



## NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a meeting of the **SISTER CITIES COMMITTEE** will be held on:

**DATE:** Wednesday 28 March 2012

**TIME:** From 6.00pm to 8.00pm – maximum 2 hours

**PLACE:** Councillors Room

### COMMITTEE MEMBERS:

#### Councillors

Cllr Jean Hay AM, Mayor

Manly Council

Cllr Alan Le Surf, Chairman of Committee

Manly Council

#### Other Representatives

Liberty Campbell

St Paul's College Japanese Teacher

Wayne Collins

Community Member

Gay Collins

Community Member

Anthony Foster

Community Member

Helen Foster

Community Member

David Freeman

Community Member/Japanese speaker

Elise Gilet

Community Member

Ian Host

Balgowlah Boys Campus Japanese Teacher

Masaaki Ikeda

Community Member/Japanese speaker

Amanda Kibby

St Paul's College Japanese Teacher

Sumiyo Mimori

Community Member Japanese speaker

Judi Mudge

Community Member

Jack Nash

Community Member

John O'Brien

Community Member

Sue O'Brien

Community Member

Tatsuko Ryan

Community Member Japanese speaker

Trevor Schwab

Community Member

Lyn Schwab

Community Member

Carmel Smith

Community Member

Suzanne Smith

Mackellar Girls Campus Japanese Teacher

Peter Stephens

Community Member

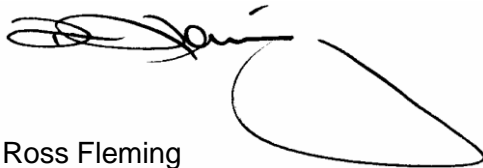
Diane Sullivan

Community Member

**Council Staff**  
Elaine Kent  
Ross Fleming

Sister Cities Co-ordinator  
Deputy General Manager – People Place &  
Infrastructure

All other Councillors are free to attend as observers and are invited to do so and to engage in discussions, but not in voting, on any matter before the Committee.

A handwritten signature in black ink, appearing to read 'Ross Fleming', with a large, sweeping flourish underneath.

Ross Fleming  
**Deputy General Manager, People Place & Infrastructure**  
Date: 26 March 2012



## **AGENDA**

### **SISTER CITIES COMMITTEE**

**MEETING TO BE HELD ON WEDNESDAY 28 MARCH 2012  
6.00PM  
COUNCILLORS ROOM**

- ITEM 1 Apologies and leave of absence**
- ITEM 2 Declarations of Interest – Pecuniary  
Non- Pecuniary**
- ITEM 3 Confirmation of Minutes of Meeting held on Wednesday 22 February  
2012 and Matters Arising**
- ITEM 4 Friendship City and Sister City Projects/Exchanges**
- ITEM 5 Financial Reports**
- ITEM 6 Correspondence**
- ITEM 7 General Business - matters brought to the attention of the Chair  
prior to the meeting and approved for consideration.**



**TO:** Sister Cities Committee

**MEETING DATE:** 28 March 2012

**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

**SUBJECT:** **Item 4 - Friendship City and Sister City Projects/Exchanges**

**4.1 Taito-ku, Japan**

4.1.1 Manly and Taito 30<sup>th</sup> Anniversary of Sister City Relationship:

- Delegation will be Deputy Mayor Alan Le Surf, General Manager Henry Wong and Sister Cities Committee Members John and Sue O'Brien, Tatsuko Ryan, Sue Smith and Sumiyo Mimori representing Manly in a visit to Taito City 16<sup>th</sup> – 20<sup>th</sup> May 2012
- Taito City liaising directly with The Japan Foundation and Japanese Consulate in Sydney for an Edo art exhibition of historic wood blocks in Sydney in July 2012 during the Taito Mayoral visit
- Sister Cities Co-ordinator, in consultation with Chairman, liaising directly with Taito City Council, TICC and Big Wing Jazz Orchestra regarding 30<sup>th</sup> Anniversary arrangements and itinerary planning

Taito City have provided the following schedule for Manly Delegation's visit:

<ul style="list-style-type: none"> <li>• May 16 (Wed.)</li> </ul>	<ul style="list-style-type: none"> <li>• Free time in account of different time of arrival to Taito City</li> </ul>
<ul style="list-style-type: none"> <li>• May 17 (Thu.)</li> </ul>	<ul style="list-style-type: none"> <li>• &lt;&lt; In charge of Friendship Exchange Section &gt;&gt;</li> <li>• Courtesy Call on Mayor of Taito City, tour of Taito facilities and etc.</li> <li>• Welcome reception hosting by Mayor of Taito City</li> </ul>

<ul style="list-style-type: none"> <li>• May 18 (Fri.)</li> </ul>	<ul style="list-style-type: none"> <li>• Meet with former TICC members</li> </ul>
<ul style="list-style-type: none"> <li>• May 19 (Sat.)</li> </ul>	<ul style="list-style-type: none"> <li>• &lt;&lt; In charge of Friendship Exchange Section &gt;&gt;</li> <li>• In the morning: Visit the Sanja Matsuri Festival and facilities in Taito City</li> <li>• After lunch: Interchange with the Big Wing Jazz Orchestra</li> </ul>
<ul style="list-style-type: none"> <li>• May 20 (Sun.)</li> </ul>	<ul style="list-style-type: none"> <li>• Free time in account of different time of departure from Taito City</li> </ul>

- Gifts – Committee decision needed prior to Manly visit

## 4.2 Odawara, Japan

4.2.1 Manly/Odawara Student Exchange Programme Interviews held at Council Sunday 18<sup>th</sup> March 2012 – 25 students: 14 boys and 11 girls chosen. Programme planning will now commence.

## 4.3 Jing'an, China

No matters to report.

## 4.4 Yeongdo-gu, South Korea

Outstanding matter - Expo 2012 Yeosu Korea.

No further matters to report.

## 4.5 Gunnedah, Australia

Awaiting response from Gunnedah for acceptance of 'bush to beach' programme dates.

No further matters to report.

## 4.6 Huntington Beach, California, USA

Chris Cole gave a presentation to Huntington Beach Council on his visit to Manly. He has advised he will soon be speaking to the Huntington Beach Sister City Association about the MOU with Manly and will advise us of the outcome.

## 4.7 Waikiki

No matters to report.



**TO:** Sister Cities Committee  
**MEETING DATE:** 28 March 2012  
**AUTHOR:** Sabrina Zhang, Senior Management Accountant  
**SUBJECT:** **Item 5 – Financial Report and Statement/Current Balance of Sister Cities Account(s) as at end February 2012**

### 1. INTRODUCTION

The Financial Report for Sister Cities Accounts as at end February 2012 is provided in this Agenda. Nothing further to report.

### 2. RECOMMENDATION:

That the Financial Report for end February 2012 be received and noted.

<b>MANLY SISTER CITIES COMMITTEE</b>		
<b>FINANCIAL YEAR - 2011/2012</b>		
<b>FINANCIAL STATEMENT AS AT February 2012</b>		
<b><u>1. BUDGET ALLOCATION</u></b>		
<b>No. 011031 0027 0120</b>		
Balance of Account as at :	31 January 2012	\$5,132.29
<b>Less:</b>	24/02/2012 Petty Cash - Gifts for Sister Cities	-\$19.96
	24/02/2012 Petty Cash - Gifts for Sister Cities	-\$7.73
	24/02/2012 Petty Cash - Engraved Plaque for Sister Cities	-\$24.50
<b>Balance of Account as at:</b>	<b>29 February 2012</b>	<b><u>\$5,080.10</u></b>
<b><u>2. ODAWARA EXCHANGE ACCOUNT</u></b>		
<b>No. 008000 9200 8094</b>		
Balance of Account as at :	31 January 2012	\$8,131.01
<b>Balance of Account as at:</b>	<b>29 February 2012</b>	<b><u>\$8,131.01</u></b>
<b><u>3. JOAN THORBURN - TOKIMEKI DONATIONS ACCOUNT</u></b>		
<b>No. 008000 9200 8093</b>		
<i>[To be used for Student Award for Tokimeki Program in memory of Joan Thorburn]</i>		
Balance of Account as at :	31 January 2012	\$1,220.00
<b>Balance of Account as at:</b>	<b>29 February 2012</b>	<b><u>\$1,220.00</u></b>



**TO:** Sister Cities Committee  
**MEETING DATE:** 28 March 2012  
**AUTHOR:** Elaine Kent, Sister Cities Co-ordinator

**Item 6 – Correspondence Report**

A list of Correspondence In, and Correspondence Out, will be tabled at the meeting.

**Item 7 – General Business**

General Business brought to the Attention of the Chair prior to the meeting and approved for consideration.

**The date of the next meeting of Manly Council's Sister Cities Committee is:  
Wednesday 18 April 2012  
Councillors Room 6pm – 8pm**