



# Australia Day

Reflect. Respect. Celebrate.



**District Council of Grant**

# Citizen of the Year Awards

## GUIDANCE AND CRITERIA

(BASED ON AUSTRALIA DAY COUNCIL SA 2021 GUIDANCE AND CRITERIA FOR LOCAL GOVERNMENT AUTHORITIES)



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## About the Awards

The Australia Day Citizen of the Year Awards, Young Citizen of the Year Awards, Community Event of the Year Award and Award for Active Citizenship (new award in 2021) are presented annually to local citizens/community organisations who have made outstanding contributions to the community.

The Awards are provided by the Australia Day Council of South Australia and are administered by Local Government Authorities throughout the State on behalf of the Council.

Each year, communities across South Australia celebrate the achievements and contributions of outstanding members of their communities through the Australia Day Citizen of the Year Awards. Award recipients inspire us to get involved in our communities and contribute to our neighborhoods.

The Australia Day Citizen of the Year Awards gives the opportunity to recognise someone who makes a difference in their community across 4 major categories:

**Australia Day Citizen of the Year Award:**

The most outstanding Citizen for the local government authority

**Australia Day Young Citizen Award:**

The most outstanding Young Citizen for the local government authority

**The Community Event of the Year Award:**

The person or group who has staged the most outstanding community event during the year

**Award for Active Citizenship:**

A person or group delivering outstanding work or for an event or cause, staged in the community during the past year

Local government authorities may also present their own awards to reflect other achievement in their community.

## Selection Criteria

In choosing the recipients of the Australia Day Citizen of the Year Awards, regard is given to the nominee's achievements in the year immediately prior to receiving the award, as well as their past achievements and ongoing contribution to the community.

An individual need only be nominated once to be considered. The number of nominations received per nominee bears no weight in their selection.

The selection criteria for Citizen of the Year and Young Citizen of the Year are:

- Significant contribution to the community
- An inspirational role model for the Australian community
- The scope of impact the individual's contribution has on the local government area

The selection criteria for Community Event of the Year:

- The quality of the work for the event
- The scope of impact the work has on the local government area
- The event's contribution to the community

The selection criteria for Award for Active Citizenship:

- The person or group has demonstrated leadership in and for the community
- The person or groups involvement in the community
- The scope of impact the person or groups work has on the community

PLEASE NOTE: it is not a requirement that the individual resides in the local government area. The focus should be on their SPECIFIC contribution to that local government area or community (e.g. an individual may live in a neighbouring council but has made a significant contribution to a community organisation within the respective council).

Selection panels will also consider the following in assessing and comparing nominations against the above criteria:

- Personal, academic and professional achievements
- Contribution in the relevant field (how has the nominee, event or group 'put back' into their field to benefit others)
- Demonstrated leadership, innovation and creativity
- Contribution to development of regional community and/or economy
- Future goals and likely impact
- Degree of difficulty of the achievement and sacrifices made
- Previous awards and recognition
- Voluntary work beyond paid employment
- Nature and length of activity or service
- Achievements as an individual or as part of a group or organisation
- Availability and commitment to promote community pride and active citizenship throughout the year of the recipient's appointment

## Eligibility Criteria

- Nominees must be Australian citizens (except for Award for Active Citizenship)
- Awards will not be granted posthumously
- Self-nominations will not be accepted – except for Community Event of the Year
- Nominees must be at least 16 years of age in the year of the award presentation
- Nominees for the category of Young Citizen of the Year must be 30 years of age or less on 26 January in the year of the award presentation
- Sitting state and federal politicians, current vice-regal officers and current elected members of council are not eligible

- Retired politicians, elected members and vice-regal officers will be considered for work undertaken in addition to their official duties
- Unsuccessful nominees may be re-nominated in subsequent years
- Groups of people, organisations or couples will not normally be eligible for Citizen of the Year and Young Citizen of the Year, though in exceptional cases the selection panels reserve the right to consider such nominations.
- Both individuals and organisations should be considered for the Community Event of the Year as this recognises the organising body or committee responsible for the event
- Absolutely NO weight is given to the number of times a person or organisation is nominated
- Previous recipients of the award categories may receive the award in the future however the work that this person or organisation made in receiving the original award may not be considered.
- Councils may choose to re-submit nominations that do not receive an award for future consideration in subsequent years of the program

## Nomination Period

The following dates are recommended for the nomination period;

**Nominations Open: 1<sup>st</sup> day of October**

**Nominations Close: 3<sup>rd</sup> Friday in November**

Nominations received before 1<sup>st</sup> of October will still be accepted.

Nominations received after the closing date will be carried forward to the next nomination period in the following year.

The Australia Day Citizen of the Year Awards rely on nominations from the public.

Nominations are open all year round, but there is a targeted marketing campaign from 1 October to the 3<sup>rd</sup> Friday in November.

## Panel Composition and Guidelines

- The Local Government Authority may compose the selection panel as it sees fit however the following composition is recommended;
  - 2 elected members
  - 3 community representatives

All nominations are eligible to be considered for the Citizen of the Year Award. Anyone aged 16-30 can be also considered for Young Citizen of the Year.

When selecting community representatives you may wish to consider asking previous Citizen of the Year Award recipients to contribute in this capacity.

## Presentations of Awards

The Australia Day Citizen of the Year Awards are usually presented at Australia Day events across South Australia.

## State Awards

An overall state award will be presented for each category. This presentation will occur at Government House in the week prior to Australia Day, with presentations made by the sponsor and the Governor of South Australia. All councils are encouraged to forward their recipient in each category to be considered for the overall state awards. The closing dates for the state nominations is **Friday 11 December 2020** and should be forwarded to the Australia Day Council of South Australia via this website <https://www.citizenoftheyear.com.au/sa-state-citizen-of-the-year-awards/> .

State recipients will be announced in the lead up to the event at Government House. If Councils wish to keep their recipients a surprise until Australia Day they are welcome to submit their previous year's recipient for the Award.

In the past, press releases on Australia Day, for the Awards, have not been very successful. Since trialling media releases about 4 days prior to Australia Day eve media coverage has increased considerably. Many councils have advised that they used to release winner's names on Australia Day but found a greater response and benefits from releasing those details early.

Each Mayor in South Australia is invited to attend the State announcement. Should your recipient be announced as the State Citizen of the Year you may wish to encourage your Mayor to attend the announcement.

## Major Sponsor

The Australia Day Citizen of the Year Awards are proudly presented by the Australia Day Council of South Australia, sponsored by Local Government Association of South Australia, On the Run and Sarah Constructions.

### **FOR MORE INFORMATION PLEASE CONTACT:**

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## Frequently Asked Questions

### *How rigid are the Guidelines for the COY Award selection process?*

The Guidelines are exactly that, guidelines. They were developed as a standardised process for the COTY Awards. However, it is recognised that some Councils are not able to fully comply with the guidelines because of their operations and may prefer a minor, local modification to a particular rule rather than ignore that rule entirely. It is simply hoped that Councils will try to standardise their procedures in accordance with the Guidelines to simplify the awards process and assist with marketing, nominations, selection, etc.

### *Does a person have to live in a Council area to be eligible for an award in that Council area?*

- The ADCSA would prefer the person to be considered in the Council area where the activity\contribution actually occurred;
- Noted that most Councils seem to adopt a more flexible interpretation for eligibility rather than 'living' in the area.

### *What happens if a nominee dies before Australia Day?*

Although the Guidelines do not allow for posthumous awards Councils have the flexibility to consider each case on its merits. For example, in one Council a nominee was selected but then they died before Australia Day. The Council still made the presentation because of the outstanding contribution this nominee had made. On the contrary, another Council has stuck by the Guidelines and not presented a posthumous award (although the person was duly recognised at the awards ceremony with an explanation).

### *Can a person win an award in more than one Council?*

- Yes they can however when considering a previous winner the contribution they made for the previous award should not be considered

### *Do Nominees need to be advised of their nomination?*

- Nominees do not have to be advised;
- Nominees also do not have to accept their award.

### *What if my recipient doesn't want to participate?*

Try to ascertain what their reservations are about participating in the Awards program. Some of the most common reasons people don't want to participate are:

- They feel uncomfortable being associated with Australia Day or the date
- They are in a team and don't want to be singled out for their work
- They don't do the work for recognition