



Minutes of Australia Day Awards Committee Meeting

Monday 17 October 2022 at 4:00pm

Held: Council Chambers Boardroom, Shire Hall

Attendees: Cr Beverley Spearpoint, John Churchill, Karl Klein, Sandra Harlor, Sharon Robertson, Rob Moran, Alannah Keating

Online Attendees: Karen Fist

Apologies: Cr Suzy Brandstater, Barry McConville

The meeting was chaired by Cr Beverley Spearpoint and declared open at 4:30pm.

Item	Action/Officer
1 Acknowledgement of Country	
Cr Beverley Spearpoint delivered the acknowledgment.	N/A
2 Disclosure of Interest	
No disclosure of interest	N/A
3 Attendance and Apologies	
See Above	
4 Confirmation of Minutes	
Confirmed by: Seconded by:	
5 Tasks/Actions	
<i>General Business - Meeting Time Change</i> Confirmation that all future Australia Day Awards Committee Meetings will take place between 4.30pm – 6.30pm.	Completed
<i>General Business – Committee Members Contact Details</i> Committee members agree to share contact details for other committee members records.	Completed
<i>Item 2 – Inclusion of Voting Criteria in Terms of Reference</i> Include Voting Criteria as previously agreed upon into the new Australia Day Awards Committee Terms of Reference.	Alannah
<i>Item 3 – Promotion of Nominations</i> Cr Spearpoint to contact District Reporter, Sandra Harlor to contact District Gazette & Sharon Robertson to contact Good Morning Macarthur to request inclusion of Australia Day Nominations in print & online advertisement.	Cr Beverley Spearpoint Sandra Harlor Sharon Robertson

6 Items for Discussion	
<p>1. Location of Australia Day Ceremony Stage</p> <ul style="list-style-type: none"> • Construction of Botanic Gardens stage to impact location of Australia Day stage. • The Australia Day stage and ceremony will now take place facing the green lawn, with flag poles to be visible over the stage hoecker. • All elements of the ceremony and proceedings will run as usual in the new location. <p>2. Voting Criteria & Process for Australia Day Awards</p> <ul style="list-style-type: none"> • Request to incorporate previously amended and agreed upon voting criteria and voting schedule into the Terms of Reference for the Australia Day Awards committee. • Potential for committee to nominate a Special Award as per Awards Criteria • Request to look into option for individuals 12 years and under to be nominated for an award. • Committee agreeance that the Voting Closure Date may be extended to Friday 6th January, preceding the first committee meeting for the 2023 year. <p>3. Promotion of Nominations</p> <ul style="list-style-type: none"> • Request for further promotion of Nomination Period. • Focus on a more frequent social media presence on Wollondilly Shire Council's Facebook page. • Cr Beverley Spearpoint requests to include nominations in print media advertising. • Cr Beverley Spearpoint to contact District Reporter • Sandra Harlor to contact District Gazette • Sharon Robertson to contact Good Morning Macarthur • Nomination forms to be distributed at Mt Hunter Community Meeting by Cr Spearpoint. <p>4. Inclusion of Market Stall Trading to Australia Day Celebrations</p> <ul style="list-style-type: none"> • Committee unanimously agree that Market Stalls will be introduced to the Australia Day Celebrations for trading. • Market Stall and Food Truck trading will be the only elements of the celebrations which will incur a cost to the attendees. All other event elements to remain free of charge to attendees. • Committee requests that a focus on local business is implemented when selecting potential event stall holders. • Committee acknowledges that alternative Community BBQ options may be required due to the Picton Rotary Community BBQ facing challenges at present. <p>5. Children's Amusement Rides</p> <ul style="list-style-type: none"> • Committee agrees that no animals will be utilised for amusement or entertainment at the Australia Day celebrations 2023 • The usual offering of rides will be invited to participate • Large inflatable amusements are currently facing difficulties due to insurance premiums. The committee acknowledges that the inflatable water slide may not be available for 2023 celebrations. 	<p><i>Alannah to have prepared for next committee meeting</i></p> <p><i>Alannah to check</i></p> <p><i>Cr Beverley Spearpoint Sandra Harlor Sharon Robertson</i></p>

7	General Business	
	<p>1. Meetings</p> <ul style="list-style-type: none"> • All future committee meetings will be held from 4.30pm – 6.30pm moving forward. • For online presence, the Zoom software application will be used for all future meetings. <p>2. Contact Details</p> <ul style="list-style-type: none"> • Committee unanimously agree to distribute contact details to all members. 	
8	WHS	
	No WHS issues were reported	

There being no further business to discuss, the meeting was declared closed at 5.05pm

Next Meeting Date:

- **Monday 21st November, 4.30pm – 6.30pm**

Future Meeting Dates:

- Monday 5th December, 4.30pm – 6.30pm
- Monday 19th December, 4.30pm – 6.30pm
- Monday 9th January, 4.30pm – 6.30pm
- Monday 16th January, 4.30pm – 6.30pm
- Monday 23rd January, 4.30pm – 6.30pm
- Monday 30th January, 4.30pm – 6.30pm