

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 00

Subject NOTICE OF THE AUSTRALIA DAY SUB-COMMITTEE
MEETING TO BE HELD ON FRIDAY 20 JANUARY 2012
Director

RECOMMENDATION



PORT MACQUARIE
HASTINGS

Notice is given that the next Australia Day Sub-Committee Meeting will be held on
Friday 20 January 2012
in the Function Room, Port Macquarie
commencing at 8.30 am

Signed: Tony Hayward, General Manager

Note: Council is distributing this agenda on the strict understanding that the publication and/or announcement of any material from this Paper before the meeting not be such as to presume the outcome of consideration of the matters therein.

Tasks & Objectives of the Australia Day Sub-Committee

1. To stimulate a public awareness and recognition of Australia Day.
2. To receive and consider nominations for Australia Day Awards and determine recipients of such Awards.

PORT MACQUARIE-HASTINGS COUNCIL

**Member Attendance Register
Australia Day Sub-Committee**

Australia Day 2012

Member	17/06/11	14/07/11	12/08/11	16/09/11	14/10/11	18/11/11
Ms Chris Fajks	✓	✓	✓	✓	✓	A
Mr Alf Johnston	✓	A	A	✓	✓	✓
Ms Denise Templeman (Laurieton Lions)			✓			
Mr Will Jamieson	A	✓	A	A	A	A
Mr Andy Neal	✓	✓	✓	✓	✓	✓
Mr Greg Cavanagh (Wauchope Rotary / Lions)	✓	✓	✓	✓	✓	✓
Mr Mal Merrick	✓	✓	✓	✓	A	✓
Ross Peberdy			A		✓	
Duncan Wyndham (Tacking Point Lions)					✓	
Ms Penelope Evans (Community representative)	✓	✓	✓	✓	✓	A
Ms Liss Sines (Community representative)	✓	✓	✓	✓	✓	✓
Mr Richard Gander (Community representative)	appointed on 24/08/11			✓	✓	✓
Mr Stewart Todd (PMHC Executive Services Manager (Governance))	✓	✓	A	A	A	✓
Ms Jenny Mead (PMHC Corporate Events Co-ordinator)	✓	✓	✓	✓	✓	✓

Member	16/12/11					
Ms Chris Fajks	✓					
Mr Alf Johnston	✓					
Ms Denise Templeman (Laurieton Lions)						
Mr Will Jamieson	A					
Mr Andy Neal	✓					
Mr Greg Cavanagh (Wauchope Rotary / Lions)	✓					
Mr Mal Merrick	✓					
Ross Peberdy	✓					
Duncan Wyndham (Tacking Point Lions)						
Ms Penelope Evans-Lord (Community representative)	✓					
Ms Liss Sines (Community representative)	✓					
Mr Richard Gander (Community Representative)	✓					
Mr Stewart Todd (PMHC Executive Services Manager (Governance))	A					
Ms Jenny Mead (PMHC Corporate Events Co-ordinator)	✓					

Key: A = Absent With Apology X = Absent Without Apology ✓ = Present

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 01

Subject ACKNOWLEDGEMENT OF COUNTRY

Director

RECOMMENDATION

That Acknowledgement of Country be delivered.

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 02
Subject APOLOGIES
Director

RECOMMENDATION

That the apologies be received and noted from Andy Neal.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 03

Subject CONFIRMATION OF MINUTES

Director

RECOMMENDATION

That the Minutes of the Australia Day Sub-Committee Meeting held on 13 January 2012 be confirmed.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 04
Subject AUSTRALIA DAY AMBASSADOR
Director

RECOMMENDATION

Council is still waiting to receive the Ambassador Kit from the Australia Day Council. Email dated 12 January 2012 advised that they should be received by no later than week ending 20 January 2012.

As a result no contact has been made with Paula Duncan.

Contact has been made with Iva Davies Manager prior to Christmas. Iva is currently in the United States as part of the G'Day Australia promotion returning to Australia in next couple of days. Contact will be made with Iva's manager on Monday 23 January 2012 to arrange a time to meet with him on Wednesday 25 to go through Awards Night and activities proposed for Wauchope.

Once information received, Council will be aware of Paul's contact details and travel itinerary. Jenny to contact Paula upon receipt of the information pack.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 05
Subject AUSTRALIA DAY BUDGET
Director

To discuss the 2012 Australia Day Budget.

RECOMMENDATION

Cheque requisitions have been drawn. Only one change to submitted budget for Wauchope. No administration, telephone, postage charges will be paid by Council.

All Community Groups reminded that all invoices associated with Australia Day expenses, as detailed in your budget estimate, are to be provided at the debrief meeting to be held in February 2012 for Council's Records.

Discussion

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 06
Subject AUSTRALIA DAY AWARDS
Director

RECOMMENDATION

Australia Day Awards presentation will take on new format this year with the inclusion of the actual presentation taking place on the stage of the Glasshouse Theatre.

Guests arriving in the foyer of the Glasshouse between 6.00pm and 6.20pm will receive a nametag and then offered a welcome drink and canape. Guests will then be directed to take a seat in the theatre and remain seated until the start of the ceremony at 6.30pm

It is envisaged that the ceremony and presentation will take approximately 45 mins. Photos of all nominees and winners to be taken on the stage. This will avoid the potential of someone missing out after nominees and winners leave the theatre.

An MC for the evening is yet to be determined.

Once presentation of Awards is complete (approximately 7.15pm), guests will be invited back to the foyer area where drinks from the bar area and canapes will be available.

Bar will close at 8.00pm

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 07

Subject AUSTRALIA DAY ACTIVITIES - CAMDEN HAVEN

Director

To discuss the activities planned for the Camden Haven area.

RECOMMENDATION

Laurieton Lions to advise if Section 68 approval has been received and advise any requirements/changes.

VIP parking 4 spots required.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 08
Subject AUSTRALIA DAY ACTIVITIES - WAUCHOPE
Director

To discuss the activities planned for Wauchope.

RECOMMENDATION

Wauchope Rotary and Wauchope Lions Representatives to advise any last minute requirements/changes.

4 VIP car spots required.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 09

Subject AUSTRALIA DAY ACTIVITIES - PORT MACQUARIE
Director

To discuss the activities planned for Port Macquarie.

RECOMMENDATION

That Tacking Point Lions Club representatives advise any last minute requirements/changes.

4 VIP car spots required. To be confirmed at once Ambassador's travel arrangements are advised by Australia Day Council.

Australia Day

Meeting Date: 20/01/2012 - Australia Day

Item 10
Subject GENERAL BUSINESS
Director

To discuss any General Business associated with the organisation of Australia Day Activities for the PMQ-Hastings area.

RECOMMENDATION

That the Committee discuss any General Business items they wish to put forward.