



**MINUTES OF MEETING**  
**SISTER CITIES COMMITTEE**  
**HELD WEDNESDAY 26 AUGUST 2009**

*NOTE: All minutes are subject to confirmation at a subsequent Council or Planning and Strategy Committee meeting.*

**PRESENT:**

**Councillors**

Cllr Jean Hay AM, Mayor  
Cllr Alan Le Surf

Manly Council  
Manly Council

**Other Representatives**

John O'Brien	Community Member
Sue O'Brien	Community Member
David Freeman	Japanese Speaker
Tony Foster	Community Member
Trevor Schwab	Community Member
Leslee Grant	Community Member
Diane Sullivan	Community Member
Yoko Sullivan	St Pauls College
Suzanne Smith	Mackellar Girls Campus
Tatsuko Ryan	Community Member

**Council Staff**

Elaine Kent  
Ross Fleming

Sister Cities Co-ordinator  
Divisional Manager Corporate Services

**TO THE MAYOR AND COUNCILLORS OF THE COUNCIL**

The **Sister Cities Committee** met on Wednesday 26<sup>th</sup> August, 2009, to consider the matters referred to it and now provides the following advice to Council.

**OPEN** The meeting commenced at 6.00pm

**ITEM 1 APOLOGIES AND LEAVE OF ABSENCE**

**Apologies:**

Judi Mudge, Carmel Smith, Vanessa Briggs, Katie McMahon, Liberty Campbell, Helen Foster, Jack Nash, Lyn Schwab, Kym Swaby

**Leave of Absence:**

Sumiyo Mimori – JET/Japanese Speaker – 1 year  
Margaret Crossley – Community Member – 3 months

**ITEM 2 DECLARATION OF INTEREST**

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

**ACTION**

**ITEM 3 CONFIRMATION OF MINUTES**

The minutes of the Sister Cities Committee meeting held Wednesday 29 July 2009 were confirmed subject to notation that Suzanne Smith was in attendance at the meeting.

Moved: Tony Foster                      Seconded: John O'Brien

It was resolved at Council's Planning and Strategy meeting held on 3 August 2009 that the minutes of the Sister Cities Committee be adopted.

**MATTERS ARISING**

There were no matters arising.

**ITEM 4 REPORT – Virtual Exchange Programme**

Community member John O'Brien presented his report and gave a brief overview of progress to date of the virtual exchange and advised that it is well in hand with the assistance of Vanessa Briggs of Balgowlah Boys Campus who is co-ordinating the schools involvement.

The Chairman read Vanessa's emails on technical requirements and conveyed thanks to her and Principal Dean White for their commitment and involvement. Yoko Sullivan advised that Sumiyo Mimori is assisting with translation of Vanessa's emails into Japanese and these will then be sent to Odawara so they can organise the technology needed.

A special mention of thanks was given by the Chairman for the Virtual Exchange meeting held at Balgowlah Boys when Odawara visitors were here and thanked the students who provided food and refreshments on the day. Letter of thanks to be sent to the school. August 31 has been given as the due date for receipt of DVD's from schools.

The Chairman read a letter from Mayor of Odawara City, Mr Kenichi Kato, which conveyed his appreciation of the introduction of the Virtual Exchange Programme this year as a result of the cancellation of the Annual Student Exchange Programme between Manly and Odawara due to health concerns regarding Swine Flu.

Extract from Mr Kato's letter - "I am very excited by the plan for Odawara and Manly to have a virtual exchange program this year as it will serve to deepen our friendship and strengthen the cooperation between our two cities. Odawara has participated in the youth exchange program with Manly for twenty years. I would like to express my deepest gratitude to Manly Council Sister Cities Committee and the local community members for their enthusiasm and cooperation in enabling us to continue a youth exchange program over such a long period of time, especially when such programs are acknowledged as one of the most difficult community projects in Japan. I will also continue making my efforts for our exchange program between Odawara and Manly to be even more active and growing further."

**Resolved:**

That the report be received and noted.

**ACTION**

Elaine Kent

**ITEM 5**

**REPORT – Sailors Diary Handover**

Sumiyo Mimori forwarded photos from the handover of Mr Maruyama’s diary to his family in Japan which were shown to the Committee and emails providing an insight of its final journey were read. Sumiyo was thanked most sincerely for assisting the whole process.

The Chairman and members all agreed the handover event went extremely well, was a historic event and had good media coverage both here and in Japan.

The Chairman thanked the Mayor for hosting the morning tea event and luncheon and read the following vote of thanks:

“I wish to thank the following Committee members for their assistance during this year’s shortened program:

**Yoko Sullivan** – for translating our speeches; assisting me on Tuesday 4 August and for her assistance and work at the Virtual Exchange meeting.

**John O’Brien** – for helping with the initial pickup from the Airport. Photography during the visit; his work on the Virtual Exchange. And together with Sue, opening their house for the Farewell Party.

**Tatsuko Ryan** – for providing the translation at the Handover Ceremony.

**Trevor & Lyn Schwab** – for conveying everyone to and from the Pacific on Wednesday night and Thursday.

**Vanessa Briggs** – for her work on the Virtual Exchange.

**Leslee Grant** – for her assistance in conveying people to the Airport on Thursday night.

**Council staff** – Elaine Kent, Ross Fleming, Sally Whearty and Bronwen Thomas for – co-ordinating the handover, morning tea and lunch, producing the final document, assistance with media enquiries and production of media packs, and anything else I’ve missed!! Also Council’s catering staff for the food and refreshments at the morning tea and lunch.

Committee members for turning up at various points throughout the visit!”

The Chairman conveyed Mayor Kato’s words of disappointment he couldn’t be at the ceremony. He was represented by the Odawara visitors and his letter was read out by the Mayor during the morning tea.

It was proposed that a submission entry on the diary handover event be considered for the next National SCA (Sister Cities Australia) Awards.

It was agreed that information pertaining to the diary handover, including all media coverage, a translated copy of the diary, relevant documents, photos etc be compiled so the Committee and Council have a historic record.

A letter of thanks to be sent to Mr John Saltwell at North Fort for being instrumental in the diary process and send him a copy of CD photos by John O’Brien (provided to Bronwen Thomas at Council).

John O’Brien advised he had sent a CD of all photos he had taken

**ACTION**

Elaine Kent

Bronwen Thomas

Elaine Kent

and prints of photos to North Fort for their record.

John Saltwell and Kevin Browning to also be provided with a copy of Japanese handover photos as per Sumiyo's emails.

Chairman read the AJS (Australia Japan Society) August Newsletter article on the diary handover which was written by Mr Ian Stewart who attended the event.

A thank you letter from Ms Michie Akahane was read out. The Mayor advised Ms Akahane had sent flowers in thanks for being invited to attend the historic event. Ms Akahane had assisted with translation of Mr Maruyama's diary.

**Resolved:**

1. That the report on the official handover of the sailors diary be received.
2. That the handover of the diary be considered for inclusion for the next National SCA Awards.

IBM

**ITEM 6 FINANCIAL REPORT**

The Financial Report for July 2009 was presented.

Elaine Kent

**Resolved:**

1. That the Financial Report for July 2009 be received and noted.
2. That a donation of \$250.00 and a letter of thanks be sent to the North Fort Museum for providing a tour of Museum & Memorial Walk on Wednesday 5 August 2009 as part of the diary handover.

**ITEM 7 CORRESPONDENCE**

Correspondence as listed was tabled and noted.

Correspondence In:

- Australia Japan Society (AJS) of NSW Inc. August newsletter – including article on diary handover.
- Sister Cities Australia August newsletter.
- Invitation to Asia Pacific Cities Summit, to be held 15th – 7th September in Incheon, Republic of Korea.
- Change of postal address for Committee Member Jack Nash and note of sincere thanks.
- Hiroshima City Peace Declaration of August 6th 2009.
- Numerous emails regarding diary handover event.
- Numerous emails regarding virtual exchange planning.
- Letter from Mayor of Odawara, Mr Kenichi Kato, (read out at diary handover) on cancellation of student exchange this year and diary handover event.
- Invitation to attend an AJS Business Series Event on 9th September 2009.

Correspondence Sent:

- Numerous emails and invitation letters covering diary handover event
- Emails regarding Odawara visitors to Manly for diary handover

Copy of Mayor of Hiroshima's Peace Declaration and letter of 6 August 2009 is attached to these minutes.

ITEM 8	GENERAL BUSINESS BROUGHT TO THE ATTENTION OF THE CHAIR PRIOR TO THE MEETING AND APPROVED FOR CONSIDERATION	ACTION
8.1	That the September meeting of the Sister Cities Committee be cancelled.	Elaine Kent
8.2	Sister Cities Co-ordinator be asked to follow up with Jing'an on planned trip to Manly in November 2009 and Taito City on planned trip to Manly in December 2009.	Elaine Kent
8.3	As 10 <sup>th</sup> Year Anniversary with Odawara City occurs in 2010 and 20 <sup>th</sup> Year Anniversary with Jing'an also in 2010, that suitable gifts be purchased - to be followed up by Sister Cities Co-ordinator.	Bronwen Thomas
8.4	Council's media officer be asked to secure copy of Channel 7 footage taken at the diary handover.	
8.5	<p data-bbox="472 660 1254 719">Tony Foster provided a report on the proposal for a 'bush to beach' programme with Gunnedah:</p> <ul data-bbox="472 757 1286 1133" style="list-style-type: none"> <li data-bbox="472 757 967 786">• School to school liaison preferred</li> <li data-bbox="472 792 1182 822">• Summertime and a long weekend would work well</li> <li data-bbox="472 828 1238 887">• If 10 students they could be billeted at Queenscliff Surf Club</li> <li data-bbox="472 896 1126 925">• If go through schools then families could billet</li> <li data-bbox="472 931 1270 1032">• Chairman asked for a pilot program format to be done so it could be sent to Gunnedah and schools for consideration</li> <li data-bbox="472 1039 1031 1068">• Age range 15 to 16 year olds students</li> <li data-bbox="472 1075 1286 1133">• Tony will take back matters discussed to QSC and he and Jack Nash will work on it and report back</li> </ul>	Tony Foster Jack Nash

**Resolved:**  
That the information be noted.

**ITEM 9 NEXT MEETING DATE:**

**Date: Wednesday 28<sup>th</sup> October 2009**  
**Time: 6.00pm**  
**Venue: Councillors Room**

Meeting closed at 7.30pm