



Light  
Regional  
Council

## Citizenship Ceremony Policy

Reference Number:	Section 9 No. 04
Responsible Department:	Governance
Related Policy/Procedure:	N/A
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Current Review Date:	27 June 2023
Resolution Number	<a href="#">OCM-2023/126</a>
Version Number:	Amendment No. 4
Applicable Legislation:	Australian Citizenship Act 2007 & Regs 2016
Next Review Date:	June 2026
Review Frequency:	Triennially

### 1. Background

Citizenship ceremonies fulfil legal requirements prescribed by the [Australian Citizenship Act 2007](#) (the Act) and the [Australian Citizenship Regulations 2016](#) (the Regulations).

They are conducted under the authority of the Australian Government minister responsible for Citizenship matters.

### 2. Introduction

Citizenship ceremonies are public, ceremonial occasions, which provide an important opportunity to formally welcome new citizens as full members of the Australian community and fulfil the requirements under Australian citizenship law.

To reflect significance of the occasion, citizenship ceremonies should be formal and meaningful, conducted with dignity, respect and ceremony and designed to impress upon candidates the responsibilities and privileges of becoming an Australian citizen.

### 3. Legal Responsibilities

[Australian Citizenship Act 2007](#) and [Australian Citizenship Regulations 2016](#)

### 4. References

*Australian Citizenship Act 2007*

*Australian Citizenship Regulation 2016*

Australian Citizenship Ceremonies Code – Commonwealth of Australia, 2022

Australian Citizenship (LIN 2022/074: Classes of Persons Who May Receive a Pledge of Commitment) Authorisation 2022

## 5. Definitions

**Council:** - means Light Regional Council

**Authorised Presiding Officer:** a person who has been authorised in writing by the Australian Government Minister responsible for citizenship matters to confer Australian citizenship. In the case of local government councils, the holder of the office of any of the following positions Mayor, Deputy Mayor, or Chief Executive Officer are permitted to act as an authorised presiding officer on completion of Authorised Presiding Officer – Acknowledgement form. A person may perform the duties of the Authorised Presiding Officer when they are acting in place of an Authorised Person for a defined period.

**Minister:** means the Australian Government minister responsible for citizenship matters.

**Pledge:** means statement of commitment to Australia including the acceptance of responsibilities and privileges of citizenship.

**Conferees:** A person who has their Australian Citizenship application approved by the Department of Home Affairs and have been cleared for attendance at a conferral ceremony and resides in the Light Regional Council region.

**Private ceremonies:** A ceremony for an individual or small group.

## 6. Ceremonies

The Minister must be invited to all citizenship ceremonies, and where they are in attendance, they will be responsible for performing the ceremony. The Minister may nominate a representative in their absence.

An authorised presiding officer of Light Regional Council will conduct citizenship ceremonies where the Minister is unavailable to attend. Council will host four (4) formal Citizenship Ceremony events annually (pending successful conferees):

26<sup>th</sup> of January – Australia Day, or 3 days prior or 3 days after Australia Day

21<sup>st</sup> of March – Harmony Day

9<sup>th</sup> of July – Constitution Day

17<sup>th</sup> September – Australian Citizenship Day

Council may schedule extra ceremonies throughout the year in liaison with the Department of Home Affairs. Where any of the above dates fall on a weekend, with the exception of the ceremony scheduled on before or after Australia Day, the citizenship ceremony will be held on the next appropriate business day, (to not conflict with Parliamentary sittings or other events) and be held at the Council Chambers, Main Street, Kapunda or another venue at the discretion of the Chief Executive Officer of Light Regional Council.

Conferees will be given the opportunity to participate in citizenship ceremonies conducted by the Department of Home Affairs on Australian Citizenship Day.

## 7. Dress Code

Citizenship Ceremonies are an important event and the attire should reflect the significance of the occasion. Conferees and their guests should be dressed in semi-formal, smart casual or business attire which may include national or traditional dress .

## 8. Australian Citizenship Ceremonies Code

Ceremonies will be conducted in accordance with the Australian Citizenship Ceremonies Code. Special purpose or private ceremonies may only be arranged in exceptional circumstances and must be approved by the Department of Home Affairs. Request to hold a private ceremony must be referred to the Department of Home Affairs for assessment.

### Further Information

<http://www.homeaffairs.gov.au/>

## 9. Document History

Original Policy adopted 23 August 2011, Item 9.2, Recommendation 2 Part 4 Minute Page 2011/210 and 211.

Amendment No 1 adopted at Council meeting held on 23 September 2014, Minute 11.2.2, Page 2014/351

Amendment No 2 adopted at Council meeting held 12 December 2017, Minute 12.2.1, at Page 2017/453. *Further amendments to replace reference to Department of Immigration and Border Protection with Department of Home Affairs reported to 23 January 2018 Council meeting under Information Item 11.1 incorporated within this Policy.*

*Amendment No 3 adopted at Council meeting held 28 January 2020, Minute 12.5.1 at Page 2020/10.*

*Amendment No 4 adopted at Council meeting held 27 June 2023, Resolution Number OCM-2023/126.*