MINUTES OF MEETING

SISTER CITIES COMMITTEE

HELD WEDNESDAY 30 NOVEMBER 2011

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

PRESENT:

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

Other Representatives

John O'Brien	Community Member
Sue O'Brien	Community Member
Ian Host	Balgowlah Boys Campus
Diane Sullivan	Community Member
Tatsuko Ryan	Community Member
Helen Foster	Community Member
Tony Foster	Community Member
Suzanne Smith	Mackellar Girls Campus
Wayne Collins	Community Member
Gay Collins	Community Member
Elise Gilet	Community Member
Peter Stephens	Community Member
Amanda Kibby	St Paul's College
Liberty Campbell	St Paul's College
Lyn Schwab	Community Member
Trevor Schwab	Community Member
Jack Nash	Community Member

Council Staff

Elaine Kent	Sister Cities Co-ordinator

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Sister Cities Committee** met on Wednesday 30 November 2011 to consider matters referred to it and now provides the following advice to Council.

OPEN	The meeting commenced at 6.00pm in the Councillors Room.	**ACTION**
ITEM 1	**APOLOGIES AND LEAVE OF ABSENCE** Leave of absence – David Freeman, Sumiyo Mimori and Yoko Sullivan are on extended leave of absence. Extended leave of absence for members Kym Swaby and Leslee Grant are covered within these minutes. Apologies – Vanessa Briggs, Judi Mudge, Carmel Smith and Ross Fleming were an apology.	

		ACTION
ITEM 2	**DECLARATION OF INTEREST** There were no declarations of pecuniary or non-pecuniary interest.	
ITEM 3	**3.1 CONFIRMATION OF MINUTES** The minutes of the Sister Cities Committee meeting held on Wednesday 26th October 2011 were approved. It was resolved at Council's Planning and Strategy meeting on 5 December 2011 that the minutes of the Sister Cities Committee be adopted.	
	3.2 MATTERS ARISING <u>3.2.1 Sister Cities Committee Members Residing Overseas</u> Emails from Leslee Grant and Kym Swaby, advising they would like to step down from the Committee as members and take 'Friend of the Committee' status, was tabled and accepted. Members voiced their thanks and appreciation to both Kym and Leslee for their time on the Committee. The two vacancies will allow interested local persons to join the Committee. Completed Application paperwork yet to be received from Ms Trish Andrews. Mr Masaaki Ikeda will be sent an Application form.	Sister Cities Co-ordinator
	<u>3.2.2 Past Student Interest to Assist Committee</u> The Chairman advised the Committee that a former Manly student on the Tokimeki Student Exchange Programme had emailed interest to assist in future projects and programmes. He has been thanked, his name and details noted, and will be contacted next year and invited to assist as needed.	
	<u>3.2.3 Chinese speaker</u> The Mayor advised that a person on a Council Committee had approached her with an offer to assist Council's Sister Cities Committee as a Chinese speaker if required in the future.	
	<u>3.2.4 Thank you and Seasons Greetings</u> General Manager Henry Wong attended the meeting to convey compliments of the Festive Season to all members and thank everyone for their efforts this year across all Sister Cities matters.	
ITEM 4	**Friendship City and Sister City Projects/Exchanges** **4.1 Taito-ku, Japan** <u>4.1.1 December 5th – 12th 2011 visit to Taito City</u> Members wished Peter and Elise well for their trip to Taito City. A package with a revised Taito Itinerary; Mayoral letter of introduction and greetings to Taito City Council and to TICC; important information notations; copies of Sister Cities History Book; Manly Council ties/scarves for Taito City Council, and TICC, relevant personnel; flight tickets; school handouts; and brochures on Manly, was handed to Peter and Elise ahead of their departure on the goodwill visit to Taito City.	

	ACTION
4.1.2 Proposed visit to Taito for 30th Anniversary of Manly and Taito-ku Sister City Relationship in 2012 Members expressed interest in a 4 day visit to Taito - leaving Sydney Tuesday 15th May 2012 on a night flight (arriving Narita Wednesday 16th May) and depart Taito Sunday 20th May 2012 (members on the trip will decide what side trips to add after leaving Taito City). These dates will be sent to Taito City for acceptance. The following members expressed firm interest in forming the delegation: Deputy Mayor Chairman Cr Alan Le Surf SCC members John & Sue O'Brien, and Sue Smith Other members expressed interest but need to reconfirm their ability to join visit. Lyn Schwab has checked some flights/side trips and will further liaise with members.	Sister Cities Co-ordinator
4.1.3 Taito visit to Manly for 30th Anniversary of Manly and Taito-ku Sister City Relationship in 2012 Due to Council and Mayoral elections on 8th September 2012, Taito City will be asked to visit before this time.	Sister Cities Co-ordinator
4.1.4 Proposed Wood Block Art Exhibition in Manly The Japan Foundation has been approached for a joint collaboration to exhibit the historic Taito art works in their gallery space in 2012 during the 30th Anniversary year. To be followed up.	Sister Cities Co-ordinator
4.1.5 Virtual Exchange Proposal Balgowlah Boys Campus Japanese Teacher Mr Ian Host offered to assist this process if it went ahead as he has IT knowledge. To be progressed with Taito City.	
4.2 Odawara, Japan 4.2.1 Dates for 2012 Manly/Odawara Student Exchange Programme After consideration of NSW school terms, the following dates for an 11 day visit to Odawara were chosen: • Monday 2nd July (leave Sydney on night flight – arrive Narita Tuesday 3rd July) • Saturday 14th July 2012 (leave Narita and arrive Sydney Sunday 15th July) This proposal will be forwarded to Odawara City for consideration as suitable to their school terms.	Sister Cities Co-ordinator
4.2.2 Expressions of Interest for 2012 Chaperones St Paul's College Japanese Language Teacher Mrs Amanda Kibby and Balgowlah Boys Campus Japanese Teacher Mr Ian Host put their names forward for consideration as 2012 chaperones on the Manly/Odawara 22nd Student Exchange Programme. Members welcomed their interest. It was decided to ask Yoko Sullivan if she would again be the 3rd chaperone as she is based in Odawara City. An EOI email to act as a 2012 chaperone will be sent to all members. Chaperones will be confirmed at the first meeting of the Committee on 22nd February 2012.	Sister Cities Co-ordinator

	ACTION
4.2.3 Manly Student Application Form The Manly student Application Form for the 2012 Odawara Student Exchange Programme has been amended by St Paul's College Japanese Language Teacher Liberty Campbell and Balgowlah Boys Campus Japanese Language Teacher Vanessa Briggs. The new format was tabled and accepted.	
4.3 Jing'an, China The visit to Manly of 6 delegates from Jing'an was deemed successful. A CD of photos and a selection of printed photos will be sent to Jing'an as a memento of the visit. The Chairman thanked members for attending the Mayoral Welcome Dinner.	
4.4 Yeongdo-gu, South Korea There were no matters to report.	
4.5 Gunnedah, Australia 2012 'Bush to Beach' Programme Dates for the 2nd 'Bush to Beach' exchange programme with Gunnedah Shire Council, in collaboration with Queenscliff Surf Lifesaving Club, were chosen – • Friday 5th October to Monday 8th October 2012	
Gunnedah Shire Council will be advised of the dates for consideration so planning can commence.	Sister Cities Co-ordinator
Jack Nash will advise QSLSC President Mr Craig Susans of this timeframe.	
4.6 Huntington Beach, California USA Memorandum of Understanding will be sent to Huntington Beach for signature.	Tony Foster
4.7 Waikiki, Hawaii No matters to report.	
4.8 Kenya, Africa Formal correspondence from Kapsabet Municipality for a Sister City Relationship with Manly was tabled. Due to limited resources and a busy schedule in 2012 it was decided to leave this with Council.	Sister Cities Co-ordiantor
4.9 Bath, United Kingdom The Mayor advised that she had recently been paid a courtesy visit by Councillor Andrew Furse, and 2 colleagues from the City of Bath, who brought greetings from Mayor Bryan Chalker.	
There was no further Friendship City or Sister City matters to report.	
Recommendation That the information be received and noted.	

ITEM 5 **FINANCIAL REPORT**

The end of October Financial Report was presented and accepted.

ACTION
Finance

Moved: Wayne Collins
Seconded: Tony Foster

Recommendation
That the report be received and noted.

ITEM 6 **CORRESPONDENCE REPORT**

Correspondence, In and Out, was noted.
Late Correspondence was noted: an email from Sumiyo Mimori sending Festive Season Greetings to all Committee members; tabling of latest Yeongdo News; tabling of Broken Bay News with feature article on 3 St Paul's College students that went on the Gunnedah 'Beach to Bush' exchange this August; Australia Japan Society AGM Notice; Kyoko Sato's recent marriage.

Resolved:
That the information be received and noted.

ITEM 7 **GENERAL BUSINESS**

7.1 SCC April 2012 Meeting Date Amendment
It was decided that the April 2012 meeting will be held on Wednesday 18th April 2012 in lieu of it falling on Anzac Day.

7.2 SCC 2012 Meeting Attendance
The following members advised they will be absent:

Secretariat to note

Lyn and Trevor Schwab for the February 2012 meeting
Tony and Helen Foster for the April and May meetings.

7.3 SCC 2012 Cessation of Meetings
Members were informed that as Manly had Council and Mayoral elections on 8th September 2012, there will be no SCC meetings after the August meeting until the new Council has been appointed.

There were no other matters of General Business than to say that former member Margaret Crossley, and friend of the Committee Ayumi Dalpado, sent their best wishes to Committee members.

The Chairman wished everyone well for the Festive Season ahead and thanked everyone for their input this year, before adjourning to Izumi Restaurant for Committee Christmas Dinner.

ITEM 8 **NEXT MEETING DATE:**

Wednesday 22nd February 2012
Time: 6.00pm – 8.00pm - Councillors Room

Meeting closed at 7.30pm