

**NOTES OF MEETING - IFPRA ASIA PACIFIC COMMISSION MEETING HELD
ON SUNDAY, 20 OCTOBER, 2002 AT 3.00PM AT
THE GRAND COPTHORNE WATERFRONT HOTEL, SINGAPORE**

1. PRESENT

Dr Russell Arthur Smith - Chair Elect - Singapore,
Dr David Aldous - Immediate Past President (Proxy held for Dr Anne Binkley, Australia),
Mr Otto Fung - Singapore,
Ms Mariko Handa - Japan,
Dato' Ismail Ngah - Malaysia
Mr Li Rusheng - China,
Dr Yori Tashiro - President Elect - Japan
Mr Paul Wilson - New Zealand

Mr Gilbert Briscoe - Honorary Member
Mr Alan Smith - General Secretary
Mr John P Brandenburg - Secretary - IFPRA Asia Pacific

Also present:

Mr Faizal Abdullah, Ms Pam Pheasant & Mr Gordon Shearwood

APOLOGIES

Ms Zheng Shuling - Chairperson (China),
Mr Rob Small - Immediate Past Chairperson (New Zealand),

2. WELCOME AND APOLOGIES

In the absence of the Chairperson, Ms Zheng Shuling, who could not attend because of ill health, Mr John Brandenburg took the chair to open the meeting.

3. ADDRESS OF THE CHAIRPERSON

The meeting received a letter from the Chairperson, Ms Zheng Shuling, explaining that sickness prevented her from attending the meeting, but expressing her appreciation of the achievements made by countries in the Asia Pacific region to improve and develop park and green land, particularly within the urban environment. She also referred to the great progress in this area made by China in the last three years. She conveyed her thanks to the Secretariat of IFPRA Asia Pacific for its help and assistance and requested the Secretary, Mr John Brandenburg, to pass on the Chain of Office to the new Chair of IFPRA Asia Pacific, Dr Russell Arthur Smith.

Resolved

1. **That the report be received. Proposed by Mr D Aldous, seconded by Mr O Fung and carried.**
2. **That the Secretary write on behalf of the IFPRA Asia Pacific Commission**

sending best wishes for a speedy recovery to Ms Zheng Shuling.

4. MINUTES OF THE PREVIOUS MEETING

The Notes of the meeting held on 19 September, 2001 at the Lord Charles Hotel, South Africa had been previously circulated.

Resolved

That the Notes of Meeting be approved as a true record. Proposed by Dr Yori Tashiro, Seconded by Dr David Aldous and carried.

5. CONFIRM MEMBERSHIP OF THE COMMISSION

The Ministry of Housing and Local Government in Malaysia has nominated Dato'Haji Ismail Bin Ngah as World Commissioner for Malaysia. The Commission supported the nomination which would be referred to the World Commission.

The New Zealand Parks and Recreation Association (NZRA) has nominated Mr Paul Wilson as World Commissioner for New Zealand. It was understood that Mr Rob Small had agreed to resign from the Commission following a nomination by the professional body. The Commission supported this nomination for referral to the World Commission. Appreciation was expressed of Mr Rob Small's contribution to the Commission.

Every effort was being made to increase membership of the Commission, but as yet this had been unsuccessful. Membership of the Commission was confirmed as follows:

Australia	Dr Anne Binkley
Hong Kong	Mr Paul K K Cheung
Japan	Dr Mariko Handa
PR of China	Mr Li Rusheng
Singapore	Mr Otto Fung
Saudi Arabia	Mr Mohammed Al Humaidhi
New Zealand	Mr Paul Wilson (subject to the World Commission)
Malaysia	Dato' Haji Ismail Bin Ngah (subject to the World Commission)

6. APPOINTMENT OF EXECUTIVE

The appointment of the Executive was confirmed as follows:

Chair	Dr Russell Arthur Smith
Chair Elect	Dato'Haji Ismail Bin Ngah (subject to the approval of the World Commission and the confirmation of arrangements for 2005 in Malaysia)
Immediate Past Chairperson	Ms Zheng Shuling

7. ADDRESS OF NEW CHAIR

The Chair at this point passed to Dr Russell Arthur Smith. Dr Smith expressed his appreciation of the honour not just for himself, but for the Region. The outgoing Chairperson

was thanked for her dedication and support to the Region. It was agreed that the Secretary should write to her a letter on behalf of the Commission wishing her a speedy recovery.

Dr Smith thanked Mr Otto Fung for all his hard work in arranging the Congress in Singapore.

He advised that the expansion of membership was considered to be the major issue for the Region and in particular there was a need to increase the number of countries involved. Another issue would be the calendar of congresses.

8. APPOINTMENT OF SECRETARY

As no other nomination had been received and the current Secretary had expressed a willingness to continue, it was agreed that Mr John Brandenburg be appointed for a further three years. The roles and responsibilities adopted in May 1993 were reviewed and considered to remain applicable.

9. FINANCIAL REPORTS

Audited Accounts 2001/2002

The Secretary presented the audited accounts for the year 2001/2002. It was explained that cost savings had been made on the newsletter, although there were some additional costs associated with mail-outs. In future mail-outs to Japan would be in one bulk mailing and that would reduce postage costs.

Mr O Fung proposed the receipt of the audited accounts for the year 2001/2002, seconded by Dr M Handa and carried.

Forward Budget

The Secretary explained the construction of the budget and the need to reduce costs in order to avoid future deficit budgets. In consequence, no membership development initiatives were planned, but members who had contacts in their own or other countries were encouraged to use these contacts to develop membership. Dr Yoritaka Tashiro and Dr Kanzo Hirano from Japan had contacts in Korea and would be using these contacts to encourage membership.

Dr D Aldous proposed the adoption of the proposed budget, seconded by Dr M Handa and carried.

Appointment of Auditors

Dato'I. Ngah proposed the appointment of M C Kimmorley & Son to be the Region's Auditor for the three year period commencing 2002/2003, seconded by Mr O Fung and carried.

Signatories for cheques

It was explained that two signatories were needed for cheques and for convenience it had previously been agreed that these two signatories should be based in the same locality. For the past three year period, these had been the Secretary, Mr John Brandenburg and Mr Peter Duncan, both based in Sydney, Australia.

Dr R Smith proposed that the authorized signatories for the three year period commencing 2002/2003 be Mr John Brandenburg and Mr Peter Duncan, seconded by Mr O Fung and carried.

Disposal of Records

The Secretary requested permission to dispose of information not directly related to the operation of the Region. **This was agreed.**

10. CONGRESS REPORT

2002 Asia Pacific Congress, Singapore

It was reported that delegates from sixteen countries were attending the Congress. It was explained that because of the difficulty in attracting sponsorship, it had been necessary to rely heavily on registrations. Mr O Fung was congratulated in the success of the event in difficult economic circumstances.

2005 Asia Pacific Congress, Kuala Lumpur

Dato' I Ngah circulated an invitation signed by the Minister of Housing and Local Government Malaysia relating to a proposal to hold the 2005 Congress in Kuala Lumpur in September, 2005. He also circulated a detailed submission and a copy of the initial flyer for the Congress. The theme selected is "Landscapes, Parks, Gardens Dynamism". It was confirmed that the Congress organizers would have no difficulty meeting the capitation fee.

It was proposed by Mr O Fung that the Secretary communicate with Dato' Ngah to clarify outstanding points and confirm arrangements for the 2005 Congress in Malaysia, seconded by Dr D Aldous and carried.

2008 Asia Pacific Congress

It was noted that Parks and Leisure Australia (PLA) had bid to host the 2005 Asia Pacific Congress and it was considered to have the capacity to host future IFPRA events in conjunction with its annual national conference. A venue has not been determined for the 2008 Congress and PLA should be approached..

It was resolved that the Secretary invite Parks and Leisure Australia to put forward a proposal to host the 2008 Asia Pacific Congress, in conjunction with its annual national conference, dependent on the negotiation of a suitable venue.

11. IFPRA PROMOTION

The Secretary advised that the Newsletter had not been produced recently and reminded members that this publication was dependent on Commissioners providing regular and relevant information. It was planned to reintroduce the newsletter and also to up-date the home page of the website.

Attention was drawn to the opportunity for promotion of activities through the IFPRA Bulletin and also through Nations in Bloom, a competition with objectives similar to those of the Federation.

12. OTHER BUSINESS

Dr Mariko Hando advised that promotional material was now available for the 20th IFPRA World Congress in Hamamatsu in 2004. Members of the Asia Pacific Commission were urged to support the World Congress and encourage attendance from their countries. A copy was provided to all those present.

13. NEXT MEETING

The next meeting of the IFPRA Asia Pacific Commission would take place in Hamamatsu, Japan in 2004.

14. CLOSE OF MEETING

The meeting closed at 4.04pm.

Chairman.....

Secretary.....

**NOTES OF MEETING - IFPRA ASIA PACIFIC GENERAL ASSEMBLY HELD ON
TUESDAY, 22 OCTOBER, 2002 AT 9.45AM AT
THE GRAND COPTHORNE WATERFRONT HOTEL, SINGAPORE**

1. WELCOME/APOLOGIES

The Secretary welcomed those present and advised that apologies had been received from Chairperson of IFPRA Asia Pacific, Ms Zheng Shuling, due to ill health and from Dr Anne Binkley, (Australia). A welcome was extended to Commissioners present from the Asia Pacific Region and IFPRA World. He also acknowledged that the World President, Mr Christo Coetzer, the Immediate Past President, Dr David Aldous, the President Elect, Dr Yoritaka Tashiro and the General Secretary, Mr Alan Smith were attending the Singapore Congress. Visitors and non members were encouraged to consider membership of the Federation.

The attendance register records 32 members and 60 non members being present at the General Assembly.

2. INTRODUCTION BY SECRETARY

The Secretary read an address provided by Ms Zheng Shuling as follows:

“Please allow me to extend my congratulation on the opening of the meeting of IFPRA Asia Pacific Region and my gratitude to the host of the meeting, the Institute of Parks and Recreation of Singapore. At the same time, I feel very sorry, but I cannot attend this meeting because of my sickness these days.

“Since the Hangzhou meeting of 1999, Asia Pacific Countries have made positive efforts on the construction of urban environment and development of park and green land of each country. To promote the communication and cooperation in the area of park and green land, the Secretariat of IFPRA Asia Pacific Region has done a lot of work. I would like to express my sincere thanks and respect to the staff of the Secretariat.

“In the last three years China has made great progress in environment construction and developed rapidly in the area of park and green land. Beijing’s successful bid for the 2008 Olympic Games greatly propelled the advancement of urban environment construction in the City of Beijing and China. There will surely be more development of park and green land in China during the 21st century.

“As Chairperson of IFPRA Asia Pacific Region, I would like to express my thanks to my friends and colleagues, in particular for your support and help. I entrust Mr John P Brandenburg to hand over the ribbon of office to the new Chairman of IFPRA Asia Pacific Region. I wish him all the best in his work and greater achievements in the future.

“Thanks, Zheng Shuling”

3. HANDING OVER CEREMONY

The Secretary, in the absence of the Chairperson, formally acknowledged the new Chair, Dr Russell Arthur Smith and bestowed upon him the Chain of Office.

4. ADDRESS BY NEW CHAIR

In accepting the role of Chair, Dr Smith indicated that the Region had a need to expand the number of countries as members and encourage the appointment of Commissioners to represent those countries. Also, an increase in members is necessary to sustain the Federation and promote its objectives throughout the Region. He also congratulated the outgoing Executive.

5. COMMENT ON MEETING HELD AT SHANWAISHAN RESTAURANT

The Secretary advised that the General Assembly held at Hangzhou was a very informal gathering and that no minutes were taken. The format consisted of acknowledging the new Chairperson and Executive with advice that the 2002 Congress would be held in Singapore.

6. MATTERS ARISING FROM MEETING

There were no matters arising.

7. RESULTS OF ELECTION OF OFFICERS

Dr Russell Arthur Smith - Chair (Singapore)
Ms Zheng Shuling - Immediate Past Chairperson (China)
Dato' Haji Ismail Bin Ngah - Chair Elect (Malaysia)
Mr John P Brandenburg - Secretary

8. FINANCIAL STATEMENTS AND FORWARD BUDGET

The audited financial statements for the previous year and the forward budget had been previously circulated to all members. No matters were raised. Dr Smith indicated that the Auditor had also been re-appointed for the next three year period.

9. REPORT ON COMMISSION MEETING

The Commission Meeting was held on Sunday 20 October, 2002. A new Commissioner for New Zealand, on the recommendation of NZRA, Mr Paul Wilson, was appointed and for the first time a Commissioner for Malaysia, Dato' Ismail Ngah, was also appointed.

10. REPORT ON ASIA PACIFIC CONGRESS

Dr Smith advised that Malaysia had submitted a successful bid which was confirmed at the Commission Meeting and the 2005 IFPRA Asia Pacific Congress will now be held in Kuala Lumpur. He also advised that the Secretary had been instructed to contact Parks and Leisure Australia to seek its interest in hosting the 2008 Congress. Bids were open for the 2011 Congress and will be promoted in future issues of the Circular.

11. OTHER BUSINESS

The Secretary advised that a membership promotion had occurred for Thailand during the year. Further, that there are countries with large populations in the Region that should be encouraged to join the Federation. He offered the support of the Secretariat in any promotion

by members in that regard. He also advised that editorial on IFPRA had been secured again in the Australian publication “Outdoor Design Source” and that every member was to receive a complimentary copy on CD.

The Chair advised members that in 2004 the World Congress would be held in the Region at Hanamatsu, Japan. He looked forward to meeting members at that event and would take the opportunity to promote future Regional Congresses at the World Congress.

12. DATE AND PLACE OF NEXT MEETING

The next General Assembly will be held in Kuala Lumpur in association with the 2005 IFPRA Asia Pacific Congress, at a date and time to be determined.

13. CLOSE OF MEETING

The meeting closed at 10.05am

Chairman

Secretary.....