

Report to: Events and Town Centre
Management Committee



Report Ref: E1912
Meeting Date: 25th November 2019
Agenda Item: 8
Prepared By: Town Clerk

Subject: Town Awards 2020

1.0 BACKGROUND

The Town Awards were introduced in 2013 and since 2017 have formed part of the Annual Town Meeting. The awards aim to recognise those in the community who give their time for the benefit of the Town.

In accordance with the Town Awards Policy, the following awards will be presented:

3 no.	Civic Award	individuals/groups of individuals who have worked to benefit the community
1 no.	Business Award	a business which has worked to benefit the community
1 no.	Community Award	a community organisation
1 no.	Extra Mile Award	an individual who, in their capacity as an employee, has gone the extra mile in their work to the benefit of the Knutsford community
1 no.	Youth Award	someone who has worked to the benefit of the community, aged 21 or under

The Town Mayor recently held a meeting with children from a number of Knutsford primary schools. One project the schools would like to progress is a Business Sustainability Award to encourage businesses taking steps to go plastic free and reduce their carbon footprint. The intention is the award would be entered by the businesses and judged by the children. Alison Hooper, Head of Egerton School will be attending the meeting to brief members on the proposed award. It is suggested it could be presented as part of the Town Awards event.

3.0 TIMELINE AND PROCESS

The following timeline is proposed for the Town Awards:

6 th January	Nominations Open
28 th February	Nominations Close
w/c 9 th March	Decision Panel meets
w/c 16 th March	Shortlisted nominees notified
April (date tbc)	Annual Town Meeting & Town Awards Ceremony

The nomination process will be promoted through the Knutsford Guardian and other local media, social media, emails to local organisations and posters at key venues.

The total event costs will be £500 (refreshments, print, certificates, engraving and promotion). The awards sponsor is currently being confirmed but it is intended that the awards will be cost neutral for the council.

4.0 DECISIONS REQUIRED

The committee should note the arrangements for the 2020 Town Awards and consider incorporating the business sustainability award as part of the event.