

COUNCIL POLICY – Civic Recognition

Reference Number	871794
Responsible Business Unit	Office of the CEO
Responsible Officer	Chief Executive Officer
Legislation	Local Government Act 1999
Relevant Delegations	Chief Executive Officer
Related Policies Management Guidelines Frameworks	Behavioural Management Framework / Policies
Link to Strategic Plan	Objective 4.3 - Sense of Community
Council resolution	131.4
Date Adopted	8 May 2023
Review Date	Within a Council term
Previous Revisions	14 August 2017, item 133.2

POLICY STATEMENT

The Rural City of Murray Bridge provides a range of opportunities to formally recognise the accomplishments and contributions of individuals, groups, organisations and Members of Council of the Rural City of Murray Bridge as a Proud, Safe and Progressive Community.

OBJECTIVES

To provide an understanding of the range of opportunities available to provide Civic Recognition.

To encourage nomination to Council to consider appropriate Civic Recognition events.

To provide guidance to Council's Chief Executive Officer and Mayor to administer requests for Civic Recognition.

SCOPE

For the purpose of this policy, Civic Recognition is how Council acknowledges those Community Members, Volunteers, Groups and Organisations who:

1. Represent the Rural City of Murray Bridge and State as Ambassadors
2. Are celebrating milestones
3. Have a long history with the Rural City of Murray Bridge
4. Are high achievers in their relevant fields
5. Have provided a service to the Community

The following events are considered as Civic Recognition

- Civic Events
- Local Legends Program: Spring Garden Competition, Sports Awards, Christmas Lights Competition and Rural City of Murray Bridge Australia Day Awards
- Recognition Letters/Certificates
- Awards/Commemorative Plaques for Community Members and Council Members who have delivered outstanding service to the Community.
- Freedom of Entry to the City (military units)
- Key to the City

PRINCIPLES

Council will determine all Key to the City and Freedom of Entry Nominations through resolution of Council.

Council has delegated authority to the Chief Executive Officer to administer all other Civic Recognition opportunities in liaison with the Mayor.

Council will receive information on Civic Recognition activities and receive invitations to Civic Recognition events.

KEY TO THE CITY CRITERIA

Key to the City

- Restricted to individuals and groups who have achieved excellence in their field of endeavour or where they have made a significant contribution to the Rural City of Murray Bridge generally and in turn, to the attainment of Council's Strategic priorities.
- As the Key to the City is the highest honour Council can bestow, consideration should be given to the nominee's character or values as well as to the nature of their achievements.
- The following are the minimum criteria that should be taken into account:
 - The nominee has signed support of two sources. In the case of individuals, relatives are not allowed to nominate a family member. In the case of groups or organisations being nominated, supporters are not allowed to be employees or providers of other paid, contractual services to the group. Rather supports should be independent of the group being nominated.
 - The nominee is of enduring good character (if an individual) and this can be accounted for by reference checks from at least two independent sources. If a group, then the nominee is a bona fide reputable registered entity.
 - Where an achievement or a contribution is being acknowledged, this is independently verifiable, is of a high level and over and above what might ordinarily be expected of a person/group.
 - That the contribution made is significantly different and stands out from other valuable contributions.
 - There is a close association between the achievement being recognised (or the person/group being acknowledged) and Council's strategic priorities.
- The award of the Key to the City will not be made in recognition of length of service, but for depth of impact and enduring value to communities of interest.

FREEDOM OF ENTRY CRITERIA

Freedom of Entry

- Restricted to Australian military and civilian units which have through their command, a significant attachment to the Rural City of Murray Bridge.
- The unit has a direct association with the Rural City of Murray Bridge
- The unit contributes to Council's aspiration of Murray Bridge Proud, Safe and Progressive

CIVIC RECOGNITION – Eligibility Criteria

Civic Events

- The function/event is being held to recognise achievements that are consistent with and contribute to Council's strategic plan and is aligned with **Council's Vision of Thriving Communities**
- The request is to celebrate a significant achievement or occurrence.
- There is a demonstrable link between the event, its initiators and the Rural City.

Local Legends Program:

Spring Garden Competition

- Recognises town and community pride in residents within the Council Area who enjoy participating in beautification of our towns.

Sports Awards

- Recognises individuals who have been affiliated or supported sports organisations within the Rural City of Murray Bridge and has demonstrated outstanding achievements in their sporting field.

Christmas Lights Competition

- Recognises individuals and organisations who engage with the Christmas spirit and show creativity through their demonstration of town pride.

Australia Day Awards

- Recognise individuals and organisations who are residents or employees within the Rural City of Murray Bridge who have a consistent record of excellence, demonstrated outstanding achievements in their field and contributed significantly to our Community.

Recognition Letters/Certificates

- Focus of recognition relates to endeavours that are consistent with and contribute to Council's strategic plan and is aligned with Murray Bridge Safe, Proud and Progressive
- Significant individual milestones
- There is a demonstrable link between the event, its initiators and the Rural City.

Awards/Commemorative Plaques

- Focus of recognition relates to endeavours that are consistent with and contribute to Council's strategic plan and is aligned with Murray Bridge Safe, Proud and Progressive
- There is a demonstrable link between the event, its initiators and the Rural City.

ENDURING RELATIONSHIPS

Given the Civic Recognition process identifies the strength of the nominees, informal discussions with the recipients of Awards will be held with the Mayor and Chief Executive Officer to explore ways in which a more focussed relationship with Council could be established. The results of these discussions will be provided to the Council for information and/or consideration.

ANNULMENT OF CIVIC RECOGNITION

In the rare event of a Council Member or the Chief Executive Officer believing that an Award has been brought into disrepute or that the reputation of the Rural City of Murray Bridge more generally is damaged because of actions of the recipient, Council has the right to vote to annul an Award and to seek its return.

Criteria for annulment of an award include:

- Criminal conviction or is found guilty in a court of law anywhere in the world.
- A group has been brought into disrepute.
- Verifiable evidence to suggest the Award was made on the basis of false information provided during the data gathering process
- Other verifiable grounds on which it can be argued that the status of the Civic Recognition and/or the Council has been undermined in some way by the actions of the recipient.

The decision to revoke a Civic Recognition Award must be raised at a Council meeting through an appropriate report provided in confidence in accordance with Section 90(3) of the *Local Government Act 1999*.