

1. BACKGROUND

The social cohesion and social capital of rural communities, such as those of Coonamble Shire, often rely on outstanding effort and long-term dedication by individuals and community groups. Additionally, some individuals, in their pursuit of individual goals and often with limited resources, achieve outstanding levels of excellence. Recognition of each of these endeavours encourages and inspires other members of the community to 'aim high' and contributes to an ever-improving community.

2. PURPOSE

The purpose of this policy is to implement a framework by which recognition can be given systematically and tangibly to outstanding community members.

3. POLICY OBJECTIVE

The objectives of the Outstanding Community Member Recognition Policy are:

- To identify a suite of means by which the recognition of outstanding community members of Coonamble Shire can be tangibly demonstrated.
- To develop and systematically apply sets of criteria by which an outstanding community member can be identified and the means by which their recognition can best be demonstrated and perpetuated.
- To develop a formal record of the Shire's outstanding community members.

4. LEGISLATION AND RELATED DOCUMENTS

This policy is to be read in conjunction with the following:

Local Government Act 1993

Australia Day Award nomination and winner selection criteria

Nickname Hall of Fame nomination and selection criteria

Plaque placement nomination and selection criteria

Coonamble Shire Council Certificate of Appreciation template

5. APPLICATION/SCOPE

This policy applies to the elected Council, Council directorates, departments and individual Council officials, either nominating an outstanding community member themselves or acting on requests or nominations from the community for the recognition of an outstanding community member.

6. POLICY

Council recognises its community members, who are outstanding in their pursuit of individual excellence or have made a significant contribution to social cohesion or social capital within the Shire, through the application of systematically applied criteria to determine the most appropriate means, from a suite of means, to perpetuate that recognition, being:

- Australia Day Awards.
- Plaque on a park bench seat or other Council asset (eg. a bridge) or installed on Council-owned land.
- The Nickname Hall of Fame.
- Certificates of Appreciation presented either on such days as Volunteer Day or NAIDOC Week, NAIDOC Community Day, other United Nations-declared International Days or Weeks or on an *ad hoc* basis.
- 'Our Outstanding Community Members' webpage on Council's website.
- Another organisation's Award recognition scheme, such as the NSW SES Awards for Bravery, etc.

7. DEFINITION

Council official	Councillors, members of staff, contractors, volunteers, those undertaking work experience with Council, and delegates of Coonamble Shire Council, including members of committees that are delegates of the Council.
Community member	An individual or community-oriented organisation operating within Coonamble Shire.

Title: Community Member Recognition Policy		
Department: Community, Planning, Development and Environment		
Version	Date	Author
1.0	December 2024	D. Levick
Review Date: September 2027		
Amendments in the release:		
Amendment History	Date	Detail
Annexure Attached:		
Australia Day Award nomination and winner selection criteria Nickname Hall of Fame nomination and selection criteria Plaque placement nomination and selection criteria Coonamble Shire Council Certificate of Appreciation template		
Paul Gallagher General Manager		



Australia Day

Reflect. Respect. Celebrate.

COONAMBLE

SHIRE COUNCIL

Australia Day Award

Nomination YYYY

Get your nomination in before 4.30pm, Wednesday, DD January YYYY



- Decide who you will nominate (they must live or operate within Coonamble Shire)
- Gather as much information as possible about their achievement.
- Find someone who will support the nomination you're making (name and phone number).
- Add the details to the form below and return to Council before the closing date (above).



I am nominating:

Name/Organisation:.....

Phone:



Choose a category for your nomination (please check 1 only):

- Citizen of the Year
- Young Citizen of the Year (under 26 years on 26 January 24)
- Community Group of the Year
- Community Event of the Year
- Sportsperson of the Year (over 18 on 26 January 24)
- Junior Sportsperson of the Year (aged under 18 years on 26 January 24)



Reason for nomination:

- This should be a major achievement or a series of achievements or contributions to the community during the year. Explain why this achievement is important (can be in dot points).
- Please attach any supporting documentation, such as a newspaper clipping, and feel free to write on the back of this form, if more space is needed.

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Your details:

Name:.....

Phone:

Australia Day Awards – Selection Criteria

Eligibility for consideration:

- The nominee has not received the Australia Day Award in the same category in the past five years.
- For the Young Citizen of the Year Australia Day Award, the nominee has not yet had their 26th birthday before the day the award is presented.
- For the Sportsman of the Year Australia Day Award, the nominee has had their 18th birthday before the day the award is presented.
- For the Junior Sportsman of the Year Australia Day Award, the nominee has not yet had their 18th birthday before the day the award is presented.
- For the Community Group of the Year Australia Day Award, the nominee must be a community-oriented group, delivering outcomes that primarily benefit the community (as determined by and agreed to by a majority of the Award panelists).
- For the Community Event of the Year Australia Day Award, the nominee event must demonstrate a degree of inclusivity of the diversity of the local community, including different age groups; be accessible (including affordability for families); create a positive image for Coonamble, locally, regionally and nationally; and have implemented an effective and systematic marketing campaign in its lead-up.
- The nomination should be in recognition of a major achievement or significant contribution or series of achievements or contributions in the past year (or recent five years or more if a series of achievements or contributions).

Criteria to rank nominations:

- Breadth of achievement: was the achievement in only one sport or benefiting only one segment of the community or across several sports and benefiting multiple segments of the community?
- Scale and level of the achievement in relation to the means of the nominee; giving greater preference to the nominee that overcomes greater odds to record the achievement/contribution.
- Depth of devotion and discipline demonstrated by the nominee's practice and training schedule or time devoted to make their contribution to the community, above and beyond what might be available to others in a similar position.
- Degree and consistency of sportsmanship / goodwill shown by the nominee towards team mates / others.
- Degree of self-reliance drawn upon to record the achievement or contribution: was the nominee part of a team? Did the nominee receive external assistance?
- In the case of the Community Event of the Year: have demonstrated a high degree of inclusivity of the diversity of the local community; a high degree of accessibility; have created a positive image for Coonamble (locally, regionally and nationally); and been promoted through an effective and systematic marketing campaign in its lead-up.

Australia Day Awards – Selection Panel Membership

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting in mid-January each year.

Member

Mayor

General Manager

Manager Ec Dev and Growth

Previous Year's Citizen of the Year

Previous Year's Sportsperson of the Year

Alternative

Deputy Mayor or nominated Councillor

Director of Community, Planning, Development and Environment

Tourism and Events Officer

(to be completed by the person making the nomination and the person being nominated)

To be eligible for nomination, the person being nominated must be or have been a Coonamble Shire 'local' of more than 10 years and have been known by a consistent nickname for five or more years.

Nominations will be assessed by a three-person selection panel (comprising the General Manager or his/her nominee, the Mayor or Deputy Mayor, and an adult member of the public (who is not an officer of Council), against the criteria found on the reverse side of this nomination form.

Details of the person making the nomination

First and Last Name: _____

Address: _____

Phone contact: _____ Email contact: _____

I acknowledge that I have read the Selection Criteria and believe the person I am nominating meets the criteria. Yes No

Signature: _____ Date: ____ / ____ / ____

I hereby wish to nominate the following individual:

Details of the person being nominated for induction into the Nickname Hall of Fame

(to be completed by the nominee or someone who holds Power of Attorney for them, or the Interment Rights of the nominee if he/she is already deceased)

I am completing this nomination as: the nominee
* the person who holds Power of Attorney for the nominee
* the holder of the Interment Rights of the nominee

First and last name of Nominee: _____

My address: _____

* My first and last name: _____

Phone contact: _____ Email contact: _____

Nickname: _____

■ I acknowledge that I have read the Selection Criteria and agree to the nomination being considered against these criteria. Yes No

■ I agree to sit for an artist or to provide several quality 'head and shoulder' portrait photographs, taken from several angles, for the purpose of having a cartoon portrait/caricature produced for the Coonamble Nickname Hall of Fame Yes No

■ I believe I have a sufficiently interesting life story and/or story about my nickname to be inducted into the Coonamble Nickname Hall of Fame and agree to this 'story' being used in association with my cartoon portrait/caricature. Yes No

■ I agree to Coonamble Shire Council using my cartoon portrait/caricature and Coonamble Nickname Hall of Fame 'story' for long-term public exhibition, promotion and retail merchandise, waiving any rights and claim to any remuneration for myself or my heirs in relation to induction into the Coonamble Nickname Hall of Fame. Yes No

Signature: _____ Date: ____ / ____ / ____

Coonamble Nickname Hall of Fame – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine induction into the Coonamble Nickname Hall of Fame.

- The nominee has been a resident of Coonamble Shire for 10 years or more.
- Two other long-term Coonamble Shire residents confirm that the person has been known by their nickname for five years or more.
- The nominee has agreed to the production of a cartoon portrait/caricature.
- The nominee has agreed to make themselves available to produce a 'story' about their nickname and/or other life facts
- The nominee's nickname and 'story' relating to how they earned their nickname and/or other interesting life events and facts would not be considered offensive, rude or crass to a general member of the public.
- The nominee has agreed to the use of their cartoon portrait/caricature and 'story' for long-term public exhibition, promotion and retail merchandise and has agreed to waive any rights and claim to any remuneration for himself/herself or heirs in relation to induction into the Coonamble Nickname Hall of Fame.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated, a certified copy of the original Interment Right documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated and meeting other criteria for induction, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.

Coonamble Nickname Hall of Fame – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine induction into the Coonamble Nickname Hall of Fame.

- The nominee has been a resident of Coonamble Shire for 10 years or more.
- Two other long-term Coonamble Shire residents confirm that the person has been known by their nickname for five years or more.
- The nominee has agreed to the production of a cartoon portrait/caricature.
- The nominee has agreed to make themselves available to produce a 'story' about their nickname and/or other life facts
- The nominee's nickname and 'story' relating to how they earned their nickname and/or other interesting life events and facts would not be considered offensive, rude or crass to a general member of the public.
- The nominee has agreed to the use of their cartoon portrait/caricature and 'story' for long-term public exhibition, promotion and retail merchandise and has agreed to waive any rights and claim to any remuneration for himself/herself or heirs in relation to induction into the Coonamble Nickname Hall of Fame.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated, a certified copy of the original Interment Right documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated and meeting other criteria for induction, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.

Coonamble Nickname Hall of Fame – Selection Panel Membership

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting as required.

Member

Mayor

General Manager

Manager Ec Dev and Growth

Tourism and Events Officer

Community member of 20+ years

Alternative

Deputy Mayor or nominated Councillor

Director of Community, Planning, Development and Environment

Director of Community, Planning, Development and Environment

(to be completed by the person making the nomination and the person being nominated)*

To be eligible for nomination, the person being nominated must be or have been a Coonamble Shire 'local' of more than 10 years. If a community organisation, it must have operated continuously for 25 years or more.

Nominations will be assessed by a three-person selection panel (comprising the General Manager or his/her nominee, the Mayor or Deputy Mayor, and an adult member of the public, who is not an officer of Council), against the criteria found on the reverse side of this nomination form.

Details of the person making the nomination

First and Last Name: _____

Address: _____

Phone contact: _____ Email contact: _____

Are you submitting the nomination on behalf of an organisation? Yes No

If you answered 'yes' to the above question, which organisation: _____

I acknowledge that I have read the Selection Criteria and believe the person I am nominating meets the criteria. Yes No

Signature: _____ Date: ____ / ____ / ____

I hereby wish to nominate the following individual:

Details of the person/organisation being nominated for a recognition plaque

(to be completed by the nominee or someone who holds Power of Attorney for them, or who holds the Interment Rights of the nominee if he/she is already deceased)

I am completing this nomination as: the nominee
* the person who holds Power of Attorney for the nominee
* the holder of the Interment Rights of the nominee

First and last name (or organisation name) of Nominee: _____

Preferred location/placement of plaque: _____

* My address: _____

* My first and last name: _____

Phone contact: _____ Email contact: _____

Amount to be contributed by the nominator for the plaque's placement: \$ _____

■ I acknowledge that I have read the Selection Criteria and agree to the nomination being considered against these criteria. Yes No

■ I agree that Coonamble Shire Council has final decision in determining the placement of the requested plaque. Yes No

Signature: _____ Date: ____ / ____ / ____

Recognition Plaque – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine whether a recognition plaque will be placed in Coonamble Shire.

- The nominee has been a resident of Coonamble Shire for 10 years or more or, for an organisation, operated continuously within Coonamble Shire for 25 years or more.
- The nominee person or organisation has made a consistent contribution to the well-being, development and/or social capital and social fabric of the community for 10 or more years, in the case of a person, or 25 or more years, in the case of an organisation.
- It is physically possible to place a plaque in the location, and of the type, requested or in a location and of a type determined following negotiations with the nominator.
- The General Manager, or his/her delegate, has agreed to allocate the balance of the cost to install the plaque at the location and of the type agreed between Council and the nominator.
- The nominee or the person holding Power of Attorney for the nominee or, in the case of a deceased person, the holder of the Interment Right for the nominee, has agreed to the nominee's name and contribution to the community of Coonamble Shire being recognised on a plaque mounted in a public area.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated, a certified copy of the original Interment Right documentation (signed by a Justice of the Peace), relevant to the nominee, is attached to the nomination.
- In the case of a deceased person's being nominated and meeting other criteria for recognition by way of a plaque, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.

Recognition Plaque – Selection Panel Membership

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting as required.

Member	Alternative
Mayor	Deputy Mayor or nominated Councillor
General Manager	Director of Community, Planning, Development and Environment
Manager Parks and Urban Services	Director of Infrastructure
STO Parks and Urban Services	
Community member of 20+ years	

Certificate of Appreciation

This certificate is awarded to

Name

for

Services to the Community
and Environment

11 September 2024

Daniel Keady, Mayor

Date

COONAMBLE
SHIRE COUNCIL