**Award Category Criteria**

Please read the following criteria **for each award category** carefully before submitting your entry to ensure that all the required areas and evidence are addressed.

Your submission should comprehensively demonstrate your qualifications for the award by providing detailed information and examples in alignment with the criteria. Failure to provide comprehensive evidence in line with the criteria may impact the evaluation of your submission.

We encourage you to review the criteria attentively to showcase your accomplishments effectively and increase your chances of receiving the recognition you deserve.

Please submit your submission by completing the **LLG Awards Nomination Form 2024** which can be downloaded below.

LLG Awards consist of a **one-stage nomination process**.

**Please submit the following alongside the application:**

* Statement evidencing how the nomination meets criteria as described in the category details.
	+ Please note, this must not exceed 2000 words.
* Supporting testimonials from clients, or partner feedback.
	+ Please note, this is recommended but remains optional.
	+ Please note that the testimonial is additional to the 2000-word submission statement.
* Nominee or team photo
* Nominee or team biography
* 60 second VLOG supporting the application.
* Local authority logo

**Junior Lawyer of the Year 2024**

The award seeks to recognise a lawyer who, at the time of nomination, is either **a trainee, apprentice or paralegal** pre-qualified, or post qualification lawyer who has been **practicing for less than five years** and has made an **exceptional contribution** to their legal team. Key achievements should be highlighted, focusing on specific projects, cases, or initiatives where the nominee has made a substantial impact. Detailed descriptions of these achievements, including the complexity and importance within the legal team and their authority, should be provided.

Equally important is the **nominee's commitment to public service** and **public service objectives**. Evidence of their dedication to public service may include involvement in pro bono work, community engagement, or projects that directly benefit the public or community.

The **nominee's ability to contribute to the desired outcomes** for their service and clients as a junior member of the team is a crucial criterion. The entry should elucidate how their work has improved legal processes, legal services, or client satisfaction. Moreover, it should highlight how their contributions align with the service's overarching goals and objectives.

**Innovative thinking** is a significant aspect of this award. The nominee should demonstrate an innovative approach in their legal work, showcasing fresh ideas, creative solutions, or new strategies that have positively impacted service delivery and client support.

**Supporting testimonials** from colleagues, supervisors, clients, or external partners are invaluable in providing concrete examples and anecdotes that substantiate the nominee's expertise, value, and contributions to their legal team and the local government authority.

**Whilst optional**, additional information on the **nominee's professional growth** **and development**, such as continuing legal education, certifications, or memberships in relevant legal associations, can also be included. Lastly, if the nominee has been active in **promoting inclusivity and diversity** within the legal team or their service, this should be highlighted as it aligns with the values of a progressive and inclusive legal profession.

**Legal Team of the Year Award 2024**

This award recognises a legal team that has exhibited the highest levels of creativity, innovation, knowledge, client sensitivity and responsiveness, and a substantial contribution to corporate, diversity, and community objectives. To be considered for this award category, the entry should provide a comprehensive **overview of the legal team's achievements and impact**.

The entry should begin by offering relevant **details about key members of the team,** outlining their roles and responsibilities within the team. This information allows for a deeper understanding of the team's structure and the contributions of individual members.

**Case studies and/or projects** should be presented as concrete evidence of the team's remarkable qualities. These examples should showcase the team's creativity, innovation, knowledge, client sensitivity, and responsiveness in addressing legal challenges or opportunities. The case studies and projects should be selected to demonstrate the team's ability to tackle complex legal issues effectively and efficiently.

The entry should **provide evidence of the team's excellence in service delivery**. This may include details on the positive impact of the team's legal services on the community and the authority. The entry should illustrate how the legal team's work has contributed to the broader objectives of the local authority.

To further substantiate the expertise and value added by the work undertaken, **the entry should incorporate supporting testimonials**. These testimonials may come from both internal and external sources, such as colleagues, clients, and partners. These testimonials should offer specific examples and instances where the legal team's contributions have been exceptional.

**Legal Professional of the Year**

This award is designed to recognise outstanding achievements within local government, spanning across various legal practice fields and encompassing contributions related to the advancement of legal services delivery and/or practice.

Your entry should **provide a comprehensive outline of the key activities and accomplishments** of the nominated individual. This should encompass detailed insights into their key achievements, supplemented by the inclusion of relevant case studies and projects that serve as **tangible evidence** of their qualities and impact, wherever applicable.

Your application should include the beneficial **impact of the nominee's activities**, clearly highlighting how their work has positively affected the community and/or has furthered the objectives and operations of their local authority.

To support the entry and substantiate the nominee's expertise and value addition through their work, it is strongly recommended to **include supporting testimonials** from both internal and external sources. These testimonials should underscore the skills deployed and the value contributed through their legal work.

**Excellence in Training Award**

This award category champion legal professionals who have displayed a profound commitment to fostering professional growth, knowledge sharing, and the advancement of legal careers within the local government sphere. This award celebrates the **individuals or teams** who have **excelled in their efforts to support aspiring legal professionals**, promoting diverse and accessible routes to legal qualifications within local government.

In your submission for this award, you should provide a **comprehensive account of the training activities and initiatives dedicated to trainee lawyers** and the establishment of diverse entry points into the legal profession. Your presentation should demonstrate the design, execution, and impact of training programs as well as illustrate key achievements with specific case studies and successful projects that showcase the direct link between training initiatives and the progress of trainees. Crucial to the evaluation is the **measure of the beneficial impact of these training efforts on trainee lawyers** and their journeys toward legal qualifications. The submission should offer clear evidence of how the training has nurtured their skills and contributed to their successful attainment of legal qualifications.

Of equal importance is the **creation of diverse and accessible routes into the legal profession**, ensuring that aspiring legal professionals from all backgrounds have opportunities to succeed. Provide evidence of how these initiatives have resulted in **an inclusive and accessible legal workforce** within local government.

As an added layer of recognition, we also encourage **submissions that demonstrate the nominee's support for initiatives which raise the profile of local government careers**, such as the LLG work experience week or other similar opportunities and/or schemes. Showcasing involvement in these programs further highlights the nominee's dedication to creating pathways for aspiring legal professionals.

We strongly recommend **incorporating both internal and external testimonials** to endorse the impact of the training and the availability of diverse routes to legal qualifications and support the submission.

**Community Impact Award**

This award category highlights the **crucial role played by legal officers in 2-tier District or Borough Councils** and their substantial impact on the local community. Entrants for this award are encouraged to provide comprehensive details that showcase their **team's significance, client service, creativity, and overall contribution** to the community and the Authority's functioning.

In your submission for this award, you should provide relevant details of key members within the team, outlining their roles and responsibilities. Ensure to **highlight the unique strengths and expertise** each team member brings to the table.

Present **persuasive case studies or projects** that vividly demonstrate the **team's commitment to client service and creativity whilst showcasing the innovative approaches or strategies** employed to address legal challenges within the 2-tier District or Borough Council context. Your submission should illustrate how these initiatives **have positively impacted** the local community and contributed to the overall goals of the Authority.

Additionally, you should offer evidence of excellence in service delivery, emphasising tangible outcomes and achievements. Don’t forget to **demonstrate how the team's efforts** have **directly influenced** positive changes within the community and enhanced the workings of the Authority.

Outline the specific ways in which the legal team has contributed to the **benefit, of the local community**. Provide **quantitative and qualitative** data to measure the impact of legal initiatives on community welfare and development. It is important to highlight instances where the team's legal expertise has been instrumental in shaping policies, resolving issues, or streamlining processes within the Council.

The submission **should Include testimonials** from colleagues and team members, showcasing their perspectives on the expertise and value added by the legal team's work. Ensure you also incorporate **external testimonials** from community leaders, stakeholders, or other relevant parties.