

Committee	COUNCIL MEETING
Date	December 17th 2018
Agenda Item	11

Local Council award scheme


HTC applied in October for recognition in fulfilling all the requirements, in terms of policies, standing orders, financial regulations and general operations for being awarded Foundation status under the Local Council Award scheme. EALC has contacted HTC and said informally that the Council has met all the requirements for this award. Official notification will come in December.

The next level of the award scheme is the Quality award. The Clerk would recommend moving on to the higher level award. If HTC puts itself forward for the Quality award within a year of being granted the Foundation award, then all the documents required for the Foundation level will be taken as read. For the Quality award, it appears that HTC already has in place most of the documentation needed:

- An action plan with a timetable for actions to take place
- A link between the action plan and the budget showing how the action plan is put into practice
- An annual report
- Consultation with the community, surveys, and engagement with the district authority
- Town plan and involvement in planning
- Promotion of the democratic process and elections
- Operation of delegation
- Dealing with complaints
- A qualified clerk
- A training policy and full appraisal process

The cost of registration and accreditation is £150

Recommendation: that HTC agrees to move forward to the Quality level of the awards scheme, and approves the costs.



Sarah Greatorex Town Clerk