

1. Overview

The Town of Bassendean Community Awards Program provides an opportunity for the Town to recognise and acknowledge individuals for their voluntary service within the community. The awards acknowledge excellence in community service and participation.

In July 2020, Council adopted a new Strategic Community Plan, which defines the Town's vision, aspirations and priorities for the next 10 years. The priorities in the Town being "Strengthening and connecting our community", "Leading environmental sustainability" and "Building community identity by celebrating culture and heritage".

One of the specific measures to deliver on the above is providing community awards that acknowledge and celebrate those who contribute to the Town's genuine sense of community.

Relevant Policy: [Community Awards Council Policy](#) (Adopted 2020, Amended 2021)

Nominations will open from 23 October 2023 and can be lodged online through the Town website.

Key dates:

23 October 2023	Nominations open
31 January 2024	Nominations Close
February - March 2024	Assessments
April 2024	Finalists notified
May 2024	The Town's Community Awards are presented as part of the Citizenship Ceremony. Final date to be confirmed, coinciding with National Volunteer Week 2024(20-26 May 2024)

2. Nomination Eligibility and Assessment

2.1 There is no obligation for the Town to issue an award in each category and awards will not be issued in a given category if either:

- (i) no nominations are received or
- (ii) the nominations received are not considered to warrant the issue of an award.

2.2 Nominations will only be accepted for individuals or groups that meet the following:

- (i) Individual nominees must be living in or servicing the Town of Bassendean.
- (ii) Business nominees must operate in the Town of Bassendean.
- (iii) Community group nominees must be living in or servicing the Town of Bassendean.
- (iv) Nominees must be in good-standing with the Town of Bassendean.
- (v) The nomination is not a self-nomination, nor submitted by a relative of the nominee, nor by a member of the judging panel.
- (vi) The nominee cannot be a sitting member of Federal, State or Local Government.

- 2.3 Nominations will be assessed by a selection panel comprised of town staff from all directorates and with a range of skills and knowledge.
- 2.4 In assessing nominations, awards will only be granted where the nominations have demonstrated:
- (i) Strong alignment to the nature of the award being nominated for
 - (ii) Significant contribution to the local community
 - (iii) Leadership on a community issue resulting in the enhancement of community life
 - (iv) A significant initiative which has brought about positive change and added value to community life and/or
 - (v) Inspiring qualities as a role model for the community.
- 2.5 The panel reserves the right to seek additional information from various sources to ensure an informed decision is made regarding a nomination.
- 2.6 The panel will provide its recommendation to the Council for endorsement before any announcements are made.

3. Award Presentation

- 3.1 Award Recipients will be invited to an annual celebratory event where the awards will be formally presented. The presentation evening commonly coincides with National Volunteer Week 2024 (20-26 May 2024)
- 3.2 Award Recipients will be presented with a framed certificate and be the subject of media promotion on the Town's website, Facebook page and hard-copy publication.