

AUSTRALIA DAY CITIZENSHIP AWARDS COMMITTEE

TERMS OF REFERENCE

- Established:** October 2013
- Resolution:** SC12.10.13
- Membership:** Membership of the committee shall comprise one elected member from each ward.
- Meetings:** The committee shall meet once per calendar year.

1. NAME

The committee will be called the Australia Day Citizenship Awards Committee and will be referred to hereafter as “the committee”.

2. HEAD OF POWER

The committee is established by Council under section 5.9 (2)(a) of the *Local Government Act 1995*. The committee has delegated authority under section 5.16 of the *Local Government Act 1995*.

The Committee has delegated authority to select the winners of the Australia Day Citizenship Awards.

3. PURPOSE

The purpose of the committee is:

- 3.1 To assess applications received for each of the three categories of Australia Day Citizenship Awards, namely:
- Shire of Mundaring Citizenship Award for a person under 25 years (youth);
 - Shire of Mundaring Citizenship Award
- 3.2 To select the recipients for each category.

4. PRESIDING PERSON

The Committee will appoint a presiding person from among the committee members.

5. MEETINGS AND PROCEEDINGS OF THE COMMITTEE

- 5.1 Meetings of the committee shall not be open to the public, and all proceedings and records of the committee shall be confidential.
- 5.2 A quorum of the committee shall be three.
- 5.3 Decisions of the committee shall be by simple majority.