The Thatcham Town Council Civic Award Scheme 2018

1. THATCHAM CIVIC AWARD (Gold Rimmed Badge)
   i. The Thatcham Civic Award should be awarded in recognition of work done for the benefit of the community of Thatcham.
   ii. No more than three individuals or other legal organisations shall be awarded a civic award badge in any year.
   iii. Recognition takes the form of a badge plus a certificate.
   iv. Presentation of the award will take place on Monday 23rd April at the Annual Town Meeting.

Nomination and Award Procedures for 2018
   Members of the general public submitting nominations on the form provided must ensure the form is received at the Town Council Office by Monday 19th March 2018 at midday.

Nomination Form
   Section A
   ♦ Name, postal address, email address and telephone number of the person/team or group nominated
   ♦ Name, postal address, email address and telephone number of the person/team or group submitting the nomination
   ♦ Declaration of any financial/prejudicial interest by the person submitting the nomination
   ♦ Connection with nominee of the person submitting the nomination

   Section B
   To be completed in all cases
   ♦ Reasons for nomination to be given by the person proposing the nomination (500 words maximum). This information will be used to write the citation for the award certificate.
a. Nominations shall be considered on the merit of the work commenced or achieved between March 2017 and February 2018.
Nominations shall be considered on the merit of the benefit of the work to the community and not on the basis of any benefit to the proposed recipient.

Guidelines for submitting a nomination for many years’ service. The Civic Award Scheme is primarily aimed at those who have given significant service for the community over the past municipal year. It is acknowledged, however, that there are many people in Thatcham who have done wonderful service over very many years.

As a guideline, therefore, in order that nominations can be spaced out in a reasonable way, nominations for retrospective service should only be submitted where either some significant anniversary or other event happens to occur in that municipal year. For example, exactly 20 years community service, or retirement after many years of significant community service etc. Or some other item of service has occurred for which retrospective years of service can legitimately be taken into consideration. For example, many years service with particular input into a significant project that successfully completed in that municipal year. The significant anniversary or other event or item should be stated in the nomination form.

b. Funding
The scheme will be funded by the Civic Fund.

c. Consideration of Nominations
Nominations will be considered by the Town Mayor in consultation with a minimum of two other senior Members of Thatcham Town Council. The responsibility as to who will receive an award will ultimately rest with the Town Mayor.

d. Possible Recipients
After consideration of the nominations by the Town Mayor in consultation with a minimum of two other senior Members of Thatcham Town Council the chosen recipients will be contacted to see whether they are prepared to accept the award. If they are not prepared to accept the award, the selection procedure may be revisited in order to offer another person or persons the award in their place.

These rules are subject to annual review.

2. THATCHAM PARTNERSHIP BADGE (Blue Rimmed Badge)
The Town Mayor can award any number of Thatcham Partnership Badges during their term in office, at his/her discretion. A recipient of a Thatcham Partnership Badge can be nominated for the more prestigious Thatcham Civic Award.

Updated January 2018.