



GREATER SHEPPARTON CITY COUNCIL

**GREATER
SHEPPARTON SPORTS
HALL OF FAME
NOMINATIONS POLICY**

Effective: 19 April 2022



GREATER SHEPPARTON SPORTS HALL OF FAME NOMINATIONS POLICY

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| Version: | 1 |
| Business Unit: | Community Wellbeing |
| Responsible Officer: | Team Leader Healthy Communities |
| Adopted By: | Council on 19 April 2022 |
| Next Review: | April 2024 |

1. PURPOSE

- 1.1 The aim of Greater Shepparton City Council (GSCC) Sports Hall of Fame is to preserve, celebrate and showcase the history and heritage of sports excellence and achievement of Greater Shepparton residents.
- 1.2 The GSCC Sports Hall of Fame consists of three levels – Hall of Fame, Honour Roll and Junior Honour Roll each with set eligibility criteria.
- 1.3 This policy outlines the criteria for conferring GSCC Sports Hall of Fame nominees, recognising their achievements and revoking an award.
- 1.4 This policy prescribes and supports the GSCC Sports Hall of Fame nomination guidelines and associated nomination form.

2. OBJECTIVE

The objectives of this policy are to support:

- 2.1 Committee recommendations made to Council.
- 2.2 Councils endorsement of nominees for induction.
- 2.3 The celebration of Greater Shepparton City Council Sports Hall of Fame inductees.
- 2.4 The revocation of membership to the GSCC Sports Hall of Fame, Honour Roll and Junior Honour Roll should the need arise.

3. SCOPE

The scope of this policy applies to all individuals nominated for induction, those who nominate them and the committee and councillors assessing the nominations received.

4. DEFINITIONS

| Reference term | Definition |
|--------------------------|---|
| Committee | Greater Shepparton Sports Hall of Fame Advisory Committee |
| Council | Greater Shepparton City Council |
| GSCC Sports Hall of Fame | Greater Shepparton City Council Sports Hall of Fame |

5. POLICY

5.1 Greater Shepparton Sports Hall of Fame Induction Process

The following steps outline the process from identifying to inducting a sports person or team into the GSCC Sports Hall of Fame:

- 5.1.1 GSCC Sports Hall of Fame nomination criteria or nomination process to be reviewed by the Committee two [2] years prior to the public call for nominations. Any changes to the criteria proposed by the Committee (endorsed via majority vote) must be approved by formal resolution at a Council meeting.
- 5.1.2 A public call for nominations will be promoted every year for a specified time period as decided by the Committee, noting, however, that nominations can be submitted at any time.
- 5.1.3 Nominations considered for induction into the GSCC Sports Hall of Fame will be those received from the general public at least six (6) months prior to an induction ceremony being held.
- 5.1.4 Council staff will acknowledge any nomination received by reply email to the nominator and advise the nominator when the induction ceremony is likely to be held.
- 5.1.5 The Committee members will review the nominations received according to the nomination guidelines and make a recommendation to Council.
- 5.1.6 Proposed nominations will be reviewed by Council's Executive Team and Councillors prior to consideration at a Council Meeting. The Committee will provide assistance with any questions or clarification if required.
- 5.1.7 Nominations are then presented for consideration at a Scheduled Council meeting.
- 5.1.8 Following a resolution of Council, the Committee members and Council officers will notify successful nominees of their selection into the GSCC's Sports Hall of Fame.
- 5.1.9 Where applicable, Council officers and/or Committee members will notify unsuccessful nominees and their nominator of the outcome and provide reason/s why the nomination was not accepted.
- 5.1.10 An Induction Ceremony event will be coordinated by Council officers and the committee every four years, or as deemed appropriate by

Greater Shepparton City Council to welcome newly inducted nominees.

5.2 Nomination Guidelines

This policy sets out the guidelines that must be adhered to when recommending and/or endorsing a sports person or team into the Greater Shepparton City Council Sports Hall of Fame.

A sports person can be a competitor, administrator, coach, trainer, umpire, medical staff and/or an organiser.

5.2.1 Criteria

5.2.1.1 Greater Shepparton City Council Sports Hall of Fame

To be eligible for nomination for induction into the Greater Shepparton City Council Sports Hall of Fame – Hall of Fame category:

5.2.1.1.1 The Nominee must have:

- a. resided in the City of Greater Shepparton for at least 10 years.
- b. participated in their sport in the City of Greater Shepparton for at least five (5) years. Consideration will be given on a case-by-case basis where a nominated sport was not/is not played within the municipality.
- c. competed in open age competition.
- d. at least made a significant contribution to their sport at the Australian representative level.

5.2.1.1.2 The Selection Committee will consider, in addition to a Nominee's individual achievements, that person's integrity, sportsmanship and character.

5.2.1.1.3 Any person or organisation may submit a nomination for consideration by the Committee.

5.2.1.1.4 Nominations will be invited on an annual basis.

5.2.1.1.5 The Committee reserves the right to apply practical flexibility when considering each nomination.

5.2.1.1.6 Due to the uniqueness of Australian Football [AFL], and having no international equivalency, consideration for inclusion in the GSCC Sports Hall

of Fame as a player will be limited to selection in the announced annual AFL “All Australian” team or winning the Brownlow Medal.

5.2.1.2 Greater Shepparton City Council Sports Hall of Fame – Honour Roll

To be eligible for nomination for induction into the Greater Shepparton City Council’s Sports Hall of Fame – Honour Roll category:

5.2.1.2.1 The Nominee must have:

- a. resided in the City of Greater Shepparton for at least 10 years
- b. participated in sport in the City of Greater Shepparton for at least five (5) years. Consideration will be given on a case-by-case basis where a nominated sport was not/is not played within the municipality.
- c. competed in open age competition.
- d. made a notable contribution to their sport(s) at the State and/or regional level and/or the highest level within the Greater Shepparton municipality.

5.2.1.2.2 The Committee will consider, in addition to a Nominee's individual achievements, that person's integrity, sportsmanship and character.

5.2.1.2.3 Any person or organisation may submit a nomination for consideration by the Selection Committee.

5.2.1.2.4 Nominations will be invited on an annual basis.

5.2.1.2.5 The selection committee reserves the right to apply practical flexibility when considering each nomination.

5.2.1.3 Greater Shepparton Sports Hall of Fame – Junior Honour Roll

To be eligible for nomination for induction into the GSCC Sports Hall of Fame – Junior Honour Roll category (Junior participation is governed by each specific Sports Organisation as defined by the Australian Sports Commission).

- 5.2.1.3.1 The Nominee must have:
- a. The nominee and their family resided within the City of Greater Shepparton for at least five (5) years.
 - b. Participated in their sport in the City of Greater Shepparton for at least five (5) years. Consideration will be given on a case-by-case basis where a nominated sport was not/is not played within the municipality.
 - c. Competed successfully in junior competition at the International, National or State representative level.
- 5.2.1.3.2 The Selection Committee will consider, in addition to a Nominee's individual achievements, that person's integrity, sportsmanship and character.
- 5.2.1.3.3 Any person or organisation may submit a nomination for consideration by the Committee.
- 5.2.1.3.4 Nominations will be called for and considered each year.
- 5.2.1.3.5 The Committee reserves the right to apply practical flexibility when considering each nomination.

5.2.2 Nomination Process

- 5.2.2.1 Any person or organisation can submit a nomination.
- 5.2.2.2 Copies of the Greater Shepparton Sports Hall of Fame Information and Nomination Form are available in hard copy and can be collected from Council offices, 90 Welsford Street Shepparton during office hours or available to download from Council's website: www.greatershepparton.com.au/sports-hall-of-fame
- 5.2.2.3 Nominations can also be made online via www.greatershepparton.com.au/sports-hall-of-fame or sent in hard copy addressed to:
- Greater Shepparton City Council Sports Hall of Fame
Greater Shepparton City Council
Locked Bag 1000
Shepparton 3632
Victoria
- Or sent via email to council@shepparton.vic.gov.au

- 5.2.2.4 Nominations will be assessed by the selection panel. The selection panel will comprise of three Committee members appointed by Greater Shepparton City Council.
- 5.2.2.5 All sections must be completed and detailed citations will assist with the selection process.
- 5.2.2.6 Nominations that are incomplete will not be processed and will be returned.
- 5.2.2.7 Nominees selected to be inducted into the GSCC Sports Hall of Fame, Honour Roll and Junior Honour Roll and their nominators will be notified via mail.

5.2.3 Recognition

- 5.2.3.1 A public event will be held every four years, or as deemed appropriate by Greater Shepparton City Council to recognise and celebrate the achievements of the inductees.
- 5.2.3.2 GSCC Sports Hall of Fame recipients inducted into the Hall of Fame will receive a suitable inscribed award.
- 5.2.3.3 GSCC Sports Hall of Fame recipients inducted into the Honour Roll and Junior Honour Roll will be awarded a suitable inscribed framed certificate.
- 5.2.3.4 All GSCC Sports Hall of Fame inductees' photos and career highlights will be displayed on the Greater Shepparton City Council's Sports Hall of Fame website: <https://greatershepparton.com.au/community/neighbourhoods/awards/sports-hall-of-fame/sports-hall-of-fame-online>
- 5.2.3.5 In due course, it is the intention of the Council to source and provide a visual space to display the names and achievements of inductees.

5.2.4 Revocation of Awards

- 5.2.4.1 A GSCC Sports Hall of Fame, Honour Roll and Junior Honour Roll inductee may have their award formally revoked under Council's authority following an investigation that the award has been conferred on a recipient who no longer meets one or more of the GSCC

Sports Hall of Fame, Honour Roll or Junior Honour Roll nomination criteria.

5.2.4.2 Only Council has the power to revoke an award.

5.2.4.3 The Committee can recommend to Council an award be revoked.

5.2.4.4 A written statement must be provided to the Council stating why the Committee has determined that the award should be revoked, citing facts and evidence demonstrating why the recipient no longer satisfies the criteria.

5.2.4.5 If revocation occurs, the recipient is requested to return their award and any promotional materials received associated with the issuing of the award.

6. RELATED POLICIES

This policy has been developed in line with the following government guidelines:

- Advisory Committee Operational Policy

7. RELATED LEGISLATION

- Nil

8. REVIEW

Council's Healthy Communities Team will be responsible for reviewing this policy in partnership with the Advisory Committee.

The policy will be reviewed every two [2] years and within twelve months following a general election.

DOCUMENT REVISIONS

| Version # | Date Adopted | Date Effective |
|------------------|---------------------|-----------------------|
| 1 | 19 April 2022 | 19 April 2022 |
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