

Each year, Hepburn Shire Council calls for nominations for local citizens and groups that have made a significant contribution to our community.

The awards will be presented during the Civic Event 25 January 2022. Dependant on the current restrictions and guidance regarding COVID-19, the ceremony may be conducted virtually.

To be eligible, the nomination must:

- be submitted in writing;
- be received no later than 5:00pm Monday 29 November 2021;
- include confirmation that the nominee consents to be being nominated;
- not be one of the following:
 - a current member of staff at Hepburn Shire Council;
 - currently serving as a Councillor of the Hepburn Shire, and/or;
 - a direct relative of a currently serving Councillor of the Hepburn Shire.

Assessing nominations:

- Nominations will be assessed by Councillors;
- In the event that no nominations are received in any of the categories, Councillors (as a group) may consider putting forward a nomination;
- Council reserves the right to not present an award in any category if it is considered that nominations are not of sufficiently high standard or no nominations are received;
- Recipients will be decided by Council, based on recommendations from the panel, at the December Council Meeting;
- The decision of Council is final, and no correspondence will be entered into in regard to that decision.

Eligibility and Assessment Criteria

Citizen of the Year Award

To be eligible for the Citizen of the Year Award, a person must be aged 25 years or over on 25 January 2022 and must either reside or work in the Hepburn Shire and immediate surrounds. The award is open to those who have either made a significant contribution during the current year and/or given outstanding service to the community of Hepburn Shire over a period of years. Contributions made by the nominee must have been made on a voluntary basis.

Nominations for the Citizen of the Year Award will be assessed against the following criterion:

1. What activities has the Nominee undertaken activities that have resulted in a tangible benefit to the Hepburn Shire Community?
2. How has the Nominee demonstrated their commitment to the welfare and wellbeing of the Hepburn Shire community?
3. How has the Nominee demonstrated leadership, helped others or inspired as a role model?
4. How has the Nominee demonstrated a commitment to community inclusion and celebrating diversity?

Young Citizen of the Year Award

To be eligible for the Young Citizen of the Year Award, a person must be aged 25 years or under on 25 January 2022 and must either reside or work in the Hepburn Shire and immediate surrounds. The award is open to those who have either made a significant contribution during the current year and/or given outstanding service to the community of Hepburn Shire over a period of years. Contributions made by the nominee must have been made on a voluntary basis.

Nominations for the Young Citizen of the Year Award will be assessed against the following criterion:

1. What activities has the Nominee undertaken activities that have resulted in a tangible benefit to the Hepburn Shire Community?
2. How has the Nominee demonstrated leadership, demonstrated commitment to issues affecting young people, helped others or inspired as a role model for other young people?
3. How has the Nominee shown outstanding achievement in the fields of academia, sport, culture, environment, and/or civic responsibility?
4. How has the Nominee demonstrated a commitment to community inclusion and celebrating diversity?

Community Event of the Year Award

To be eligible for the Community Event of the Year Award, an individual/group or organisation must have staged a significant community event within the Hepburn Shire during 2021.

Virtual or online events are eligible.

Nominations for the Community Event of the Year Award will be assessed against the following criterion:

- What was the impact or benefit of the event on the Hepburn Shire Community?
- What was the purpose of the event and how was this outcome achieved?
- How did the event engage the community and promote community participation in the event?
- How did the Event demonstrate a commitment to community inclusion and celebrating diversity?

For more information regarding the Awards please contact:

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Attachment 1 – Assessment Scorecard for Citizen of the Year Nominations

Assessment Form - Citizen of the Year			
Name of Nominee:		Name of Assessor:	
Selection Criteria		Score	
1. Has the Nominee undertaken activities that have resulted in a tangible benefit to the Hepburn Shire Community?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
2. How has the Nominee demonstrated their commitment to the welfare and wellbeing of the Hepburn Shire community?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
3. How has the Nominee demonstrated leadership, helped others or inspired as a role model?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
4. How has the Nominee demonstrated a commitment to community inclusion and celebrating diversity?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
Total score	_____/12 (Maximum score)		
Notes:			

Attachment 2 – Assessment Scorecard for Young Citizen of the Year Nominations

Assessment Form – Young Citizen of the Year			
Name of Nominee:		Name of Assessor:	
Selection Criteria		Score	
1. Has the Nominee undertaken activities that have resulted in a tangible benefit to the Hepburn Shire Community?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
2. How has the Nominee demonstrated leadership, demonstrated commitment to issues affecting young people, helped others or inspired as a role model for other young people?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
3. How has the Nominee shown outstanding achievement in the fields of academia, sport, culture, environment, and/or civic responsibility?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
4. How has the Nominee demonstrated a commitment to community inclusion and celebrating diversity?	1 Does not meet criteria	2 Meets Criteria	3 Exceeds Criteria
Total score	_____/12 (Maximum score)		
Notes:			

Attachment 3 – Assessment Scorecard for Event of the Year Nominations

Assessment Form – Event of the Year			
Name of Event:		Name of Assessor:	
Selection Criteria		Score	
1. The impact or benefit of the event on the Hepburn Shire Community?		1 Does not meet criteria	2 Meets Criteria
2. Was the purpose of the event achieved?		1 Does not meet criteria	2 Meets Criteria
3. Did the event engage the community and promote community participation in the event?		1 Does not meet criteria	2 Meets Criteria
4. Did the Event demonstrate a commitment to community inclusion and celebrating diversity?		1 Does not meet criteria	2 Meets Criteria
Total score		_____/12 (Maximum score)	
Notes:			

Attachment 3 – Assessment Scorecard for Event of the Year Nominations