

APPENDIX 2

Awards Event

	£
Catering (based on 200 people attending)	1800
Venue	200
Guest Speaker / Compere	300
Costs for producing Videos	50
Alcohol= 70 bottles of wine -1 x glass for everyone coming	280
	2630

Spontaneous Awards

Small token rewards, including book tokens, bottle of wine, ba	1800
	1800

Suggestion scheme

	£
Quarterly draw (4 x £10)	40
Quarterly best suggestion (2 x £50)	100
Token gift (pen) for everyone who has made suggestion	50
	190

Money Prizes for awards event

	Cost if an individual wins	Cost if a team wins
Customer Service	75	500
Innovation and Improvement	75	500
Performance Achievement Award (x 2 i.e. 1 per 6 months)	1000	1000
Manager of the year	75	75
Councillor of the year	75	75
Suggestion of the year	75	500
Putting something back	75	75
Giraffe Award	75	75
	1525	2800

Overall Costs

	£
Awards Event	2630
Spontaneous Awards	1800
Suggestion scheme prizes	190
Money Prizes for awards event (ranges from £)	2800
Trophies (@£40 each x 8)	320
	7740