

P040111

PUBLIC RELATIONS – MEDIA RELEASES

1. The Local Government Act 1995 provides that the Shire President is to speak on behalf of the Local Government and accordingly, the Shire President is the official spokesperson for the Council. If approached by the media for formal comment on any issue, Councillors and staff are in the first instance, to suggest that the media make direct contact with the Shire President as the Council's official spokesperson.
2. When the media does not make direct contact with the Shire President and a member of staff is asked to respond/comment to the media, the staff member will direct the enquiry to the Chief Executive Officer who will, where appropriate and practical, liaise with the Shire President to determine who will respond/comment and the nature of the response/comment.
3. Without express authority from the Shire President or the CEO, staff and Councillors are not to offer a Council view, attitude, stance, etc on any issue.
4. A Councillor's right to express a personal opinion on any issue of public interest is recognised.
5. Nothing in this policy shall act to prevent the CEO proactively authorizing, preparing and distributing written Media Releases, which shall be copied to all Councillors for information.

P040112

POLITICAL/ELECTION CAMPAIGN SIGNS

Council not allow the erection of roadside political/election campaign signs on Shire controlled land.

P040113

CITIZENS & SPORTSPERSONS OF THE YEAR

AUSTRALIA DAY ACTIVE CITIZENSHIP AWARDS

The Awards be advertised in September, inviting nominations for awards in the following categories:

- Citizen of the Year (no age restriction);
- Citizen of the Year – Youth (under 25 years);
- Citizen of the Year – Senior (over 65 years);
- Active Citizenship Award (for a community group or event).

A person may only be nominated for one category on a Nomination Form. A person may be nominated more than once on separate Nomination Forms.

Winners to be chosen at a meeting of the Council and the results kept strictly confidential until presentation.

Presentation to be at a local function celebrating Australia Day (January 26th).

Eligibility

For Citizen of the Year Awards, the nomination:

- must be made of person(s) who ordinarily reside in the Shire of Denmark; and
- must demonstrate that person(s) citizenship activities which occur within the Shire of Denmark however, external additional citizenship activities may be taken into consideration during the selection process.

For a Community Group or Event, the nomination can only be made for a Group or Event which is based, operated and held within the Shire of Denmark however, additional activities or events operated or based outside of the Shire may be taken into consideration during the selection process.

SPORTSPERSONS OF THE YEAR

The Sportspersons of the Year Awards are to be advertised commencing in September, inviting sporting organisations, community groups & organisations, schools and individuals to submit nominations for awards for the year ending 30 September, in the following categories;

- Junior Sportsperson of the Year (under 18 years of age)
- Senior Sportsperson of the Year
- Service to Sport Award

Nominations to close the last week in November.

A person may only be nominated for one category on a Nomination Form. A person may be nominated more than once on separate Nomination Forms.

Winners are to be chosen at a meeting of the Council and be kept strictly confidential until the presentation.

Winners are to receive a suitable gift at a value determined annually by Council during the budget process (GL1160752) and a grant of \$100.00 will be awarded for the winner's club or a local club nominated by the winner (should the winner not be a member of a club).

Presentation of the Awards to be at a function held no later than February. Sporting organisations are to be given the opportunity to facilitate the function with the assistance of Council or in the absence of interest from sporting organisations to do so, Council will organise the function which will include a small attendance fee to cover costs.

Eligibility

Nominations for a person who resides out of the Shire but participates in sport in the Shire of Denmark will be accepted however the nominee will only be judged on their achievements within the Shire of Denmark.

AMENDED by Res: 180308 / 25 MARCH 2008

AMENDED by Res: 310309 / 24 MARCH 2009

AMENDED by Res: 250110 / 27 JANUARY 2010

AMENDED by Res: 200912 / 25 September 2012

AMENDED by Res: 261212 & 271212 / 18 December 2012

AMENDED by Res: 181116 / 29 November 2016



Denmark Citizen of the Year Awards

20 September 2022 - Attachment 9.2.4b

Policy Statement

This policy provides a framework for nominating and awarding the Shire of Denmark Citizen of the Year Awards.

Objective

To publicly recognise and award individuals and groups who go above and beyond their civic duties to contribute to the Denmark community in a constructive and positive way.

Scope

The Citizen of the Year Awards promote community pride, responsibility, and participation across four (4) categories:

1. Citizen of the Year (no age restriction).
2. Citizen of the Year - Youth (under 25 years).
3. Citizen of the Year - Senior (over 65 years).
4. Citizen of the Year – Group.

Eligibility

A person must first be nominated to be considered for the awards. Self-nominations will not be accepted.

1. Nominees must be a person who resides in the Shire of Denmark and for;
 - a. Citizen of the Year category, be a person of any age.
 - b. Citizen of the Year - Youth category, be a person aged between 12 to 24 years.
 - c. Citizen of the Year - Senior category, be a person over the age of 65.
 - d. Citizen of the Year - Group category, be a local community group or not-for-profit organisation based within the Shire of Denmark.
2. Sitting members of State, Federal and Local Government are not eligible.
3. Nominations must be apolitical in nature.
4. Nominations will only be accepted on the official nomination forms.
5. A person may only be nominated for one category on a nomination form. A person may be nominated more than once on separate nomination form.
6. Late entries will not be accepted.

Selection Criteria

The nomination must demonstrate that the person(s) or group(s) citizenship activities occurred within the Shire of Denmark. External activities that benefitted the Denmark community may be taken into consideration during the selection process.

Nominations will be assessed for an individual or group who has

1. made a significant voluntary contribution to the Denmark community
2. demonstrated leadership on a community issue resulting in the enhancement of community life
3. undertaken a significant initiative that has brought about positive change and added value to community life
4. invested time and effort above the standard expected of any citizen (hours of time volunteered, range of tasks undertaken, and length of service) and is a good role model for the community.

Selection Process

Successful nominees will be determined by Council and the results kept strictly confidential until the announcement at the award presentation.

Successful nominees will be notified prior to the event to allow recipients to invite friends and family to the presentation.

Presentation of the Citizen of the Year Awards will be held at a suitable Shire event determined by the Director Corporate and Community Services.

Shire of Denmark reserves the right to withdraw any awards issued to recipients who bring the awards program or Shire of Denmark into disrepute.

Policy Commitments

This policy will have financial implications for the administration of the awards to be determined through Council's annual budget process.

Recording Requirements

State Records Act 2000 (WA)

Document Control Box			
Document Responsibilities:			
Owner:	Chief Executive Officer	Owner Business Unit:	Community Services
Reviewer:	Manager Community Services	Decision Maker:	Council
Compliance Requirements:			
Legislation:	Local Government Act 1995 State Records Act 2000		
Document Management:			
Synergy Ref:	PBR.1	Review Frequency:	As required
Version #	Date:	Action:	Resolution No.
1.	29 November 2016	AMENDED by Council	181116
2.	20 September 2022	AMENDED by Council	XXX



Sportsperson Of The Year

Policy Statement

This policy provides a framework for nominating and selecting the Shire of Denmark Sportsperson of the Year Awards.

Objective

To recognise and celebrate local individuals who have achieved sporting success or made a significant contribution to the sports and recreation culture in the Shire of Denmark.

Scope

Nominations for the Sportspersons of the Year Awards can be made across three (3) categories:

1. Junior Sportsperson of the Year (under 18 years)
2. Senior Sportsperson of the Year (18 years and over)
3. Service to Sport Award (no age restriction)

Eligibility

1. A person must first be nominated to be considered for the awards. Self-nominations will not be accepted.
2. Nominations will only be accepted on an official nomination form.
3. A person may only be nominated for one category per nomination form.
4. Nominees must have a significant connection to Denmark, and be a person who resides, trains, coaches, participates or represents a club within the Shire of Denmark and be:
 - Junior Sportsperson of the Year category – a person under 18 years
 - Senior Sportsperson of the Year category – a person age 18+ years
 - Service to Sport Category – a person of any age
5. Nominations for a person who resides outside the Shire but participates in sport within the Shire will be accepted. However, the nominee will only be judged on their achievements within the Shire of Denmark.

Guidelines

1. Sportsperson of the Year (Junior and Senior)

This award recognises athletes who have achieved outstanding results with respect to performance/s during the past 12 months.
Assessment will be based on the nominees' personal achievements and behaviour;

 - Nominees must have achieved a level of outstanding performance in their chosen sport and will be judged on their achievements in the 12 months prior to the nomination.
 - Nominees may have been selected to represent their chosen sport at a regional, state or national level.

- Nominees will have inspiring qualities as a sporting role model, demonstrating behaviours such as sportsmanship, fair play, respect and integrity.

2. Service to Sport Award

The Service to Sport Award recognises an individual who has made a significant contribution to sport or to their sporting club through outstanding service.

Criteria on which the award will be judged includes:

- An individual (does not need to be a resident of the Shire) who has made a significant voluntary contribution to benefit a sporting or recreational organisation operating within the Shire of Denmark.
 - The nominees time and effort is above the standard expected of any citizen (hours of time volunteered, range of tasks undertaken or length of service) and sets an example to others;.
 - A long-term involvement in and commitment to their sport at various levels.
 - A demonstrated legacy of the nominee's contribution.
3. Council will determine successful nominees and be kept strictly confidential until the award presentation.
 4. Successful nominees will receive a suitable gift at a value determined annually by Council during the budget process (GL1160752), and a prize of \$100.00 will be awarded to the winner's club or a local club nominated by the successful nominee (should the nominee not be a member of a club).
 5. Presentation of the Awards will be held at a suitable Shire event determined by the Director Corporate and Community Services.

Policy Commitments

This policy has a financial implication for the administration of the program which Council will determine through the annual budget process.

Recording Requirements

State Records Act 2000 (WA)

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Owner:	Chief Executive Officer	Owner Business Unit:	Community Services
Reviewer:	Manager Community Services	Decision Maker:	Council
Compliance Requirements:			
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Document Management:			
Synergy Ref:		Review Frequency:	As required
Version #	Date:	Action:	Resolution No.
1.	29 November 2016	AMENDED by Council	181116
2.	18 December 2012	AMENDED by Council	261212 and 271212

3.	25 September 2012	AMENDED by Council	200912
4.	27 January 2010	AMENDED by Council	250110
5.	24 March 2009	AMENDED by Council	310309
6.	25 March 2008	AMENDED by Council	180308
7.	20 September 2022	AMENDED by Council	XXX

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