



LACHLAN SHIRE COUNCIL AUSTRALIA DAY AWARDS AND EVENT POLICY

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1. BACKGROUND

The Australia Day event and awards aim to recognise outstanding contributions to the Lachlan Shire community in the year immediately prior to receiving the award, as well as their past achievements and ongoing contribution to the community. There are many in the community who volunteer their time and effort to support others and contribute to the overall well-being of the community and whilst not doing it in expectation of receiving any recognition or reward, recognising these efforts enhances the pride and self-esteem of the community and encourages volunteerism.

2. SCOPE

This Policy applies to the delivery of Lachlan Shire Australia Day Awards and Event program.

3. OBJECTIVE

The objective of this Policy is to outline the arrangements for receiving and assessing nominations for Lachlan Shire Council's annual Australia Day Awards and for determining the recipients of the awards.

Recognising the valuable contribution people make to their community is also consistent with the following strategies contained in the Lachlan Shire's Council's Delivery Program:

- a) '4.1.2: Council deliver one main Australia Day celebration in the Shire each year.'

4. DEFINITION/S

Australia Day Advisory Committee – This Committee comprises the Mayor, Deputy Mayor and a Councillor (currently Cr Turner), immediate past Citizen of the Year Winner and a representative from each of the various local Australia Day committees.

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5. POLICY IN BRIEF

This policy will detail:

- Australia Day Award Categories.
- Nomination process.
- Criteria and Eligibility.
- Judging process.
- Privacy.
- Award recipients.

6. POLICY IN DETAIL

6.1 Australia Day Award Categories

- 6.1.1 Lachlan Shire Citizen of the Year Award.
- 6.1.2 Lachlan Shire Young Citizen of the Year Award.
- 6.1.3 Lachlan Shire Community Service Award.
- 6.1.4 Lachlan Shire Sportsperson of the Year Award.
- 6.1.5 Lachlan Shire Event of the Year Award.
- 6.1.6 Lachlan Shire Environmental Citizen of the Year Award.

6.2 Nomination Process

- 6.2.1 Nominations must be submitted via the official Lachlan Shire Council nomination form.
- 6.2.2 Nominations open the first week of September each year and close on the second week of November each year.
- 6.2.3 Nominations should be submitted to Lachlan Shire Council, PO Box 216, Condobolin, NSW 2877 alternatively e-mailed to council@lachlan.nsw.gov.au.
- 6.2.4 The selection of recipients will reflect the nominations received and information available to the Judging Panel at the time.
- 6.2.5 Lachlan Shire reserves the right to withdraw an award if further information or the recipient's conduct draws the NSW Local Australia Day Awards in disrepute.
- 6.2.6 The Australia Day Council of NSW may fully reference check award recipients.

6.3 Criteria and Eligibility

- 6.3.1 **Citizen of the Year Award**
 - open to persons 25 years or older on 26 January
- 6.3.2 **Young Citizen of the Year Award**
 - Open to persons under 25 years of age on 26 January
- 6.3.3 **Community Service Award**
 - Open to any person (or group) within Lachlan Shire that makes a considerable contribution to their community

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- 6.3.4 **Sportsperson of the Year Award**
 - Open to any person within the Lachlan Shire
- 6.3.5 **Event of the Year Award**
 - Open to any event in the Lachlan Shire
- 6.3.6 **Environmental Citizen of the Year Award**
 - Open to any person in the Lachlan Shire
- 6.3.7 All nominees must be an Australian Citizen and reside in Lachlan Shire at the time of nomination.
- 6.3.8 Unsuccessful nominees may be renominated in subsequent years.
- 6.3.9 Self-nominations will not be accepted.
- 6.3.10 Sitting local State and Federal politicians and current vice-regal officers are not eligible. Consideration of retired politicians and officers would be for work in addition to their official duties.
- 6.3.11 A person cannot receive a second award in the same Awards category, but can be considered for recognition in a separate category in following years for example, Young Citizen of the Year 2023 and then Citizen of the Year 2024.
- 6.3.12 Awards will not be granted posthumously.

6.4 Judging Process

- 6.4.1 Nominations will be reviewed by an Australia Day Advisory Committee.
- 6.4.2 The Australia Day Advisory Committee will vote on the nominations for each category by secret ballot.
- 6.4.3 The Lachlan Shire Council General Manager shall be the Returning Officer for determination of the ballot votes and identification of the Australia Day Award category winners
- 6.4.4 The selection of recipients will be based upon the nominations received and information available to the committee at the time.
- 6.4.5 The committee's decisions are final and no correspondence will be entered into.
- 6.4.6 In the event that no nominations are received in any of the categories, the Australia Day Advisory Committee reserves the right to either grant the award to a group or individual of its choice, or, to cancel the award.
- 6.4.7 Council may not necessarily make an award in any of the categories in any given year if circumstances arise where granting of an award is not considered appropriate.

6.5 Award recipients

- 6.5.1 Award recipients are announced publicly at the Lachlan Shire Australia Day event.
- 6.5.2 Lachlan Shire Council Mayor will make the announcements and present the awards.

6.6 Privacy

Nomination documents will remain confidential. Lachlan Shire Council may use nomination information for the purposes of promoting the Awards, and in such case, nominees will be contacted for consent.

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7. RELATED DOCUMENTS

- Lachlan Shire Council Delivery Program
- Citizen of the Year Awards Criteria

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Please give reasons why the nominee should be Citizen of the Year:

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Referee:

Please provide details of the Referee:

Name:

Address:

Telephone No:

Email Address:

Nominated By:

Please provide your details:

Name:

Address:

Telephone No:

Email Address:

Signature:

Additional material or pages including photographs, media articles and/or supporting reference may be attached.

Please send completed forms to:

Lachlan Shire Council

PO Box 216

CONDOBOLIN NSW 2877

or email: council@lachlan.nsw.gov.au

The award recipients will be announced on Australia Day

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