MINUTES OF MEETING

SISTER CITIES COMMITTEE

HELD WEDNESDAY 28 OCTOBER 2009

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

PRESENT:
Councillor

Cllr Alan Le Surf	Chairman

Other Representatives

John O'Brien	Community Member
Sue O'Brien	Community Member
Gay Collins	Community Member
Wayne Collins	Community Member
Vanessa Briggs	Japanese Teacher Balgowlah Boys Campus
Elise Gilet	Community Member/Japanese speaker
Katie McMahon	Community Member/Japanese speaker
Carmel Smith	Community Member
Judi Mudge	Community Member
Tatsuko Ryan	Community Member

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 28th October, 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** **ACTION**

Apologies:
Mayor Jean Hay AM, Tony Foster, Helen Foster, Lyn Schwab, Trevor Schwab, Yoko Sullivan, Leslee Grant, Diane Sullivan, Kym Swaby and Sumiyo Mimori

Leave of Absence:
Leslee Grant – 4 months leave of absence granted.

Resignation from the Committee:
Margaret Crossley has tendered her resignation from the Sister Cities Committee as she is now only in Sydney at irregular intervals. Margaret was thanked by the members for her long association with the Committee.

		ACTION
ITEM 2	**DECLARATION OF INTEREST** There were no declarations of pecuniary or non-pecuniary interest.	
ITEM 3	**CONFIRMATION OF MINUTES** The minutes of the Sister Cities Committee meeting held Wednesday 26 August 2009 were accepted, subject to amendment of wording in minutes - that Manly will celebrate the 20 year Friendship City anniversary with Odawara, Japan in 2010 and the 10 year Sister City anniversary with Jing'an, China in 2010 - and not the other way around which was written in the minutes. Moved: Wayne Collins Seconded: Gay Collins **MATTERS ARISING** There were no matters arising.	
ITEM 4	**REPORT – Virtual Exchange Programme** Vanessa Briggs, Japanese Language teacher at Balgowlah Boys Campus, who is co-ordinating the schools involvement, updated the Committee on progress to date. Vanessa and IT person in Odawara are liaising on the technology needed for the connection. Also, an Education Department person is assisting who worked in Japan for some time so he is communicating with the Odawara IT person which is really helpful. No date can be given yet for the Virtual Exchange until the connection is established. Vanessa also advised that her students are finishing their DVD and will produce one DVD for sending to Odawara that will include the Stella Maris student's stories. The Committee thanked Vanessa for her efforts and asked her to keep Sister Cities Co-ordinator Elaine Kent informed of progress and copy in the Chairman Councillor Alan Le Surf. Sister Cities Co-ordinator was asked to send an email of thanks to the IT person in Odawara to acknowledge their contribution. **Recommendation:** That the report be received and noted.	**Vanessa Briggs** **Elaine Kent**
ITEM 5	**REPORT – Lifesaving Project with Gunnedah** The Chairman advised that he had spoken with the Mayor and General Manager of Gunnedah – they are keen for the project to go ahead. They spoke about the potential for students to stay at homesteads whilst in Gunnedah and experience 'earth to table' in terms of food and produce. Members discussed the report. It was felt the date given for end November this year was too soon to bring the project together. Members would like to look into homestay whilst in Manly, cover all meals, and organise afternoon programmes e.g. trip to zoo. "The Committee will request Queenscliff Surf Club to further advance the proposed project and the Sister Cities Committee will support the project and offer assistance as required, including options for homestay and assistance with meals." Moved: Wayne Collins Seconded: John O'Brien	**Jack Nash**

		ACTION
	Recommendation: That the report be received and noted.	
ITEM 6	**REPORT – Exchanges and Projects with Yeongdo-gu** The Chairman spoke about the report. He mentioned the need for homestay during the exchanges and visits to Manly. Katie McMahon was asked to assist as she has Korean language skills. The Chairman advised the Committee that Mr Kim, Chairman of the National Assembly, is proposed to pay a visit to Manly end November (date and visit to be confirmed). The Chairman tabled a City of Brisbane Sister Cities Newsletter that mentioned about business/trade opportunities and how they had addressed such approaches. Members felt that trade should be progressed on a different level.	
	Sister Cities Co-ordinator and Chairman will work on different aspects in the report e.g. contacting local soccer associations.	**Chairman and Sister Cities Co-ordinator**
	Exchanges which the SCC may be able to offer assistance were (1) student English Language Training; (2) Sports exchange – soccer; (3) Culture/Arts.	
	Recommendation: That the report be received and noted.	
ITEM 7	**REPORT – Friendship City and Sister City Visits and Anniversaries** The Chairman advised members of the names of the 6 Taito City officials who would be in Manly on the morning of Friday 6th November 2009 with Mayor Yoshizumi of Taito-ku.	
	The Chairman also advised members of the visit by TICC on Saturday 19th December 2009.	
	The kookaburra gifts were shown to members. It was decided to give the large kookaburra to Taito City and the smaller kookaburra to TICC during their visit at the end of December.	
	Sister Cities Co-ordinator was asked to book two restaurant venues for Sunday 20th December (SCC hosted dinner) and Monday 21st December (TICC hosted dinner).	
	Recommendation: That the report be received and noted.	
ITEM 8	**FINANCIAL REPORT** The Financial Report for September 2009 was presented.	
	Resolved that the September Financial Report be received and noted.	
ITEM 9	**CORRESPONDENCE** Correspondence In and Out as listed in the Agenda was noted. Late correspondence was tabled, read and noted.	
	The Committee would like all information relevant to the Sailors Diary Handover recorded for perpetuity in the Manly Library. Sister Cities	**Elaine Kent** **John O'Brien**

	Co-ordinator will liaise with Local Studies staff in the Library. John O'Brien will assist with photo record.	**ACTION**
ITEM 10	**REPORT – Proposed meeting dates for 2010** Committee Members resolved that the Sister Cities Committee will meet from February to November in 2010. They will meet on the 4th Wednesday as usual. No meetings will be held in January and December 2010. Members agreed that Chairman Councillor Alan Le Surf, with Sister Cities Co-ordinator Elaine Kent and Divisional Manager Corporate Services/Chief Financial Officer Ross Fleming, through meetings to discuss important matters, would make decisions where necessary at non meeting times. **Recommendation:** That the report be received and noted.	
ITEM 11	**GENERAL BUSINESS BROUGHT TO THE ATTENTION OF THE CHAIR PRIOR TO THE MEETING AND APPROVED FOR CONSIDERATION**	
	i) The Committee would like to send a card and book to Mayor Jean Hay AM along with their best wishes for her good health.	**Elaine Kent**
	ii) Gifts for Taito City officials and TICC visitors were needed. Chairman and Sister Cities Co-ordinator will organise.	**Chairman** **Elaine Kent**
	Recommendation: That the information be noted.	
ITEM 12	**NEXT MEETING DATE:** **Date: Wednesday 25th November 2009** **Time: 6.00pm – 7.00pm** **Venue: Councillors Room** **7.00pm Christmas dinner at Izumi Japanese Restaurant, Sydney Road, Manly (please RVSP to Elaine Kent)**	

Meeting closed at 7.45pm