

# MINUTES

## Australia Day Awards Advisory Group

**Date:** Monday 21 November 2022

**Time:** 4:42 pm to 5:20 pm

**Location:** Council Chambers / Boardroom (Shire Hall) and via Zoom

<b>Members</b>	<b>Present</b>	<b>Apology</b>
Councillor Bev Spearpoint	•	
Councillor Suzie Brandstater (Chair)	•	
Rob Moran, Manager Community Services	•	
Alannah Keating, Events Project Officer		•
<b>Group Members</b>		
John Churchill	•	
Sharon Robertson	•	
Sandra Harlor	•	
Karl Klein	•	
Karen Fist	•	
<b>Guests</b>		
Emily Plews, Youth Development Officer	•	

<b>Item</b>	<b>Key Speaker (s)</b>	<b>Agreed Actions</b>
<b>1. Acknowledgement of country</b>	Rob Moran	
<b>2. Disclosure of interests</b>	Chair	No disclosures made
<b>3. Attendance and Apologies</b>	Chair	Attendance and Apologies noted above
<b>4. Confirmation of previous minutes</b>	Minutes confirmed by Karl Klein Minutes seconded by Sandra Harlor	

<b>5. Business Arising</b>	<p>Updating Terms Of Reference (TOR) statements to be added</p> <ul style="list-style-type: none"> <li>• Voting criteria needs to be inserted into the Terms Of Reference</li> <li>• Advisory Group allowed to change category of nomination</li> <li>• Advisory Group Members &amp; Council Staff cannot nominate individuals for Australia Day awards</li> <li>• Mayor, Councillors and Advisory Group members have voting rights regarding nominations for Australia Day awards</li> <li>• In the case of a member of the Advisory Group being nominated for an award, the advisory group member is to either- a) stand down from the advisory group and accept nomination or b) respectfully decline nomination due to their commitment to the advisory group</li> </ul>	Alannah
	<p>Update to Nomination Categories</p> <ul style="list-style-type: none"> <li>• Include Children under 12 category in the awards</li> </ul>	Alannah
	<p>Promotion of nominations for Australia Day Awards</p> <ul style="list-style-type: none"> <li>• Cr Spearpoint contacted District Reporter</li> <li>• Sandra Harlor contacted District Gazette</li> <li>• Sharon Robertson contacted Good Morning Macarthur</li> <li>• People SRG confirmed advertising will be paid for from budget</li> <li>• Sharon Robertson to contact the Wollondilly Express</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Completed</li> <li>• Action Sharon Robertson</li> </ul>
<b>6. General Business</b>	<p>Australia Day BBQ</p> <ul style="list-style-type: none"> <li>• Rob Moran updated Picton Rotary is unable to provide the BBQ</li> <li>• We are Community will be providing the Australia Day BBQ</li> <li>• Group discussed different organisations who could provide BBQ in future</li> <li>• Council to ensure correct checks are done with We Are Community- insurance, WWCC, food handling certs</li> </ul>	<ul style="list-style-type: none"> <li>• Action Alannah</li> </ul>
	<p>Market Stalls for Australia Day</p> <ul style="list-style-type: none"> <li>• Rob updated group- 2 stalls have registered for Australia Day</li> <li>• Advertisement for stall holders will continue</li> <li>• Community information stalls, Councils stalls, merchandise and food stalls, fishing competition, water slide and jumping castle and music will all be apart of the Australia Day Celebrations</li> </ul>	

	<p>General Australia Day celebration update</p> <ul style="list-style-type: none"> <li>• Rob confirmed free coffee, tea and lamingtons will be provided at the ceremony</li> <li>• Rob updated the group on new Australia Day Banners Council has purchased which will be used for Australia Day 2023</li> <li>• Smoking ceremony to take place for Australia Day 2023</li> <li>• Group discussed ways to include First Nations people and culture respectfully as much as possible in Australia Day 2023</li> <li>• Rob to follow up with Mayor Gould regarding Uluru Statement From The Heart</li> <li>• Options of amusement rides and entertainment to be shared with the group</li> </ul>	<ul style="list-style-type: none"> <li>• Action Rob</li> <li>• Action Alannah</li> </ul>
	<p>Nomination discussion</p> <ul style="list-style-type: none"> <li>• Rob updated group- Nominations are low</li> <li>• Sharon suggested incentive for community members who nominate go into a draw to win prizes</li> <li>• Council to promote incentive to try and boost nominations</li> <li>• Group members to approach local business to gain vouchers- <ul style="list-style-type: none"> <li>• Karl to approach BP</li> <li>• Sharon to approach Super IGA and Toyshop</li> <li>• Sandra to approach local business in Warragamba</li> <li>• Karen to approach Camden Valley Inn</li> <li>• Cr Spearpoint to try and approach local business' also to gain prizes</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Group agreed to prize incentive</li> <li>• Action Alannah</li> <li>• Action Karl, Sharon, Sandra, Karen and Councillor Spearpoint</li> <li>• Action to be completed by 6 January</li> </ul>
	<p>Discussion of voting date for nominations</p> <ul style="list-style-type: none"> <li>• Group discussed what date voting would take place on, some attendees expressed wanting to be physically present for voting on nominations</li> <li>• Rob stated Council needs voting to be completed at the latest by 10 of January due to operational reasons</li> <li>• Group agreed Monday 9 of January would be the date of voting on Australia Day Nominations</li> <li>• Mayor, Councillors and Advisory Group Members to vote on nominations</li> </ul>	<ul style="list-style-type: none"> <li>• Group agreed 9 January to be voting day</li> </ul>
<p><b>Next Meeting –</b></p>	<p>Monday 5 December 2022, 4.30pm to 6.30pm, Banksia Boardroom, The Shire Hall or on Zoom</p>	
<p><b>Meeting Closed –</b></p>	<p>5.19pm</p>	