

#### NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that of a meeting of the SISTER CITIES COMMITTEE will be held:

DATE: WEDNESDAY 29 JULY, 2009

TIME: From 6.00pm

PLACE: COUNCILLORS' ROOM

#### COMMITTEE MEMBERS:

#### Councillors

Cllr Jean Hay AM, Mayor Manly Council

Manly Council - Chair Cllr Alan Le Surf

#### Other Representatives

Balgowlah Boys Campus Vanessa Briggs St Paul's College Liberty Campbell Community Member Wayne Collins Gay Collins Community Member Community Member Margaret Crossley Anthony Foster Community Member Helen Foster Community Member Japanese speaker David Freeman Japanese speaker Elise Gilet Community Member Leslee Grant Japanese/Korean speaker Katie MacMahon JET/Japanese speaker Sumiyo Mimori Judith Mudge Community Member Community Member Jack Nash John O'Brien Community Member

Community Member Susan O'Brien Tatsuko Ryan Japanese speaker Trevor Schwab Community Member Community Member Lynette Schwab Community Member Carmel Smith Suzanne Smith Mackellar Girls Campus Community Member Diane Sullivan

Yoko Sullivan St Paul's College (maternity leave) Kym Swaby

JET/Japanese speaker

Council Staff Elaine Kent Ross Fleming

Sister Cities Co-ordinator Divisional Manager Corporate Services

All other Councillors are free to attend as observers and are invited to do so and to engage in discussions, but not in voting, on any matter before the Committee.

Amanda Spalding

Deputy General Manager - People, Place and Infrastructure

Date:



#### **AGENDA**

#### SISTER CITIES COMMITTEE

## MEETING TO BE HELD ON WEDNESDAY 29 JULY, 2009 AT 6.00PM COUNCILLORS ROOM

ITEM 1	Apologies and leave of absence
ITEM 2	Declarations of Interest – Pecuniary Non- Pecuniary
ITEM 3	Confirmation of Minutes of Meeting held 24 <sup>th</sup> June 2009 and Matters Arising
ITEM 4	Report - Virtual Exchange for 2009 Odawara Student Exchange Programme
ITEM 5	Report - Soldier's Diary Handover
ITEM 6	Report - Cultural Exchanges and Sister City Matters
ITEM 7	Financial Report
ITEM 8	Correspondence
ITEM 9	General Business brought to the Attention of the Chair Prior to the Meeting and Approved for Consideration
ITEM 10	Date of Next Meeting - Wednesday 26 <sup>th</sup> August 2009



#### MINUTES OF MEETING

#### SISTER CITIES COMMITTEE

#### **HELD WEDNESDAY 24th JUNE 2009**

#### PRESENT:

Councillors

Cllr Alan Le Surf Manly Council - Chair

**Other Representatives** 

Wayne Collins
Gay Collins
Community Member
Community Member
Japanese Speaker
Community Member

Yoko Sullivan St Paul's College (maternity leave)

Tony Foster
Helen Foster
Suzanne Smith
Diane Sullivan
Tatsuko Ryan

Community Member
Mackellar Girls Campus
Community Member
Community Member

Dean White Visitor, Principal, Balgowlah Boys Campus

**Council Staff** 

Elaine Kent Sister Cities Co-ordinator

Ross Fleming Divisional Manager Corporate Services

#### TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Sister Cities Committee** met on Wednesday 24th June 2009, to consider the matters referred to it and now reports having reached the decisions taken and recommendations stated hereunder:

**OPEN** The meeting commenced at 6.00pm.

ITEM 1 APOLOGIES AND LEAVE OF ABSENCE ACTION

**Apologies:** 

Mayor, Cllr Jean Hay AM

Elise Gilet Japanese Speaker Katie McMahon Community Member Margaret Crossley Community Member Leslee Grant Community Member
Judi Mudge Community Member
Lyn Schwab Community Member

Sumiyo Mimori JET/Japanese Speaker – 1 year

#### Leave of Absence:

Margaret Crossley Community Member – 4 months granted

Attendance sheet signed. Apologies given and noted.

Suzanne Smith confirmed she is Mackellar Girls' Campus representative and asked if information could be sent to Japanese Language Teacher Ms Judith French at the school.

#### ITEM 2 DECLARATION OF INTEREST

There were no declarations of pecuniary or non-pecuniary interest.

#### ITEM 3 CONFIRMATION OF MINUTES

The minutes of the Committee meeting held 22 April 2009 were approved.

#### **MATTERS ARISING**

There were no matters arising.

It was resolved at Council's Ordinary Meeting held on 15 June 2009 that the minutes of the Sister Cities Committee meeting of 22<sup>nd</sup> April 2009 be adopted.

## ITEM 4 REPORT – Cancellation of 2009 Odawara Student Exchange Programme, Proposal for a Virtual Exchange and other relevant matters

<u>4a Cancellation of the Manly/Odawara Student Exchange</u>
Programme

The Chairperson read a letter received from Odawara City which conveyed their regret at the decision to cancel the student exchange this year due to H1N1Influenza (Swine Flu) concerns. Members noted the correspondence.

#### 4b Proposal for a Virtual Exchange

Principal of Balgowlah Boys Campus (BBC), Mr Dean White, was welcomed to the meeting.

Mr White provided a handout outlining what could be achieved and spoke about:

- his proposal for a virtual exchange programme
- the programmes merits
- the technology at his school which can assist the venture
- the opportunity for students to enjoy a learning experience despite the trip being cancelled
- virtually no costs involved, and, should costs occur, advised BBC happy to cover them
- mentioned the school have a bus to pick up students if needed
- hopes that not only students who missed out on participating in the exchange this year, but also students who would have

ACTION

- been unable to participate for financial reasons would also be able to participate
- offering the programme to all interested Japanese studies students and even ex-student involvement.

Mr White will take back what has been discussed to Vanessa Briggs, Japanese Language Teacher at BBC, and advise the Committee of a meeting date at the school to progress this programme.

Committee members endorsed the idea.

Mr White was thanked for his proposal, for offering BBC as the venue to host the programme and for attending the meeting.

The Committee also offered to assist with any costs incurred for the programme.

The Chairperson asked the Japanese Language Teachers and school representatives present for their comments about the proposal and they spoke favourably.

An email from Sumiyo Mimori advising of Odawara City's suggestions for the virtual exchange was read by the Chairperson. Their ideas for the exchange were considered and will be incorporated into the planning phase.

It was suggested to have a Virtual Exchange prior to the September Sister Cities meeting to familiarise with programme.

A letter will be sent to the Manly students inviting them to be part of the virtual exchange. Relevant information from Mr White's handout will be sent with the correspondence. John O'Brien will speak to Vanessa Briggs and advise date of first meeting.

The 'Virtual Exchange Working Group' will comprise of John O'Brien, Sue O'Brien, Yoko Sullivan, Sue Smith, Dean White and Vanessa Briggs.

#### Motion:

"The Committee thanked Dean White and Vanessa Briggs for their proposal and accept it enthusiastically and recommend Sue Smith, Yoko Sullivan and Chaperones (John O'Brien and Sue O'Brien) assist with the virtual exchange programme and that Mr Ozaki be invited to visit the school in August."

Moved: Wayne Collins Seconded: John O'Brien

#### 4c Other Relevant Matters

#### Soldier's Diary

The diary of Mr Tuzuku Maruyama was discussed.

#### The Chairperson advised:

- he had spoken to, and is liaising with, Kevin Browning,
   Director of Museum North Fort, who has the original diary, for its handover
- has asked for copies of images and illustrations eg signal

flags

- has edited Sumiyo's translated document to enlarge font size and make the pages correct (this was tabled)
- Major General Tim Ford of the Defence Forces will be attending handover
- the soldier's diary was found in New Guinea
- it was thought to have passed through a few hands before it was handed to the North Fort Museum by the family of a soldier who found it
- a handover at Council, attendees and a Mayoral lunch have been discussed with Kevin Browning
- date of event is Wednesday 5<sup>th</sup> August 2009 at Council.

#### It was suggested that:

- Mr Ozaki be given a copy of the diary in both English and Japanese
- Mr Maruyama's family receive the original
- North Fort get a translated copy from Council (in album form) -(North Fort have a copy of the Japanese version)
- Manly Council keep a translated copy
- A copy of the diary be given to the people who assisted Sumiyo in the translation
- Advice be sought from Sumiyo as to whether permission has been given to copy and distribute the diary
- Have media coverage
- Sister Cities Co-ordinator will provide a draft attendees list, of persons discussed, and those suggested by Sumiyo, and email to Chairperson and Mayor for approval.

Sumiyo's email of 24 June 2009 regarding suggestions for the handover was read. Ideas raised will be taken into consideration when organising the event.

A response to Sumiyo's email will be sent by the Sister Cities Coordinator.

The Committee asked the Sister Cities Co-ordinator to enquire of Odawara City of the plans of Mr Ozaki's visit and the names of the other people attending with him.

Council's graphics division will be consulted for advice and assistance on copying the diary.

Yoko Sullivan offered to translate at the event.

#### 4d Expressions of Interest

The Chairperson raised the idea of Expressions of Interest being submitted each year by Committee members to be considered as chaperones for the Manly/Odawara Student Exchange.

Essential Criteria – commitment to participate in:

- initial selection process of students
- all Orientation sessions prior to travelling
- reciprocal visit

Additional Criteria for consideration:

- Japanese speaker
- Previous overall programme participation history
- Length of time as member of Sister Cities Committee
- Any other criteria the Committee considers necessary at the time.

#### The Committee favoured:

- Have a reserve chaperone
- Helpful for students if a Japanese speaker with the group
- Number of chaperones may change depending on number of students taken
- Previous chaperones can apply

#### Motion:

"The Committee develop a procedure setting out criteria for seeking applications and selection of chaperones for Sister City annual exchanges."

Moved: John O'Brien Seconded: Jack Nash

#### Recommendation

That the information be noted.

#### ITEM 5 REPORT – Tokimeki Cup Speech Contest Awards

The Tokimeki Cup Speech Contest was held at Manly Council in the Council Chamber on Wednesday 27th May 2009.

- 18 students competed 12 girls and 6 boys
- representing 5 schools

#### There were 6 award categories:

- 1. Team Effort Mackellar Girls Campus
- Heritage Award Miss Monica Flint, Manly Selective Campus, Year 9
- 3. 3rd Prize Mr Harrison Fleming, Balgowlah Boys Campus, Year 10
- 2nd Prize Miss Regina Chen, Mackellar Girls Campus, Year 10
- 5. Tokimeki Cup 1st Prize Miss Catherine Chen, Manly Selective Campus, Year 9
- 6. New Award Category 'The Joan Thorburn Inspirational Achievement Award' was awarded to Mr Richard Heasman, St Paul's College, Year 10.

The Chairperson thanked Liberty Peisley and Yoko Sullivan for their efforts for the Tokimeki Cup this year.

It was agreed the venue worked well. Light refreshments to be available at next event.

Odawara City has been advised of the winners.

#### Recommendation

That the information be noted.

**ACTION** 

**ACTION** 

# ITEM 6 REPORT – Cultural Exchanges and Sister City Matters – Friendship Relationship and visit to Yeong-do South Korea and Proposal for a lifesaving skills project with Gunnedah 6a Friendship Relationship and visit to Yeong-do, South Korea The Chairperson tabled his report on the visit:

"Report on visit by the Mayor, General Manager and members of the Manly Sister Cities Committee to Yeongdo-gu, Busan Metropolitan City, Korea.

The delegation travelled independently and on Thursday 28 May met at luncheon International Airport, catching a domestic flight together to Kimhae. We were met by the Chairman of the Yeongdo International Exchange Committee, Mr Lee and staff of the International Exchange Section, Yeongdo. A bus trip took us to our homestay destination, arriving sometime after 10pm. After a supper of fruit, cakes and milk, we retired, exhausted.

The sun was up around 5am the next day and we were greeted by 74 tankers sitting off shore (thanks Wayne!). Yeongdo is a maritime city with a bustling, working harbour providing employment and international travel to the citizens of Busan. In particular, it houses Hanjin Heavy Industries, the first shipyard in Korea, producing around 20 large vessels a year and employing nearly 5000 people. As well, a regular, daily, fast ferry service connects Korea with Japan, whilst larger passenger vessels provide travel to other sea ports in the Asian region. Yeongdo also operates the largest fish market in the region. Numerous maritime-related businesses both support and compete with those mentioned above.

Yeongdo has a population of around 152, 118 and an area of 14.1 square kilometres. We travelled extensively throughout the city and greater Busan, even spending a night at Beom-Eo-Sa Temple, experiencing the lifestyle of its Buddhist monks.

The mood was tempered a little following the death of former president ROH. As a result many festivals were cancelled, including the Busan Port Festival at which we had been scheduled to attend and provide a display on Manly.

The Charter of Mutual Friendship signed by both Mayors, was based upon the shared desire to pursue friendly relations and promote cooperation and understanding by agreeing to:

- 1. Establish a framework of exchange for human and material resources in the areas of economy, culture, art, education and environment; and to share experiences and information in relation to administration, science, technology and any other areas of potential common interest.
- 2. Nurture and develop the relationship between the two cities and endeavour to exchange City delegates and citizens to facilitate better cross-cultural understanding, long lasting friendships and inter-city opportunities, and provide support for mutual visitation of delegations.
- **3.** Cooperate to increase mutual benefits that can be derived from undertaking a range of feasible business projects and activities between the two cities.

A highlight of the visit was a meeting with the Speaker of the Korean

National Assembly, Mr Hyong-O KIM. Mr Kim received us in his office at the National Assembly building in Seoul. He was very enthusiastic about the relationship between Yeongdo and Manly, particularly as he is resident of Yeongdo and friend of Mayor Eo. With support at this level, I believe that our relationship will be a fruitful one.

It should be pointed out that all members of the delegation paid for their own travel arrangements, additional accommodation and sightseeing experiences.

Thanks should be extended to Mayor Eo, and the council, staff and citizens of Yeongdo for their hospitality and friendship. We look forward to catching up again soon.

I would like to also thank our friends at the Korean Tourist Organisation and in particular Young Cha, Manager, International Relations, Korea Local Government Centre for her assistance and support both in Australia and Korea.

Alan LE SURF Councillor Chairman, Sister Cites Committee 19 June 2009

#### Items tabled:

- Manly Daily article on visit
- Charter of Mutual Friendship
- Photo album compliments of John O'Brien

Delegates spoke about the trip and the wonderful hospitality. It was confirmed it is the Port of Busan and not Pusan. A member would like it noted that hospitality benefits from Yeong-do Council and local residents were received during the Council delegation to Yeong-do, South Korea. Homestay was provided and functions of welcome. The Committee were advised that Mayor Eo, Lee family and interpreter intend to travel to Australia in September/October 2010.

6b <u>Proposal for a lifesaving skills project with Gunnedah</u>
Committee member Jack Nash's proposal for a lifesaving skills
project to reactivate the Friendship Relationship with Gunnedah was
discussed.

After deliberation it was decided that a Manly based project, rather than Gunnedah based training, be explored to establish a 'bush to beach' connection.

An email will be sent to Mayor, Adam Marshall and General Manager, Robert Campbell to ask their thoughts on such a collaboration.

Thoughts were, that a group of students over 15 years of age from Gunnedah could be chosen to visit Manly for a short stay to learn lifesaving skills and enjoy surf and beach activities.

Jack, and Queenscliff Surf Club, were thanked for the proposal.

#### Recommendation

That the information be noted.

#### ITEM 7 FINANCIAL REPORT

That the Financial Report for May/June 2009 be accepted.

Moved: Helen Foster Seconded: John O'Brien

#### Recommendation

That the information be noted.

#### ITEM 8 CORRESPONDENCE

**ACTION** 

**ACTION** 

Correspondence list of correspondence in and correspondence out was noted.

#### Recommendation

That the information be noted.

### ITEM 9 GENERAL BUSINESS BROUGHT TO THE ATTENTION OF THE CHAIR PRIOR TO THE MEETING AND APPROVED FOR

**CONSIDERATION** 

#### ACTION

#### Recommendation

That the information be noted

#### ITEM 8 NEXT MEETING DATE:

A change of meeting date for July was requested. Meeting will be held:

Date: 29th July 2009 Time: 6.00pm

Venue: Councillors' room

Meeting closed at 8.10pm



MEETING DATE: 29 July 2009

**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

SUBJECT: Virtual Exchange for 2009 Odawara Student Exchange

**Programme** 

#### 1. INTRODUCTION

A meeting was held on Tuesday 7<sup>th</sup> July 2009 at Balgowlah Boys Campus to discuss the proposed virtual exchange.

#### 2. INFORMATION

An outline of tasks to be completed and a handout on suggestions for improved video recording were handed to students.

It was decided that there would be an introduction, then the student DVD's and a conclusion. Students said they would work in groups and edit their own work.

Students were asked to compile their DVDs during the school holidays and bring them to the next meeting to be held on Tuesday 28<sup>th</sup> July at 4pm at Balgowlah Boys Campus.

Further information may be provided to the meeting by the Virtual Exchange Working Group.

#### 3. RECOMMENDATION:

That the information be received and noted.

Elaine Kent Sister Cities Co-ordinator 16 July 2009

#### **ATTACHMENTS**



MEETING DATE: 29 July 2009

**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

SUBJECT: Soldier's Diary Handover

#### 1. INTRODUCTION

Update on plans for the handover of Mr Tuzuku Maruyama's diary, scheduled for Wednesday 5<sup>th</sup> August 2009, and the proposed visit of Mr Ozaki and Odawara City officials, will be discussed.

#### 2. INFORMATION

Any additional information on event organisation will be tabled.

#### 3. RECOMMENDATION:

That the information be received and noted.

Elaine Kent Sister Cities Co-ordinator 16 July 2009

**ATTACHMENTS** 



MEETING DATE: 29 July 2009

**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

SUBJECT: Cultural Exchanges and Sister City Matters

#### 1. INTRODUCTION

#### Gunnedah

Our proposal for a lifesaving skills project, as a 'bush and beach' collaboration to reactivate the Friendship City Relationship between Manly and Gunnedah, will be further discussed if feedback has been received from Gunnedah Shire Council.

#### 2. INFORMATION

There is no further information to report at this stage.

#### 3. RECOMMENDATION:

That the information be received and noted.

Elaine Kent Sister Cities Co-ordinator 16 July 2009

#### **ATTACHMENTS**



MEETING DATE: 29 July 2009

**AUTHOR:** Ross Fleming, Divisional Manager Corporate Services

SUBJECT: Financial Statement / Current Balance of Sister Cities

**Committee Account(s)** 

#### 1. INTRODUCTION

The Financial Report for the Sister Cities Accounts as at 30 June 2009 is tabled:

#### 2. INFORMATION

Nothing further to report.

#### 3. RECOMMENDATION:

That the Financial Report for June 2009 be received and noted.

Ross Fleming Divisional Manager, Corporate Services 16 July 2009

#### **ATTACHMENTS**

1. Financial Statement

#### MANLY SISTER CITIES COMMITTEE FINANCIAL YEAR - 2008/2009

FINANCIAL STATEMENT AS AT JUNE

(reporting activity in current accounts)

#### 1. SISTER CITIES DEPOSITS ACCOUNT

No. 008000 9200 8088

Balance of Account as at: 1 June 2009 \$594.84

Balance of Account as at: 30 June 2009 \$594.84

Balance C/fwd 2009/2010

2009

2. BUDGET ALLOCATION

No. 011031 0027 0120

Balance of Account as at : 1 June 2009 \$10,544.80

Less:

29/06/2009 Gifts - Yeongdo Visit -\$162.64

Balance of Account as at: 30 June 2009 \$10,382.16

Balance C/fwd 2009/2010

3. ODAWARA EXCHANGE ACCOUNT

No. 008000 9200 8094

Balance of Account as at: 1 June 2009 \$38,211.82 Refunds - Odawara Student Exchange 3/06/2009 -\$30,000.00 -\$216.55 9/06/2009 Reimburse Trophies/Awards Tokimeki Cup Liberty Campbell 9/06/2009 Yoko Sullivan Reimburse Trophies/Awards Tokimeki Cup -\$50.00 11/06/2009 Qantas Airways Ltd Refund of Deposit \$2,500.00

Balance of Account as at: 30 June 2009 \$10,445.27

Budget allocation 2009/2010 = \$7,500

4. JOAN THORBURN - TOKIMEKI DONATIONS ACCOUNT

No. 008000 9200 8092

[To be used for Student Award for Tokimeki Program in memory of Joan Thorburn]

Opening Balance 1 June 2009 \$1,220.00

Plus:

Nil

Balance of Account as at: 30 June 2009 \$1,220.00

Balance C/fwd 2009/2010



MEETING DATE: 29 July 2009

**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

SUBJECT: Correspondence

#### 1. INTRODUCTION

Items of correspondence sent and received will be tabled.

#### 2. INFORMATION

No further information to report.

#### 3. RECOMMENDATION:

That the correspondence be received and noted.

Elaine Kent Sister Cities Co-ordinator 16 July 2009

#### **ATTACHMENTS**