



# Australia Day Sub-Committee

## Business Paper

**date of meeting:** Friday, 19 July 2013

**location:** Function Room,  
Port Macquarie-Hastings Council,  
17 Burrawan Street,  
Port Macquarie

**time:** 8.30am

**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

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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	14/12/12	18/01/13	22/02/13	21/06/13		
Councillor Peter Besseling (Mayor)	A	✓	A	A		
Councillor Mike Cusato	A	A	A	✓		
Richard Gander (Community Rep)	✓	A	A	✓		
Grahame Hogan (Tacking Point Lions Club)	✓	A	✓	X		
Malcolm Merrick (Tacking Point Lions Club)	✓	✓	✓	✓		
Andy Neal (Wauchope Rotary Club)	✓	✓	✓	✓		
Will Jamieson (Wauchope Rotary Club)	A	A	A	A		
Greg Cavanagh (Wauchope Lions Club)	A	✓	✓			
John Saunders (Camden Haven Chamber of Commerce)	✓	A	A	✓		
Robert Dwyer (Camden Haven Chamber of Commerce)	✓	✓	✓	A		
<b>Non-voting</b>						
Julie Priest (Acting Group Manager Community Development)				✓		
Jenny Mead (Corporate Events Coordinator)	✓	✓	✓	✓		

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



**PORT MACQUARIE  
HASTINGS**

# Australia Day Sub-Committee Meeting

Friday, 19 July 2013

## Items of Business

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**PORT MACQUARIE  
HASTINGS**

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

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"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."

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**Item: 02****Subject: APOLOGIES**

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**RECOMMENDATION**

That the apologies received be accepted.

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

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**RECOMMENDATION**

That the Minutes of the Australia Day Sub-Committee Meeting held on 21 June 2013 be confirmed.

**PRESENT**

**Members:**

Councillor Michael Cusato  
Tacking Point Lions Club Representative - Malcolm Merrick  
Wauchope Rotary Club Representative- Andy Neal  
Camden Haven Chamber of Commerce Representative - John Saunders  
Community Representative - Richard Gander

**Other Attendees:**

Acting Group Manager Community Development - Julie Priest  
Corporate Events Coordinator - Jenny Mead

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The meeting opened at 8.42 am.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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Andy Neal advised the Sub-Committee that Wauchope Lions Club is still seeking a representative to join the Australia Day Sub-Committee to replace Greg Cavanagh.

Malcolm Merrick advised that there has been a recent change in representatives from the Tacking Point Lions Club who sit on the Australia Day Sub-Committee . Mr Ross Adam will now be representing Tacking Point Lions Club in lieu of Graeme Hogan.

**CONSENSUS:**

That the apologies received from Mayor - Councillor Peter Besseling, Camden Haven Chamber of Commerce Representative - Robert Dwyer, Wauchope Rotary Club Representative - Will Jamieson, Tacking Point Lions Club Representative - Mr Ross Adam be noted and accepted.

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**03 CONFIRMATION OF MINUTES**

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CONSENSUS:

That the Minutes of the Australia Day Sub-Committee Meeting held on 22 February 2013 be confirmed.

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**04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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CONSENSUS:

That the information contained in Item 06 - Australia Day Ambassador from the 22/02/13 Debrief Meeting be noted.

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**06 NEW CODE OF CONDUCT**

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CONSENSUS:

That the information in and the attachments to the New Code of Conduct report be noted.

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**07 2014 AUSTRALIA DAY BUDGET**

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CONSENSUS:

That the Sub-Committee note the Budget Allocation for Australia Day 2014 is \$20,000.

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**08 REPRESENTATION ON AUSTRALIA DAY SUB-COMMITTEE**

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Update provided by Andy Neal indicated that another representative to join the Australia Day Sub-Committee from Wauchope Rotary or Wauchope Lions Club is still underway.

John Saunders advised that the Camden Haven Chamber of Commerce is considering withdrawing as the Community Group representative on the Australia Day Sub-Committee due to lack of resources required to coordinate the large celebrations. Laurieton Rotary Club have been approached seeking their expression of interest in joining the Australia Day Sub -Committee and taking on board the Camden Haven Australia Day Celebrations still to be staged at the Laurieton United Services Club's premises and adjoining reserve.

CONSENSUS:

1. That the information in the Representation on Australia Day Sub-Committee report be noted.
2. Update to be provided at the next meeting.

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**09 2014 AUSTRALIA DAY AWARDS**

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Discussion took place regarding the format of last year's PMHC Australia Day Awards. Ideas were discussed regarding what could be implemented this year to try and provide a greater opportunity to receive more nominations across each of the proposed categories.

CONSENSUS:

1. That the Sub-Committee note the proposed 2014 Australia Day Award categories, venue and proposed nomination timeline.
2. Further discussion to be held at the next meeting regarding the possibility of a flier being produced detailing the award nomination timeline and process for potential distribution at various outlets across the LGA including the airport.

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**10 AUSTRALIA DAY ACTIVITIES - CAMDEN HAVEN**

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John Saunders reiterated earlier advice that it is proposed that the Camden Haven Chamber of Commerce will withdraw as Community Group Representatives on the Australia Day Sub-Committee. Laurieton Rotary Club have expressed interest in joining the Australia Day Sub-Committee as the Community Group Representative to take on board the Camden Haven Australia Day Celebrations. These celebrations will still be staged at the rear of the Laurieton United Services Club and on the adjoining reserve.

CONSENSUS:

1. That the information provided by John Saunders regarding the Camden Haven Chamber of Commerce and their role on the Australia Day Sub-Committee be noted.
2. That should the Camden Haven Chamber of Commerce proceed with their decision to withdraw as Community Representative on the Australia Day Sub-Committee that the Sub-Committee be formally advised of their decision.



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**11 AUSTRALIA DAY ACTIVITIES - WAUCHOPE**

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Andy Neal of Wauchope Rotary Club advised that Wauchope Australia Day Celebrations will again be staged on Bain Park, with the Wauchope RSL being considered the venue for the official program should wet weather be an issue again in 2014. Rotary's preference is to utilise the Rotary Hall on site at Bain Park but acknowledges that the hall size greatly limits the audience capacity. Discussion held as to what activities could be carried over from outdoor to indoor should we experience bad weather again next year. Andy also confirmed that the new electrical works proposed for Bain Park, discussed at the Debrief Meeting held in February 2013, have been completed.

**CONSENSUS:**

1. That the information provided by Wauchope Rotary Club on their proposed 2014 Australia Day celebrations be noted.
  2. That an update be provided regarding the proposed activities to be included in the Australia Day 2014 Wauchope Celebrations
  3. That details regarding discussions held between Wauchope Rotary and Wauchope Lions Club regarding representation on the Australia Day Sub-Committee be provided at the next meeting.
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**12 AUSTRALIA DAY ACTIVITIES - PORT MACQUARIE**

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Mal Merrick from Tacking Point Lions Club advised that there has been one change in representatives from the Tacking Point Lions Club who sit on the Australia Day Sub-Committee as a Community Group Representative. Ross Adam will now be the Community Group Representative in lieu of Graeme Hogan. Mal also advised that the 2014 Australia Day Celebrations to be staged on Town Green in Port Macquarie will be of a similar format to that conducted in 2013. Concern was expressed that should the wet weather contingency plan venue (CWA Rooms) had to have been implemented, the room was far too small to cater for the audience that had gathered on Town Green to watch the official program.

**CONSENSUS:**

1. That the information provided by Tacking Point Lions Club representative regarding recent changes to their representation on the Australia Day Sub-Committee be noted.
  2. That an update be provided regarding the proposed activities to be included in the Australia Day 2013 Port Macquarie Celebrations.
  3. That the concern about the nominated wet weather contingency venue be noted and that further discussion take place at the next meeting regarding an alternate suitable venue.
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**13 AUSTRALIA DAY SUB-COMMITTEE MEETING SCHEDULE**

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CONSENSUS:

That the Sub-Committee note the timeline as outlined in the Australia Day Sub-Committee Meeting Schedule Report.

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**14 GENERAL BUSINESS**

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14.01 Apology:

Mal Merrick advised that he will be an apology for the 19 July 2013 meeting.

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The meeting closed at 9.40am.

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Item: 04  
Subject: DISCLOSURES OF INTEREST

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**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.

**SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION**

<b>By</b> <i>[insert full name of councillor]</i>	
<b>In the matter of</b> <i>[insert name of environmental planning instrument]</i>	
<b>Which is to be considered at a meeting of the</b> <i>[insert name of meeting]</i>	
<b>Held on</b> <i>[insert date of meeting]</i>	
<b>PECUNIARY INTEREST</b>	
Address of land in which councillor or an associated person, company or body has a proprietary interest ( <i>the identified land</i> ) <sup>i</sup>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<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.
<b>MATTER GIVING RISE TO PECUNIARY INTEREST<sup>ii</sup></b>	
Nature of land that is subject to a change in zone/planning control by proposed LEP ( <i>the subject land</i> ) <sup>iii</sup> <i>[Tick or cross one box]</i>	<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 <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain.  <input type="checkbox"/> Appreciable financial loss.

**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.

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- 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<sup>iv</sup> 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—see section **448** (g) (ii) of the *Local Government Act 1993*.
  - 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.

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**Item: 05****Subject: BUSINESS ARISING FROM PREVIOUS MINUTES**

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<b>Item:</b>	08	<b>Date:</b>	21/06/2013
<b>Subject:</b>	Representation on Australia Day Sub-Committee		
<b>Action Required:</b>	Update required from both Wauchope and Camden Haven		
<b>Current Status:</b>	Update to be provided by both Community Groups		

<b>Item:</b>	09	<b>Date:</b>	21/06/2013
<b>Subject:</b>	2014 Australia Day Awards		
<b>Action Required:</b>	Further discussion required on venue, format and timing		
<b>Current Status:</b>	Discussion to take place as part of the report to 19 July 2013 meeting		

<b>Item:</b>	12	<b>Date:</b>	21/06/2013
<b>Subject:</b>	Australia Day Activities - Port Macquarie		
<b>Action Required:</b>	Further discussion required regarding appropriate sized wet weather contingency venue		
<b>Current Status:</b>	Discussion to take place as part of report to 19 July 2013 meeting		

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**Item: 06**

**Subject: REPRESENTATION ON AUSTRALIA DAY SUB-COMMITTEE**

**Presented by: Community & Organisational Development, Lesley Atkinson**

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### **RECOMMENDATION**

**That the information in the Representation on Australia Day Sub-Committee report be noted.**

### **Discussion**

Mr Greg Cavanagh (Wauchope Lions Club Representative) tendered his resignation from the Port Macquarie-Hastings Council's Australia Day Sub-Committee on Friday 1 March 2013.

At the last meeting of the Australia Day Sub-Committee John Saunders advised that the Camden Haven Chamber of Commerce is considering withdrawing as one of the Community Groups represented on the Australia Day Sub-Committee. This is due to the group's lack of resources required to coordinate the large celebrations staged at the Laurieton United Services Club and adjoining reserves. The Sub-Committee was advised that initial discussions had been held between the Laurieton Rotary Club and the Camden Haven Chamber of Commerce, with a proposal put forward of the possibility of Laurieton Rotary Club joining the Australia Day Sub-Committee as the Community Group to go on with the planning of the Australia Day Activities to be staged in the Camden Haven.

As per the Minutes, the Consensus was that should the Camden Haven Chamber of Commerce proceed with their decision to withdraw/resign from the Australia Day Sub-Committee, that the Sub-Committee be formally advised of their decision.

To date no correspondence has been received regarding this matter.

Updates regarding the above to be provided by the Wauchope Rotary/Lions Club representatives, and the Camden Haven Chamber of Commerce.

### **Attachments**

Nil



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Item: 07

Subject: 2014 PORT MACQUARIE-HASTINGS AUSTRALIA DAY AWARDS

Presented by: Community & Organisational Development, Lesley Atkinson

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## RECOMMENDATION

**That the Sub-Committee discuss the 2014 Port Macquarie-Hastings Australia Day Awards including suitable venue, event format and nomination timeline.**

### Discussion

At the June Meeting it was determined that the 2014 Port Macquarie-Hastings Australia Day Awards would consist of four categories:

Young Citizen of the Year (16 - 30)  
Citizen of the Year (30 - 65)  
Senior Citizen of the Year (65+)  
Community Group of the Year

It was agreed that both hard copy (official form) and online nominations (via Council's website) will be the accepted methods for receiving nominations. Nominations will open from early October for a period of six weeks, closing during the last week of November 2013.

The 2013 Port Macquarie-Hastings Australia Day Awards Presentation evening was initially to be conducted in the Glasshouse. To enable broader community involvement at the presentation event, the event was moved and staged on Town Green, Port Macquarie.

Discussion is required on the 2014 Port Macquarie-Hastings Australia Day Award Presentation regarding the date, venue and format of the event.

Sub-Committee members are reminded that the National 2014 Australian of the Year Awards remain open with nominations being accepted until 2 August 2013.

### Attachments

1 [View](#). 2014 National Australian of the Year Awards Nomination Form

NOMINEE (the person you are nominating)							
Title	First Name	Surname			M	F	
Organisation/Position							
Address							
Suburb	State		Postcode				
Tel (H)	Tel (W)		Tel (M)				
Email							
Age/DOB	Exact	Estimate	Unknown	Aboriginal or Torres Strait Islander			
In what area(s) has your nominee excelled? <i>e.g. medicine, environment, business, charity, the arts, indigenous services, sport etc</i>							
Tell us about your nominee: Please provide as much detail as you can and consider the selection criteria. You can attach extra pages and supporting material.							
In what ways have they demonstrated excellence?							
How have they contributed to their community and to Australia?							
How are they an inspirational role model?							
REFEREE (optional) — Sometimes we contact referees for further information if a nominee is shortlisted.							
Title	First Name	Surname					
Organisation/Position							
Tel (H)	Tel (W)		Tel (M)				
Email							
NOMINATOR (your details)							
Title	First Name	Surname			M	F	
Organisation/Position							
Address							
Suburb	State		Postcode				
Tel (H)	Tel (W)		Tel (M)				
Email							
Your age	Under 18	18-24	25-34	35-49	50-64	65+	Aboriginal or Torres Strait Islander
Is your nominee	a family member	colleague	friend	other			
Where or how did you obtain this nomination form?							
I do not wish my nominee to know I nominated them							

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**Item: 08**

**Subject: AUSTRALIA DAY ACTIVITIES - CAMDEN HAVEN**

**Presented by: Community & Organisational Development, Lesley Atkinson**

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**RECOMMENDATION**

**That the information provided by Camden Haven Chamber of Commerce on their proposed Australia Day celebrations be noted.**

**Discussion**

At the last meeting of the Australia Day Sub-Committee members were advised that the Camden Haven Chamber of Commerce was considering withdrawing/resigning from its position of Community Group representative on the Australia Day Sub-Committee.

That the representatives from the Camden Haven Chamber of Commerce provide an update on the proposed celebrations to be held on Australia Day 2014 at the rear of the Laurieton United Services Club and adjoining reserve.

**Attachments**

Nil



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**Item: 09**

**Subject: AUSTRALIA DAY ACTIVITIES - WAUCHOPE**

**Presented by: Community & Organisational Development, Lesley Atkinson**

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### **RECOMMENDATION**

**That the information provided by Wauchope Rotary Club on their proposed Australia Day celebrations be noted.**

### **Discussion**

That the representatives from the Wauchope Rotary Club provide an update on the activities/celebrations proposed for Australia Day 2014 to be held on Bain Park, Wauchope.

Now that the All Abilities Playground has been installed, details to be provided on the preferred location on Bain Park for the official program to be conducted.

Details to be provided surrounding any further discussions held to date with Wauchope RSL Club representatives regarding the use of their auditorium as a wet weather venue. Update to be provided, if possible, on what activities proposed for Bain Park, that the Wauchope RSL Club would permit, and that could be successfully moved indoors to the RSL premises in the event of wet weather.

### **Attachments**

Nil

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**Item: 10**

**Subject: AUSTRALIA DAY ACTIVITIES - PORT MACQUARIE**

**Presented by: Community & Organisational Development, Lesley Atkinson**

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**RECOMMENDATION**

**That the information provided by Tacking Point Lions Club on their proposed Australia Day celebrations in Port Macquarie be noted.**

**Discussion**

That the representatives from the Tacking Point Lions Club provide any updates since the last meeting on the activities/celebrations proposed for Australia Day 2014 to be held on Town Green, Port Macquarie.

In accordance with the Minutes of the last meeting, further discussion is required on identifying a suitably sized venue to conduct the official program should the need arise to transfer from Town Green due to wet weather.

**Attachments**

Nil



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**Item: 11**

**Subject: AUSTRALIA DAY SUB-COMMITTEE MEETING SCHEDULE**

**Presented by: Community & Organisational Development, Lesley Atkinson**

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**RECOMMENDATION**

**That the Sub-Committee members note the following Meeting Schedule for 2013/14.**

**Discussion**

That the Australia Day Sub-Committee members note the Meeting Schedule set out below:

- Friday 16 August 2013
- Friday 20 September 2013
- Friday 18 October 2013
- Friday 15 November 2013
- Friday 13 December 2013 (Australia Day Awards determination)
- Friday 17 January 2014

All meetings will commence from 8.30am and would be held in the ground floor Function Room of Council Offices, corner Burrawan and Lord St. Port Macquarie.

**Attachments**

Nil