



Australia Day Sub-Committee

Business Paper

date of meeting: Friday 25 November 2016

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

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	27/11/15	18/12/15	15/01/16	19/02/16	23/09/16	28/10/16
Councillor Peter Besseling (Mayor)	✓	✓	✓	A	X	
Councillor Mike Cusato	✓	A	✓	✓	X	
Tacking Point Lions Club Representative	✓	✓	✓	✓	✓	✓
Tacking Point Lions Club Representative	A	A	✓	✓	✓	✓
Wauchope Rotary Club Representative	✓	✓	✓	✓	✓	✓
Laurieton Rotary Club Representative	✓	✓	✓	✓	✓	✓
Laurieton Rotary Club Representative	✓	✓	✓	✓	A	✓
Non-voting				✓		
Lucilla Marshall (Group Manager Community Development) Juliet Priest (alternate) Paul Koch (alternate)	✓	✓	✓	✓	✓	A
Jenny Mead (Place Facilitator - Events)	A	✓	✓	✓	A	✓

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



**PORT MACQUARIE
HASTINGS**

Australia Day Sub-Committee Meeting
Friday 25 November 2016

Items of Business

Item	Subject	Page
01	Acknowledgement of Country	<u>5</u>
02	Apologies.....	<u>5</u>
03	Confirmation of Minutes	<u>5</u>
04	Disclosures of Interest.....	<u>11</u>
05	Business Arising from Previous Minutes.....	<u>15</u>
06	2017 Aquatic Activities - Port Macquarie	<u>16</u>
07	2017 Port Macquarie-Hastings Australia Day Awards	<u>17</u>
08	2017 Australia Day Ambassador Program	<u>20</u>
09	2017 Australia Day Celebrations - Laurieton	<u>22</u>
10	2017 Australia Day Celebrations - Wauchope	<u>23</u>
11	2017 Australia Day Celebrations - Port Macquarie.....	<u>24</u>
12	2017 Australia Day Sub-Committee Meeting Schedule	<u>25</u>
13	General Business	



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 28 October 2016 be confirmed.

PRESENT

Members:

Tacking Point Lions Club representative - Malcolm Merrick
Tacking Point Lions Club representative - Duncan Wyndham
Wauchope Rotary Club representative - Andy Neal
Laurieton Rotary Club representative - Graham Hare
Laurieton Rotary Club representative - Phil Hafey

Other Attendees:

Tacking Point Lions Club representative - Janice McGilchrist
Wayne Evans OAM - Sailability NSW PMQ Volunteer
Rick Eller - Sailiability NSW PMQ Volunteer
Jenny Mead (PMHC Community Events Coordinator)

The meeting opened at 9.08am.

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

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apology received from Lucilla Marshall be noted and accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the following amendments be made to the Minutes of the Australia Day Sub-Committee Meeting held on 23 September 2016.

1. Attendees - Wayne Evans OAM not Wayne Evans AM. Phil Hafney should be Phil Hafey.
 2. Item 9 - 2017 Australia Day Celebrations Laurieton - Item 4 remove the word "not" to indicate that they do wish to hold a Citizenship Ceremony as part of their celebrations.
-

-
3. Item 10 - 2017 Australia Day Celebrations - Wauchope - Item 2 change the time from 11.30am - 1.30pm to 11.00am - 1.00pm.
-

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

1. That the Sub-Committee note the information in the Business Arising from Previous Minutes report and the verbal updates provided at the meeting.
 2. That following the advice that Cameron Marshall is not available to Emcee the proposed 2017 Australia Day Aquatic Activities planned for Australia Day, that Council's Community Events Coordinator contact Michael Spooner from ABC to determine his interest and availability to Emcee the activities.
 3. That Council's Corporate Events Coordinator make further enquiries with the Mayor's Office to confirm when letters were prepared and forwarded to community groups regarding the 2017 Australia Day Awards. Feedback to be provided via email to the Sub-Committee once a response has been received.
-

06 2017 AQUATIC ACTIVITIES - PORT MACQUARIE

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2017 Aquatic Activities - Port Macquarie report and the verbal updated provided at the meeting.
2. That the Sub-Committee and Council note that the Police Launch will arrive from Coffs Harbour on the afternoon of Wednesday, 25 January 2016. As the wharf alongside the previous Seafood Cooperative was utilised in previous years by the Police Launch, and this is no longer available, Council is requested to arrange for permission for the Police Launch to utilise Lady Nelson Wharf. Feedback on this request to be provided at next meeting.

Both Rick Eller and Wayne Evans OAM left the meeting at 9.30am.

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 Council's Community Events Coordinator extend invitations to all Federal and State Members of Parliament to attend the Australia Day Awards Presentation to be held at the Glasshouse on the evening of Wednesday, 25 January 2017 from 6.00pm to 8.00pm. Only speeches to be delivered from the Mayor and the Australia Day Ambassador.
 3. That suitable entertainment be sought for the event. Format to include an opening vocalist for the singing of "I am Australian", entertainment after two award categories - before the third and final award category and following the final award, the singing of the National Anthem. Council's Corporate Events Coordinator to source and provide update at the next meeting.
-

08 2017 AUSTRALIA DAY AMBASSADOR PROGRAM

CONSENSUS:

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

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 Laurieton Rotary Club members forward copies of their written approvals to hold their Australia Day Celebration commencing from 8.00am - 9.30am at the top of North Brother Mountain from the Reserve Trustee Manager - National Parks and Wildlife Service, and the local Bunyah Aboriginal Land Council.
 3. That the Laurieton Rotary Club write to local Federal and State Members inviting them along to their celebrations.
 4. That the Laurieton Rotary Club submit to Council their budget estimates, Certificate of Currency for insurance, Risk Assessment, site plan, shuttle bus schedule and Program, along with copies of the approvals referred to in Item 2 above, as soon as possible.
-

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 the Sub-Committee note that the Wauchope Celebrations will commence from 11.00am and run through to 1.00pm.
3. That the Sub-Committee note that the Official Ceremony will be held in the Showground Hall with an additional number of chairs to be sourced and provided in an effort to provide seating for all attendees.
4. That the Wauchope Scouts will raise the flags in the Showground Hall as part of the official ceremony.
5. That the Wauchope Rotary Club write to all local Federal and State Members of Parliament inviting them along to their celebrations advising of the official ceremony time.

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 provided via email prior to the meeting that Council's Infrastructure Services Division have advised that all tents/marquees to be installed on Town Green are to be weighed down not pegged down.
3. That it be noted that the Tacking Point Lions Club tabled their budget estimate, Certificate of Currency for insurance, Risk Assessment and site plan for lodgement with Infrastructure Services. Council's Community Events Coordinator to lodge application on their behalf.

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 the remainder of 2016. The next Australia Day Sub-Committee meeting will be held at 9.00am on 25 November 2016.

This meeting time change for the November meeting is required to accommodate the attendance at the meeting of Council's Community Events Coordinate who will be bumping out equipment on the same morning after Council's Countdown to Christmas event the night before.

13 GENERAL BUSINESS

Nil.

The meeting closed at 10.25am.

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>) ⁱ	
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.
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 <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 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, in collaboration with Volunteers - Rick Eller and Wayne Evans OAM and volunteers from the Port Macquarie Marine Rescue, will plan, stage and deliver a number of aquatic activities along the Hastings River as part of the proposed Australia Day Celebrations being planned for Port Macquarie in 2017.

Three (3) interested parties/stakeholders meetings have now been held (5 October, 26 October and 9 November 2016) at the Marine Rescue Office. The last meeting was well attended, with a good representation from a number of aquatic groups/clubs, and considered a very successful meeting. The attendees are working through the draft Event Brief in an effort to get that finalised as soon as possible to enable the final version to be forwarded to Roads and Maritime Services.

A further request has been sent to all owners of vessels participating in the Aquatic Activities to provide the following documentation to Council by no later than 18 November 2016.

- Certificate of Vessel Registration (motorised vessels only)
- Insurance Certificate of Currency
- Operational Plan
- Risk Assessment - Including Man Overboard procedures

A further update on the proposed aquatic activities is to be provided by Rick Eller and Wayne Evans OAM at the meeting.

Attachments

Nil

Item: 07

Subject: 2017 PORT MACQUARIE-HASTINGS AUSTRALIA DAY AWARDS

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

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

Discussion

The Port Macquarie-Hastings 2017 Australia Day Awards opened on 10 October 2016. Online nominations (via Council's website) will be received up until close of business on 25 November 2016.

Nominations successfully submitted will be downloaded and made available for Sub-Committee members to collect from the Council HQ office on Friday 2 December 2016. Determination of the award recipients will be determined at the Australia Day Sub-Committee meeting set down for Friday 16 December 2016. The Australia Day Presentation Evening will take place in the Glasshouse Theatre on Wednesday 25 January 2017.

Attachments

1 [View](#). 2016 PMHC Australia Day Awards Presentation Program



A W A R D S P R O G R A M

MONDAY 25 JANUARY 2016
GLASSHOUSE THEATRE
6.00PM-8.00PM

ADVANCE AUSTRALIA FAIR

*Australians all let us rejoice,
For we are young and free;
We've golden soil and wealth for toil;
Our home is girt by sea;
Our land abounds in nature's gifts
Of beauty rich and rare;
In history's page, let every stage
Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.*

*Beneath our radiant Southern Cross
We'll toil with hearts and hands;
To make this Commonwealth of ours
Renowned of all the lands;
For those who've come across the seas
We've boundless plains to share;
With courage let us all combine
To Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.*



AWARDS PROGRAM

- > Doors open from 5pm
- Glasshouse Bar available from 5pm for beverage purchase
- > Theatre doors open from 5.45pm
- > Event commences at 6pm
- > MC for the evening - Mrs Lynn Lelean
- > Welcome to Country by Birpai Elder Uncle Bill O'Brien
- Song: *I am Australian* performed by Ruby Dickson
- Addresses by local dignitaries including:
 - > Councillor Peter Besseling - Mayor of Port Macquarie-Hastings Council
 - > Dr David Gillespie - Federal Member for Lyne
 - > Mrs Leslie Williams - State Member for Port Macquarie
 - > Bruce Venables, Judy Nunn AM - 2016 Australia Day Ambassadors to the Hastings
- > First Category to be awarded - **Community Group of the Year**
Entertainment by Kylie & Troy
- > Second Category to be awarded - **Senior Citizen of the Year**
Entertainment by Kylie & Troy
- > Third Category to be awarded - **Young Citizen of the Year**
Entertainment by Kylie & Troy
- > Final Category to be awarded - **Citizen of the Year**
Final Address by Mayor Besseling
- National Anthem: *Advance Australia Fair* performed by Ruby Dickson
- > Glasshouse Bar available for 30 minutes after event finishes for beverage purchase

BRUCE VENABLES and JUDY NUNN AM**2016 AUSTRALIA DAY
Ambassadors to Port Macquarie-Hastings**

Bruce was born in Hobart. He was a Detective 1st Class in the Tasmania Police and later served as an Inspector in the Royal Hong Kong Police Force during the 1970s.

In 1984 Bruce met his wife actress and author Judy Nunn and entered the world of acting and writing for stage, film and television. He's appeared in far too many TV shows and films to list here, but most recently he was in Channel 9's *Underbelly: Badness, Rake* and the highly acclaimed ABC miniseries *Devil's Dust*.

As an author, Bruce has written four novels all published by Random House, the first, *A Necessary Evil* set in the NSW Police "bad old days" of the 1950s-70s. He followed it up with three novels known as the *Hong Kong Trilogy* the first being *The Time of the Dragons*, the second *Two Tigers One Mountain* and the third, *Scattered Monkeys* was released on 1st July 2014.

Bruce is also a fine poet, his work *The Spirit of the Bush* was published by Random in 2003 and he donated the proceeds to the Drought Relief Appeal. On Anzac Day 2007 he was invited, by the Australian Government, to read his collection of five poems called *The Gallipoli Sonnets* at the Official Remembrance Service at Lone Pine Memorial in Gallipoli, Turkey.



Perth born Judy Nunn is without doubt a true blue Australian icon. As a young stage actress she sailed to England and trod the boards of London and the provincial theatres of the UK and on her return to Australia served seasons as leading actress with nearly all of the country's major theatre companies. She also achieved international recognition in Australian television shows such as *Sons & Daughters*, *Prisoner* and the hugely successful *Home & Away*.

Not satisfied to rest on her acting laurels, Judy decided upon a radical career change and began to write. At first it was children's fiction with *Eye in the Storm* and *Eye in the City*, then, she took to adult fiction with a vengeance and the rest is history. Judy is now one of Australia's most popular fiction writers, a dinky-di blockbuster author with thirteen bestselling novels to her name, most recently *Maralinga*, *Tiger Men*, *Elianne* and her latest, *Spirits of the Ghan*. She is also well established internationally, her books being published in a variety of languages throughout the United Kingdom and continental Europe.

In last year's Honours List Judy was made a Member of the Order of Australia for services to the arts as a stage and screen actor and scriptwriter, and to literature as an author.

Item: 08

Subject: 2017 AUSTRALIA DAY AMBASSADOR PROGRAM

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

No additional information since the October Meeting.

There are five stages to the 2017 Australia Day Ambassador Program.

1. Stage One: Information and Registration
 1. Online registration to be included in the Ambassador Program completed on 21 September 2016.
2. Stage Two: Marketing and Communications
 2. ADCNSW will distribute information about the 2017 Australia Day Ambassador marketing campaigns, messages, themes etc. ADCNSW have requested information by the end of November 2016 about proposed Australia Day Events in our LGA.
3. Stage Three: Notification of Australia Day Ambassador to LGAs
4. Stage Four: Preparation and Delivery - Accommodation/travel Plans
5. Stage Five : Evaluation

A copy of the Local Government Area timeline is attached.

Attachments

1 [View](#). Australia Day Council of NSW Timeline for Amabassador Program



**Australia Day Ambassador Program 2017
Local Government Area Timeline**

TASK	DUE DATE	COMPLETED
<p>Online Registration Form to be completed and submitted to the ADCNSW.</p> <p>Completed Registration Forms must include;</p> <ul style="list-style-type: none"> - The duration an Ambassador is required - Australia Day Event information - Event venues - Approximate start and finish times - Recommended method of travel 	10 October 2016	Done 21/9.
Certificate orders to be submitted online to the ADCNSW for the Local Citizen of the Year Awards Program.	10 October 2016	Done 21/9.
Submit event details to be put on the Australia Day website or other publications	November 2016	
<p>STAGE THREE: NOTIFICATION</p> <p>Once your registration from Stage One is received, ADCNSW will commence confirmation of your 2017 Australia Day Ambassador. The ADCNSW will contact you once this has been confirmed.</p>		
TASK	DUE DATE	COMPLETED
<p>In the lead up to your Australia Day celebrations you are required to provide the ADCNSW with the below information.</p> <p>Final Program details, including:</p> <ul style="list-style-type: none"> - Changes to venues, times or dress code - Confirmed accommodation details - Final contact details for the Ambassador's Chaperone, including the name of the person collecting the Ambassador from the Airport (if relevant) <p>Additional information, if relevant:</p> <ul style="list-style-type: none"> - Suggested speech topics - Possible activities you would like your Ambassador to be involved in - A list of VIPs that will be present at the community celebrations, so your Ambassador can acknowledge the VIPs in their address 	November 2016	
<p>STAGE FOUR: PREPARATION AND DELIVERY</p> <p>ADCNSW will email the Ambassador's final travel itinerary, photograph and biography details. The Australia Day Ambassador Lapel Pin will be sent in the mail.</p> <p>ADCNSW will distribute Local Citizen of the Year certificates.</p>		
TASK	DUE DATE	COMPLETED
Online evaluation form to be completed.	February 2017	
Forward any photographs and media clippings from your Australia Day celebrations to the ADCNSW.	February 2017	

Australia Day Council of New South Wales
GPO Box 5341 Sydney NSW 2001 | ABN 34 945 244 274
Phone: (02) 9228 5016 | E: adcommunity@dpc.nsw.gov.au

Item: 09

Subject: 2017 AUSTRALIA DAY CELEBRATIONS - LAURIETON

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

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.

Discussion

That the representatives from the Rotary Club of Laurieton provide an update on their proposal to hold their Australia Day Celebrations on top of North Brother mountain.

The update to include the status of gaining approval from the local Bunyah Land Council, and Reserve Trust Managers - National Parkes and Wildlife Service to stage the proposed event.

Further information to be provided on where the activities/celebrations are to be held on the site and the proposed wet weather contingency plan should the weather on the day be unfavourable.

Once the above necessary approvals have been received, Laurieton Rotary to submit the following documentation to Council prior to the end of November.

- Budget estimate
- Risk Assessments
- Draft Program of activities from 8.00am - 10.00am

Attachments

Nil

Item: 10

Subject: 2017 AUSTRALIA DAY CELEBRATIONS - WAUCHOPE

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

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.

Discussion

That the representatives from the Rotary Club of Wauchope provide an update on the activities proposed for inclusion in their Australia Day 2017 celebrations to be held at the Wauchope Showground.

Wauchope Rotary to submit to Council the following documentation:

- Budget estimate
- Risk Assessment

A copy of the "Draft" 2017 Wauchope Australia Day Program is to be provided at the meeting.

Attachments

Nil



Item: 11

Subject: 2017 AUSTRALIA DAY CELEBRATIONS - PORT MACQUARIE

Presented by: Community and Economic Growth, Liesa Davies

RECOMMENDATION

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.

Discussion

That the representatives from the Tacking Point Lions Club provide an update on their activities proposed for Australia Day 2017 to be held on Town Green, Port Macquarie.

Tacking Point Lions Club to submit to Council the following documentation:

- Budget estimate
- Risk Assessment
- Port Macquarie Program for Australia Day 2017

Attachments

Nil



Item: 12

Subject: 2017 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 the remainder of 2016. The next Australia Day Sub-Committee meeting will be held at 8.40am on 16 December 2016.

Discussion

The remainder of the 2016 Meeting schedule is outlined below. As previously advised electronic meeting invites have been forwarded to those who use Outlook. Sub-Committee members who do not use Outlook are reminded to please enter these dates in their diary.

A reminder that the recipients of the 2017 PMHC Australia Day Awards, will be determined at the December meeting.

- January 2017 (TBA)
- February 2017 (Debrief - TBA)

Attachments

Nil