

## Community, Leisure & Recreation Committee

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<b>Date:</b>	<b>26 July 2016</b>
<b>Title:</b>	<b>Town Awards 2016</b>
<b>Contact Officer:</b>	<b>Andrea Oughton, Committee Services Officer</b>

### Purpose

To provide an update on the 2016 Town Awards and to consider any changes to the 2017 Awards.

### Background

1. The Town Awards were introduced not only to recognise those within the parish who have made an outstanding contribution but also to promote the whole ethos of community involvement. The first awards were presented in 2009.
2. The Awards Panel consists of 10 members who represent businesses, churches, schools, the Citizens Advice Bureau, community, sports clubs, emergency services and includes the Chairman of the Community, Leisure and Recreation Committee and the Town Mayor.
3. Social Media, including Face Book and Twitter, have been used to publicise the Town Awards and this together with the ability to complete online nomination forms has proved a great success in encouraging people to get involved with the process. Articles have also appeared in Thame Out magazine and on the Town Council's website and weekly electronic newsletter.
4. Over time small changes have been made to the categories and this year Awards were presented for; Lifetime Achievement x 2, Sporting Achievement x 2, Voluntary Individual, Service with a Smile and Creative Arts Achievement.
5. The winners were invited, together with members of their family, to a presentation evening at Thame Barns Centre where the Town Mayor presented the Awards. Representatives from DAF, who sponsored the 2016 Awards, were also invited as well as members of the community and the Town Council.
6. Following a 'wash up' meeting the Awards Panel would like the Town Council to consider reducing the number of categories to five: Service with a Smile, Volunteer of the Year, Sports Achievement of the Year, Creative Arts Achievement and Lifetime Achievement with the ability to present an extra Award (up to a maximum of two) in any of the five categories should the quality of nominations be such that the Panel feel the top two nominations are equally worthy of receiving an Award.
7. The Panel also recommends changes to make the nomination process to make it less daunting. Currently the Nomination Form asks an open ended question 'Tell us why your nominee deserves a Town Award?' This sometimes does not result in very effective write ups, giving the panel little on which to base their judgement.
8. It is proposed that the nomination form contains a small number of questions that require to be answered during the nomination stage with the opportunity to add further information if needed. Thus providing a consistent level of information for each candidate on which the Panel can then make an informed decision. Examples of such questions may be: 'How do you know the nominee'? 'Give two reasons why you are nominating this person'.

## Resource Appraisal

9. There is a budget allocation of £1,000 to fund the 2016/17 awards. It is anticipated that sponsorship will be obtained to counter additional costs.

### Income and Expenditure

<b>Income</b>		<b>Expenditure</b>	
Allocated Budget 16/17	£1,000	Purchase of 7 Awards / Engraving	£126.20
Sponsorship	£600	Promotion & printing	£515.43
		Refreshments	£685.25
<b>Total Income</b>	<b>£1,600</b>	<b>Total Expenditure</b>	<b>£1,326.88</b>

10. A request will be made to Council to increase the budget in 2017/18 by £600 for the Town Awards. The increase would act as a contingency fund and only used in the unlikely event of no sponsorship funding being obtained.

**Legal Powers:** The Local Government Act 1972, Section 111

### Recommendation:

- i) To agree the Award categories for 2017*