

Swimming WA Incorporated

Honours and Awards Policy

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1. Policy Overview and Purpose

This Policy provides for the Board to acknowledge and recognise Western Australia's athletes, coaches, officials, volunteers and others who have excelled in competition or provided outstanding service to Swimming WA.

In recognition of swimming performance and non-swimming contribution, Swimming WA acknowledges Awards on an annual basis. To facilitate Annual Awards, Swimming WA sets out the following procedure:

Swimming WA defines the following:

- The timing of the awards within the Membership year;
- The method of nomination;
- Category criteria, along with methodology as to how the criteria was derived;
- The 'defined period' for recognition of the relevant award;
- Establishment of a suitable, independent, qualified Committee to evaluate nominations and make recommendations to the Swimming WA Board on award winners.

2. Honours & Awards Committee

The Honours and Awards Committee is a Board Committee, which shall operate under its Terms of Reference, to work with the CEO to consider the nominations for the various Award categories at appropriate times during the year. The Committee shall submit recommendations for Award winners in each category with a clearly articulated rationale for the recommendation against the previously established criteria, to the Swimming WA Board at a suitable time prior to the Awards Ceremony. The Board reserves the right, to accept or reject a recommendation from the Honours and Awards Committee at its absolute discretion.

Once the Swimming WA Board has ratified the recommendation of Awards recipients in each Award category by the Honours and Awards Committee, the CEO shall extend invitations to all finalists in each Award category or a particular Award category.

3. Categories of Awards

3.1 Association Awards

Persons eligible to be nominated for Life Membership or Honorary Membership shall have complied with the guidelines outlined in the Membership Policy for the Swimming WA Life Membership or Honorary Membership criterion.

Nominations on the prescribed form shall be submitted to the CEO by the closing date in each year.

The Honours and Awards Committee shall consider the nomination and may recommend the award to the Board for consideration. If the Board does not ratify the recommendation from the Honours and Awards Committee, the reasons shall be conveyed to the proposer.

Life Membership may be conferred by a resolution of the AGM following nomination by the SWA Board. Any Member so appointed shall be issued with a Swimming WA Life Members lapel pin. Production of this lapel pin shall admit him/her to all Swimming WA competitions.

3.2 Meritorious Achievement

Persons eligible to be nominated as inductees into the Hall of Fame and Hall of Legends shall have complied with the criterion guidelines outlined. Induction into the Hall's is on an "achievement basis"

and not necessarily an annual occurrence.

Nominations on the prescribed form shall be submitted to the CEO by the closing date in each year.

The Honours and Awards Committee shall consider the nomination and may recommend the award to the Board for consideration. If the Board does not ratify the recommendation from the Honours and Awards Committee, the reasons shall be conveyed to the proposer.

Honourary Membership may be conferred, by appointment, by the SWA Board.

3.3 Annual Outstanding Service and Engagement Awards/Scholarships

Persons and Clubs eligible to be nominated shall have complied with the criterion guidelines outlined.

Nominations on the prescribed form shall be submitted to the CEO by the closing date in each year.

The Honours and Awards Committee shall consider the nominations and may recommend the awards to the Board for consideration.

3.4 Annual Outstanding Performance Awards

Competitors (both able bodied and multi class swimmers) and coaches are eligible to be considered for these awards based on points gained during the defined period of competition.

The Honours and Awards Committee shall review finalists and recommend the awards to the Board for consideration.

3.5 Swimming WA Patron's Award

This Award is the prerogative of the Patron, but is generally awarded to an outstanding West Australian pool or open water swimmer for their performance both in and out of competition at benchmark events.

3.6 Swimmers Choice – Swimmer of the Year Award

In accordance with the criterion guidelines outlined, the Athlete's Advisory Group shall nominate Eight (8) athletes, for peer selection using a 3, 2, 1 voting system.

3.7 Swimming WA President's Award

This Award is the prerogative of the President, Swimming WA and will be awarded at the sole discretion of the President and shall not be subject to any criteria, other than the criteria established by the Swimming WA President.

3.8 Swimming WA National Championships Awards of Excellence

This event honours the exceptional accomplishments of Western Australian swimmers, coaches, and officials who attended the Australian National Championships, to honour the remarkable dedication, talent, and commitment of individuals who have made significant contributions to the sport by representing WA at recent National Championships.

3.9 Other Awards

At the discretion of the Board, SWA may present additional awards in any year to acknowledge individuals and Clubs. Any such new awards shall be specified in Schedule A as soon as appropriate.

4. Swimming WA Trophies

Trophies, in particular Perpetual Trophies, represent the achievement and history of Swimming WA. The safe keeping, knowledge and whereabouts of Swimming WA Trophies contributes to the management of the Swimming WA assets and in particular the legacy of why, who and when Trophies were donated or purchased.

To achieve this intent, Swimming WA shall maintain a trophy Register that upholds a historical testimony of the Trophies across those levels of competition for which trophies are or have been awarded. This Trophy register shall be enduring and shall be updated in soft copy format at appropriate intervals. .

The Swimming WA Trophy Register shall at all times be able to readily provide the status and location of any Trophy. The register shall also outline any history or rationale for the creation of the Trophy's purpose, the individual who may have donated the Trophy and the individual's requirements for the trophy's ongoing legacy of presentation.

Medals awarded as part of a competition placing do not have to be recorded or tracked.

5. Related Documents

Related SWA documents include the following:

- SWA Constitution
- SWA Awards and Recognition Criteria

6. Version Control

Version	Issue Date	Approved By	Approval Date	Review Date
1.0	April 2024	Board	April 2024	August 2025