

SHIRE RECOGNITION

ES120



NARRANDERA SHIRE COUNCIL

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SHIRE RECOGNITION



Policy No:	ES120
Policy Title:	Shire Recognition
Section Responsible:	Executive Services
Minute No:	15/179
MagiQ No:	8635
Next Review Date:	As Required

Responsible Officer **Manager Economic Development and Tourism**

The purpose of this Policy

To establish the circumstances under which the Narrandera Shire Council may bestow the titular honours of “Freedom of the Shire” and “Key to the Shire” to worthy candidates.

Policy Statement

Narrandera Shire Council will, under appropriate circumstances, recognise and provide official recognition to individual(s) and group(s) for outstanding achievement or service to the community through the bestowing of the titular honour of “Freedom of the Shire” or “Key to the Shire”.

Freedom of the Shire is the most prestigious honour Council can bestow upon an individual or organisation. The objective of this policy is to define the titular honours of “Freedom of the Shire” and “Key to the Shire” and to ensure that both honours are a prestigious honour, only granted in the most deserving of cases, where there is unanimous support and where there has been ample time for reflection.

1. Principles

There will be two categories of Shire Recognition honour that shall be defined as follows:

(a) Freedom of the Shire

This is a titular honour bestowed upon an individual or organisation in recognition of outstanding community contribution, high service of community duty, and public spirit. It is relevant to residents or former residents or to persons who have provided outstanding benefit or contribution to the Narrandera Shire.

The following shall apply:

- Bestowing of the title “Freedom of the Shire” will only be by resolution of Council and in accordance with this policy.

- Consideration of the bestowing of such a title should stem only from either recommendation from the community or Council.
- All Scrolls of recognition are to be signed by the Mayor and the Chief Executive Officer.
- Council shall limit in number and frequency the bestowing of “Freedom of the Shire” to maintain both the significance and prestige of the title.
- Any presentation to bestow the “Freedom of the Shire” is to be made at an appropriate Civic Ceremony especially held for the purpose and hosted by Council in accordance with Council’s Civic Receptions policy.
- The title of “Freedom of the Shire” may be presented to organisations or individuals as deemed appropriate, however the following selection criteria should be considered:
 - * Benefit of contribution to the community;
 - * Personal integrity;
 - * Demonstrated public spirit;
 - * Level of community service (impact, duration etc).

(b) Key to the Shire

The titular honour *of* ‘Key to the Shire’ is bestowed upon an individual or organisation in recognition of outstanding achievement in any field. It is relevant to residents or former residents or to persons who have an affiliation with the Narrandera Shire.

The following shall apply:

- Bestowing of the title “Key to the Shire” will only be by resolution of Council and in accordance with this policy.
- Consideration or presenting the “Key to the Shire” should stem only from recommendation from either the community or Council.
- All Scrolls of recognition are to be signed by the Mayor and the Chief Executive Officer.
- Any presentation is to be made at an appropriate Civic Ceremony especially held for the purpose and hosted by Council in accordance with Council’s Civic Receptions policy.
- The title “Key to the Shire” may be bestowed upon organisations or individuals as deemed appropriate, however the following selection criteria should be considered:
 - * Contribution to the community; or
 - * Outstanding achievement in any field;
 - * Personal Integrity;
 - * Affiliation with the Narrandera Shire.

2. Who is responsible for implementing this policy?

- Chief Executive Officer

3. Definitions

Freedom of the Shire The titular honour bestowed upon an individual or organisation in recognition of outstanding community contribution, high service of community duty, and public spirit. Relevant to residents or former residents or to persons who have provided outstanding benefit or contribution to the Narrandera Shire

Key to the Shire The titular honour bestowed upon an individual or organisation in recognition of outstanding achievement in any field.

Scroll An illuminated scroll certificate of A4 size depicting Council's logo, Council seal and a suitable inscription.

Council reserves the right to review, vary or revoke this policy.

Policy History

ELT	13 July 2015
Adopted	17 March 1998
Reviewed	4 September 2000
Amended	17 February 2009
Amended and Adopted	18 August 2015



Authorised Staff to Insert CEO Signature Here

Signed: Chief Executive Officer

Date: 19 August 2015