



# Ross-on-Wye Town Council

## Ross-on-Wye Town Council Civic Award Policy

### 1. INTRODUCTION

Ross-on-Wye Town Council wishes to recognise the invaluable contribution of those members of the community who have made their mark on Ross-on-Wye by the award of a Civic Award which will usually take place on an annual basis, at the Annual Town Meeting.

### 2. AWARD CATEGORIES

Awards will be made in one or more of the following categories each year, with no more than one award in each category:

- Individual Award

An individual who lives or has a local connection to Ross-on-Wye and has made a significant contribution to the residents of Ross-on-Wye through voluntary effort, achieving success or overcoming particular difficulties.

- Organisation Award

An organisation based in Ross-on-Wye, which has made a significant contribution to the residents of Ross-on-Wye above and beyond the call of duty, achieved local success or overcome particular difficulties.

### 3. NOMINATIONS

a) Nominations can be made at any time during the municipal year (1st April – 31st March) for award at the Annual Town Meeting to be held immediately after the end of the municipal year. In exceptional circumstances, the Town Council may resolve to make an award which is at other times during the year.

b) Members of the public can nominate individuals or groups for the following categories:

- Individual Award

- Organisation Award

The nomination must be in the prescribed format and include all the details of the proposer and the reason for the nomination. In the case of the nominee being under the age of 18, parental consent must be given.

c) Nominations will be considered by the Town Council at its meeting in March each year.

d) No individual or organisation can be awarded more than one Civic Award (for example in different categories) in any one year.

e) No individual or group can be awarded more than one Civic Award in the same category within a five-year period

### 4. PRESENTATIONS

Awards will usually be presented at the Annual Town Meeting each year but may, at the discretion of the Town Council, be made at any time during the year.