

## **1 PURPOSE**

This policy exists to provide a consistent framework for Council to publicly acknowledge and celebrate the contributions of service and sporting groups that enrich the community of Burnie.

## **2 OBJECTIVE**

This policy aims to:

- a) provide consistency in the way Council recognises the achievements of a wide variety of organisations within Burnie;
- b) provide an avenue for organisations to apply for recognition upon reaching significant milestones of service and operation.

## **3 SCOPE**

This policy specifically provides for the recognition of incorporated non-profit organisations in Burnie that reach milestones of service and operation within the community.

It is not necessary that such groups operate on a purely voluntary basis, but they must be primarily of a non-profit nature in order to be eligible under this policy.

The policy is intended to include (but not limited to) the following types of groups:

- service clubs
- sporting clubs
- community welfare organisations (non-government)
- special interest groups that provide a service or contribution to community assets, programs or social connections

## **4 POLICY**

### **4.1 Principle of Recognition**

Council recognises and appreciates the service, commitment, effort of volunteers through service organisations that enhance the community spirit and quality of life in the City of Burnie. Without the work of these organisations and clubs, our residents would not enjoy the opportunities for participation, assistance, recreation and belonging that make our community strong.

***Making Burnie 2030***

There are a number of objectives in the community’s strategic plan *Making Burnie 2030* that underpin this policy:

- Objective 1.2*      *A community that celebrates and participates in its arts, culture and heritage.*
- Objective 1.3*      *A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.*
- Objective 2.2*      *The importance of physical and emotional wellbeing is valued and actively adopted by the community.*
- Objective 2.3*      *A place where everyone feels accepted and participates freely in community activities.*
- Objective 5.3*      *A strong level of participation and collaboration in community based environmental protection and conservation groups.*

It is well recognised that each of these objectives are largely fulfilled through the contribution of volunteers within service clubs, sporting groups, community welfare groups, special interest groups, which all contribute to a rich society.

In addition, this policy supports the following strategies from *Making Burnie 2030*.

- Strategy 2.3.3*      *Promote volunteerism as a lifestyle choice.*
- Strategy 2.3.5*      *Assist those who assist the community.*

**4.2 Recognition of Milestones**

Community organisations who reach the following milestones since commencement may apply to Council for the level of recognition outlined below:

Milestone	Recognition
Any year of celebration	<p>A Certificate of <i>Recognition of Service</i> available from Council where an organisation is celebrating any number of years of service outside the following milestones. For example, organisations may sometimes hold events to celebrate 30 years or 70 years.</p> <p>Application Form to be submitted with at least 21 days notice.</p>

## Community Recognition Policy – Organisations

Milestone	Recognition
25 years of operation	<p>A Plaque of <i>25 Years Recognition of Service</i> to be provided from Council.</p> <p>The Mayor or his/her representative may be available to attend a formal function hosted by the organisation and present the plaque, where appropriate.</p> <p>Application Form to be submitted with at least 21 days notice.</p>
50 years of operation	<p>A Plaque of <i>50 Years Recognition of Service</i> to be provided from Council.</p> <p>The Mayor or his/her representative may be available to attend a formal function hosted by the organisation and present the plaque, where appropriate.</p> <p>Application Form to be submitted with at least 21 days notice.</p>
75 years of operation	<p>A Plaque of <i>75 Years Recognition of Service</i> to be provided from Council.</p> <p>The Mayor or his/her representative may be available to attend a formal function hosted by the organisation and present the plaque, where appropriate.</p> <p>Application Form to be submitted with at least 21 days notice.</p>
100 years of operation	<p>A Plaque of <i>100 Years Recognition of Service</i> to be provided from Council</p> <p>The Mayor or his/her representative may be available to attend a formal function and present the plaque, where appropriate.</p> <p>The supply of pre-dinner drinks from Council at the organisation's celebratory event, where appropriate. (An alternate form of support to a similar value may be considered where the above is not appropriate).</p> <p>Application Form to be submitted with at least 6 weeks notice.</p>
Other Achievement	<p>The Council may exercise its discretion in recognising other significant achievements or milestones attained by an organisation in its service or contribution to Burnie, but these opportunities will generally be limited to:</p> <ul style="list-style-type: none"> <li>• major achievements above the normal course of operation;</li> <li>• milestones of national recognition;</li> <li>• outstanding one-off contributions benefiting the community.</li> </ul> <p>Generally a <i>Certificate of Recognition</i> will be provided where such achievements are accepted.</p>

It should be noted that recognition of milestones is not automatic and can only be made where application has been made and approved.

Application may be made by submitting the attached form *Application for Recognition of Service – Community Organisation* [FO-CBS-SG-015] or through Council’s website.

All requests must be made at least 21 days prior to the event or six weeks prior in the case of 100 years’ celebrations. Forms should be submitted to the Personal Assistant to the General Manager and Mayor, as shown on the form.

## 5 LEGISLATION

There is no applicable legislation to this policy.

## 6 RELATED DOCUMENTS

Application Form – Community Recognition for an Organisation FO-CBS-SG-015  
[www.burnie.net](http://www.burnie.net)

Policy Endorsement	
Responsibility:	It is the responsibility of the Governance Unit to implement and review this policy and to maintain it in the Corporate Document Framework.
Minute Reference:	AO112-17
Council Meeting Date:	16 May 2017
Strategic Plan Reference:	Strategy 2.3.3 Promote volunteerism as a lifestyle choice. Strategy 2.3.5 Assist those who assist the community. Strategy 7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.
Previous Policies Replaced:	This policy replaces the previous policy Community Recognition Policy – Organisations, version 1.0 as adopted by Council on 15 April 2014, Item AO086-14.
Date of Commencement:	17 May 2017
Publication of policy:	Members of the public may inspect this policy at the City Offices where copies can be obtained free of charge. Alternatively it can be accessed on Council’s website ( <a href="http://www.burnie.net">www.burnie.net</a> )