

# Citizens' Civic Award NOMINATION FORM



Please return form before 12 noon, 9 April 2021

## Useful information and things to think about

### History

In 1977 Napier City Council introduced the Citizens' Civic Awards to give some recognition to Napier community members who give a lot of their time voluntarily to different good causes within Napier. The Awards are held in early September every year, where those selected are presented with their Award by the Mayor at a formal ceremony to which friends and family are invited.

### The person you are nominating must

- Be a citizen (i.e. resident) of Napier.  
NOTE: For non-Māori recipients, citizenship of Napier is defined by the boundaries of Napier City as chartered following the amalgamation with the Borough of Taradale in 1968 and the further transfer of land on Taradale's northern and western boundaries in to Napier from Hawke's Bay County in 1971. For those of Māori descent and or those whose contribution has been primarily towards the benefit of Napier mana/ tāngata whenua, the boundaries of citizenship will be those of the eight marae of te Taiwhenua o te Whanganui-a-Orotū.
- Have provided the Napier community with a high level of voluntary service, ideally over a number of years although there is no formal length of time required. Work provided as part of their paid job will not be recognised.
- Not be a current Napier City Councillor. Current Councillors cannot win a Civic Award. However former Councillors who are contributing a high level of voluntary work may be proposed.
- Not be told by you that they have been put forward for the Award. Each year a Selection Panel goes through all the nominations and chooses those they believe best meet the criteria for the Award categories. We will contact the successful nominees, or the nominees of anyone not chosen in that year.

### Notes when completing the form

- Please use BLOCK LETTERS and complete all areas of the form.
- Please provide three to four short bullet points in support of the person you are nominating. These points will be assessed by the selection panel and if necessary they will contact you for more information.
- The nomination of someone for an Award must be supported by two members of the Napier community, who must provide their details so we can follow up with any queries as needed.
- If you nominated someone in an earlier year that was not successful they will not be automatically added into the next year's group for consideration. You will need to complete a new nomination form.
- The Selection Panel is made up of three elected members chosen by the Mayor each year for this purpose.
- Those people who have received higher national honours also qualify to receive Citizens' Civic Awards from the City.

### Getting the completed form back to us



[governance@napier.govt.nz](mailto:governance@napier.govt.nz)



Governance Team Leader  
Napier City Council  
Citizens' Civic Awards  
215 Hastings Street  
Napier



[www.napier.govt.nz](http://www.napier.govt.nz)  
#civicawards



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Napier City Council  
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Napier

**Nominee Details - Tell us who you think should win an award and why**

All fields MUST be completed. If writing, please use **BLOCK LETTERS**.

Full Name:

How long have they lived in Napier?:

Occupation:  
(If retired, please provide previous career details)

Which award category are you nominating them for?

Civic Award

Meritorious Award

Freedom of the City

**Their contribution to the community** - Tell us briefly about the voluntary work they have done for the community and the length of that work.

**Have they won any other Napier City Council, local or national awards?** If so, please tell us about them:

**Nominators' Details - Tell us who you are (remember you need two people to support the nomination)**

All fields **MUST** be completed. If writing, please use **BLOCK LETTERS**.

We use the contact information where

- we need more information from you about your nominee to provide to the selection panel
- to make arrangements for the Award function should the person you are nominating be successful (you will be invited) or to let you know if your nominee wasn't chosen this year.

Nominator One			
Full Name:			
Physical Address: (not PO BOX or Private Bag)			
Home Phone:		Mobile Phone:	
Email Address:			
Club or Organisation: (If relevant. Please also tell us the position you hold)			
Signature:		Date:	

Nominator Two			
Full Name:			
Physical Address: (not PO BOX or Private Bag)			
Home Phone:		Mobile Phone:	
Email Address:			
Club or Organisation: (If relevant. Please also tell us the position you hold)			
Signature:		Date:	