MINUTES OF MEETING

SISTER CITIES COMMITTEE

HELD WEDNESDAY 24 FEBRUARY 2010

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

PRESENT:

Other Representatives

Anthony Foster	Community Member (Acting Chair)
John O'Brien	Community Member
Sue O'Brien	Community Member
Elise Gilet	Community Member
Liberty Campbell	Community Member
Judi Mudge	Community Member
David Freeman	Community Member
Yoko Sullivan	Community Member
Trevor Schwab	Community Member

Council Staff

Elaine Kent	Sister Cities Co-ordinator
Ross Fleming	Executive Manager Corporate Services

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Sister Cities Committee** met on Wednesday 24 February 2010 to consider 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 Cllr Jean Hay AM, Cllr Alan Le Surf (Chair), Tatsuko Ryan, Kym Swaby, Sumiyo Mimori, Leslee Grant, Jack Nash, Diane Sullivan, Vanessa Briggs, Suzanne Smith, Helen Foster, Carmel Smith, Lyn Schwab, Wayne Collins and Gay Collins.

Leave of Absence:
Tony and Helen Foster asked for leave of absence for the March and April meetings.

Advice to Committee and Council:
Mrs Yoko Sullivan, Japanese Language Teacher at St Paul's College, advised that she is back at school and no longer on maternity leave.

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 on Wednesday 25th November 2009 were approved. Moved: Judi Mudge Seconded: John O'Brien **MATTERS ARISING** There were no matters arising.	**ACTION**
ITEM 4	**REPORT – VIRTUAL EXCHANGE, STUDENT EXCHANGE PROGRAMME AND 20TH ANNIVERSARY WITH ODAWARA IN JAPAN** **Virtual Exchange** An email, providing an update on arrangements for the first virtual exchange to be held on Monday 22nd March 2010, received from Vanessa Briggs, Japanese Language Teacher at Balgowlah Boys Campus, was read to the Committee. Students will be asked to go to the school at 3pm in the Balgowlah Boys Campus Library for a practice run, then pizza and refreshments, before the link with Odawara at 5.00pm Australian time (3.00pm Japanese time). The Committee thanked Vanessa for her co-ordination of this programme and agreed to cover the costs involved on the day.	
	The Committee would like the 2009 students, who have indicated they will participate in the 2010 exchange, to receive a letter advising them of the Virtual Exchange details and that it is essential for them to attend.	**Sister Cities Co-ordinator**
	The Committee would like the students who are chosen to be interviewed for the 2010 exchange to have information about the virtual exchange included in their correspondence, with the invitation to attend as highly recommended.	**Sister Cities Co-ordinator**
	The Committee would also like included in the letters to the 2009 and 2010 students the fact that during the virtual exchange they will get to meet the students and people they will be liaising with in Odawara during the student exchange programme.	**Sister Cities Co-ordinator**
	Committee members Trevor Schwab and Chaperones John and Sue O'Brien have indicated they will attend the virtual exchange.	**Committee members**
	Committee members thought it would be good if another virtual exchange is arranged about May or June to further acquaint the students with each other before the programme and homestay in each other's countries begin.	
	Teachers will be asked to advise the Sister Cities Co-ordinator of numbers attending from their school for catering purposes.	**Teachers**
	Student Exchange Programme <u>Interviews Sunday 21 March 2010 at Manly Council</u> As, in the past, interviews will be held at Manly Council with one	

interview panel in the Councillors Room and one in The Cove Room. Interviews will commence at 9.00am and be held in 15 minute intervals with a 20 minute break for morning tea.

ACTION

The following interview panels were chosen:

Boys
John O'Brien
Cr Alan Le Surf (Chair)
David Freeman

Girls
Sue O'Brien
Yoko Sullivan
Elise Gilet

Committee members

A member of Council's catering staff (in the absence of the Sister Cities Co-ordinator) will assist on the day. Morning tea, lunch and refreshments will be provided for the judging panel members, students and their families. Council will be open by 8.30am.

Council's Catering Staff

Assisting on the day will be Judi Mudge and Liberty Campbell who will meet and greet the students to be interviewed and their families, and document uniform sizes for each student and their relevant passport information.

Committee members

<u>Important information:</u>

- Thursday 29th April 2010 confirmed as the date for the Welcome Orientation at Council for students and their families.
- Students will be asked to pay their student contribution rate of $1,600.00 on the evening of the Welcome Orientation.
- The offer from Balgowlah Boys Campus to host Preparation Meetings is gratefully accepted. **Vanessa Briggs**
- Chaperone John O'Brien will advise number of Preparations Meetings to be held and confirm dates to the Sister Cities Co-ordinator. **John O'Brien Sister Cities Co-ordinator**
- Committee thought it advisable to contact the Department of Health for advice on requirement of having H1N1 vaccination prior to travel.
- Committee recommended that the 2010 Itinerary in Manly be based on the 2009 schedule.
- A home party was offered by the O'Brien's and dinner at St Patrick's will be investigated for Thursday 5th August 2010. **John O'Brien**
- One uniform top will be given to each student.
- Uniform tops this year will have '20th Anniversary' under the logo.
- Additional tops will be purchased for chaperones.
- The bus quote from Sydney Tourism will be accepted.
- John O'Brien will contact Balgowlah Bowling Club to seek permission to use their car park again for bus pick up and drop off of students on the exchange. **John O'Brien**
- The Committee agreed it is important for the Chairman to go to Odawara this year to assist with the student exchange if 25 students are chosen and as it is the important 20th Anniversary of Manly and Odawara's Friendship City

Relationship it is a show of respect as Mayor Kato is visiting Manly in August for this very reason.

- The Committee was informed that a former member expressed their interest in visiting Odawara this year if a group were going for the 20th Anniversary. The Committee noted the proposal.
- Sister Cities Committee members be asked for their expressions of interest to visit Japan this year, at their own expense, as a celebration of the 20th Anniversary.

ACTION

Committee members

Resolved:

1. That the information be received and noted.
2. The Committee recommend to Council that the Chairperson go to Odawara to assist the student exchange due to the importance of the 20th Anniversary of Manly and Odawara's Friendship City Relationship.

IBM

ITEM 5 REPORT – LIFESAVING PROJECT WITH OUR AUSTRALIAN FRIENDSHIP CITY OF GUNNEDAH

The Committee was advised that this project is still in the planning phase. Surf season finishes 15th April – after this time the project can be revisited. Program has to be 'off season' when patrols etc are over. Season starts again about October long weekend.
Suggest a long weekend or a maximum of 5 days for the first programme.
Queenscliff are still keen to host this project with Committee support.
Visitors could stay at surf club or could be billeted.
Suggestion to ask students if they have done a Bronze Medal Royal Life Saving Certificate.
Tony Foster will speak with Jack Nash and prepare a report for the next meeting.

Tony Foster
Jack Nash

Resolved:
That the information be received and noted.

ITEM 6 REPORT – EXCHANGES AND PROJECTS WITH YEONGDO-GU IN SOUTH KOREA

The Committee discussed the Report and suggest the following:

1. Exchanges

Send Yeongdo-gu 2 or 3 options for English Language Training Schools/Colleges and quotes in Manly.
Ask Yeongdo-gu if parents would pay the difference between cost and the subsidy offered from Yeongdo-gu.
Executive Manager and Sister Cities Co-ordinator will check out schools/colleges, outline of services, location etc, prior to sending to Yeongdo-gu for their information.
It was agreed that the Committee could not organise a Manly teacher to go to Yeongdo-gu.
Committee can provide organisational support but not monetary.
Accompanying chaperones with the South Korean students will be asked to be proficient in English.

2. Sport

The MWFA (Manly Warringah Football Association) have expressed interest to have friendly games with visitors.
Committee suggest that Yeongdo-gu be given the contact details of MWFA so they can liaise.

ACTION

3. Culture/Arts
The Manly events provided in the Report will be given to Yeongdo-gu for their information.

4. Commerce and Trade
The information provided in the Report will be given to Yeongdo-gu for their information.

5. Staff Exchange
The Committee acknowledged the language barrier, that 3 months was a long time to commit and agreed that this matter is a decision for the General Manager.
The Committee agrees in principal.

6. Visits
The Committee agreed in principal to the information provided in the Report.

Resolved:
That the information be received and noted.

ITEM 7 REPORT – FRIENDSHIP CITY AND SISTER CITY MATTERS, AND 10TH ANNIVERSARY WITH JING'AN IN CHINA

The Committee moved that the Report on Taito-ku and TICC be noted and accept that the TICC donated monies be used for an exchange in Joan Thorburn's memory and be further discussed at the next meeting. **March meeting**

Moved: Tony Foster Seconded: John O'Brien

The Committee recommended that a friendship visit to Jing'an be considered to coincide with World Expo in Shanghai before the end of October to coincide also with the Memorandum of Understanding signing on 9th October 2000 for the 10th Anniversary of Manly and Jing'an's Sister City Relationship.

Committee members are asked for expressions of interest to visit China this year. **Committee members**

The Mayor will be asked about a combined Council and Committee visit to China. **Mayor and Sister Cities Co-ordinator**

Resolved:
That the report be received and noted.

ITEM 8 FINANCIAL REPORT

The Financial Report was tabled and accepted.

Moved: John O'Brien Seconded: Judi Mudge

Resolved:
That the report be received and noted.

ITEM 9 CORRESPONDENCE REPORT

Correspondence, In and Out, as listed on the February Agenda was noted and accepted.

Late correspondence was tabled and accepted.

ACTION

Moved: David Freeman Seconded: Elise Gilet

With regard to the 2010 Sister Cities Australia (SCA) National Awards, Committee assistance will be sought for two entries i.e. Sailors Diary and new Friendship City Relationship with Yeongdo-gu. The SCA will be asked which category would best fit an entry for the Sailor's Diary.

Sister Cities Co-ordinator

The Committee agreed that a Sub-Committee be formed to assist in the Yeongdo-gu submission ie those members that went to Yeongdo.
Moved: Sue O'Brien
Seconded: Liberty Campbell

SCC Members

The draft submission for the Sailor's Diary will be sent to Sumiyo Mimori for input.

Resolved:
That the information be received and noted.

ITEM 10 GENERAL BUSINESS

10.1 New Committee Member

The Committee accepted the interest from a person wishing to join the Sister Cities Committee. An Application Form will be sent.

10.2 Development Application for The Roundhouse Extensions

The Development Application for The Roundhouse extensions which will affect the Odawara plantings was discussed. The Committee understands that they will be replanted with their existing plaques and with a substantial amount of the surrounding soil.
The Committee accepts the proposal to move the trees during the construction.

Moved: Liberty Campbell Seconded: Sue O'Brien

10.3 Sister Cities – Diary of Events for 2010

The Sister Cities Calendar of diary events for 2010 was tabled and accepted.

Sister Cities Co-ordinator

Moved John O'Brien Seconded: Elise Gilet

It was recommended that this be put onto Council's Sister Cities website.

Resolved:
That the matters raised are noted.

ITEM 11 NEXT MEETING DATE:

Date: Wednesday 24th March 2010
Time: 6.00pm – 8.00pm
Venue: Councillors Room

Meeting closed at 8.25pm