



LOCKHART SHIRE COUNCIL
AUSTRALIA DAY 2019
THE NSW LOCAL CITIZEN OF THE YEAR AWARDS PROGRAM
GUIDELINES & CRITERIA
~ NOMINATIONS CLOSE FRIDAY, 30 NOVEMBER 2018 ~

Each year people are invited to nominate fellow citizens for The NSW Local Citizen of the Year Awards. The awards aim to recognise outstanding contributions to others in the Lockhart Shire community during the past year or over a number of years.

Council does not specify categories for Citizenship Awards which allows all community members, no matter what they are involved in to be nominated by those who fully understand and appreciate how much they have contributed to the community or their efforts.

To ensure the Citizen of the Year Awards are awarded to outstanding contributions, Council is to issue Citizen of the Year Awards (in five categories), with one of these awards being named Lockhart Shire Citizen of the Year. Council itself will determine all Awardees.

2019 CATEGORIES

Citizen of the Year
Young Citizen of the Year
Sportsperson of the Year
Environmental Citizen of the Year (*new category*)
Australia Day Award.

ELIGIBILITY

- Nominees must be Australian citizens and residing in Lockhart Shire at the time of nomination, or if not living in the Shire any person who has contributed to the Shire for a period of twelve (12) months or longer, who has demonstrated a record of providing beneficial services, preferably of a charitable nature within the Lockhart Shire.
- Unsuccessful nominees may be re-nominated in subsequent years.
- Self nominations will not be accepted.
- Sitting state and federal politicians and current vice-regal officers are not eligible. Consideration of retired politicians and officers would be for work in addition to their official duties.
- Individuals/organisations who provide benefit to the Lockhart Shire Community or who could provide financial benefit to the community are eligible.
- Persons who have been awarded a Lockhart Shire Citizen of the Year Award may not be re-nominated for an award for a period of three years.
- Council will not award a Citizen of the Year Award to the same person until five years has elapsed.
- Nominations must be received in writing by COB Friday, 30 November 2018 (before the December meeting of Council) on the appropriate nomination form. Late nominations will not be considered.
- Incumbent Councillors are not eligible to be nominated for Australia Day Awards unless there are extenuating circumstances and then subject to a resolution of Council.



HOW TO NOMINATE

To nominate, please complete the attached nomination form. The nomination should detail the nature, duration and impact of the nominee's contribution to Lockhart Shire.

In assessing a nomination, Council may consider:

- The number of hours of work over and above normal employment duties.
- The benefit to the community from the nominee's service or contribution.
- Other outstanding achievements by the nominee.
- Other recognition of the nominee's contribution or work, including publicity.
- Whether the nominee worked as part of a team and their role within the team.
- Whether the nominee has had assistance from council, government or other grants.
- Whether the nominee has had to overcome any particular difficulties or hurdles.
- Who has benefited most from the work of the nominee?

NOMINATIONS MUST BE RECEIVED BY CLOSE OF BUSINESS – FRIDAY, 30 NOVEMBER 2018

PRESENTATION

The awards will be presented on Saturday, 26 January, Australia Day 2019.

The selection of recipients will reflect the nominations received and information available to Council at the time. Lockhart Shire Council reserves the right to withdraw an award if further information or the recipient's conduct draws The NSW Local Citizen of the Year Awards into disrepute.

PLEASE RETURN COMPLETED FORM TO:

THE GENERAL MANAGER
LOCKHART SHIRE COUNCIL
PO BOX 21
LOCKHART NSW 2656



AUSTRALIA DAY
IN NEW SOUTH WALES

LOCKHART SHIRE COUNCIL – AUSTRALIA DAY

THE NSW LOCAL CITIZEN OF THE YEAR AWARDS 2019 NOMINATION FORM

SECTION 1: Details of person/s being nominated.

Surname: _____ **Title:** _____

Other names: _____

Address: _____

Suburb: _____ **Postcode:** _____

YES/NO Does the nominee currently live and/or work in the Lockhart Shire?

YES/NO Is the nominee an Australian citizen?

In completing the following sections of the form please consider the following:

- Why you feel the nominee should receive an award.
- The contributions/outstanding achievements for which the nomination is made.
- The number of hours or length of time over which contribution has been made.
- The amount of benefit to the community.
- Whether the nominee has worked or contributed alone, as part of a team, and whether they have shown any leadership or other outstanding qualities.
- Whether the nominee had to overcome particular difficulties.
- Whether the nominee has been assisted in their contribution by Council, government or other grants.
- Whether the nominee's contribution was/is in the course of employment or as a volunteer or both.
- Any special matters you wish to include in the nomination.
- How has the nominee shown achievement/service outside of their particular specialty? For example, personal interests and involvement in the wider community.
- How has the nominee's achievement/service been acknowledged elsewhere – other awards, commendations, etc.?
- How does the person nominated make you proud to be Australian? Is your view shared by others in your community? If so, who?
- What personal qualities make the person inspirational?
- Has the person achieved at Local, Zone, Regional, State, National or International level in a sporting activity? If so please list the achievements and the areas represented.
- Provide examples to support your statements for all of the above.

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SECTION A

CONTRIBUTIONS TO THE COMMUNITY FOR WHICH THE PERSON IS NOMINATED

Please include the full names of groups, clubs, committees, etc. and detail the specific community service such as working for a local charity; the length of time and how often service given and similar relevant information. Please attach additional page/s if enough space is not provided.

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SECTION B

PAST AND PRESENT MEMBERSHIP OF COMMUNITY/SPORTING/PROFESSIONAL ORGANISATIONS AND DETAILS OF ANY POSITIONS HELD OR OUTSTANDING CONTRIBUTION

Please include for example if Chairperson or Secretary or other position, the length of time or the term of service, i.e. start and end year of position being held. Please attach additional page/s if enough space is not provided.

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SECTION C

LIST ANY AWARDS OR LIFE MEMBERSHIPS OR OTHER NOMINATIONS THE NOMINEE HAS RECEIVED IN THE PAST

Please include full name of the award or nomination and the year or date received or made.

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SECTION D

ANY OTHER SIGNIFICANT CONTRIBUTIONS AND ACHIEVEMENTS

Please list.

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SECTION E

YOUR PERSONAL RECOMMENDATION

Why do you feel this nominee should be considered?

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SECTION F

YOUR DETAILS

Name: _____	Name: _____
Position: _____	Position: _____
Relationship to Nominee: _____	Relationship to Nominee: _____
Address: _____ _____	Address: _____ _____
Telephone: _____	Telephone: _____

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