

PRESENT

Members:

Bruce Hardy
Brian Peel
Mitch McKay
Patricia Johnson OAM
Deborah Doyle
Noel Hoffman
Chantelle Perkins

Other Attendees:

Yoshiya Sakatmoto - Observer
Jenny Mead - PMHC Place Facilitator - Events

The meeting opened at 4:35pm.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Mayor Peter Besseling, Councillor Trevor Sargeant Graeme Cook, Corbi Wentzell and Lucilla Marshall be noted and accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Port Macquarie-Handa Sister City Sub-Committee Meeting held on 2 June 2016 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

05.01 EMAIL DETAILS FOR BELINDA HADFIELD

CONSENSUS:

That Council's Place Facilitator - Events provide Chantelle Perkins with the email details for Belinda Hadfield - EA to the Principal of MacKillop Senior College.

06 2016 BOOKINGS AND FINANCIAL UPDATES

CONSENSUS:

1. That the Sub-Committee note the information outlined in the 2016 Bookings and Financial Updates Report and verbal update provided at the meeting.
2. That Chantelle Perkins and Deb Doyle arrange a time to meet and organise the purchase of a suitable gift locally to be presented to the Principal of Handa Higashi Senior High School.

07 2016 HANDA HIGASHI SENIOR HIGH SCHOOL STUDY TOUR

CONSENSUS:

1. That the Sub-Committee note and discuss the information contained in the 2016 Handa Higashi Senior High School Study Tour report.
2. That the Sub-Committee note that at the time of the meeting, no update had been received from MacKillop Senior College regarding the offer put forward by the Sub-Committee to meet with host families.
3. It be noted that Chantelle Perkins will source a number of suitable "food" vouchers to be included in the Host Family Information Packs. The letter to food vendors is not required for this year's study tour.

08 2016 STUDY TOUR ITINERARY

CONSENSUS:

1. That the Adults Itinerary be updated to include the names of the Sub-Committee members who have indicated their availability to assist throughout the 5 day Study Tour as discussed at the meeting.
2. That once Council's Place Facilitator - Events has received advice from the Mayor - Council Peter Besseling and Councillor Sargeant regarding their availability to chaperone the visiting teachers on throughout the day on Saturday 30 July or to attend the Laurieton "Christmas in July" event that evening, the Sub-Committee will be advised via email. A copy of the finalised Adults and Students Itineraries will be emailed out to the Sub-Committee members after they have been finalised.
3. That Council's Place Facilitator - Events contact the Port Fresh Seafood in Short Street no later than Monday 1 August to confirm the arrangements made by Deb Doyle regarding the provision of fish carcasses for the "pelican feeding" to take place on the Wednesday morning, the last day of the Study Tour.

09 ECONOMIC RELATIONSHIP

CONSENSUS:

That the Sub-Committee members note the information outlined in the Economic Relationship Report.

10 2016 MEETING DATES

CONSENSUS:

1. That the Sub-Committee members note the dates listed in the report for the remainder of 2016 and determine whether the 4 August meeting should proceed or be cancelled.
2. That the Sub-Committee note that the due to the upcoming Council Elections in September Council will move into caretaker mode from 11 August until the Australian Electoral Commission announces the new Council. As a result the meeting set down for 1 September will not be held. Council's Place Facilitator - Events to extend an invitation to a representative from Westport Secondary School (host school for 2017) to attend the August debrief meeting in lieu of the September meeting as previously arranged.

11 GENERAL BUSINESS

11.01 VISIT TO PEAK COFFEE BY VISITING TEACHERS

Deb Doyle sought from the Sub-Committee members their approval to take the visiting teachers to Peak Coffee following their visit to MacKillop Senior College on Tuesday August 2016. Members advised that they envisage no problem with the proposed visit.

The meeting closed at 5:28pm.