



NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of an Sister City Advisory Committee will be held on Thursday 23 January 2025 in the Council Chambers, 43-51 Tanunda Road, Nuriootpa, commencing at 5.30pm.

Jo Moen
DEPUTY CEO AND DIRECTOR
CORPORATE SERVICES, STRATEGY
AND INNOVATION
SISTER CITIES ADVISORY COMMITTEE

A G E N D A

Welcome by the Mayor

1. ATTENDANCE RECORD

1.1 Members Present

Apologies

Nil

Not Present

Nil

Leave of Absence

Nil

2. CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

- 2.1.1 Sister Cities Advisory Committee meeting held on Thursday 21 November 2024 at 5.30pm

2.2 Matters arising from previous minutes

Nil

3. MATTERS FOR INFORMATION

- | | | |
|-----|---|----|
| 3.1 | Study Tour - September 2025 Update | 3 |
| 3.2 | Verbal Update on Barossa Vintage Festival Float | 10 |
| 3.3 | Verbal Update on Delegation Visit | 11 |
| 3.4 | Amalgamation of Event Volunteering Working Group and Marketing, Sponsorship and Fundraising Working Group | 12 |
| 3.5 | City of Adelaide - Sister City Program | 13 |
| 3.6 | Discussion - Official Delegation to Grapevine September 2025 | 16 |
| 3.7 | Discussion - Meeting Times for Advisory Group and Working Groups | 17 |

4. DEBATE REPORT

Nil

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

7. NEXT MEETING

To be determined.

8. CLOSURE

MATTERS FOR INFORMATION

3.1 STUDY TOUR - SEPTEMBER 2025 UPDATE

**Author: OMCEO Support Officer
25/1031**

Student Tour Expression of Interest and Selection

Following the meeting with Faith Lutheran College on 18 November 2024, the school confirmed interest in the 2025 Student Study Tour with more details to be provided.

Students offered to participate in the Study Tour are Agricultural students (Year 11 and 12 in 2025) for example, viticultural, livestock, land management etc. No other students at this stage from other subject areas will be participating.

The Study Tour Expression of Interest form was finalised and distributed to Agricultural students from Nuriootpa High School (NHS) and Faith Lutheran College (FLC) with all applications received by 2 December 2024.

There was an extremely high calibre of applications received which were thoroughly assessed by a panel, consisting of Janine Harding and Catherine Nacey from The Barossa Council, Milly Hoffmann and Rick Lane from NHS and then again with Craig Moore and Simon Herrmann from FLC. Both panels met on 10 December 2024.

Eight (8) Nuriootpa High School agriculture students were selected to participate in the Study Tour incorporating the attendance at 'Grapefest' 11-14 September 2025 in Grapevine, Texas.



The panel met with the successful students on 12 December 2024 at NHS. All students were very excited about the Study Tour and have great fundraising ideas, agreeing that fundraising will be joint effort amongst the cohort and distributed evenly amongst the 8 attendees regardless of capacity to raise funds due to work, academic or sporting commitments.

Student Tour Application Form

Students have been asked to complete an application form which has Contact, Personal and Travel Details. The application form has been distributed and returned prior to the TDU event on 22 January 2025, in addition to Photo/Image Release form.

The Nuriootpa High School Study Tour Participants:



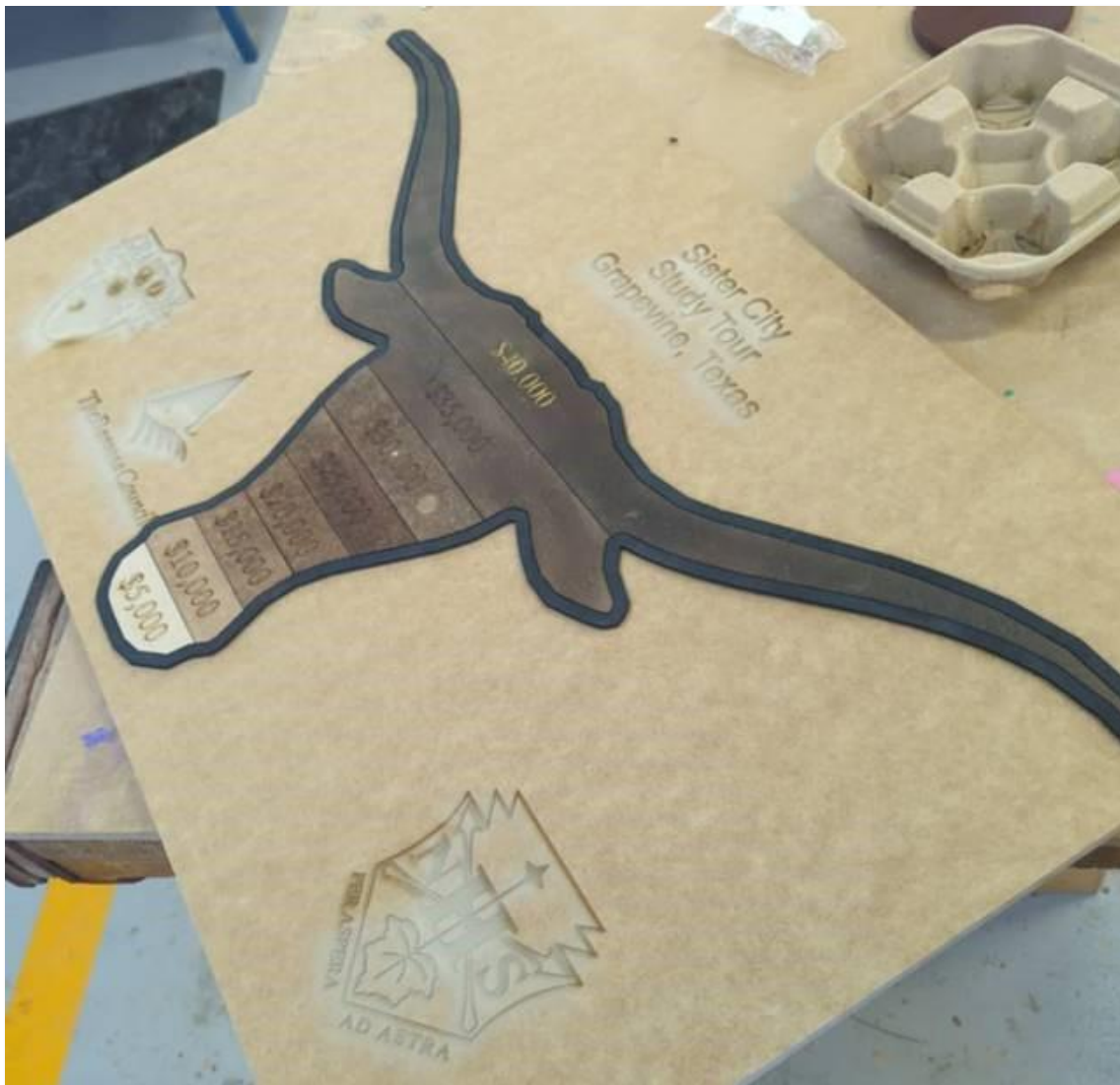
Prior to Christmas, FLC agreed to pursue a Lutheran-to-Lutheran Study Tour and as such, no students have been selected to attend 'Grapefest' in September 2025. More discussions will occur when school resumes in February 2025.

The following queries have been sent to Grapevine for confirmation:

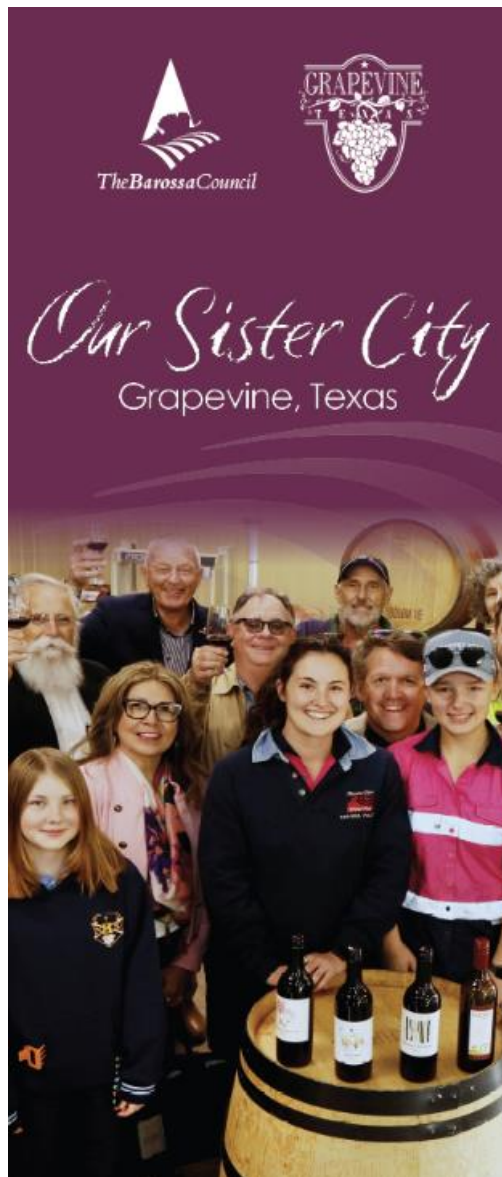
1. *Travel and Visa Logistics*
2. *Host Family Pairing*
3. *Supervision During Activities*

Nuriootpa High School – Branding

Students have made a 'Longhorn' board to market their fundraising goals.



A Pull-Up Banner has been ordered and should arrive for the TDU.



Printing of 'Information Postcards' have been ordered promoting the study tour and requesting donations.

Our Sister City
Grapevine, Texas

We are eight motivated agriculture students from Nuriootpa High School who will be participating in a study tour in September 2025, visiting students in Grapevine, Texas.

2025 Study Tour - we need your support

We are raising money for flights and a few essentials. All costs while we are there are paid by Grapevine.

To donate

Bank deposit
Account: The Barossa Council
BSB: 085-005
Account Number: 393831998
Reference: GVDON



Follow us on Instagram →



For more information contact

Sister City Program Manager - The Barossa Council Janine Harding Ph: 8563 8401 jharding@barossa.sa.gov.au	Agriculture Coordinator - Nuriootpa High School Milly Hoffmann Ph: 8562 2022 Milly.Hoffmann416@schools.sa.edu.au
--	---

Study Tour Instagram

The students will be sharing updates and highlights of our events and progress on the study tour Instagram: [@studytournhs](https://www.instagram.com/studytournhs). Make sure to follow along and stay connected!

Nuriootpa High School – Fundraising

- A Council bank account has been arranged for donations and fundraising funds. GST is not included which means we are able to recover full fundraising donations.
- A calendar has been created to allocate fundraising opportunities (Attached 1). This will be edited once students are back at school to include all student fundraising activities.
- Students arranged a Christmas wrapping service in the Council foyer on 16 December 2024, raising \$140.
- A 'Tap and Go' device for electronic payments has been purchased out of the \$140 funds already raised and will give more opportunities to seek funding other than cash donations. This will be available as from 22 January 2025, TDU event.



We have secured a vendor location at the Tour Down Under (TDU) which will be in Tanunda Town Hub on 22 January 2025 and the students will be selling Schweppes and Pepsi softdrink and Coolridge water (TDU Corporate Sponsors) to raise funds for the trip with all profits going towards the tour. Soft drink and water have been ordered. Students will be assisted by Janine and Catherine.

Students will be assisting Lions Club of Barossa Valley on the BBQ and Kiwanis Barossa with the tea and coffee at the Australia Day Breakfast on 26 January 2025. They will also have a bake stall and sell raffle tickets to raise additional funds.

Presentations seeking sponsorship

Janine, Sister City Program Manager will be presenting the at the Rotary Club of Barossa on the 20 January 2025 to outline the Sister City Program and highlight the request to seek funding.

Janine, Sister City Program Manager and Milly Hoffmann, Agriculture Manager, NHS will be presenting the at the Lions Club of Barossa Valley on the 20 February 2025 to outline the Sister City Program and highlight the request to seek funding.

Kiwanis Barossa have already had their presentation and had indicated that they are in support of sponsorship. Details are yet to be finalised.

ATTACHMENTS

Attachment 1 2025 Calendar - Fundraising - PDF [↓](#) 

SUPPORTING REFERENCES

Nil

2025 Calendar

School Holidays		Booked Events		Potential Events		Regular events		Public Holidays								
January		February		March		April		May		June		July		August		item
1 W		1 S	Community Breakfast bar - Farmers Market	1 S	Community Breakfast bar - Farmers Market	1 T		1 T		1 S		1 T		1 F		1 M
2 T		2 S		2 S		2 W		2 F		2 M		2 W		2 S	Community breakfast bar - Farmers Market	2 T
3 F		3 M		3 M		3 T		3 S	Community Breakfast bar - Farmers Market	3 T		3 T		3 S		3 W
4 S		4 T		4 T		4 F		4 S		4 W		4 F		4 M		4 T
5 S		5 W		5 W		5 S	Community breakfast bar - Farmers Market	5 M		5 T		5 S	Community breakfast bar - Farmers Market	5 T		5 F
6 M		6 T		6 T		6 S		6 F		6 F		6 S		6 W		6 S
7 T		7 F		7 F		7 M		7 W		7 S	Community breakfast bar - Farmers Market	7 M		7 T		7 S
8 W		8 S	Community Breakfast bar - Farmers Market	8 S	Tanunda Show	8 T		8 T		8 S		8 T		8 F		8 M
9 T		9 S		9 S		9 W		9 F		9 M	King's Birthday - Public Holiday	9 W		9 S	Community breakfast bar - Farmers Market	9 T
10 F		10 M		10 M	Adelaide Cup Day - Public Holiday	10 T	Gather Round	10 S	Community breakfast bar - Farmers Market	10 T		10 T		10 S		10 W
11 S		11 T		11 T		11 F	Gather Round	11 S		11 W		11 F		11 M		11 T
12 S		12 W		12 W		12 S	Gather Round	12 M		12 T		12 S	Community breakfast bar - Farmers Market	12 T		12 F
13 M		13 T		13 T		13 S	Gather Round	13 T		13 F		13 S		13 W		13 S
14 T		14 F		14 F		14 M		14 W		14 S	Community breakfast bar - Farmers Market	14 M		14 T		14 S
15 W		15 S	Community Breakfast bar - Farmers Market	15 S	Community breakfast bar - Farmers Market	15 T		15 T		15 S		15 T		15 F		15 M
16 T		16 S		16 S		16 W		16 F		16 M		16 W		16 S	Community breakfast bar - Farmers Market	16 T
17 F		17 M		17 M		17 T		17 S	Community breakfast bar - Farmers Market	17 T		17 T		17 S		17 W
18 S		18 T		18 T		18 F	Good Friday - Public Holiday	18 S		18 W		18 F		18 M		18 T
19 S		19 W		19 W		19 S	Community breakfast bar - Farmers Market	19 M		19 T		19 S	Community breakfast bar - Farmers Market	19 T		19 F
20 M		20 T		20 T		20 S	Easter Sunday - Public Holiday	20 T		20 F		20 S		20 W		20 S
21 T		21 F		21 F		21 M	Easter Monday - Public Holiday	21 W		21 S	Community breakfast bar - Farmers Market	21 M		21 T		21 S
22 W	TDU - Tanunda - All day Selling drinks	22 S	Angaston Show	22 S	Community breakfast bar - Farmers Market	22 T		22 T		22 S		22 T		22 F		22 M
23 T		23 S		23 S		23 W		23 F		23 M		23 W		23 S	Community breakfast bar - Farmers Market	23 T
24 F		24 M		24 M		24 T	Grapevine, Delegation visit to Barossa	24 S	Community breakfast bar - Farmers Market	24 T		24 T		24 S		24 W
25 S		25 T		25 T		25 F	Anzac Footy round in Nuri?	25 S		25 W		25 F		25 M		25 T
26 S	Aus Day - Breakfast, Coffee, Stall, Raffle	26 W		26 W		26 S	Vintage Festival - End of parade at oval ? Vintage Festival - Touch Down & Taste Off	26 M		26 T		26 S	Community breakfast bar - Farmers Market	26 T		26 F
27 M		27 T		27 T		27 S		27 T		27 F		27 S		27 W		27 S
28 T		28 F		28 F		28 M		28 W		28 S	Community breakfast bar - Farmers Market	28 M		28 T		28 S
29 W				29 S	Community breakfast bar - Farmers Market	29 T		29 T		29 S		29 T		29 F		29 M
30 T				30 S		30 W	Grapevine, Delegation leaves the Barossa	30 F		30 M		30 W		30 S		30 T
31 F				31 M				31 S	Community breakfast bar - Farmers Market			31 T		31 S		

iCalendars.net

MATTERS FOR INFORMATION

3.2 VERBAL UPDATE ON BAROSSA VINTAGE FESTIVAL FLOAT

**Author: OMCEO Support Officer
25/1097**

For the Committee to be informed on the progress and planning for the 'Friendship Float' in the Barossa Vintage Festival Parade.

We have completed Stage 1 and registered the float with the Barossa Vintage Festival at a cost of \$100 as endorsed by resolution of the Committee. Stage 2 will commence in mid-March and will require further information to finalise the registration.

Louise Hickinbotham has kindly offered an old trailer and tractor, an old red Massey International, for the day with restoration work currently being done on the trailer to make it roadworthy.



It is anticipated that the Friendship Float and the Nuriootpa High School float could be behind each other so that our students who have been selected for the study tour to Grapevine will be able to move between the two floats.

We have \$1000 allocated towards direct purchases in registration and creating the float and further planning will determine total end cost as endorsed by resolution. We currently have approximately 7 staff indicated in assisting with both design and the actual build/construction.

We are seeking assistance from the Committee members interested in assisting in whatever capacity they are available and ask for any volunteers to make contact, so that we can finalise a plan to have the float ready to go for the parade on Saturday 26 April 2025.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS FOR INFORMATION

3.3 VERBAL UPDATE ON DELEGATION VISIT

Author: Executive Business Partner and Team Leader, Communications and Engagement
25/1098

Naomi Saenz, Sister City Program Manager from Grapevine, Texas emailed an update on 14 January 2025 advising that their formation meeting for the delegation visit was postponed due to inclement weather.

The names and titles of the visiting delegates will be finalised asap. Delegates will include elected officials, representatives from the banking industry, education, civic and community organizations.

The dates of the official delegation to Barossa have been confirmed as arriving 23 April but only checking in and getting settled for this time (no itinerary items) with the start of their official visit from 24 April – 30 April 2025.

Heidi Helbig, Team Leader, Communications and Engagement will present to the Committee on a potential event to assist with trade opportunity to be included in the official itinerary.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS FOR INFORMATION

3.4 AMALGAMATION OF EVENT VOLUNTEERING WORKING GROUP AND MARKETING, SPONSORSHIP AND FUNDRAISING WORKING GROUP

**Author: Executive Business Partner
25/1100**

To advise the Committee that the Event Volunteering Working Group and Marketing, Sponsorship and Fundraising Working Group will be amalgamated.

Since the inception of the Working Groups, it has become clear that there is an overlap in objectives, actions and targeted strategic outcomes that we are working towards. As such, the two working groups will amalgamate.

The Committee is asked to re-establish Committee Members for the combined group including a new Working Group name.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS FOR INFORMATION

3.5 CITY OF ADELAIDE - SISTER CITY PROGRAM

**Author: Executive Business Partner
25/1103**

On 11 December 2024, Janine Harding, Catherine Nacey and Heidi Helbig met with Ben Makepeace, the Sister City Program Manager from City of Adelaide.

The discussion was mainly to seek information and advice on maintaining a successful sustainable Sister City relationship.

An outline of some of the learnings and information is provided below:

City of Adelaide Sister and Friendly City relationships are significant and important to fostering strong cultural and commercial ties which bring mutual benefit. Our Sister and Friendly Cities play an important role in facilitating a wide range of opportunities for each city to participate in international educational, community, cultural, technical, and business exchanges and support Adelaide's reputation as the world's third most liveable city.

The City of Adelaide has 5 Sister Cities agreements –

- Austin, Texas, United States of America (since 1983)
- Christchurch, Canterbury, New Zealand (since 1972)
- George Town, Penang, Malaysia (since 1973)
- Himeji, Hyogo, Japan (since 1982)
- Qingdao, Shandong, People's Republic of China (since 2013)

The Sister City Program was initially a department on its own with approximately equivalent of 3 full time staff. It now sits under the Office of the Lord Mayor (OLM) organisational structure. As the Sister City program's workload has peaks and troughs, it enables other projects to be delivered under the OLM.

The City of Adelaide International Engagement Plan identified seven factors of focus for international activity, aligned with Adelaide's strengths:

- Education and Training
- Tourism
- Food and Wine
- Renewable Energy
- Creative Industries
- Biomedical, Health and Wellbeing
- Defence and Space

The initial budget allocated was \$100,000 over 3 years. The current budget is approximately \$150,000 each year. This may attribute to the recent three major milestone events for anniversaries of each Sister City, such as the 40-year anniversary of Austin Texas in 2023.

Milestone anniversaries in the 2023-2024 financial year:

- July 2023, 40th Anniversary of the relationship with Austin, Texas, USA
- December 2023, 50th Anniversary of the relationship with George Town, Penang, Malaysia
- April 2024, 10th Anniversary of the relationship with Qingdao, Shandong, China.

It was noted that The Barossa Council's preliminary work to set up the program and subsequently implementing a Section 41 Committee of Council – Sister Cities Advisory Committee, involving the Mayor, Director, Sister City Program Manager, Council staff, Industry Leaders and Community Leaders was very similar to the City of Adelaide. It was pleasing to hear that we are currently governing the program in a way that can create successful and sustainable outcomes; trade, study tours, community networks, marketing, diplomatic delegation visits. The only difference is the connection with economic development strategies with Barossa Council currently working towards leveraging the relationship by having a direct link with Texas and the United States.

Networking and working alongside government departments has been integral to the City of Adelaide's success to date. For example:

- State Government
- International, Department of State Development (DSD)
- Global Expansion Program (DSD)
- South Australian Tourism Commission (SATC)
- Global Markets
- Diplomatic Relations and Protocol, State Promotion
- Department of the Premier and Cabinet
- SA Universities
- Minister for Tourism and Multicultural Affairs
- Chamber of Commerce
- Multicultural Chamber of Commerce (MCC)
- American Chamber of Commerce in Australia - AmCham AU
- Her Excellency, Governor of South Australia – Government House

Potential ideas:

- Investigate installing Region/Town entry signs - Sister City with Grapevine, Texas USA
- Create video content for testimonials on our connections to Grapevine to share with networks, collaborative partners and community.
- Social Media - cross promote the growth of the program; to tell the story of the Sister City relationship.
- Meet with Barossa Regional University Campus regarding potential collaborations.
- Contact Study Adelaide (Director, International Marketing – State Government)
- Contact Welcome to Adelaide Program (assisting schools with exchange programs)
- Collaborate on Smart Region initiatives
- Collaborate and share on UNESCO Creative City initiatives
- Share learnings from Support Local Business initiatives
- Arrange two-way tourism initiatives
- Build relationships through SACE International partnership programs

- Encourage and initiate exchange in cultural awareness and knowledge
- Investigate International Festival Cities
- Investigate UNESCO Creative Cities Network

The meeting was extremely useful, positive and provided avenues for further investigation. Some of the items listed above will be included in the agenda for the Working Group for discussion and actions.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

[Austin, USA | City of Adelaide](#)

MATTERS FOR INFORMATION**3.6 DISCUSSION - OFFICIAL DELEGATION TO GRAPEVINE SEPTEMBER 2025**

Author: Executive Business Partner
25/1105

For the Committee to be informed of the draft official delegation of The Barossa Council to attend 'Grapefest' in Grapevine in September 2025, and to discuss logistics of Committee members that have shown interest in attending at their own cost, Barossa Australia planning; including the Nuriootpa High School Study Tour and Barossa Young Ambassador recipient.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS FOR INFORMATION

3.7 DISCUSSION - MEETING TIMES FOR ADVISORY GROUP AND WORKING GROUPS

**Author: OMCEO Support Officer
25/2274**

The Committee is asked to discuss the most suitable day and time for the Advisory Committee's three Working Groups moving forward (incorporating the newly amalgamated group).

To suit the majority of members and community representations on these working groups, the Committee is asked to consider bi-monthly Working Group meetings, with additional meetings scheduled as required.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil