



SHIRE OF
HARVEY



Agenda Briefing Session and Ordinary Council Meeting

**Addendum to Item: 5.5.2 / 12.5.2
Policy 3.1.1 Honours and Awards**

Harvey Council Chamber

Agenda Briefing Session: Tuesday, 15 August 2023

**Ordinary Council Meeting: Tuesday, 22 August 2023
4PM**

Item No.	5.5.2. / 12.5.2.
Subject:	Policy 3.1.1 – Honours and Awards
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Community Development Officer
Authorising Officer:	Director Community and Lifestyle
File No.:	F/36/00037
Attachments:	1. Policy 3.1.1 – Honour and Awards V 3 Tracked (2) [5.5.2.1 – 4 pages] 2. Policy 3.1.1 – Honour and Awards V 3 FINAL [5.5.2.2 – 4 pages]

The following additional information is provided in regard to Item 5.5.2 / 12.5.2

The Eligibility criteria has been amended and will now read as below:

3.5 Eligibility

- Nominees for selection must ordinarily be residents of the Shire of Harvey and have given distinguished service to the community.
- A person must first be nominated to be considered for the awards. Self-nominations are not accepted. Council Members or Officers of State, Federal and Local Government are not eligible.
- Nominations must be apolitical in nature.
- Late entries will not be accepted.

The Selection process has been amended to be more inclusive and will now read as below:

3.6 Selection process

- The nomination period is open for three months during the year, from the beginning of February until the end April with nominations sent to the Honours and Awards Advisory Group for judging before being considered at the May Ordinary Council Meeting.
- Nominations must be made by someone other than the award nominee and should clearly stipulate the contributions the individual or group has made in the area of the award category.
- Nominations should be completed using the online nomination form with a supporting nomination letter addressed to the Chairperson of the Honours and Awards Advisory Group. For guidance on this process please contact a Community Development Officer.
- Nominations for Community Citizen of the Year Australia Day Awards must be submitted directly to the WA Australia Day Council.
- Honours and Awards Advisory Group will consider all nominations received and will allocate the most appropriate honour or award to the individual or group, based on the nomination received and, in order to complete its evaluation, may make such confidential enquiries and seek further information about the nominee, as the committee thinks fit.
- Throughout the nomination process, including the deliberations of the Honours and Awards Advisory Group, strict confidentiality will be observed and should also be observed by nominators alike.