



NOTICE OF MEETING

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

DATE: Wednesday 18 April 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.

Ross Fleming

Deputy General Manager, People Place & Infrastructure

Date: 5 April 2012



TO: Sister Cities Committee

MEETING DATE: 18 April 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 30th Anniversary of Sister City Relationship:

If further information is available on the Manly delegation's visit to Taito-ku 16th – 20th May 2012; and the Edo historic wood block exhibition in Sydney July 2012; it will be tabled at the meeting.

4.1.2 Personnel Changes in Taito City Council

Advice from Taito on personnel changes as at April 1 for new fiscal year in the Friendship Exchange Section:

- Mr Katsumi Nakajima, Director of Friendship Exchange Section
- Mr Katsushi Dantsuka, Section Manager of Friendship Exchange Section
- Ms Yasuko Nomura remains in Friendship Exchange Section though her duties have been changed
- New liaison person with Manly Council is now Mr Kei Ito.

4.2 Odawara, Japan

2012 Manly/Odawara Student Exchange Programme

Correspondence sent to 6 school Principals advising of their students chosen after interview, those that were unsuccessful, information on the programme this year, and an invitation to the Mayoral Welcome Orientation to be held on Thursday 26th April 2012 at Council 7pm.

Successful students (25 - 14 boys and 11 girls) have been sent correspondence providing information on the programme, an invitation to the Mayoral Welcome Orientation, and all documents relevant to their participation this year.

Chaperones have advised that Orientation Meetings, to help prepare students for the exchange this year, will be held on Thursdays at Balgowlah Boys Campus 4pm - 5:30pm on the following dates:

1. May 3rd
2. May 17th
3. May 31st
4. June 14th
5. June 21st

Full itinerary and programme planning for the exchange this year, both in Odawara and Manly, are being progressed.

4.3 Jing'an, China

No matters to report.

4.4 Yeongdo-gu, South Korea

No matters to report.

4.5 Gunnedah, Australia

Awaiting response from Gunnedah for acceptance of 'bush to beach' programme Friday 5th October to Monday 8th October 2012 in Manly for 10 students.

No further matters to report.

4.6 Huntington Beach, California, USA

Chris Cole advised he will deliver a presentation to Huntington Beach Sister City Association on Thursday 5th April 2012 and advise the outcome.

4.7 Waikiki

No matters to report.



TO: Sister Cities Committee
MEETING DATE: 18 April 2012
AUTHOR: Maria Stathopoulos - Senior Accounting Officer
SUBJECT: **Item 5 – Financial Report and Statement/Current Balance of Sister Cities Account(s) as at end March 2012**

1. INTRODUCTION

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

2. RECOMMENDATION:

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

**MANLY SISTER CITIES COMMITTEE
FINANCIAL YEAR - 2011/2012
FINANCIAL STATEMENT OF ACCOUNTS AS AT MARCH 2012**

1. BUDGET ALLOCATION

No. 011031 0027 0120

Balance of Account as at :	29 February 2012	\$5,080.10
Add:	6/02/2012 Confirmed Order/Nationwide News Pty Ltd - advertising	\$796.60
Less:	05/03/12 Catering/Cocktail Function - MOU	-\$999.09
	13/03/12 Live Music/Joshua Fergus - MOU	-\$100.00
	19/03/12 Photos - MOU	-\$16.73
	21/03/12 Sandwiches - interviews	-\$63.60
	27/03/12 Advertising/Nationwide News Pty Ltd	-\$796.60
Balance of Account as at:	31 March 2012	<u><u>\$3,900.68</u></u>

2. ODAWARA EXCHANGE ACCOUNT

No. 008000 9200 8094

Balance of Account as at :	29 February 2012	<u>\$8,131.01</u>
Balance of Account as at:	31 March 2012	<u><u>\$8,131.01</u></u>

3. JOAN THORBURN - TOKIMEKI DONATIONS ACCOUNT

No. 008000 9200 8093

[To be used for Student Award for Tokimeki Program in memory of Joan Thorburn]

Balance of Account as at :	29 February 2012	<u>\$1,220.00</u>
Balance of Account as at:	31 March 2012	<u><u>\$1,220.00</u></u>



TO: Sister Cities Committee

MEETING DATE: 18 April 2012

AUTHOR: Elaine Kent, Sister Cities Co-ordinator

Item 6 – Correspondence Report

Correspondence In

- Emails from Wayne Collins and Liberty Campbell progressing SCA submission on Tokimeki Cup
- Email from Chairman and SCC members providing itinerary information for May visit to Japan
- Emails from CLAIR thanking Council for Mayoral Minute on one year since Japanese Earthquake
- Email from CLAIR furthering proposed visit to Tohoku by Chairman
- Emails from The Japan Foundation providing information and invitations
- Email from Chaperones Amanda Kibby and Ian Host advising dates of Orientation Meetings for student's preparation ahead of programme with Odawara City this year

Correspondence Out

- Letters to 6 Principals advising of students successful, or unsuccessful, after interview for the 2012 Manly/Odawara Student Exchange Programme
- Letters to students advising successful or unsuccessful
- Correspondence/packages to 25 successful students on the 2012 Japanese exchange to Odawara City providing forms for completion and invitation to Orientation
- Various Tokimeki Cup information emailed to Wayne Collins and Liberty Campbell for consideration in SCA submission
- Email with electronic attachments of various exchange programme documents to Chaperones to assist their preparations
- Peninsula Living AOS/MOU March publication article emailed to Huntington Beach to assist presentation by Chris Cole
- Mayoral Minute on one year since Japanese disaster sent to CLAIR, The Japan Foundation, Odawara City and Taito City

- Email to The Japan Foundation offering to assist with planning of Taito Art Exhibition
- Student sizes sent to Totally Workwear for uniform tops for Japanese exchange this year
- Email sent to Jardine Lloyd Thompson for quote for insurance cover policy for Japanese exchange this year
- Email reply to query from student who participated in 2006 Manly/Odawara Student Exchange Programme
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Item 7 – General Business

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

NB: Change to the date of the next meeting of Manly Council’s Sister Cities Committee:

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**Wednesday 30 May 2012
Councillors Room 6pm – 8pm**