



AGENDA

Sister City Advisory Committee Meeting

Wednesday, 12 June 2024

I hereby give notice that a Sister City Advisory Committee Meeting will be held on:

Date: Wednesday, 12 June 2024

Time: 5:30 PM

**Location: Council Chambers Darrandirra
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

**Simone Saunders
Chief Executive Officer**

SISTER CITY ADVISORY COMMITTEE MEMBERS

Chair Kate Heelan

Councillor Sylvia Klonaris

Community Member Cornelio De Varvaldo

Community Member Vida Ruth Goodvach

Community Member Nerida Hart

Community Member Stephanie Lin

Community Member Tony Miaoudis

Community Member Ninik Stroud

Alternate Councillor Jimmy Bouhoris

OFFICERS

Manager of Economic Development and International Relations, Cherry Cai

Order Of Business

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9.1	2022-2024 Sister City Advisory Committee Review.....	6
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	Nil	
11	General Business.....	11
	Nil	
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1 MEETING DECLARED OPEN

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence

3.3 Leave of Absence Notified

4 ELECTRONIC ATTENDANCE

4.1 Electronic Attendance

4.2 Electronic Attendance Notified

5 DECLARATION OF INTEREST

6 CONFIRMATION OF PREVIOUS MINUTES

Sister City Advisory Committee Meeting - 27 March 2024

7 ACTIONS ARISING FROM PREVIOUS MINUTES

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 2022-2024 SISTER CITY ADVISORY COMMITTEE REVIEW

Author: Manager International Business Relations

Authoriser: Executive Manager Growth & Economic Development

Attachments: 1. Committee Review Form [↓](#)

RECOMMENDATIONS

1. THAT the report entitled 2022-2024 Sister City Advisory Committee Review be received and noted.
2. THAT the Sister City Advisory Committee notes the review undertaken for 2022-2024 at **Attachment 1**.
3. THAT the Sister City Advisory Committee notes that this meeting is the last meeting for the 2022-2024 Sister City Advisory Committee term.

PURPOSE

The purpose of this report is to conduct the Committee review in accordance with the [Terms of Reference](#) and the Committee is invited to provide any comments and feedback on the review.

COMMITTEE REVIEW

The Committee is required to conduct a review pursuant to the terms of reference.

City of Darwin's Governance team is currently undertaking administrative updates to all terms of reference to align with legislation requirements and City of Darwin's style branding guidelines.

A summary of the Committee's 2022-2024 performance is provided for discussion in **Attachment 1**.

ACKNOWLEDGEMENT

City of Darwin would like to say a big thank you to all Committee members and recognise the efforts and achievements of the committee members who contributed to the development of the Sister Cities' links, Sister Cities' programs, and the development of the first two-year Sister City Action Plan.



Sister City Advisory Committee

Annual Review

Committee Functions	Result
Functions of the Committee achieved	<ul style="list-style-type: none"> Share information, create connections, and provide advice and support to City of Darwin's Sister City Program through the development of 2022-2024 Sister City Action Plan. Actively contribute to the development of the 2022-2024 Sister City Action Plan by proposing projects and actions. Identify opportunities for community, cultural and economic development that City of Darwin can advocate for and/or partner with businesses, services, and organisations to address, for example Darwin to Ambon Yacht Race sponsorship. Promote the Sister Cities and Program to Darwin community, for example, the participation of International Women's Day Walk 2023/2024. Assist in the delivery of Sister City projects as required, for example, the Sister City performances at Darwin Festival 2023, Darwin Sister City Award – Visual Storytelling Photography Competition.
Committee scheduled their frequency of meetings, times and locations the calendar year prior	<p>The Committee scheduled the meetings, times and locations on 1 March 2023 for the following two years:</p> <p>5.30pm – 7.00pm Wednesday 17 May 2023 5.30pm – 7.00pm Wednesday 14 June 2023 5.30pm – 7.00pm Wednesday 7 September 2023 5.30pm – 7.00pm Wednesday 28 November 2023 5.30pm – 7.00pm Wednesday 7 March 2024 5.30pm – 7.00pm Wednesday 13 June 2024</p> <p>Prior to the 1 March 2023, the first meeting was conducted on 23 Nov 2023.</p>
Membership Provisions of the Committee achieved	The committee maintained and had 9 community members and one City of Darwin councillor. Two committee members resigned on 23 November 2023 and on 27 March 2024.
Number of scheduled meetings for the calendar year achieved	7 meetings have achieved with one meeting was cancelled due to no agenda items.
Achievements / Highlights	The development of 2022-2024 Sister City Action Plan which include 13 majors to small events and program, including Darwin International





Committee Functions	Result
	Dragon Boat Festival, Darwin Sister City Award – Visual Storytelling Photography Competition.

9.2 2023/24 SISTER CITIES ACTION PLAN AND BUDGET UPDATE

Author: Manager International Business Relations
Authoriser: Executive Manager Growth & Economic Development
Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled 2023/24 Sister Cities Action Plan and budget update be received and noted.

BACKGROUND

Council endorsed the first Sister Cities Action Plan 23/24 at the Ordinary Meeting on 26 April 2023. This Action Plan is the result of proposals submitted by the Sister City Advisory Committee and the initial assessments of the proposals considered against the main objectives of the International Relations and Sister Cities programs.

Actions updates

Tasks/ Projects Scope/Deliverables	Status	Cost	Completed date
Darwin International Dragon Boat Festival and Darwin International Trade Show	Completed	\$12,000	3-5 June 2023
International Women's Day Walk 2023	Completed	\$1,428	4 March 2023
Sister City performances at Darwin Festival 2023	Completed	\$2,200	12- 27 August 2023
Sponsor the Darwin to Ambon Yacht	Completed	\$8,000	5-12 August 2023
International Women's Day Walk 2024	Completed	1016.31	2 March 2024
Supports the schools in Dili	Completed	NA	2024
Provision of \$9,000 for a potential project to Milikapiti	Ongoing/on hold	\$9,000	Waiting for a response from the Tiwi Regional Council
Sponsor the Dili to Darwin Yacht Rally	Not go ahead	\$8,000	This event was canceled.
Kalymnos Scholarship Program	ongoing	\$12,000	To be completed by 30 June 2024

Darwin Sister City Award – Visual Storytelling Photography Competition	ongoing	\$7,000	To be completed by 30 June 2024
Sister Cities signage update at the Mall	Ongoing	\$3,500	To be completed by 30 June 2024
Darwin Virtual Reality project	Ongoing	\$12,000	Waiting for a proposal from the contractor on the apps. It would likely be carried forward to the next FY to consider.
A welcome or farewell function to be hosted by City of Darwin for the Sister Cities guests from the Australia China Friendship Society National Conference	Ongoing	\$6,000	Delivered on 7 June 2024
Total project cost		\$6,5144.3	
The amount remaining		\$18,855.7	This includes the \$9,000 allocated to the Milikapiti and \$8,000 to the Dili Darwin Yacht Rally that was canceled and not funded.

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

12 NEXT MEETING

Last meeting for the 2022-2024 Sister City Advisory Committee

13 CLOSURE OF MEETING



MINUTES

Sister City Advisory Committee Meeting

Wednesday, 27 March 2024

Date: Wednesday, 27 March 2024

Time: 5:30 PM

Location: Council Chambers Darrandirra
Level 1, Civic Centre
Harry Chan Avenue, Darwin

**MINUTES OF CITY OF DARWIN
SISTER CITY ADVISORY COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON WEDNESDAY, 27 MARCH 2024 AT 5:30 PM**

PRESENT:

Chair Kate Heelan
Councillor Sylvia Klonaris
Community Member Vida Ruth Goodvach
Community Member Nerida Hart
Community Member Stephanie Lin
Community Member Ninik Stroud
Alternate Councillor Jimmy Bouhoris

OFFICERS:

Emma Struys (Executive Manager Growth and Economic Development)
Cherry Cai (Manager of Economic Development and International Relations)

APOLOGY:

Community Member Max Stretton
Community Member Tony Miaoudis
Community Member Cornelio De Varvaldo

GUESTS:

Nil

Order of Business

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5	Declaration of Interest of Members and Staff	4
6	Confirmation of Previous Minutes	4
7	Actions Arising from Previous Minutes	5
8	Presentations	5
9	Officer Reports	5
9.1	Update on Friendship City Proposal with the City of Quanzhou.....	5
9.2	2023/24 Sister Cities Action Plan and budget update.....	5
9.3	Lord Mayor China Trip update.....	5
9.4	Update on Friendship City proposal with the City of Ho Chi Minh.....	5
10	Member Reports	6
	Nil	
11	General Business	6
11.1	Membership update	6
12	Next Meeting	6

1 MEETING DECLARED OPEN

THAT the Chair declared the meeting open at 5:30 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. *We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future.* City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE

3.1 Apologies

Community Member Max Stretton

Community Member Tony Miaoudis

Community Member Cornelio De Varvaldo

3.2 Leave of Absence

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Community Member Vida Ruth Goodvach

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 Declaration of Interest by Members

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION SCAC001/24

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Nerida Hart

THAT the minutes of the Sister City Advisory Committee Meeting held on 29 November 2023 be confirmed.

CARRIED 6/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 UPDATE ON FRIENDSHIP CITY PROPOSAL WITH THE CITY OF QUANZHOU****COMMITTEE RESOLUTION SCAC002/24**

Moved: Community Member Ninik Stroud

Seconded: Community Member Nerida Hart

THAT the report entitled Update on Friendship City Proposal with the City of Quanzhou be received and noted.

CARRIED 6/0**9.2 2023/24 SISTER CITIES ACTION PLAN AND BUDGET UPDATE****COMMITTEE RESOLUTION SCAC003/24**

Moved: Community Member Ninik Stroud

Seconded: Community Member Nerida Hart

THAT the report entitled 2023/24 Sister Cities Action Plan and budget update be received and noted.

CARRIED 6/0**9.3 LORD MAYOR CHINA TRIP UPDATE****COMMITTEE RESOLUTION SCAC004/24**

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Stephanie Lin

THAT the report entitled Lord Mayor China Trip Update be received and noted.

CARRIED 6/0**9.4 UPDATE ON FRIENDSHIP CITY PROPOSAL WITH THE CITY OF HO CHI MINH****COMMITTEE RESOLUTION SCAC005/24**

Moved: Community Member Stephanie Lin

Seconded: Community Member Vida Ruth Goodvach

THAT the report entitled Update on Friendship City proposal with the City of Ho Chi Minh be received and noted.

THAT the Sister City Advisory Committee recommends City of Darwin to include the following cooperation areas in the Memorandum of Understanding of Friendship City relationship between Darwin and Ho Chi Minh.

CARRIED 6/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

11.1 MEMBERSHIP UPDATE

COMMITTEE RESOLUTION SCAC006/24

Moved: Community Member Stephanie Lin

Seconded: Councillor Sylvia Klonaris

THAT the report entitled Membership Update be received and noted.

THAT the Sister City Advisory Committee receive the resignation letter from Mr Max Stretton.

THAT the Sister City Advisory Committee thanks Mr Max Stretton's contributions to the Sister City Advisory Committee and its programs.

CARRIED 6/0

11.2

Community Member Vida Ruth Goodvach briefed the Committee on the proposal of Jipungwayi Sister City project and Milikapiti School. No vote and resolution was conducted to follow the meeting procedure. Vida Goodvach was provided the information on the process and current status of Sister City Agreement renewal negotiation between City of Darwin and Tiwi Regional Council.

12 NEXT MEETING

12 June 2024 at 5:30 pm

13 CLOSURE OF MEETING

The Chair declared the meeting closed at 6:11 pm.