

Shellharbour City Council Community and Australia Day Awards – Terms and Conditions

The organiser for this awards program is Shellharbour City Council ('Council')

Who can be nominated:

- All nominees must be Australian Citizens or permanent residents of Australia.
- All nominees must be a resident of the Shellharbour City Local Government Area noting exceptions for the Sports Awards nominees.
- For sports awards, the nominee can compete in or outside the Shellharbour Area or if they reside outside the Shellharbour City Local Government Area must be competing with a club or school within the area
- Community groups must be based in and operating in the Shellharbour LGA.
- Nominees that apply in affiliation with a group, club, state or national supporting body must be able to provide proof of membership and/or recognition by that entity upon request.
- Nominees must have contributed in the capacity of the category of the award during the qualifying period.
- Awards will not be granted retrospectively.
- Sitting local, state and federal politicians are not eligible.
- Retired politicians will be considered for work undertaken in addition to their official duties.
- Unsuccessful and successful nominees can be re-nominated in subsequent years.
- Past winners will not be considered in the same category again.
- Nominees must agree to be nominated. Nominees may be required to confirm the truth and accuracy of the information provided.

Who can nominate:

- Nominations may be made by an individual or a representative of an organisation.
- A person may make multiple nominations - however each nomination must be submitted separately.
- A person may be nominated and may be successful in more than one category.
- The judging panel may choose to award multiple winners in the same category.
- Individuals cannot nominate themselves however Community Groups can self-nominate.
- The Shellharbour City Council Community and Australia Day Awards Advisory Committee (the judging panel) may nominate a nominee during nominations review if supported by a Quorum present at that time.

How to nominate:

- All nominations must be submitted via the official online nomination form.
- The details provided for the nominees' application must be true and factual.
- The nominator may contact Council during the nomination process for advice or information.
- Nominations must be received by **11:59pm (AEST) Sunday 30 November 2025**. responsibility is accepted for late, lost, delayed or misdirected entries.
- There is no entry fee for any nomination to any of the Award categories. **The judging and selection process:**
- The Judging Panel consists of the current members of the **Shellharbour City Council Community and Australia Day Awards Advisory Committee**.
- Council reserves the right to verify the nominee's details (including age and identity) and to disqualify a nominee if they are not eligible for the Award category. Even if Council does not immediately enforce these conditions, it reserves the right to do so at any time.
- No weight is given to the number of times a person is nominated.

- Nominees are responsible for notifying Council of any change in their contact details including place of residence. A request to make a change should be emailed to events@shellharbour.nsw.gov.au
- The Judging Panel reserves the right to vary the category for which a person has been nominated if a quorum of the Judging Panel members agree that a different category is more appropriate. The Judging Panel will notify the nominee of any such change as required.
- The Judging Panel's decision is final, and no correspondence will be entered into.
- Council reserves the right to conduct research and background checks as it deems suitable to ascertain the suitability of nominees.
- The criteria in which applications are assessed will include:
 - Alignment to Council's Core Values and the Strategies and Actions within our Community Strategic Plan (CSP).
 - The benefit and impact of the achievement/s to the group / club / community
 - Demonstrated interpersonal attributes (leadership/mentoring, continuous learning, commitment, reliability, integrity etc)

Notification of award nominees and award recipients:

- Selected nominees may be contacted by Council staff to confirm they have agreed to be nominated for the Awards. Instructions will be conveyed directly to each nominee where Council seeks to confirm their eligibility and/or provide information around award attendance.
- Each nominee may be required to validate their identification to Council's satisfaction.
- The winner of each award category will be announced at an official presentation event and in subsequent promotional and marketing material as Council sees fit relevant to the promotion and recognition of award recipients and the Community and Australia Day Awards event.
- Category winners will be awarded with a certificate and award at the official Community and Australia Day Awards function.
- Nominees who aren't able to attend in person are encouraged to send a representative on their behalf.
- Award Winners in the Citizen and Young Citizen of the Year Categories will be added to Shellharbour City Councils "Civic List" for the following 12month period and will receive official invitations to all Council civic events within that period.
- Nomination and/or winning of an award category does not bestow any benefit to any individual except where otherwise specified in these Term and Conditions.

General

- By submitting a nomination, You (the nominator) warrant that:
- you have the permission of the nominee (or, if the nominee is under 18 years, the permission of that nominee's parent or guardian) to nominate them.
- you will indemnify Council against all costs and claims by third parties arising from a breach of this warranty.
- You grant Council a non-exclusive licence, royalty free, perpetual licence to exercise all intellectual property rights in your nomination and all other material provided by you to Council for the purpose of the Awards for non-commercial purposes.

Council will handle any personal information obtained in the nomination form as per the Privacy Policy - [Privacy Statement | Shellharbour Council \(nsw.gov.au\)](#)