

# Community Service Awards Terms and Conditions

## Randwick Community Service Awards 2025

Randwick City Council Community Service Awards Nominations open Wednesday 25<sup>th</sup> of September 2024 and close midnight on Sunday 3<sup>rd</sup> of November 2024.

Award recipients will be announced on Sunday 26<sup>th</sup> of January 2025.

Being recognised for a Randwick City Community Service Award is a great honour. This is your opportunity to recognise and reward someone. You are invited to nominate a colleague, community leader, business associate or group – any Australian who you believe has made a significant contribution towards Randwick City as a better place to live.

Nominations can be drawn from the following sectors: community services, education, health, business, arts, the environment, or any other areas where the actions of the nominees have contributed to the advancement and well-being of the Randwick City community.

This Award pays tribute to our community minded achievers and encourages others to follow their lead. Randwick City Council invites you to nominate outstanding candidates within your community in Individual, Group and Youth categories.

The Community Service Awards have **four categories:**

*Community Service Award (Individual)*

To be eligible, the nominee must already be 25 years or older on 26 January 2025

*Australia Day Community Service Award (Group)*

Only one group will be chosen as the recipient of this award.

*Australia Day Young Achiever Award (Youth)*

To be eligible, the age of the nominees must be 16 to 24 years old on 26 January 2025.

### *Achievement Award for People with Disabilities*

To be eligible the nominee must self-identify as a person with a disability.

#### **Eligibility criteria**

- Nominees must be an Australian Citizen and must have lived in or carried out voluntary community work within the Randwick City Local Government Area.
- Each nomination form must be completed by an independent nominator and supported by at least two references from two unrelated and independent referees in addition to the nominator.
- Self-nomination will not be accepted.
- State, Federal members of Parliament, Councillors and Council staff cannot be nominated.
- Nominations from Councillors and Council employees will not be accepted.
- Awards will not be granted posthumously.
- Past Randwick City Community Service Awards recipients are not eligible.
- Current vice-regal officers & recipients of Australian or Imperial honours are not eligible.

#### **Please provide the following information to be used to inform the judging process**

##### *Community Service Award - Individual*

- Nature of community activity or service to the residents of Randwick City, including how the nominee has displayed qualities such as versatility, innovation, flexibility and perseverance in delivery of service or activity. Additionally, outline the impact of the contribution and/or achievement; and how it has made a lasting difference to the quality of life or well-being of the community. This may be through direct outcomes or showing attributes that have inspired or shown other positive impact on community.

- Information about the nominee is confirmed by 2 referees in addition to the nominator.

### *Community Service Award-Group*

Please provide the following information to be used to inform the judging process

- Nature of community activity or service to the residents of Randwick City. Include the significance of the group's association with the city of Randwick.
- Impact of the contribution and/or achievement by the Group and how it has made a lasting difference to the quality of life or well-being of the community.
- Information about the nominee is confirmed by 2 referees in addition to the nominator.

### *Young Achiever Community Service Award*

Please provide the following information to be used to inform the judging process:

- Demonstrated significant achievement in the relevant field, for example: academic, the arts, environmental protection, community services, etc. Include aspects such as initiative, effort, innovation, perseverance, and leadership.
- How the achievement has served the community or made the City a better place. Include direct impact or the inspiration of change.
- Information about the nominee is confirmed by 2 referees in addition to the nominator.

### *Achievement Award for People with Disabilities*

- Nature of community activity or service to the residents of Randwick City, including how the nominee has displayed qualities such as versatility, innovation, flexibility and perseverance in delivery of service or activity.
- Impact of the contribution and/or achievement; and how it has made a lasting difference to the

quality of life or well-being of the community. This may be through direct outcomes or showing

attributes that have inspired or shown other positive impact on community.

- Information about the nominee is confirmed by 2 referees in addition to the nominator.

## **Application Guidelines**

Please make sure that your completed nomination form has fully addressed all requested information in the form, under the relevant Award Category. The information you provide will be used to inform the judging process. Completed nomination forms must be accompanied by two referees and their contact information per nominee.

## **Judging Process**

- After submissions have closed, council staff will review the nomination forms for compliance with the eligibility criteria and ensure there is sufficient information available for the judging panel to assess the application.
- The judges' decision is final, and no correspondence will be entered into the process
- The judges' decisions will remain confidential to the members of the public up until the award winners are announced.

## **Important dates**

- Nominations open: Wednesday, 25<sup>th</sup> September 2024
- Nominations close: Sunday, 3<sup>rd</sup> of November 2024 at midnight
- Award recipients announced on Sunday 26<sup>th</sup> of January 2025

## **Awards Presentation**

Individual recipients of the Community Service Awards will each receive a special medallion and a certificate in recognition of their outstanding contribution to Randwick City. The recipient of the Community Service Group Award will receive a single medallion and a framed certificate.

Recipients of the Young Achiever Award and Achievement Award for Person with Disabilities will each receive a framed certificate.

## **Privacy Policy**

Nominations will remain confidential and only recipients will be publicly announced.

## **How to nominate:**

Important: To nominate, please complete the online nomination form. Your nomination form must fully address the information sought under the relevant Award Category. The provided responses will be used to inform the judging process. Supporting documentation to assist the judges in making their decision may also be provided with your nomination form. Supporting documentation can include items such as personal references, photographs, samples of work, portfolios, and newspaper articles.

Please do not supply originals of supporting documentation as Randwick City Council will retain all information.

## **Closing Date & Time**

Nominations must be received by midnight on the closing date, Sunday, 3<sup>rd</sup> of November 2024.

In fairness to all, late nominations will not be accepted.

## **For more information**

Contact the Randwick City Council service desk on 1300 722 542 and ask for the Community Development Department if you have queries about the application process or the Events Department for information about the civic reception and presentation ceremony.