

**Keywords:** *Naturalisation, Citizenship*

<b>Corporate Plan:</b>	N/A
<b>Classification:</b>	<i>Executive Services – Public Relations – Citizenship Ceremonies</i>
<b>First Issued/Approved:</b>	23 January 2001
<b>Review Frequency:</b>	<u>Good Governance Practice:</u> Annually
<b>Last Reviewed:</b>	8 August 2017
<b>Next Review Due:</b>	2018
<b>Responsible Officer(s):</b>	CEO
<b>Council File Reference:</b>	COUNCIL POLICIES (P), Citizenship (P)
<b>Applicable Legislation:</b>	<i>Pursuant to Part 3 – Role of Members as defined in the Local Government Act 1999 the following applies:</i> 58 – Specific roles of principal member (1) The role of the principal member of a council is- (e) to carry out the civic and ceremonial duties of the office of principal member;
<b>Relevant Policies:</b>	<i>Code of Conduct - Council Employees; Code of Conduct Elected Members &amp; Committee Members</i>
<b>Related Procedures:</b>	<i>Ceremonies to be carried out in accordance with Department of Immigration and Border Protection procedures and the “Australian Citizenship Ceremonies Code”.</i>
<b>Delegations:</b>	CEO

### Purpose

The Citizenship Ceremony Policy has been developed in accordance with the intent and requirements of Department of Immigration Border Protection, with reference to the “Australian Citizenship Ceremonies Code”.

The policy provides a basis for informing the community of the processes of conferring Australian Citizenship, in particular the role played by Council.

Australian citizenship is an important common bond for all Australians (whether Australians by birth or by choice) and lies at the heart of a unified, cohesive and inclusive Australia. It is a unique symbol of formal identification with Australia, acknowledging responsibilities and conferring substantive privileges which allow people to participate fully in the community.

## **Principles**

To outline the principles and procedures that the Berri Barmera Council will follow to carry out the requirements of the Department of Immigration and Border Protection in its role of conferring Australian Citizenship.

## **FRAMEWORK FOR POLICY**

### **Citizenship Ceremonies Procedures**

Residents desiring to become Australian Citizens must make their application through the Department of Immigration and Border Protection. Due to the Australian Citizenship test requirements, Council plays no part in the approval processes.

After candidates lodge applications with the Immigration Department, and approval is granted, Council is provided with a monthly listing naming persons who have been approved to receive Australian Citizenship status.

The final step in the acquisition of Australian citizenship by grant is the making of the Australian Citizenship Pledge at a citizenship ceremony, conducted by Council. In this way, candidates are conferred the legal status of Australian citizen. (The Citizenship Ceremony is the only part in the entire process in which Council plays a part).

Citizenship Ceremonies are preferred to be conducted on Australia Day and/or on Australian Citizenship Day (17<sup>th</sup> September) however, private ceremonies will be conducted at other times when requested by candidates, at a time and date suitable to both the candidate/s and Mayor. A minimum of two weeks notice is required to enable Certificates to be obtained from the Department of Immigration and Border Protection.

Upon receiving notification that a resident has been granted Citizenship, the information is kept on record until the date of the next Ceremony (Australia Day), unless requested otherwise.

Ceremonies are conducted in accordance with the Department of Immigration Border Protection "Australian Citizenship Ceremonies Code"

The Mayor and the Chief Executive Officer are authorised to conduct Citizenship Ceremonies in such manner as they deem desirable.

Elected Members are to be advised of, and invited to Ceremonies proposed to be undertaken.

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