



Australia Day Sub-Committee

Business Paper

date of meeting: Friday, 21 September 2012

location: Function Room, PMHC, Port Macquarie

time: 8.30 am

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	20/07/12	17/08/12				
Richard Gander (Community Rep)	✓	✓				
Grahame Hogan (Tacking Point Lions Club)	✓	✓				
Malcolm Merrick (Tacking Point Lions Club)	✓	✓				
Andy Neal (Wauchope Rotary Club)	✓	✓				
Will Jamieson (Wauchope Rotary Club)		A				
Greg Cavanagh (Wauchope Lions Club)	✓	A				
John Saunders (Camden Haven Chamber of Commerce)	✓	A				
Robert Dwyer (Camden Haven Chamber of Commerce)		✓				
Non-voting						
Stewart Todd (PMHC Group Manager Governance & Executive Services)	✓	✓				
Jenny Mead (PMHC Corporate Events Coordinator)	✓	A				

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



**PORT MACQUARIE
HASTINGS**

Australia Day Sub-Committee Meeting

Friday, 21 September 2012

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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 17 August 2012 be confirmed.

PRESENT

Members:

Richard Gander (Community Rep)
Grahame Hogan (Tacking Point Lions Club)
Malcolm Merrick (Tacking Point Lions Club)
Andy Neal (Wauchope Rotary Club)
Robert Dwyer (Camden Haven Chamber of Commerce)

Other Attendees:

Stewart Todd (PMHC Group Manager Governance & Executive Services)
Rob Bruce – Observer

The Meeting opened at 8.45am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

Apologies were received and noted from Greg Cavanagh, Will Jamieson, John Saunders and Jenny Mead.

03 CONFIRMATION OF MINUTES

CONSENSUS

That the Minutes of the Australia Day Sub-Committee Meeting held on 20 July 2012 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Expressions of Interest

Following the Ordinary Council Meeting held on 25 July 2012, the letter to the Camden Haven Chamber of Commerce advising membership appointment to the Australia Day Sub-Committee had since been posted.

06 2013 AUSTRALIA DAY AMBASSADOR

CONSENSUS

1. That the Committee note the information and timeline regarding the Australia Day Ambassador program provided by the Australia Day Council of NSW.
 2. That details of the activities proposed as part of the Australia Day celebrations to be staged in the Camden Haven, Wauchope and Port Macquarie be provided to Council as soon as possible to enable PMHC to participate in the Australia Day Ambassador Program when the Australia Day Council of NSW opens their electronic registration, which is expected to be early September.
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07 2013 AUSTRALIA DAY AWARDS

CONSENSUS

That the Sub-Committee note the format and timeline for the opening of nominations and determination of the PMHC 2013 Australia Day Awards.

08 AUSTRALIA DAY ACTIVITIES - CAMDEN HAVEN

Representatives of the Camden Haven Chamber of Commerce advised that four (4) flag poles have been sourced for use on Australia Day.

It was confirmed that Australia Day celebrations will be staged at the rear of the Laurieton United Servicemen's Club commencing from 7.00am, concluding at 9.00am and that an invitation to attend the Australia Day celebration in the Camden Haven is to be extended to the State Member for Port Macquarie, Mrs Leslie Williams.

It was confirmed that Council will provide the flags in lead up to Australia Day to be raised on these flag poles as part of the official program.

CONSENSUS

That the information provided by the Camden Haven Chamber of Commerce on their proposed Australia Day celebrations to be held at Laurieton United Servicemen's Club be noted and actioned accordingly.

09 AUSTRALIA DAY ACTIVITIES - WAUCHOPE

Representatives from Wauchope Rotary advised that that program for 2013 Australia Day celebrations at Bain Park will follow a similar format to those contained in the program for Australia Day 2012. One change to be noted is that the official program will be conducted in the Rotary Hall not on Bain Park.

CONSENSUS

That the information provided by the Wauchope Lions/Rotary on their proposed Australia Day celebrations to be held at Bain Park, Wauchope be noted and actioned accordingly.

10 AUSTRALIA DAY ACTIVITIES - PORT MACQUARIE

Representatives from the Tacking Point Lions Club advised that subject to Council approval, the 2013 Australia Day celebrations for Port Macquarie will be staged on the Town Green with the market stalls, children's games and other activities planned to commence in the morning and Official Program to commence at 3.00pm that afternoon.

CONSENSUS

That the information provided by the Tacking Point Lions Club on the use of Town Green to stage the 2013 Australia Day celebrations be noted and actioned accordingly.

11 2013 AUSTRALIA DAY ACTIVITES BUDGET

Discussion took place with Wauchope Rotary/Lions representatives advising that their budget estimate for 2013 will be very similar estimate to that submitted for 2012.

Representatives from Camden Haven Chamber of Commerce advised that they will submit their budget estimate prior to the next scheduled meeting of the Australia Day Sub-Committee.

Tacking Point Lions Club representatives advised that until approval is granted for the use of Town Green to stage the 2013 Australia Day celebrations, it would be difficult to provide a budget estimate.

CONSENSUS

That the information provided by the Wauchope Rotary/Lions, Camden Haven Chamber of Commerce and Tacking Point Lions representatives on the proposed timeline for submission of their respective budget estimates be noted and actioned accordingly.

12 NEXT MEETING

CONSENSUS

That the Australia Day Sub-Committee hold its next meeting on Friday, 21 September 2012.

13 GENERAL BUSINESS

Australia Day Theme for 2013:

Confirmation to be sought from the Australia Day Council of NSW regarding their theme for Australia Day 2013. Feedback to be provided at the next meeting

Possibility of Meeting:

Request made to facilitate a meeting with Council representatives to discuss Development Application requirements for Australia Day 2013. Information noted.

The Meeting closed at 9.11am.

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

Non-Pecuniary - Insignificant Conflict:
May participate in consideration and voting.

For the reason that:
.....

Signed: Date:

(definitions are provided on the next page)



Definitions

(Local Government Act and Code of Conduct)

Pecuniary

An interest that a person has in a matter because of a reasonable likelihood or expectation or appreciable financial gain or loss to the person or another person with whom the person is associated. (LG Act s442 and s443).

A Councillor or member of a Council Committee who is present at a meeting and has a pecuniary interest in any matter which is being considered must disclose the nature of that interest to the meeting as soon as practicable.

The Councillor or member of a Council Committee must not take part in the consideration and voting on the matter and be out of sight of the meeting. (LG Act s451)

Non-Pecuniary

An interest that is private or personal that the Councillor or member of a Council Committee has that does not amount to a pecuniary interest as defined in the LG Act.

If you have declared a non-pecuniary interest you have a number of options for managing the conflict. The option you choose will depend on an assessment of the circumstances of the matter, the nature and significance of your interest. You must deal with a non-pecuniary interest in one of the following ways.

Non Pecuniary – Significant Interest

(For example; family, a close friendship, membership of an association, sporting club, corporation, society or trade union).

- Have no involvement by absenting yourself from and not taking part in any consideration or voting on the issue as if the provisions in the LG Act s451(2) apply.
- A future alternative is to remove the source of the conflict (for example, relinquishing or divesting the personal interest that creates the conflict or reallocating the conflicting duties to another officer).

Non Pecuniary – Less than Significant Interest

- It may be appropriate that no action is taken. However, you must provide an explanation of why you consider that the conflict does not require further action.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	13.01	Date:	17/08/2012
Subject:	Australia Day Theme		
Action Required:	Confirmation to be sought from the Australia Day Council of NSW for their theme for Australia Day 2013. Feedback to be provided at the next meeting.		
Current Status:	Still awaiting advice from the ADNSW at the time the Agenda was prepared.		

Item:	13.02	Date:	17/08/2012
Subject:	Meeting to Discuss Development Application Requirements		
Action Required:	Facilitate a meeting with Council representatives to discuss Development Application requirements for Australia Day 2013.		
Current Status:	Planners available through Council Offices to provide advice on submission of Development Applications.		



Item: 06

Subject: 2013 AUSTRALIA DAY AMBASSADOR

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information in the 2013 Australia Day Ambassador report be noted.

Discussion

At the time of the Agenda being prepared the Australia Day Council of NSW have not yet opened the online registration for the 2013 Australia Day Ambassador Program.

Attachments

Nil



Item: 07

Subject: 2013 AUSTRALIA DAY AWARDS

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information in the 2013 Australia Day Awards report be noted.

Discussion

Nominations will be called for from 15 October 2012 to 7 December 2012 inclusive.

Nomination forms are currently being created and will be distributed to all Council Branch Offices and Libraries prior to online nominations, via Council's website, opening on the 15 October 2012.

The Committee is reminded that nominations received will be determined at the Australia Day Sub-Committee Meeting set down for Friday 14 December 2012.

Attachments

Nil



Item: 08

Subject: AUSTRALIA DAY ACTIVITIES - CAMDEN HAVEN

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the Committee note the information provided by Camden Haven Chamber of Commerce on their proposed Australia Day celebrations to be held at the rear of the Laurieton United Serviceman's Club.

Discussion

That the representatives of the Camden Haven Chamber of Commerce provide an update on their Australia Day celebrations proposed for the Camden Haven and the timing of the lodgement of their Development Application/Section 68.

Attachments

Nil



Item: 09

Subject: AUSTRALIA DAY ACTIVITIES - WAUCHOPE

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information provided by the Wauchope Lions/Rotary on their proposed Australia Day celebrations to be held at Bain Park, Wauchope be noted and actioned accordingly.

Discussion

That the representatives of the Wauchope Lions/Rotary provide an update on the Australia Day celebrations proposed for Bain Park.

Attachments

Nil



Item: 10

Subject: AUSTRALIA DAY ACTIVITIES - PORT MACQUARIE

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information provided by the Tacking Point Lions Club on the Australia Day celebrations in Port Macquarie be noted and actioned accordingly.

Discussion

That the representatives of the Tacking Point Lions Club provide an update on the activities to be included in the Australia Day celebrations proposed for Port Macquarie in 2013.

That the representatives of the Tacking Point Lions Club advise if all market stalls are to be erected on the road reserve in Horton Street and Town Green, or whether the stalls are to be conducted along Clarence Street therefore requiring the closure of Clarence Street as well as the road reserve in Horton Street.

Attachments

Nil



Item: 11

Subject: 2013 AUSTRALIA DAY ACTIVITES BUDGET

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information in the 2013 Australia Day Activities Budget report be noted and actioned accordingly.

Discussion

Budget Estimates for the Australia Day Celebrations to be staged in Wauchope, The Camden Haven and Port Macquarie are to be submitted at the meeting.

Upon receipt, each budget will be considered with final approval to be advised at the subsequent meeting of the Australia Day Sub-Committee.

Attachments

Nil



Item: 12

Subject: NEXT MEETING

Presented by: Executive Services, Anthony Hayward

RECOMMENDATION

That the information relating to the remainder of the 2012/2013 Meeting Schedule be noted.

Discussion

The Sub-Committee note the 2012-2013 meeting schedule detailed below. Please note that the remainder of the meetings will be held in the Function Room not the Committee Room as previously reported.

Dates remaining for 2012/2013:

2012:

- Friday 16 November – Function Room
- Friday 14 December – Function Room (Australia Day Awards determined)

2013:

- Friday 18 January – Function Room
- Friday 25 January – Function Room
 1. (If required - Night of Australia Day Awards)
- Friday 22 February – Function Room (Debrief Meeting)

Attachments

Nil