details of the level and range of achievements, progress and development and commitment to coaching eg hours, mentoring, support provided.

**Volunteer of the Year Award**

This category recognises Volunteers who have given an invaluable contribution with their sport as an administrator, coach or official. A volunteer is described as someone who does not get paid for their services but may be reimbursed for out-of-pocket expenses. Nomination forms should include details of the progress and development this volunteer has brought to the club and the range of achievements it has resulted in.

**Unsung Hero of the Year Award**

This category recognises an unsung hero. The Unsung Hero award celebrates volunteers who make a positive impact in their community by enabling participation in grassroots sports. This person has achieved great things yet is not normally celebrated or recognised. Nomination forms should include details of the level and range of contributions to club life and connections with the wider community.

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**Your Details**

Please ensure that you provide us with **your full contact details**, including email address and telephone number. This information will be used in case we need to contact you for any clarification or additional information about your nomination.

Name .....

Address .....

Postcode .....

Email .....

Telephone .....

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## Your Nomination

Please ensure that you provide up-to-date contact information for the person/team that you are nominating and please print their name as it should appear on certificate. We will use this information to inform the nominee of their nomination and to issue invitations to the Awards Ceremony.

**1. Please indicate whether you are nominating an individual or group:**

Individual                       Group

**2. Please identify the category you wish to make the nomination for:**

- Sports Person of the Year Award
- Young Sports Person of the Year Award (18 and under)
- Sports Person of the Year Award (Disability)
- Team of the Year Award
- Club of the Year Award
- Coach of the Year Award
- Volunteer of the Year Award
- Unsung Hero of the Year Award

**3. Name of individual or team you are nominating.**

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**4. Correspondence address**

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**5. Postcode**

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**6. Telephone**

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## 7. Email

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Please confirm that the individual or team you are nominating participate and reside within Mid Ulster District Council area.

I confirm the nominee participates and/or resides in the Mid Ulster District Council area.

Please tick this box to confirm that the nominee is aware of this nomination.

I confirm the nominee is aware of this nomination.

### **The following information will be assessed by the panel when shortlisting nominations.**

The Assessment panel can only assess your nomination based on the information contained within this nomination form. Any prior knowledge will not be taken into consideration.

When scoring each nomination submission, the panel will refer to the detailed Mid Ulster Sports Criteria which can be found online at [midulstercouncil.org/sportsawards](http://midulstercouncil.org/sportsawards).

### **Reason for nomination**

Please refer to the award eligibility criteria at [midulstercouncil.org/sportsawards](http://midulstercouncil.org/sportsawards) and state your reasons for nominating.

**Please provide details of the nominees' achievements or success during the calendar year 2023.**

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Local Suppliers – Awards Samples

Castle Award Samples





**Castle Award Samples**



**Island Turf Craft Sample**



**Heraldic Craft Sample** (Carved in Oak the MU Area)

