

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	27/09/2005	0377	27/09/2005
2	11/05/2010	0142	11/05/2010
3	09/06/2015	15/161	09/06/2015
4	24/09/2019	19/302	25/10/2019

2 Policy Objective

To provide guidelines for the acknowledgment of individuals, groups and organisations who have made a significant contribution to the community and City of Griffith.

3 Policy Statement

Griffith City Council recognises community service as a key cornerstone of a successful community. Council believes in acknowledging those members of the community who have made a significant contribution to the community or have achieved to a high level in their various fields of endeavour.

The contributions made by the community (including volunteers) and its members encompass (but are not limited to) a wide range of activities and programs in the cultural, educational, economic, environmental, sporting and social fields.

Council's formal recognition of those who have made significant contributions is recognised in four main ways outlined below.

3.1 Certificate of Appreciation

Certificates of Appreciation will be awarded to those who have helped Council achieve one of its many corporate objectives. For instance a Certificate of Appreciation could be awarded to those who have participated in the Clean Up Australia Day.

Delegated Authority: The Mayor and General Manager are authorised to sign Certificates of Appreciation on behalf of the Council.

3.2 Certificate of Achievement

These awards acknowledge the achievement of an individual or group in a field of endeavour in the arts, sports, social welfare, business or environmental area.

Delegated Authority: The Mayor and General Manager is authorised to sign Certificates of Achievement on behalf of Council.

3.3 Major Achievement or Lifetime Contribution Award

These awards will be awarded to acknowledge:

- (a) A national or international achievement by an individual, group or organisation associated with Griffith.
- (b) Outstanding long-term service and contribution to the community by an individual, group or organisation associated with the city.

Major achievement or lifetime contribution awards carry significant importance to the Council. The acknowledgement may be in the form of:

- (a) Freeman of the City (refer to Policy GOV-CP-305 Freeman and Freedom of the City of Griffith). This is a symbolic presentation which represents one of the highest honours that a city can confer on an individual or organisation.
- (b) The naming of a Council facility (such as a reserve, hall etc) associated with that individual, group or organisation.
- (c) An award such as a plaque (refer to Policy GOV-CP-306 Plaques Installed by Council) or any other item approved by the Council.

Delegated Authority: The Council authorises these awards at a full Ordinary Meeting of Council. The report may be considered in Closed Council in the first instance.

3.4 Australia Day Awards

The Australia Day Working Group, under the auspice of the Tourism & Events Committee, administers the awarding of Australia Day awards at an annual ceremony held on Australia Day each year.

Sport Awards are judged in consultation with the Griffith City Sports Council

Refer to Policy GOV-CP-401 Australia Day Awards

4 Definitions

None

5 Exceptions

None

6 Legislation

None

7 Related Documents

Council has adopted policy GOV-CP-305 “Freeman and Freedom of the City of Griffith” which should be read in conjunction with this policy.

8 Directorate

Economic & Organisational Development