



Australia Day Sub-Committee

Business Paper

date of meeting: Friday 17 February 2017

location: Off-Site

time: 8:40am

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



**PORT MACQUARIE
HASTINGS**

Australia Day Sub-Committee

CHARTER

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**

Australia Day Sub-Committee

ATTENDANCE REGISTER

Member	19/02/16	23/09/16	28/10/16	25/11/16	16/12/16	13/01/17
Councillor Sharon Griffiths (Chair)	-	-	-	A	A	A
Tacking Point Lions Club Representative	✓	✓	✓	✓	✓	✓
Tacking Point Lions Club Representative	✓	✓	✓	A	✓	✓
Wauchope Rotary Club Representative	✓	✓	✓	✓	✓	✓
Laurieton Rotary Club Representative	✓	✓	✓	✓	✓	✓
Laurieton Rotary Club Representative	✓	A	✓	✓	✓	A
Non-voting	✓					
Mayor Peter Besseling (ex-officio)					✓	
Lucilla Marshall (Group Manager Community Development) Juliet Priest (alternate) Paul Koch (alternate)	✓	✓	A	✓	✓	A
Jenny Mead (Place Facilitator - Events)	✓	A	✓	✓	✓	✓

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



**PORT MACQUARIE
HASTINGS**

Australia Day Sub-Committee Meeting

Friday 17 February 2017

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**PORT MACQUARIE
HASTINGS**

Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

"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."

Item: 02**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 03**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Australia Day Sub-Committee Meeting held on 13 January 2017 be confirmed.

PRESENT**Members:**

Duncan Wyndham - Tacking Point Lions Club representative
Janice McGilchrist - Tacking Point Lions Club representative
Andy Neal - Wauchope Rotary Club representative
Graham Hare - Laurieton Rotary Club representative

Other Attendees:

Jenny Mead (PMHC Place Facilitator - Events)

The meeting opened at 8:42am.

In the absence of the Chairman, Council's Community Events Coordinator took on the role of the Chair for the purposes of the meeting.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Councillor Sharon Griffith, Lucilla Marshall, Will Jamieson and Bob Goodison be noted and received.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Australia Day Sub-Committee Meeting held on 16 December 2016 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the information in the Business Arising from Previous Minutes report and the verbal updates provided at the meeting be noted.

06 2017 AQUATIC ACTIVITIES - PORT MACQUARIE

CONSENSUS:

That the Sub-Committee note the information outlined in the 2017 Aquatic Activities - Port Macquarie report and the verbal updated provided at the meeting.

07 2017 PORT MACQUARIE-HASTINGS AUSTRALIA DAY AWARDS

CONSENSUS:

1. That the Sub-Committee note the information contained in the 2017 Port Macquarie-Hastings Australia Day Awards report.
 2. That the Sub-Committee be advised that not all votes have been received by Lucilla Marshall. Once all the votes have been received. An email will be forwarded to Sub-Committee members.
 3. Sub-Committee members requested that it be recorded in the Minutes from today's meeting of their strong dissatisfaction with the voting process associated with this year's Awards.
 4. Sub-Committee members to further discuss at the Debrief Meeting to be held in February.
 5. To assist with the upcoming radio interviews to promote the Australia Day Awards and Australia Day Celebrations, Council's Community Events Coordinator to try and get some information on our local singer Riley Paige to Janice McGilchrist.
-

08 2017 AUSTRALIA DAY AMBASSADOR PROGRAM

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2017 Australia Day Ambassador Program.
2. That the Sub-Committee note that Peter Cousens has kindly agreed to perform three (3) songs as part of the PMHC Australia Day Awards Presentation Evening to be held in the Glasshouse Theatre on the evening of Wednesday 25 January 2017.

09 2017 AUSTRALIA DAY CELEBRATIONS - LAURIETON

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2017 Australia Day Celebrations - Laurieton report and verbal update provided by representatives of the Rotary Club of Laurieton.
2. That the Sub-Committee note that the Hastings District Pipe Band will not be attending the Laurieton Australia Day Celebrations planned for the top of North Brother Mountain.
3. That Council's Community Events Coordinator arrange for 200 copies of the programme for the North Brother Celebrations to be printed and made available for collection by 24 January 2017.
4. That the Sub-Committee note that the shuttle buses will commence from the corner of Centenary Drive from 6.45am.
5. That Laurieton Rotary Club arrange for nine (9) carparks to be reserved at the top of North Brother Mountain for VIPs and Citizenship Candidates vehicles.
6. That the Sub-Committee note that Laurieton Rotary Club will arrange for an adequate number of bins to be provided at the top of North Brother Mountain for the planned Australia Day Celebrations and removed post event.

10 2017 AUSTRALIA DAY CELEBRATIONS - WAUCHOPE

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2017 Australia Day Celebrations - Wauchope report and verbal update provided by representatives of the Rotary Club of Wauchope.
2. That Council's Community Events Coordinator arrange for six (6) red general waste bins to be provided to Wauchope Showground in the lead up to the planned Australia Day Celebrations.
3. The Wauchope Rotary Club confirmed that the Hastings District Pipe Band will be attending their Wauchope Showground Australia Day Celebrations and will lead the dignitaries along the pathway to the showground hall where the official proceedings will take place.
4. That That Council's Community Events Coordinator arrange for 200 copies of the programme for the Wauchope Showground Australia Day Celebrations to be printed and made available for collection by 24 January 2017.
5. Council's Community Events Coordinator to deliver bali poles, flags, programmes etc in the days leading up to the Australia Day Celebrations.

11 2017 AUSTRALIA DAY CELEBRATIONS - PORT MACQUARIE

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2017 Australia Day Celebrations - Port Macquarie report and verbal update provided by representatives of the Tacking Point Lions Club.
2. That the Sub-Committee note the information emailed to the Tacking Point Lions Club regarding the provision of a jumping castle on Town Green as part of the planned Australia Day Celebrations. Provision of the jumping castle is permitted on the agreement that the jumping castle is weighed down in accordance with the Industry/ Australian Standard.
3. Council's Community Events Coordinator confirmed that two large marquees will be installed by Hire Port on the afternoon of the 25 January 2017 and 80 chairs will be left in the marquees overnight. Security has been arranged. Also confirmed was that three (3) portaloos have been hired and will also be installed, fenced and chained up by contractors on the afternoon of the 25 January. Arrangements in place for a representative of Tacking Point Lions Club to meet contractor onsite.
4. Council's Community Events Coordinator also confirmed that Men At Work have been engaged to undertake the installation of the necessary signage and road closure signs for the northern end of Horton Street. These signs will be installed at 6.00am on Australia Day with the contractor returning at 4.00pm to remove signage and re-open the road.
5. Council's Community Events Coordinator arrange for 800 copies of the programme for Town Green Celebrations to be printed and made available for collection by 24 January 2017. Sub-Committee to note that these programmes will also have the double sided A5 page detailing the Aquatics Program inserted in the middle.

12 2017 AUSTRALIA DAY SUB-COMMITTEE MEETING SCHEDULE

CONSENSUS:

That the Sub-Committee note the information and timeline outlined in the Australia Day Sub-Committee Meeting Schedule report for 2017.

13 GENERAL BUSINESS

13.01 COLLATERAL COLLECTION

Tacking Point Lions Club and Laurieton Rotary Club representatives to meet Council's Community Events Coordinator at 3.00pm on 24 January 2017 to collect all the event collateral.

The meeting closed at 10:24am.

Item: 04
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:
Meeting Date:
Item Number:
Subject:
.....

I, declare the following interest:

☐**Pecuniary:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐**Non-Pecuniary - Significant Interest:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐**Non-Pecuniary - Less than Significant Interest:**

May participate in consideration and voting.

For the reason that:
.....

Name:

Signed: Date:

(Further explanation is provided on the next page)

Further Explanation

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

Pecuniary Interest

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The Council official must not be present at, or in sight of, the meeting of the Council at any time during which the matter is being considered or discussed, or at any time during which the council is voting on any question in relation to the matter. (section 451)

Non-Pecuniary

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

Non Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) An affiliation between a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

Non Pecuniary – Less than Significant Interest

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of land in which councillor or an associated person, company or body has a proprietary interest (<i>the identified land</i>)	
Relationship of identified land to councillor [Tick or cross one box.]	<input type="checkbox"/> Councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease trust, option or contract, or otherwise). <input type="checkbox"/> Associated person of councillor has interest in the land. <input type="checkbox"/> Associated company or body of councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST	
Nature of land that is subject to a change in zone/planning control by proposed LEP (<i>the subject land</i>) ⁱⁱⁱ [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	
Proposed change of zone/planning control [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]	
Effect of proposed change of zone/planning control on councillor [Tick or cross one box]	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

Councillor's Name:

Councillor's Signature: Date:

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

-
- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative^{iv} or because your business partner or employer has a pecuniary interest. You may also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.
 - ii. Section **442** of the *Local Government Act 1993* provides that a **pecuniary interest** is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter or if the interest is of a kind specified in section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
 - iii. A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest..
 - iv. **Relative** is defined by the *Local Government Act 1993* as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

Item: 06**Subject: 2017 AQUATIC ACTIVITIES - PORT MACQUARIE****Presented by: Community and Economic Growth, Liesa Davies**

RECOMMENDATION

That the Sub-Committee note the information outlined in the 2017 Aquatic Activities - Port Macquarie report and the verbal updated provided at the meeting.

Discussion

Council applied to the Roads and Maritime Services (RMS) in 2016 to plan, stage and deliver a number of various aquatic activities along the Hastings River as part of the 2017 Australia Day Celebrations planned for Port Macquarie. The approval for the Aquatic License was received by Council on Monday 23 January 2017.

In collaboration with volunteers - Rick Eller and Wayne Evans OAM and volunteers from the Port Macquarie Marine Rescue, a number of interested parties/stakeholders meetings were held in the lead up to Australia Day from October 2016 until the event day being 26 January 2017.

A total of six (6) interested parties/stakeholders meetings were held (5 October, 26 October, 9 November, 7 December and 18 January) at the Marine Rescue Office in Buller Street, Port Macquarie. The final briefing for all participants was held on the morning of the event at the Cruise Terminal Office commencing at 9.00am. The weather conditions on the day were very favourable and it has been estimated that over 15,000 people passed along the foreshore area through the entire day, stopping to watch the various aquatic activities as they took place.

The Roads and Maritime Services have advised that they are very happy with the coordination of the event with no incidents to report.

At the time of writing this report, the Debrief meeting in relation to the Aquatics Activities has been set down for Wednesday 8 February 2017 at the Marine Rescue Building commencing at 5.30pm.

An invitation has been extended to both Wayne and Rick to attend today's meeting to provide an overview on the success of the aquatic activities on Australia Day.

Attachments

Nil

Item: 07

Subject: 2017 AUSTRALIA DAY AWARDS

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

That the Sub-Committee note the information contained in the 2017 Australia Day Awards report.

Discussion

This year Council received 19 nominations for the 2017 Port Macquarie-Hastings Council's Australia Day Awards.

The Awards Presentation event was held in the Glasshouse Theatre on evening of Wednesday 25 January 2017. Both the nominees and nominators for this year's s Awards were extended an invitation to attend this free event and encouraged to bring along as many family, friends and supporters as they wished.

The event was well attended with over 300 people attending. The feedback received from those who attended has been very positive.

Feedback is sought from the Sub-Committee on the Australia Day Awards event.

Attachments

Nil

Item: 08**Subject: 2017 AUSTRALIA DAY AMBASSADOR****Presented by: Community and Economic Growth, Liesa Davies**

RECOMMENDATION

That the Sub-Committee note the information outlined in the 2017 Australia Day Ambassador Program.

Discussion

This year the Port Macquarie-Hastings Council was advised by the Australia Day Council of New South Wales that Mr Peter Cousens was to be our Australia Day Ambassador.

Rydges kindly agreed to again sponsor one of the two night's accommodation required to host our Ambassador. In an effort to acknowledge this sponsorship, the Rydges Logo was included on the cover and back pages of the PMHC Australia Day Awards Nominees Citation Booklet.

Our Ambassador's biography and photo were also received from the Australia Day Council of NSW and were incorporated into all the event programs (Awards Presentation Evening, Australia Day Programmes for North Brother, Wauchope & Town Green - PMQ).

Peter Cousens flew into Port Macquarie late in the afternoon of Wednesday 25 January 2017, just in time to undertake a sound check at the Glasshouse before the start of the Australia Day Awards Presentation Evening. During the event Peter Cousens performed three songs on stage, to the excitement and delight of the audience.

Following the Awards evening, the next day the Mayor - Councillor Peter Besseling, chaperoned Peter Cousens to all of the Australia Day Celebrations staged across the Port Macquarie-Hastings. Peter Cousens was generous with his time mixing and mingling with our community at all the celebrations he attended throughout the day.

Since his departure from Port Macquarie, Council has received an email thanking all involved for making him feel welcome during his time in our community.

The final stage of the Australia Day Ambassador Programme will be the Evaluation Stage. It is expected that the Australia Day Council of NSW will forward the relevant paperwork to Council in early February for us to complete and return.

Feedback is sought from the Sub-Committee on the Australia Day Ambassador Programme.

Attachments

Nil

Item: 09

Subject: 2017 AUSTRALIA DAY CELEBRATIONS - LAURIETON

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

That the Sub-Committee provide feedback on the 2017 Australia Day Celebrations held on North Brother Mountain, Laurieton

Discussion

The Australia Day Celebrations for Laurieton this year commenced on top of North Brother Mountain from 7.00am. A variety of hot breakfast options were available from the Rotary BBQ provided at the top of the mountain.

The weather on the top of the mountain was misty throughout the morning but this did not deter the crowd of hundreds of people who took advantage of the shuttle buses taking them from the base of the mountain to the top for this early morning event.

This year's official programme commenced at 8.00am and included a Citizenship Ceremony.

Feedback is now sought from the Sub-Committee on the North Brother Celebration.

Attachments

Nil

Item: 10

Subject: 2017 AUSTRALIA DAY CELEBRATIONS - WAUCHOPE

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

That the Sub-Committee provide feedback on the Wauchope Showground Australia Day Celebrations.

Discussion

The Wauchope Australia Day Celebrations commenced at 8.00am at the Wauchope Showground. The official proceedings commenced at 11.00am with the official party being led by the Hastings District Pipe Band into the Showground Hall.

The event was attended by approximately 400 members of our community.

Feedback from the Sub-Committee members is sought. Suggestions are also welcomed from Wauchope Rotary Members on any changes/inclusions to value-add for future Australia Day Celebrations to be held in Wauchope.

Attachments

Nil

Item: 11**Subject: 2017 AUSTRALIA DAY CELEBRATIONS - PORT MACQUARIE****Presented by: Community and Economic Growth, Liesa Davies**

RECOMMENDATION**That the Sub-Committee provide feedback on the 2017 Australia Day Celebrations held in Port Macquarie.****Discussion**

This year's Australia Day Celebrations kicked off on Town Green from 8.00am and continued until the end of the official proceedings at 5.30pm.

The event commenced with market stalls and children's games from 8.00am with various stall holders continuing to trade until late in the afternoon. On stage performance were also provided by a number of local community groups until mid afternoon. As outlined in the Australia Day Aquatics Activities report, it has been estimated that approximately 15,000 people moved through Town Green throughout the entire day.

The official program commenced with the Hastings District Pipe Band escorting the official party along the foreshore area, arriving on Town Green for the 3.00pm start. Emcee for the Afternoon was again local personality Mrs Lynn Lelean. A Citizenship Ceremony also took place as part of the official program with 40 candidates taking part.

Feedback on the event is sought from Sub-Committee members, with any suggested changes/ inclusions to value-add for future Australia Day Celebrations to be held in Port Macquarie.

Attachments

Nil

Item: 12

Subject: 2018 AUSTRALIA DAY SUB-COMMITTEE MEETING SCHEDULE

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

That the Sub-Committee note the information and timeline outlined in the Australia Day Sub-Committee Meeting Schedule report for 2017.

Discussion

Electronic invitations have been forwarded to all Sub-Committee members who use Outlook. Sub-Committee members who do not use Outlook are reminded to please enter these dates in their diary.

- 11 August 2017
- 15 September 2017
- 13 October 2017
- 17 November 2017
- 15 December 2017

Attachments

Nil