



## 1.0 Scope

- 1.1 Council will participate in Australia Day Citizen of the Year Awards and make available local awards in the following categories:
  - (a) Citizen of the Year;
  - (b) Young Citizen of the Year; and
  - (c) Community Event of the Year.

## 2.0 Purpose

- 2.1 To provide a framework for the eligibility and awarding of the Waratah-Wynyard council Australia Day Awards.
- 2.2 To establish the clear policy guidelines to be observed in relation to determining the awarding of the Council's Australia Day Award(s).

## 3.0 Policy

- 3.1 The Council will endeavour to recognise citizenship contributions through the awarding annually of the following categories:
  - (a) Citizen of the Year;
  - (b) Young Citizen of the Year; and
  - (c) Community Event of the Year.
- 3.2 The selection of award winners will be based on the criteria set out in the Australia Day Awards Guidelines and in the Australia Day Awards Nomination Form.
- 3.3 In the event no nominations are received The Mayor and General Manager may put forward nominations for consideration.

## Legislation

Nil.

## Related Procedures/Guidelines

GOV.014.1 Waratah-Wynyard Council Australia Day Awards Guidelines

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## AUSTRALIA DAY AWARD GUIDELINES

### 1.0 PURPOSE

- 1.1 These guidelines are intended to provide a consistency in the process used to determine the recipients of Australia Day Awards.

### 2.0 NOMINATIONS

- 2.1 Nominations are to be invited no later than October each year and advertised for a period of at least six weeks.
- 2.2 Advertising of the invitation to nominate is to be published in the local Newspaper on at least two separate occasions and promoted on the Council's web site and social media sites.
- 2.3 Nominations are to be submitted in writing using the Australia Day nomination form which will be available on Council's website, at Council offices and at various locations in the municipal area.

### 3.0 ELIGIBILITY CRITERIA

- 3.1 Previous recipients of a Community Event of the Year award will not eligible to receive the same award again for at least five (5) years after the date awarded (e.g. award received 2021 – eligible again in 2027).
- 3.2 Nominees for individual awards should live in the Waratah-Wynyard municipal area (the area) or have lived in the area for the period of time during which their contribution to the Waratah-Wynyard community took place.
- 3.3 Groups nominated for the Waratah-Wynyard Community Event of the Year Award should be based or undertake their group activity in the Waratah-Wynyard municipal area.
- 3.4 Previous unsuccessful nominations will not be reconsidered unless they are re-nominated in the current year.
- 3.5 Nominees for the Young Citizen of the Year Award shall be 30 years of age or younger as at the 26<sup>th</sup> January in the year in which the award is made.
- 3.6 Self nomination by individuals will not be considered by the Selection Panel;
- 3.7 Nominations made by members of the Selection Panel will not be considered by the Selection Panel; and
- 3.8 The nomination of currently serving Council members or staff will not be considered by the selection panel.
- 3.9 Nominations will be accepted from other Councillors where the nomination is not for a relative or for a group or organisation of which the Councillor is a member.
- 3.9 There is no obligation on Council to give an award each year if it is the opinion of Council no nomination is satisfactory to meet the criteria.
- 3.10 In the event no nominations are received The Mayor and General Manager may put forward nominations for consideration.
- 3.11 Nominees for the Citizen of the Year Award and Young Citizen of the Year Award must be Australian Citizens.

## 4.0 SELECTION CRITERIA

### 4.1 Citizen Award

- (a) Meets eligibility criteria.
- (b) Demonstrated significant commitment to the betterment of the community.
- (c) A role model for the community.
- (d) Undertaken activities which have short and long-term benefits for others.
- (e) Shows vision and leadership.
- (f) Active in the community where the community benefits.
- (g) Showed outstanding achievement in e.g. academic, sporting, cultural environment, civic responsibility.
- (h) Impact of the activities of an individual or group on the Community whether it be immediate or lasting.
- (i) Law abiding.
- (j) A role model to others.

### 4.2 Young Citizen Award

- (a) Meets eligibility criteria.
- (b) Demonstrated commitment to the betterment of the community.
- (c) Undertaken activities which have short and long-term benefits for others.
- (d) Shows vision and leadership.
- (e) Active in the community where the community benefits.
- (f) Showed outstanding achievement in e.g. academic, sporting, cultural environment, civic responsibility.
- (g) Impact of the activities of an individual or group on the Community whether it be immediate or lasting.
- (h) Law abiding.
- (i) A role model to others.
- (j) Positive role model to peers.
- (k) Participates in the community.
- (l) Active in youth issues.

### 4.3 Community Event

- (a) Meets eligibility criteria.
- (b) This award is given to an individual or organisation or community group who has staged an event during the preceding year. The event should:
  - i. Engage in community participation.
  - ii. Have a positive purpose, outcome and impact on the community.
  - iii. Show vision and commitment.
  - iv. Impact of the activities of an individual or group on the Community whether it be immediate or lasting.

**AUSTRALIA DAY AWARD GUIDELINES**

**5.0 SELECTION PANEL**

- 5.1 A Selection Panel will be appointed after each election comprising of the Mayor and two Councillors appointed by the Council together with the General Manager (or his/her nominee) in an administrative role. The role of the Selection Panel is to assess the nominations received based on the selection criteria endorsed by the Australia Day Council.
- 5.2 The Selection Panel may determine from the nominations received one recipient in each Award category; and
- 5.3 The decisions of the Selection Panel shall be by majority and shall be final.
- 5.4 In the event that a decision cannot be reached between two nominees the Mayor and General Manager will make the determination.
- 5.5 Selection Panel members shall declare an interest and stand aside from the Panel should they be related to a nominee or consider that for any reason a conflict of interest may arise.

**6.0 ANNOUNCEMENT OF AWARD(S)/CERTIFICATES**

- 6.1 The successful recipients are to be announced at a ceremony held during the Waratah-Wynyard Council Australia Day event;
- 6.2 All persons nominated, and the nominators are to be invited to the ceremony,
- 6.3 Certificates will be presented to each nominee
- 6.4 The winners of each category will receive a certificate, medal and appropriate gift.

**LEGISLATION**

Nil

**RELATED DOCUMENTS**

GOV.014 Waratah-Wynyard Council Australia Day Awards Policy

Australia Day Awards Nomination Form