



MINUTES OF THE MEETING OF SISTER CITIES ADVISORY COMMITTEE

held on Thursday 24 July 2025 commencing at 5.30pm
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa.

MINUTES

Welcome by Deputy Mayor Jess Greatwich declared the meeting open at 5.30pm.

1. ATTENDANCE RECORD

1.1 Members Present

Deputy Mayor Jess Greatwich (via Teams), Janine Harding, Rolf Binder, Rick Lane, Bill Simons, Sandie Simons, Louise Hickinbotham, Carol Dadds, Vanesa Lambert, Ingrid Day (via Teams), Elaine Burrige, Catherine Nacey, Milly Hoffmann

Apologies

Mayor Bim Lange, Scott Hazeldine

Not Present

Nil

Leave of Absence

Nil

2. CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

MOVED Rolf Binder

That the Minutes of the Sister City Advisory Committee held on Thursday 22 May 2025 at 5.30pm, as circulated, be confirmed as true and correct records of the proceedings of those meetings.

SECONDED Rick Lane

CARRIED SCACC/2

2.2 Matters arising from previous minutes

Nil

3. MATTERS FOR INFORMATION

3.1 OVERVIEW OF KISKŐRÖS – HUNGARY

The Sister Cities Program Manager noted the Council had been approached by Iván Barabás, a Representative of the Municipality of Kiskőrös, Hungary expressing an interest in establishing a Sister City relationship with The Barossa Council. It was discussed that it was important to bed down the current relationship with Grapevine, Texas and allow time over the next few years to have clear objectives and strategic alignment to benefit the community, Council and trade as there are considerable resources that go into managing the protocols of a Sister City relationship.

Rolf Binder also noted that the focus should be on like-minded towns and areas selling tourism and wine which would be mutually beneficial to both Sister Cities. It was discussed that perhaps Kiskőrös was not the best fit at this time.

3.2 UPDATE ON STUDY TOUR - NURIOOTPA HIGH SCHOOL

Study Tour Leader, Rick Lane noted that the Rotary Club Mitre 10 BBQ on 26 July 2025 would be the final fundraising undertaken by the students and they have exceeded their target of \$40,000 in fundraising.

The students have been busy over the last seven months and he commended the commitment of the students and meaningful connections that they have made with the community and local service groups.

Study Tour Leader, Milly Hoffmann noted that the students have been making contact with their host families in Texas. A meeting has been planned with students and parents to go over the final details before the students embark on this amazing experience.

A draft itinerary has been received from Charity McConnell, Grapevine-Colleyville Independent School District, including events such as a September 11

Memorial Service, pep rally and local school football and baseball games, a university tour, cattle run and attending a Dallas Cowboys game.

Confirmation to be received if all students will be attending the same schools.

4. DISCUSSION

4.1 VERBAL UPDATE ON DELEGATION VISIT

The Sister City Program Manager gave an update on the Councils Delegation visit, September 2025, including travel and accommodation arrangements for the delegates and Amber Perry, Barossa Young Ambassador.

A draft itinerary has been received from Grapevine with the hope that the final itinerary will be received soon. Amber Perry's itinerary will differ slightly to the delegates to allow a different focus adding to her experience as a Young Ambassador.

Thankyou gifts are currently been collated with an 'aussie flair'.

4.2 DISCUSSION – INFORMATION GATHERING FOR DELEGATES DURING DELEGATION VISIT TO GRAPEVINE TEXAS – SEPTEMBER 2025

Following specific requests from the Grapevine Delegation visit to the Barossa in April 2025, the Sister Cities Program Manager gave an update on what information the delegation will be taking to Grapevine. This will include waste and recycling, the Barossa Ambassador Program and the possibility of an art exchange.

The Sister City Advisory Committee was asked to consider what information gathering they would like to achieve during the delegation visit to Grapevine Texas in September 2025.

4.2 DISCUSSION – ECONOMIC DEVELOPMENT – ROLES AND COLLABORATION IN THE BAROSSA REGION

Rolf Binder provided a presentation on Regional Development Australia (RDA) – Barossa Gawler Light Adelaide Plains identifying the role of the RDA as a facilitator, connector and advocate working to strengthen regional industries, support economic growth and enhance community prosperity, with a focus on housing, workforce, education & skills, infrastructure, land use planning and sustainability.

Elaine Burrige, Senior Manager Economic Activation, Strategy and Customer Relations, provided an update on the intent for the Council to drive and deliver the Economic Development Plan and that the Council, RDA and Barossa Australia work well together in this space. Elaine noted that there was an

opportunity for the Barossa to have representation in Grapevine and create relationships to market outside GrapeFest.

Elaine provided an update on an audit of short term accommodation and the housing crisis in the Barossa, stating that reported holiday beds were understated. A report will be tabled to Council in September.

5. DEBATE REPORT

5.1 UPDATED TERMS OF REFERENCE AND APPOINTMENT OF REPRESENTATIVES OF THE SISTER CITIES ADVISORY COMMITTEE 25/48908

MOVED Rolf Binder

That the Committee receive and note the report.

SECONDED Rick Lane

CARRIED SCACC/3

PURPOSE

To advise the Committee of the Council endorsed updated Sister Cities Advisory Committee's Terms of Reference (TOR).

REPORT

Background

On 21 November 2023, pursuant to Section 41 of the *Local Government Act 1999*, Council endorsed the establishment of the Sister Cities Advisory Committee including adoption of the committee's Terms of Reference for the legislative operation of the Committee and its members.

Pursuant to Clause 1.2 of the ToR: *The Committee, in partnership with Council, industry and community, is established to support Council's strategic commitment to the development and maintenance of effective international relations via Sister City and Friendship City relationships and provide a framework for entering into, maintaining and assessing such relationships to ensure that maximum benefits can be realised by both parties.*

Council then appointed the member representatives to the Sister Cities Advisory Committee on 20 February 2024:

MOVED Cr de Vries

That Council appoints the following representatives to the Sister Cities Advisory Committee for a Term of two years commencing on 20 February 2024:

- (1) As nominated by the Chief Executive Officer of The Barossa Council appoint the following officers pursuant to Clause 3.1.2 of the Sister Cities Advisory Committee Terms of Reference (TOR) the Corporate Services and Business Innovation; Executive Business Partner; Community Development Officer; and Manager, Tourism Services.
- (2) Five Community representatives pursuant to Clause 3.1.3 of the TOR being Vanessa Lambert, Matt Hale, Ingrid Day, Carol Dadds and Louise Hickinbotham and if a further nomination is received during the current period of appointment Council shall consider that appointment at that time.
- (3) Organisational representatives pursuant to Clause 3.1.3 of the TOR being Scott Hazeldine, Barossa Australia; Rolf Binder, RDA Barossa, Gawler, Light and Adelaide Plains; Bill Simons, Rotary Barossa District; Michelle Schwarz, Faith Lutheran College; and Rick Lane, Nuriootpa High School, noting that if for any reason the Organisational representative is no longer available to sit on the committee, then the organisation will nominate a replacement for the remainder of the appointees term upon approval of the Sister Cities Advisory Committee.

SECONDED Cr Preece**CARRIED 2022-26/359**Discussion

The Sister Cities Advisory Committee has been established and in operation for 15 months. The Sister City Program Manager has now presented an updated Terms of Reference as per Attachment 1 for endorsement due to changes within the representative group and operating procedures required for the Committee to function within the boundaries of the ToR. The Summary of changes is listed below:

Clause	Change
3.1	Reduction of total number of members from no more than 17 to 15
3.1.3	Reduction of total number of Community Members from 6 to 5
4.3	Update the word 'minutes' to 'notes' of the meeting to be reported to the Committee. Formal minutes are not required.
5.1.8	Remove clause requiring the Committee to provide an annual report to Council. All agendas and minutes are already provided to Council after each bi-monthly meeting.
7.1.7	Include the clause to ensure all members of the committee assist with hosting delegates every two years and attend any relevant events.
9.1	Remove clause to allow the Council to amend the Terms of Reference without Committee approval.

Members of the Committee were appointed by Council on 20 February 2024 and now require the following changes due to representative resignations and/or requested changes from the CEO and Organisational Representative Members as outlined below:

Committee Member	Who	Changes
Chairperson	Mayor	Remains unchanged
Council Staff	As appointed by the CEO	Limited to up to 4 Council Staff – includes the Sister City Program Manager

Community Members	• Ingrid Day • Carol Dadds • Vanesa Lambert • Louise Hickinbotham	Matt Hale resigned. All other members remain unchanged
Organisational Members	• Scott Hazeldine – Barossa Australia • Rolf Binder - RDA, BGLAP • Sandie Simons - Rotary Club of Barossa Valley • Milly Hoffmann & Rick Lane - Nuriootpa High School	Formally adding Milly Hoffmann as the current Study Tour Coordinator (chaperone taking the NHS Students to Grapevine in Sept 2025) to the Committee. Changing the Rotary Club of Barossa Valley representative from Bill Simons to Sandie Simons. Remove Michelle Schwarz, Faith Lutheran College.

Summary and Conclusion

Council is asked to endorse the Sister Cities Advisory Committee Terms of Reference as per Attachment 1 and appoint membership as outlined in the recommendation.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Draft Terms of Reference - Sister Cities Advisory Committee 

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Strategic Outcome

We look to maximize community economic return.

Corporate Plan

BS4 Council and Committees - Provision of support to Council and Committees through the provision of required information, agendas, and minutes. Council and Committees are provided with support to enable informed decisions

Legislative Requirements

Local Government Act 1999

RISK MANAGEMENT CONSIDERATIONS

These statements are qualitative in nature and designed to provide an indication of Council's general position when deciding to take or retain risk in pursuit of its objectives.

1. SERVICE DELIVERY

Refers to the delivery of services to the community, which includes the systems and physical assets that enable provision of these services, including structures (such as roads, buildings and facilities) as well as IT infrastructure, plant, vehicles & other equipment.

Nil

2. SUSTAINABILITY & ENVIRONMENT

Relates to measures to preserve, protect and minimise impact on the natural environment, including sacred and indigenous lands, flora, fauna, heritage, water, waste, hazardous materials and pollution.

Nil

3. FINANCIAL

Refers to planning and control of Council's budget to align with the sustainable achievement of the desired outcomes articulated in its Community Plan.

Nil

4. PEOPLE

Relates to recruitment, retention, wellbeing and safety of employees and volunteers and engagement and management of contractors as well as the wellbeing and safety of the community.

Nil

5. REPUTATION

Relates to policy, decisions, actions and circumstances that may cause Council to lose credibility with the community, ratepayers, key stakeholders, other levels of government and its own employees and contractors.

By updating the Terms of Reference and appointing current working members on the Committee demonstrates legislative compliance and transparency and allows the Committee to operate within the parameters of the meeting procedures as outlined.

COMMUNITY ENGAGEMENT

Not required

6. CONFIDENTIAL AGENDA

Nil

7. OTHER BUSINESS

Carol Dadds, Sunshine Barossa has created and provided a substantial discount for custom-made Sister City leather keyrings featuring both the Council and Grapevine Texas logos. Carol has also donated 6 leather wine bottle bags which, along with the keyrings, will be presented as gifts during the Grapevine Delegation visit in September 2025.

Carol bought the items in for the Sister City Advisory Committee to view.

8. NEXT MEETING

Thursday 25 September 2025 at 5.30pm

9. CLOSURE

Deputy Mayor Greatwich declared the meeting closed at 6.41pm.

Confirmed at Sister Cities Advisory Committee Meeting on 25 September 2025

Date:.....

Chairperson.....