



Shire of
Narrogin
Love the life

**MINUTES
AUSTRALIA DAY AND HONOURS ADVISORY
COMMITTEE MEETING**

7 FEBRUARY 2023

Commencing at 12:00 pm

Committee Room
Shire of Narrogin
89 Earl Street
Narrogin WA 6312

The Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of Australia Day and Honours Advisory Committee.

Signed:
(CEO)

Date 07/02/2023

These minutes were confirmed at the Australia Day and Honours Advisory Committee Meeting held on 26/01/23

Signed:

(Presiding Person at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koorra wer boorda.

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Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille

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Please note that meetings may be recorded for minute taking purposes.

CONTENTS

1.	OFFICIAL OPENING	5
2.	RECORD OF ATTENDANCE/APOLOGIES	5
3.	DECLARATION OF INTEREST BY COMMITTEE MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA	5
4.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE AUSTRALIA DAY AND HONOURS ADVISORY COMMITTEE	6
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	6
6.	PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS	6
7.	MATTERS WHICH REQUIRE DECISION	6
7.1	POST EVENT DEBRIEF	6
8.	GENERAL BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING	7
9.	CLOSURE OF MEETING	8

AUSTRALIA DAY AND HONOURS ADVISORY COMMITTEE MEETING

7 FEBRUARY 2023

1. OFFICIAL OPENING

The Presiding Member Leigh Ballard declared the meeting open at 12:13 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr J Early – Elected Member

Cr M Fisher (Proxy if required)

Cr R McNab – Narrogin Chamber of Commerce (Proxy if required)

Mrs C Mahony – Community Member

David Russell – Lions Club Narrogin

Staff (Non-voting)

Mr D Stewart – Chief Executive Officer

Ms S Guy – Manager Community Leisure and Culture

Mrs V Ward – Executive Officer

Ms A Prysiazna – Community Development Support Officer

Apologies

Nil

Absent

Nil

Visitors

Nil

3. DECLARATION OF INTEREST BY COMMITTEE MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE AUSTRALIA DAY AND HONOURS ADVISORY COMMITTEE

OFFICER'S RECOMMENDATION & COMMITTEE DECISION

Moved: Cr Early

Seconded: Cr McNab

That the minutes of the Australia Day and Honours Advisory Committee Meeting held on 17 January 2023 be confirmed, as an accurate record of the proceedings.

CARRIED: 5/0

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

6. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

7. MATTERS WHICH REQUIRE DECISION

7.1 POST EVENT DEBRIEF

What worked well:

- Location – Alby Park
- Welcome to Country
- Free Unity Pins merchandise
- Musical Band – Russell Gooley and Matt Hough
- Hockey Club coffee machine
- Giant games.

What didn't go so well:

- There was no shade over award participants (in front of the stage)
- Clubs started cooking too early and some of the food was a little bit cold.

What did we learn:

- Alby Park needs shaded area. Options to be searched
- Do not move seats closer to the stage as there is no space to go on stage then and e.g. Smoking Ceremony was not performed where it supposed to be (in front of the stage)
- There was not enough advertisement in local Facebook Groups
- It is too early to start evening movie at 7:30pm

- Special cooking requests might be implemented for a gold coin donation when the public holiday is on Friday, Saturday, Sunday, or Monday. Less people who attend – more personal touch to the event organisation
- Clubs might want to raise money on the day of the event (e.g. donation jar)
- If there is live music, BBQs should be away from the music (too loud).

What will we do next time:

- Advertise Australia Day Event in different local Facebook Groups (e.g. Ngn Chat)
- Start evening movie after it gets dark
- Set up marquees over the BBQs
- Have sides for marquees
- Set up all marquees in one area instead of setting them separately
- Set up more flags and Australia Day décor at entrance for more visibility
- Consider smaller frames for certificates
- Store butter portions in a thermal bag
- Advertise BYO cups/cutlery (there will be still everything available on the day for those who doesn't bring theirs)
- Narrogin Fruit Market agreed to provide minimum food supply (e.g. 5kg of bacon) with potentially us coming to take more if we need – to avoid food waste
- Fruit to be ordered on the big serving plates rather than individually packed containers.

7.2 PROPOSED MEETING DATES

In 2024, the Shire's Australia Day Community Breakfast will take place on Friday 26 January. Taking in consideration that the next state-wide ordinary elections are scheduled for Saturday 21 October 2023 the Administration proposes the following dates for the Australia Day and Honours Advisory Committee to meet to develop and make recommendations to Council, matters relating to the 2024 Australia Day event.

OFFICER'S RECOMMENDATION & COMMITTEE DECISION

Moved: Cr Early

Seconded: K Weaver

The meetings of the Australia Day and Honours Advisory Committee for 2023-2024 be held as follows, commencing at 12.00 pm;

1. Tuesday 10 October 2023 - (assess the number of received nominations if needed review nominations from the nomination pool. Nominations close 31 October);
2. Tuesday 7 November 2023 - (Pre-event, determine venue, format, setup/layout, catering, Nominees recommended to Council);
3. Tuesday 9 January 2024 - (approve program);
4. Tuesday 6 February 2024 - (event debrief).

8. GENERAL BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

Ms Mahony suggested to have a Sport Award Category. However, the Community Citizen of the Year Awards has the following categories only:

1. Community Citizen of the Year
2. Community Citizen of the Year – Youth (under 25 years of age)
3. Community Citizen of the Year – Senior (over 65 years of age)
4. Active Citizenship – group or event

It was suggested to encourage locals to nominate outstanding sportsmen that made significant contribution to the local community by nominating them using one of the above categories, if relevant and that there wasn't general support from the Committee to conduct a separate Sports Awards Event through this Committee.

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 1:10 pm.

The next meeting of the Australia Day and Honours Committee will be held at 12.00 pm on Tuesday 10 October 2023 at this same venue.