
AUSTRALIA DAY AWARDS

1. The purpose of this policy is

- To prescribe the process for nominations and selection of recipients of the following annual Warringah Australia Day awards;
 - o Citizen of the Year
 - o Young Citizen of the Year
 - o Community Event of the Year
- To ensure recipients are objectively selected on merit and against the Award criteria, thereby removing any claim of political patronage

2. Policy statement

- The Council will annually participate in National Australia Day and make available Warringah Council Awards for “ Citizen of the Year”, “Young Citizen of the Year”, and “ Community Event of the Year”, in recognition of the achievements and contributions made to the Warringah community by individuals and events
- The Awards shall be announced and presented at the Warringah Australia Day celebrations on 26th January each year
- The Awards are given to reward and recognise the nominee’s achievements in the year immediately prior to receipt of the Awards, as well as their past achievements and/or the ongoing contribution to the Warringah community, and in particular;
 - Demonstrated commitment in their field of community service and involvement
 - Significant contribution to the local community
 - An inspirational role model for the local community
 - The event Award acknowledges a significant cultural, social and community participation contribution at the local level

3. Principles

3.1 Principles - Overall Criteria and Guidelines

1. Only one (1) nomination in each category will receive an Award.
2. If considered appropriate, no Award will be issued in a category.
3. The winners of each Award will be notified of their success, but the announcement will remain confidential until the official ceremony on Australia Day.
4. Awards for Citizen of the Year and Young Citizen of the Year will not be granted posthumously.

5. Nominations for all Awards may be made by any individual, group of individuals or organisation.
6. Nominees for “Young Citizen of the Year”, will also be considered for the “Citizen of the Year” Award, but one (1) nominee cannot receive both Awards.
7. Unsuccessful nominees may be re-nominated in subsequent years.
8. Groups of people or couples will not be eligible for the Citizen or Young Citizen of the Year Award.
9. The General Manager shall appoint, but not participate in, a selection panel of community, staff members and a councillor. The selection panel should consist of three (3) community members, two (2) senior staff members and a serving Councillor. In the absence of a Council the Administrator, or a person nominated by that office, shall serve on the panel. The General Manager is to take advice from Manager Community and Cultural Services on the composition of the panel.
10. The Selection Panel is the same as that for the Outstanding Community Service Awards.
11. A Selection Panel member 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.
12. The Selection Panel shall give consideration to the above criteria and guidelines, and the specific criteria applicable to each Award in considering the nominations in each category.
13. All nomination information and material submitted remains the property of the Warringah Council.
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3.2 Citizen of the Year – Criteria and Eligibility

1. A nominee must be an Australian citizen.
2. The nominee must be a resident of the Warringah local government area for the year immediately prior to granting of the Award
3. The nominee should be held in high regard in the community
4. The work performed by the nominee must principally be within the Warringah local government area
5. The nominee should have strong ethical and community values.
6. Regard will be given to the nominee’s community activities in the year immediately prior to granting of the Award, as well as their past community service.
7. Warringah Councillors, State and Federal politicians are not eligible
8. A Warringah Council employee, whilst employed by the Council, is not eligible.
9. A person cannot receive a second award in the same category.
10. The name of at least one (1) referee must be supplied with the nomination.
11. The nomination should explain the achievements and background of the nominee, and the reasons for the nomination, and address as many of the following aspects as possible;

- a. Personal, academic and professional achievements and commitment; past current and future.
 - b. Contribution in the relevant field i.e. how has the nominee “put back” into their field to benefit others
 - c. Demonstrated leadership, innovation and creativity
 - d. Personal interests and community and voluntary involvement
 - e. Contribution to the Warringah community
 - f. Future goals and likely impact.
 - g. Degree of difficulty of the achievement and sacrifices made
 - h. Previous Awards and recognitions
 - i. Nature and length of involvement
12. Only one award in this Category is to be presented each year, and the recipient is to be known as the “Warringah Citizen of the Year”.

3.3 Young Citizen of the Year - Criteria and Eligibility

1. A nominee must be an Australian citizen.
2. The nominee must be a resident of the Warringah local government area for the year immediately prior to granting of the Award
3. The nominee must be under the age of 27 on 26th January of the year in which the award is presented
4. The nominee should have a proven record of achievement within the Warringah area
5. Regard will be given to participation in school activities, community involvement and charitable work, as well as work done to improve community life in the Warringah area
6. Recognition by peers will be taken into account.
7. Warringah Councillors, State and Federal politicians are not eligible
8. A Warringah Council employee, whilst employed by the Council, is not eligible
9. A person cannot receive a second award in the same category
10. The name of at least one (1) referee must be supplied with the nomination.
11. The nomination should explain the achievements and background of the nominee, and the reasons for the nomination, and address as many of the following aspects as possible;
 - a. Personal, academic and professional achievements and commitment; past current and future.
 - b. Contribution in the relevant field i.e. how has the nominee “put back” into their field to benefit others
 - c. Demonstrated leadership, innovation and creativity
 - d. Personal interests and community and voluntary involvement
 - e. Contribution to the Warringah community
 - f. Future goals and likely impact.
 - g. Degree of difficulty of the achievement and sacrifices made
 - h. Previous Awards and recognitions
 - i. Nature and length of involvement
12. Only one award in this Category is to be presented each year, and the recipient is to be known as the “Warringah Young Citizen of the Year”.

3.4 Community Event of the Year – Criteria and Eligibility

1. The event organising Committee should be Warringah residents or be able to show representation of the event operating, and being held, in the Warringah area.
2. The event should demonstrate community values, broad community involvement and appeal, achieve community acceptance and support, and participation in or attendance at the event must be open to all sectors of the community.
3. The Award is granted to the “Event” and not to the organising committee.
4. The purpose of the event must be community focused, and not staged for personal or private reward or financial benefit.
5. An event cannot receive a second award in this category.
6. The name of at least one referee must be supplied with the nomination.
7. The nomination should explain the achievements and background of the event and the reasons for the nomination.
8. Only one (1) Award in this category is to be presented each year and the awarded event is to be known as “Warringah Community Event of the Year”.

4. Amendments

This policy was amended on 27 February 2007

This policy is due to be reviewed on 31 December 2009

5. Authorisation

This Policy was authorized by the Council on 25th May, 2004, Council decision No. 147.

6. Who is responsible for implementing this policy?

Team Leader, Information and Cultural Services

7. Document owner

Manager, Community and Cultural Services

8. Dataworks Registration Link

- Community Relations – Australia Day Award
- Policy Register

9. Legislation and references

National Australia Day Council; Australia Day Awards Program

9.1 Definitions

An “Event” is defined as an activity or thing that happens or takes place as a singular occurrence though that may be over more than one (1) day.

“Organisation” shall include a Company, and any Group, Body, Association, Club etc incorporated under the Associations Incorporation Act.