



# Australia Day Awards Guidelines



# Parkes Shire Council

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## Front Cover Photo

Pictured are Bev and Bob Bokeyar in Cooke Park, Parkes during the Australia Day celebrations on 26 January 2023.

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# Australia Day Awards Guidelines

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## Acknowledgement of Country

Parkes Shire is on the land of the Wiradjuri nation – the largest Aboriginal territory at the time of European settlement, encompassing the Central West slopes and plains.

Wiradjuri Country extends from Coonabarabran in the north, straddling the Great Dividing Range down to the Murray River and out to western NSW, encompassing around one fifth of NSW. The people of Wiradjuri Country are known as ‘people of three rivers’, due to the three rivers that border their lands: the Wambool (Macquarie River), Galari (Lachlan River) and Marrambidya (Murrumbidgee River).

In the spirit of reconciliation, Parkes Shire Council acknowledges the Wiradjuri people as the traditional custodians of the land and pays respect to Elders past, present and future and we extend our respect to all Indigenous Australians in Parkes Shire.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength, and pride of the Wiradjuri community.



## 1. Introduction

The National Australia Day Council facilitates and promotes Australia Day to all Australians to inspire national pride and increase participation and engagement across all sectors of the community ([www.australiaday.org.au](http://www.australiaday.org.au)).

The Parkes Shire Council Australia Day Awards provide the opportunity to publicly celebrate, acknowledge and honour the outstanding contributions of individuals and groups working tirelessly to improve the Parkes Shire community. These individuals and groups promote the social, cultural, sporting, economic and environmental prosperity of our region through personal accomplishments, inspirational behaviours and/or successful completion of projects, initiatives or events.

Parkes Shire Council celebrates Australia Day with an official Australia Day Awards Ceremony or Ceremonies conducted in a location or locations decided by Parkes Shire Australia Day Committee.

These awards align with the Community Strategic Plan objective "to encourage, support and recognise volunteerism and community participation" (1.3.3).

The Parkes Shire Australia Day Committee organises and coordinates the Australia Day events across the Shire.

## 2. Australia Day Award Categories

Parkes Shire Council delivers the Australia Day Awards at a local level and will coordinate the public nomination and disbursement for the Australia Day Awards in the following categories:

### 2.1. Community Awards

1. Citizen of the Year Award
2. Young Citizen of the Year Award
3. Community Event of the Year Award
4. Community Lifetime Achievement Award
5. Environmental Citizen of the Year Award
6. Young Environmental Citizen of the Year Award

### 2.2. Cultural Awards

The Australia Day Cultural Awards recognise, reward and encourage excellence in the performing, literary, visual and creative arts and crafts. The categories for nominations are:

1. Performance Award.
2. Literary Award.
3. Visual Arts Award.
4. Cultural Lifetime Achievement Award.



## 2.3. Sporting Awards

A Parkes Shire sports person or team can be nominated in one of the following award categories:

1. Sports Person of the Year
2. Junior Sports Person of the Year
3. Sports Team of the Year
4. Coach / Trainer / Manager of the Year
5. Referee / Umpire / Official of the Year
6. Senior Sports Person or Team of the Year
7. Sports Administrator of the Year
8. Lifetime Contribution to Sport Award

## 3. Award Selection Criteria

The selection and eligibility criteria for the Parkes Shire Council Australia Day Awards Program is supported by the criteria set out for the Australia Day Awards by the [australiaday.org.au](http://australiaday.org.au) ([Australian of the Year](http://australiaday.org.au)).

### 3.1. General Eligibility Criteria

To be eligible for any Australia Day award, nominees must be Australia Citizens, law abiding and be seen as a community role model. Nominations will not be accepted if this baseline criteria is not met. Nominations will not be accepted posthumously. Generally, unless specifically overridden in a category such as for a junior award, a nominee must:

1. Be an Australian Citizen
2. Be a resident of the Parkes Shire Local Government Area (when nominations close)
3. Not have received the same award in the past five (5) years.
4. Be 25 years old or older in the year that the nominations close, except for the various junior awards. Age requirements for junior awards are listed with that award below.
5. Not be a current sitting Councillor, nor have been in the past two years.
6. Be supported by a statement from a referee.

### 3.2. Community Awards

#### *Citizen of the year*

The Citizen of the year award recognises members of the community who have gone above and beyond, who have made an outstanding achievement and/or contribution to the community in the past year.



To be eligible, nominees must meet the General Eligibility criteria. When considering nomination for this award, the selection panel will consider the following in no particular order:

- Outstanding achievement, contribution, and leadership in the local community
- Has been a role model / inspiration for community members.
- Has shown achievements in community activities, academic, sporting, personal, cultural, environment and / or social responsibility.
- Demonstrated selfless commitment, application and dedication, involvement in activities that promote the welfare and wellbeing in the community over the previous 12 months and/or over several years.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### ***Young Citizen of the Year***

This award recognises young members of the community (24 years of age and under) who have gone above and beyond, who have made an outstanding achievement and/or contribution to the community in the past year.

To be eligible, nominees must meet the General Eligibility criteria except that

- nominees must be 24 years or younger in the year that nominations close.

When considering nominations for this award, the selection panel will consider the following in no particular order:

- Outstanding achievement and leadership in the local community.
- Has been a role model / inspiration that other young people can aspire to.
- Has shown achievements in community activities, academic, sporting, personal, cultural, environment and / or social responsibility.
- Demonstrated selfless commitment, application and dedication, involvement in activities that promote the welfare and wellbeing in the community over the previous 12 months or over several years.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### ***Community Event or Project of the Year***

This award recognises outstanding events in the Parkes Shire that have occurred since January in the year that nominations close.

To be eligible nominees must comply with the General Eligibility Criteria and

- Be a community event or project that provides opportunities for the community to participate and contribute to social, economic and cultural life.



- Be a community event that is community focused, not stated for personal, private reward or financial benefit.
- The project or event was held or completed after the previous awards ceremony.

When considering nomination for this award, the selection panel will consider the following in no particular order:

- The event or project's service and benefit to the community.
- The event or project's significant involvement of volunteers and empowerment of the community for successful delivery.
- The event or project's reflection on community values and contribution to the diversity of the community.
- Significantly benefiting the community's wellbeing or financial sustainability.

### ***Community Lifetime Achievement Award***

This award recognises a member of the community who has made an outstanding contribution to the Parkes Shire community over many years. This award is only awarded to an outstanding individual and may not be awarded every year.

To be eligible nominees must comply with the General Eligibility Criteria

When considering nomination for this award, the selection panel will consider the following in no order:

- Outstanding achievement and leadership in the local community
- Has been a role model / inspiration to the community.
- Selfless commitment, application and dedication, involvement in activities that promote the welfare and wellbeing of the community over an extended period of more than twenty (20) years.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### ***Environmental Citizen of the Year Award***

This award recognizes efforts to preserve the environment within the local community, ability to foster partnerships that achieve litter reduction and recycling outcomes and use of the Return and Earn scheme to help fundraise for a meaningful cause.

To be eligible nominees must comply with the General Eligibility Criteria.

When considering nominations for this award, the selection panel will consider the following in no order:





- Demonstrated outstanding contribution to, and / or an outstanding achievement in, the advocacy, innovation or development of projects associated with maintaining and preserving the local environment.
- Demonstrated achievement in litter reduction and / or recycling outcomes.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### *Young Environmental Citizen of the Year*

This award recognizes efforts to preserve the environment within the local community, ability to foster partnerships that achieve litter reduction and recycling outcomes and use of the Return and Earn scheme to help fundraise for a meaningful cause.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- nominees must be 24 years or younger in the year that nominations close.

When considering nominations for this award, the selection panel will consider the following in no order:

- Demonstrated outstanding contribution to, and / or an outstanding achievement in, the advocacy, innovation or development of projects associated with maintaining and preserving the local environment.
- Demonstrated achievement in litter reduction and / or recycling outcomes.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### **3.3. Cultural Awards**

The Cultural Awards recognise, reward and encourage excellence in the performing, literary, visual and creative arts and crafts.

The Awards are intended for:

- Individuals or groups of residents of the Parkes Shire Council Area who have made an outstanding achievement in any branch of the performing, literary, visual, or creative arts and crafts.
- Individuals or groups who are offering support and encouragement which has provided growth and/or improvement in the arts within the Parkes Shire Council Area.

#### *Performance Award*

The Performance Award recognises outstanding achievement in song, dance, drama, music or any combination of these.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- nominees can be of any age.



When considering nominations for this award, the selection panel will consider the following in no order:

- Demonstrated outstanding contribution to, and / or an outstanding achievement in song, dance, drama and music or any combination of these over the past 12 months and/or over several years.
- Has performed on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### *Literary Award*

The Literary Award recognises excellence in creative writing in prose, verse or song.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- nominees can be of any age.

When considering nominations for this award, the selection panel will consider the following in no order:

- Demonstrated outstanding contribution to, and / or an outstanding achievement in creative writing in prose, verse or song or any combination of these over the past 12 months and/or over several years.
- Has performed on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

### *Visual Arts Award*

The Visual Arts Award recognises artistic and creative achievement in any medium including painting, sculpture, film, video, textile, clay, wood, or metal.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- nominees can be of any age.

When considering nominations for this award, the selection panel will consider the following in no order:

- Demonstrated outstanding contribution to, and / or an outstanding artistic and creative achievement in any medium including painting, sculpture, film, video, textile, clay, wood, or metal or any combination of these over the past 12 months and/or over several years.
- Has performed on a voluntary basis or exceeded the normal requirements of the nominee's paid work.



### ***Cultural Lifetime Achievement Award***

The Cultural Lifetime Achievement Award recognises an outstanding effort by individual or group to promote the arts in the Parkes Shire area. This award is only awarded to an outstanding individual and may not be awarded every year.

To be eligible nominees must comply with the General Eligibility Criteria.

When considering nomination for this award, the selection panel will consider the following:

- Outstanding achievement and leadership in cultural pursuits in the local community
- Has been a role model / inspiration to the community.
- Selfless commitment, application and dedication, involvement in activities that promote the arts in the community over an extended period of more than twenty (20) years.
- Has provided the contribution on a voluntary basis or exceeded the normal requirements of the nominee's paid work.

## **3.4. Sports Awards**

### ***Sports Person of the Year***

The Sports Person of the Year Award recognises an outstanding sporting achievement by an individual in open competition.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- Nominees can be eligible to receive the same award again.

When considering nomination for this award, the selection panel will consider the following:

- Showed an outstanding achievement in sport over the past 12 months and/or over several years.
- Been a positive role model in sport in a non-professional sporting field.

### ***Junior Sports Person of the Year***

The Junior Sports Person of the Year Award recognises an outstanding sporting achievement by an individual.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- nominees must be eighteen (18) years of age or younger in the year that nominations close.
- Nominees can be eligible to receive the same award again.



When considering nomination for this award, the selection panel will consider the following:

- Showed an outstanding achievement in sport over the past 12 months and/or over several years.
- Been a positive role model in sport in a non-professional sporting field.

### ***Sports Team of the Year***

The Team of the Year award recognises the most outstanding sports team in the Parkes Shire.

To be eligible nominees must comply with the General Eligibility Criteria and:

- Be representing a sporting group based in the Parkes Shire
- Include players mostly from Parkes Shire
- Nominees can be eligible to receive the same award again.

When considering nominations for this award, the selection panel will consider the following:

- Showed an outstanding achievement in sport over the past 12 months and/or over several years at a regional, state, national or international competition.

### ***Coach / Trainer / Manager of the Year***

The Coach / Trainer / Manager of the Year Award recognises excellence in coaching, training or managing sportspersons or teams.

To be eligible nominees must comply with the General Eligibility Criteria except that:

- Nominees can be eligible to receive the same award again.

When considering nominations for this award, the selection panel will consider the following:

- Showed an outstanding achievement in coaching, training, or managing a sportsperson or team over the past 12 months and/or over several years at a regional, state, national or international competition.
- Demonstrated significant contribution to sport as a coach, umpire or official in a voluntary capacity.
- Has been a positive role model / inspiration to the community.

### ***Referee / Umpire / Official of the Year***

The Referee / Umpire / Official of the Year Award recognises excellence and dedication in refereeing, umpiring or officiating.



To be eligible nominees must comply with the General Eligibility Criteria except that:

- Nominees can be eligible to receive the same award again.

When considering nominations for this award, the selection panel will consider the following:

- Showed an outstanding achievement in refereeing, umpiring or officiating over the past 12 months and/or over several years at a local, regional, state, national or international level of competition.
- Demonstrated significant contribution to sport as a referee, umpire or official in a voluntary capacity.
- Has been a positive role model / inspiration to the community.

### ***Senior Sports Person or Team of the Year***

The Senior Sports Person or Team of the Year recognises a player or team that excels at their chosen sport in a senior event or competition.

To be eligible nominees must comply with the General Eligibility Criteria and:

- For a senior team, be representing a senior level sporting group based in the Parkes Shire
- For a senior team, include most players from Parkes Shire.
- Nominees can be eligible to receive the same award again.

When considering nominations for this award, the selection panel will consider the following:

- Showed an outstanding achievement in sport over the past 12 months and/or over several years at a regional, state, national or international level senior competition.

### ***Sports Administrator of the Year***

The Administrator of the Year Award recognises excellence in sports leadership and administration.

To be eligible nominees must comply with the General Eligibility Criteria.

When considering nominations for this award, the selection panel will consider the following in no order:

- Outstanding achievement and leadership in sport in the local community
- Demonstrated significant contribution to sport as an administrator in a voluntary capacity.



- Has been a positive role model / inspiration to the community.

### ***Lifetime Contribution to Sport Award***

The Lifetime Contribution Award Recognises a person who has had long and valuable association with one or more sports in the Parkes Shire. This award is only awarded to an outstanding individual and may not be awarded every year.

To be eligible nominees must comply with the General Eligibility Criteria.

When considering nominations for this award, the selection panel will consider the following in no order:

- Outstanding achievement and leadership in sport in the local community
- Selfless commitment, application and dedication, involvement in sporting activities over an extended period of more than twenty (20) years.
- Demonstrated significant contribution to sport as a Coach, Official or Administrator in a voluntary capacity.
- Has been a positive role model / inspiration to the community.

## **4. How to Nominate**

Nominations must be submitted online via Council's online application portal. Nominations open in October and close in December every year unless otherwise decided by Council. Council will also make paper copies of the form available, however the form must be entered using the online process by the Council Officer responsible for the administrative tasks.

Nomination forms must be fully completed with sufficient detail to enable the assessment panel to make a fully-informed decision.

Any supporting materials must be attached to the application.

## **5. Selection Process**

### **5.1. Selection Panel**

A selection panel will be formed for each of the Australia Award Categories including the Community, Cultural and Sporting awards.

For the Cultural and Sporting awards, the panel can be drawn from the respective cultural committee or the Parkes Sports Council. Community members for the Citizen awards can be sourced from the various community groups including Parkes Action Club, Rotary, etc.

Each selection panel will comprise of at least three (3) members:

- One Parkes Shire Councillor.



- At least one (1) but no more than three (3) community members.
- At least one (1) council officer to assist with administrative tasks.

The mayor may also sit on a panel as an ex-officio member.

Each selection panel will choose a Chairperson.

The positions on the selection panel will be voluntary, with members to meet their own travel expenses to attend meetings.

Selection panel meetings may be conducted by electronic means.

## **5.2. Assessment**

The Council Officer on the committee will co-ordinate, collate and check the nominations against the general eligibility criteria, before the selection process can begin.

The Selection Panel will determine the best method to assess the nominees against the selection criteria for each award category. For example, a value out of ten points could be awarded to each valid nomination from each member of the assessment panel.

In the event that no nomination, or no suitable nominations are received in any of the categories, the Selection Panel may decide by consensus, to grant the award to a group, event, or citizen of its choice. This could be selected from the unsuccessful nomination finalists from the previous three years.

In the event of a tied selection for any of the award categories, the Chairperson will have the final decision.

If the panel agrees by general consensus, having just cause and reason, that the nomination would be better suited to an alternative award category, the panel may move that nomination in the spirit of the celebration of the day.

For the Lifetime Achievement categories, the Panel may agree by general consensus not to choose any nominee, should the nominees not meet the selection criteria.

The decision of the Selection Panel is final, and no additional correspondence will be entered into.

## **6. Notification to Nominees**

Eligible Nominees will be notified by early January to allow for RSVP. Should any nominees withdraw from the application process, this should be noted prior to the selection panel meeting to avoid retractions after winners are determined.

## **7. Award Ceremony**

Awards Ceremony or Ceremonies will be held at a location/s and date/s determined by Council and / or the Parkes Shire Australia Day Committee.