



1. Intention

To provide for the recognition of individuals and organisations who have made significant contributions to the Shire of Waroona community, through annual Australia Day awards presented on Australia Day.

2. Scope

This policy applies throughout the district.

3. Statement

1. The Shire of Waroona will invite nominations for the awards through the local media, including the Drakesbrook Despatch and from local community organisations and clubs in September, with the closing date aligning with the date provided by Australia Day Council of Western Australia.
2. Individuals and organisations may submit nominations using the relevant nomination form for the Shire of Waroona Meritorious Community Service Awards and/or Australia Day Council of Western Australia Citizen of the Year Awards.
3. Only individuals and organisations working in a voluntary capacity are eligible for nomination.
4. The Australia Day Awards will be conducted on a Shire basis, and not an individual town/locality basis.
5. Nominations will be considered by the Awards Advisory Group for recommendation to Council.
6. The number of Shire of Waroona Meritorious Community Service Awards for both categories to be presented each year will be determined by Council on a case-by-case basis.
7. Persons who have already received a Premier's Australia Day Award or Citizen of the Year Award from the Shire of Waroona will be ineligible to receive a Shire of Waroona Meritorious Community Service Award.
8. The awards will be presented during the Shire of Waroona Australia Day Celebrations on an annual basis.
9. Award recipients will be gifted a potted native plant.

4. Legislative and Strategic Context

Nil

5. Review

This policy is to be reviewed triennially.

6. Associated Documents

Nil

7. Document Control

Division	Community		
Policy Number	CP003		
Contact Officer	Manager Community Development		
Related Legislation	Nil		
Related Shire Documents	CM001 – Australia Day Awards		
File Number	RC.1		
Risk Rating	Low	Review Frequency	Triennially
Next Review	April 28	Date Adopted	26/10/2010
OCM Number	OCM10/10/163	Previous Policy No.	COM003

8. Amendments

Date	Details of Amendment	Reference	Record Number
24/11/2015	Updated as part of major review.	OCM15/11/138	
22/11/2016	Updated as part of major review.	OCM16/11/123	
18/12/2018	Updated as part of major review.	OCM18/12/126	
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071	
26/11/2024	Added requirement to advertise annually in the Drakesbrook Despatch newsletter, and for award recipients to receive a native plant.	OCM24/11/181	
27/05/2025	Changed name of Australia Day Awards Committee to Awards Advisory Group. Reformatted into new template.	OCM25/05/070	CM.7