

---

**PRESENT**

***Members:***

Mayor Peter Besseling  
Councillor Trevor Sargeant  
Brian Peel  
Mitch McKay  
Patricia Johnson  
Deborah Doyle  
Chantelle Perkins  
Corbi Wentzell

***Other Attendees:***

Yoshiya Sakamoto - Observer  
Lucilla Marshall – PMHC Group Manager Community Development  
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 Mr Bruce Hardy, Mr Graeme Cook and Mr Noel Hoffman be noted and accepted.

---

---

**03 CONFIRMATION OF MINUTES**

---

CONSENSUS:

That the Minutes of the Port Macquarie-Handa Sister City Sub-Committee Meeting held on 3 September 2015 be confirmed.

---

---

#### **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 contained in the report Item 05 - Business Arising from Previous Minutes and the verbal updates provided at the meeting.
2. That the Sub-Committee consider providing an incentive to the Host Families to complete their feedback survey to enable the Sub-Committee to obtain a complete overview from the Host Families. Incentive ideas to be put forward at future meetings.

---

#### **06 2015/2016 INCOME AND EXPENDITURE REPORT**

CONSENSUS:

That the Sub-Committee note the information outlined in the 2015/2016 Income and Expenditure Report and verbal update provided at the meeting.

---

#### **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 Council's Events Facilitator - Evens prepare a letter to the Principal of MacKillop Senior College Campus confirming the dates of the 2016 Study Tour and inviting her to attend the April Sub-Committee meeting to run through the upcoming study tour and answer any questions she may have in relation to the upcoming study tour.
3. That Council's Events Facilitator prepare a letter to go out under the Mayor's signature to all high schools in the immediate Port Macquarie area seeking expressions of interest to host the 2017 Handa Higashi Senior High School Study Tour.

---

## **08 PROPOSED INCLUSIONS IN UPCOMING 2016 STUDY TOUR**

---

### **CONSENSUS:**

1. That the Sub-Committee put forward any ideas for inclusion in the 2016 Study Tour Group itinerary at the April Sub-Committee meeting.
2. That Councillor Sargeant continues discussions with Billabong Wildlife Zoo representatives and provides feedback on the outcome of those discussions at the April Sub-Committee meeting.
3. Council's Place Facilitator - Events to liaise with Councillor Sargeant with a view to obtaining the name and contact details for a representative from Centre of Gravity as a possible wet weather contingency venue during the 2016 upcoming Study Tour.

---

## **09 2016/17 MEETING DATES**

---

### **CONSENSUS:**

That the Sub-Committee members note that the dates listed in the report for the 2016. The next meeting of the Port Macquarie-Hastings Handa Sister City Sub-Committee will be held on 7 April 2016.

---

## **10 GENERAL BUSINESS**

---

### **10.1 Certificates of Appreciation:**

Council's Place Facilitator - Events to organise "Certificates of Appreciation" to be signed by the Mayor and forwarded to each of the businesses that the Mayor of Handa and citizen delegates visited during their four (4) day tour of the Port Macquarie-Hastings Region. That permission also be sought from John Cassegrain to use the Commemorative Wine label design (hands of friendship), as the image to be included on each of the certificates.

### **10.2 Economic Development Steering Group:**

Councillors Sargeant outlined the outcome of discussions recently conducted at the Economic Development Steering Group (EDSG) Meeting in relation to the Handa Sister City Agreement

At the meeting the EDSG

- Agreed it was keen to see the relationship continue to develop, but acknowledged this would take time
- Noted ongoing Council involvement was important to achieving business and community outcomes
- Recommended that Council consider an annual delegation visit to Handa (consisting of 1 or 2 Council representatives and self-funded business/community

---

representatives)

- Noted we need to seek interest from local businesses who may be interested in establishing and export/import relationship with Japan
- Noted we should not limit our conversations to relationships with Handa, but see it as a portal to opportunities in Japan
- There should be ongoing review of how the relationship is progressing.

Consensus was reached that in order to allow information to easily flow from the EDSG to the Handa Sister Sub-Committee that a standing Agenda item: Economic Relationship - be included in the Handa Sister City Agreement Sub-Committee Agenda. Mayor to liaise directly with Council's Place Facilitator - Events in relation to this item.

#### 10.3 Update on potential student exchange from Charles Stuart University:

Deb Hoffman enquired about the current status of the proposed student exchange program between Charles Stuart University and both the Nihon Fukushi University and Handa Tokoname Nursing School. Council's Place Facilitator - Events to seek an update on the status of the proposed student exchange program from Professor Cavanagh of Charles Stuart University and provide an update to the Sub-Committee.

---

The meeting closed at 5.22pm.