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**PRESENT**

***Members:***

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

***Other Attendees:***

Lucilla Marshall – PMHC Group Manager Community Development  
Jenny Mead - PMHC Place Facilitator - Events

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The meeting opened at 4:40pm.

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In the absence of the Chairman, Council's Place Facilitator - Events took on the role as Chairman for the purposes of this meeting.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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**CONSENSUS:**

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

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**03 CONFIRMATION OF MINUTES**

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**CONSENSUS:**

That the Minutes of the Port Macquarie-Handa Sister City Sub-Committee Meeting held on 3 March 2016 be confirmed.

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#### **04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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#### **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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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 in lieu of the online feedback survey and hard copies of the feedback survey being forwarded to Host Families after the annual Study Tour, that hard copies of the survey be provided to the Host Families at the farewell function. Host families to be encouraged to complete the short survey at the function and return their completed form prior to leaving the event in an effort to gain 100% feedback.
  3. That the Sub-Committee note that Westport Secondary School Campus has expressed initial interest in hosting the 2017 Study Tour. Further updates to be provided once information becomes available.
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#### **06 2016 BOOKINGS AND FINANCIAL UPDATES**

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CONSENSUS:

That the Sub-Committee note the information outlined in the 2016 Bookings and Financial Updates Report and verbal update provided at the meeting.

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#### **07 2016 HANDA HIGASHI SENIOR HIGH SCHOOL STUDY TOUR**

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CONSENSUS:

1. That the Sub-Committee note and discuss the information contained in the 2016 Handa Higashi Senior High School Study Tour report.
  2. Update to be provided to the Sub-Committee once a response has been received to the Mayor's invitation for the Principal of MacKillop Senior College Campus to attend a future Handa Sister City Sub-Committee meeting.
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## **08 PROPOSED INCLUSIONS IN UPCOMING 2016 STUDY TOUR**

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### **CONSENSUS:**

That the full day tour as part of the Student's Itinerary, proposed for Monday 1<sup>st</sup> August, be amended to include a walk from Flynn's Beach (along the Coastal Walk) back to Town Beach with the idea of the students enjoying an early lunch at the newly constructed Kiosk on Town Beach before heading over to Billabong Wildlife Zoo. Council's Place Facilitator - Events to investigate the possibility the kiosk catering for the group and obtaining possible menu selections, costs etc... Feedback to be provided to the Sub-Committee once information becomes available.

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

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### **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 5 May 2016.

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## **10 GENERAL BUSINESS**

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### **10.01 Centre of Gravity:**

Noel Hoffman to contact Centre of Gravity to discuss possibility of the Study Tour visiting the centre as a wet weather activity, should the weather on the day of the tour be unfavourable. Feedback to be provided at the next Sub-Committee meeting.

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The meeting closed at 5:12pm.