MINUTES OF MEETING

SISTER CITIES COMMITTEE

HELD WEDNESDAY 28 JULY 2010

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

PRESENT:

Councillors

Cllr Alan Le Surf	Councillor (Chair)
Cllr Jean Hay	Mayor AM

Other Representatives

John O'Brien	Community Member
Sue O'Brien	Community Member
Elise Gilet	Community Member
Liberty Campbell	St Paul's College
Yoko Sullivan	St Paul's College
Diane Sullivan	Community Member
Wayne Collins	Community Member
Gay Collins	Community Member
Jack Nash	Community Member
Tatsuko Ryan	Community Member
Suzanne Smith	Mackellar Girls Campus
Peter Stephens	Community Member
Leslee Grant	Community Member
Tony Foster	Community Member
Helen Foster	Community Member
Trevor Schwab	Community Member
Lyn Schwab	Community Member
Judi Mudge	Community Member

Council Staff

Elaine Kent	Sister Cities Co-ordinator
Ross Fleming	Deputy General Manager

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Sister Cities Committee** met on Wednesday 28 July 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**

Sumiyo Mimori and Kym Swaby – leave of absence.
David Freeman, Carmel Smith – apology.

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 23 June 2010 were accepted.

Moved: Jean Hay Seconded: John O'Brien

MATTERS ARISING

Nil.

ITEM 4 Odawara Exchange

Committee welcomed the Chaperones back.

John O'Brien provided feedback on the exchange visit to Odawara:

- visit went really well, weather hot, hospitality was excellent, students all behaved admirably and thoroughly enjoyed the visit
- he will produce a CD of photos to send to each school and one for Council, and will copy some photos to hand out when Odawara group visit
- students did well at the recitals, with some excellent piano performances by two students
- a student's back pack was stolen on the last day which contained a camera, passport and other things (insurance claim will be lodged) – John, the student and an Odawara staff assistant had to catch the Shinkansen to Tokyo to the Embassy, where student's parents had to be called regarding securing new passport for travel **Elaine Kent**
- Chief of the Day Programme was good – Head of Fire Department is Mr Kayuyoshi Kimeda
- Chaperones will put a report together shortly. **Chaperones**

Sister Cities Co-ordinator to contact Embassy or Foreign Affairs to see if there is a guardianship form for any such future event – in terms of passport theft. **Elaine Kent**

Manly Itinerary

Race around the City Challenge, Wednesday 4th August - a new activity which will include all Manly and Odawara students.

Liberty spoke about program:

- 6 helpers are needed from the Committee on the day
- 1 chaperone per student group for the 6 groups
- Elaine to buy ferry only My Zone tickets
- Families to provide lunches or money to buy lunch for students
- Liberty provided info packages that will be handed to chaperones

- There will be a briefing session before they leave Manly so all groups know what to do
- Chaperones lunch in city will be reimbursed
- Elaine was handed a copy of format in case of any problems on the day
- Visiting OB/OG will be put into a group
- Odawara chaperones will also be put into a group
- Liberty said to have a list of all chaperones mobile numbers in case of emergency
- Peter Stephens is head leader on the day in the city

Chairman advised, he, John O'Brien and Mr Ozaki will go to airport to meet Mayor Kato and party in the morning.

Other matters:

Jean had to leave at 7.00pm – prior to leaving Jean advised members of the Mayoral dinner menu for Wednesday evening.

The Manly Itinerary was discussed at length, with notes added to latest sheet so updates/additions could be amended on the programme and sent to members

- Yoko will send an email to Odawara City to advise Mayor Kato about Odawara Close, the construction site and cancellation of the Tree Planting Ceremony
- Sue and John advised they have a friend who could bring a possum and a lizard e.g. in place of tree ceremony
- Tuesday 3rd August dinner - Schwab's and Fosters who are home hosting an Odawara staff member will liaise for dinner between themselves that night. Chairman will take other chaperones out that evening with John, Sue and Ross
- Ross organising foyer picture –montage of photos and a welcome message
- Chairman and chaperones would like a de-brief with students at end of Odawara visit to Manly - John will do a sheet for students to answer
- Let Mayor Kato know about speech for Wed 4th August
- Sister Cities Co-ordinator - put all Odawara visitors names onto Manly Itinerary

Thursday 5th August
Odawara Formal night – dinner at St Patricks Estate. Arrive promptly by 6.00pm.
Let John O'Brien know by 12pm on Monday the numbers for St Pats, as 5pm Monday is deadline to provide them numbers for the dinner.
$30.00pp for three course meal. Smart casual attire. OK to have speeches. Food bill separate to drink bill (this will be worked out with Mr Ozaki prior). Parking available on site.

Elaine Kent

Friday 6th August
A.M:

Liberty and Yoko informed Committee about plans for morning at St Pauls – all under control.

- Speeches
- Performances
- Handing over of Tokimeki Cup
- John O'Brien will take a group photo.

PM:
Visit to North Fort, North Head may not be on due to construction works. Chairman suggested going straight to zoo. Judi said committee helpers will take chaperones to lunch at one of the zoo cafes.

Sister Cities Co-ordinator will book zoo group.

Mayor Kato and party's programme yet to be confirmed for that day.

If North Fort is open visit will go ahead after visiting St Paul's, but if it is not on then group to go straight to Taronga zoo.

Friday night 6th August
The suggested seafood night at Balgowlah Bowling Club (BBC) - cancel tentative booking and leave as free night.

Saturday 7th August
Home party at Malcolm's.
Sue O'Brien asked members to assist with food to bring –a list was passed around.
Helpers needed Saturday morning to help move furniture at 9am at Malcolm's – chairs and heaters from BBC to the house – Alan, Wayne, Gay, Lesley, Tony and John will assist.

Members to BYO food and alcohol as a contribution.

Sunday 8th August
AM:
Committee members to bring extra food for Odawara visitors – BYO food - no alcohol in council hall. **Elaine Kent**

Oliver Hire BBQ's ordered.

PM:
Farewell Dinner at BBC
Elaine will collect 20th Anniversary cake and take to venue.

Monday 9th August
Blue mountains day.

Tuesday 10th August
School day.
Odawara departure time in afternoon to be advised.
Let teachers know which Odawara students will be at which school.

Recommendation
That the information be received and noted.

ITEM 5 Friendship City and Sister City Projects/Exchanges

5.1 Jing'an, China

The trip to Jing'an was discussed – those interested in going to China are:

- John & Sue O'Brien
- Trevor & Lyn Schwab
- Tatsuko Ryan
- Tony & Helen Foster

Jean (maybe – there is a P&S Meeting 11/10, LGA on 24/10 so Jean would have to be back for that). Alan (work commitments so will check about going).

5.2 Taito City, Japan

Chairman advised:

- Great time in Taito with Council and TICC
- 30th anniversary with Taito is in 2012
- Mayoral elections in 2011
- Format of collaborations discussed during Chairman's visit with Taito City to be put together, signed by Jean and sent to Taito Mayor
- Craft – Uni student displays (Chairman elaborated)
- Deputy Chair of Taito Assembly and group all supportive.

5.3 Odawara, Japan

National Award – Sailors Diary Handover

Chairman advised members the SCA Odawara Award will be handed to Mayor Kato at the Mayoral dinner on 4th August. A copy of SCA submission will be sent to North Fort (or handed on day if visit).

5.4 Gunnedah, Australia

(see General Business)

Recommendation

That the information be received and noted.

ITEM 6 FINANCIAL REPORT

The Chairman advised members that subsidy as yet not received from Odawara City.

Sister Cities Coordinator advised members of recent expenditure – SCA membership renewal, Oliver Hire for BBQ's, Totally work wear for L/S t-shirts and lanyards for ID's.

Chairman will give Sister Cities Coordinator an invoice for reimbursement and John O'Brien has receipt for reimbursement.

The Financial Statement was accepted.
Moved: Lyn Schwab Seconded: Helen Foster

Recommendation

That the report be received and noted.

ITEM 7 CORRESPONDENCE REPORT

Correspondence, In and Out, was noted and accepted.
Moved: Liberty Campbell Seconded: Gay Collins

Resolved:
That the information be received and noted.

ITEM 8 GENERAL BUSINESS (8.1 discussed at start of meeting)

8.1 Lifesaving Skills Project with Gunnedah
Introduction of Tim Hayes from Queenscliff Surf Club who was present to discuss the Lifesaving Skills project proposed with Gunnedah.

Tim advised:

- 500 nippers compete on a Sunday morning so Gunnedah visitors could enter the competition swim that is held
- Leadership chats will be organised
- Games interactions with club kids
- Propose introducing bush and beach activities
- all students will be monitored
- Life jackets will be provided for kayaking

Chairman advised members of Gunnedah's response and acceptance of the proposed pilot programme.

Timeframe:

- 2nd weekend in October - Friday 8th, Saturday 9th, Sunday10th, depart Monday 11th.

Chairman advised that Committee are supportive of this pilot program. 10-12 students participating

Committee asked what assistance is needed from SCC:

- Volunteers for BBQ, dinners (funding)
- Some supervision as club members will take care of beach activities.

Chairman asked Jack Nash and Tim Hayes to forward a schedule to the Sister Cities Committee.

Tim left at 6.20pm

8.2 Other General Business

Elsie advised she will be away mid January to early February 2011.

ITEM 9 NEXT MEETING DATE:
Wednesday 25 August 2010
Time: 6.00pm – 8.00pm
Venue: Councillors Room, 1 Belgrave Street, Manly

Meeting closed at 8.45pm