



**MINUTES OF MEETING
SISTER CITIES COMMITTEE
HELD WEDNESDAY 30 APRIL 2014**

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

PRESENT:

Cr Alan Le Surf

Councillor (Chair)

Other Representatives

John O'Brien	Community Member
Sue O'Brien	Community Member
Laura Currie	Community Member
Peter Stephens	Community Member
Elaine Kent	Community Member
Trevor Schwab	Community Member
Lyn Schwab	Community Member
Anthony Foster	Community Member
Christine Richardson	Japanese Teacher, Mackellar Girls Campus
Amanda Kibby	Japanese Teacher, St Paul's College

Council Staff

Trish O'Grady

Executive Assistant & Protocol Officer

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

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

OPEN The meeting commenced at 6.00pm in the Training Room

ITEM 1 APOLOGIES AND LEAVE OF ABSENCE

Apologies: Mayor Jean Hay AM, Diane Sullivan, Wayne Collins, Yoko Sullivan, Hugh Clarke, Ian Host, Sumiyo Mimori, Lyn Schwab, Suzanne Smith, Helen Foster, Tatsuko Ryan, Mitch Garth
Leave of Absence: Judi Mudge and Tomoko Waters

ACTION

ITEM 2 DECLARATION OF INTEREST

No declarations of pecuniary or non-pecuniary interest.

ITEM 3 CONFIRMATION OF MINUTES

The minutes of the Sister Cities Committee meeting held on Wednesday 26 March were accepted:

Moved: Elaine Kent

Seconded: Peter Stephens

Recommendation

The Committee recommended to the General Manager that the information be received and noted.

ITEM 4 Friendship City and Sister City Projects/Exchanges

4.1 Taito-ku, Japan

No activity to report.

4.2 Odawara, Japan Exchange Programme

- **Interviews**

19 students were interviewed on Sunday 13 April. All students have been accepted to participate in the programme. Chair advised that there were students participating with older siblings who had been on the programme in the past.

The Chair thanked all members of the Committee and teachers who had assisted with the Interview day.

- **Welcome & Orientation for Students & Parents**

Orientation to be held on Wednesday 21 May. Committee members to assist with meet & greet and collection of documentation from students. Payment will be made at Customer Service prior to Orientation.

- **Orientation Meetings**

Dates for Orientation Meetings confirmed and advised to all students, parents and teachers. A roster will be organised for teacher assistance at orientation meetings.

- **Itinerary - Manly**

Sub Committee meeting to be held 9 May at the home of Diane Sullivan.

4.3 Jing'an, China

There were no matters to report.

4.4 Yeongdo-gu, South Korea

- Sujin Han staff member on the Exchange Programme arriving 7 May and will spend first 2 weeks with Diane Sullivan. Committee will organise a welcome dinner.

4.5 Gunnedah, Australia

There were no matters to report.

4.6 City of Huntington Beach California USA

There were no matters to report.

Recommendation

The Committee recommended to the General Manager that the information be received and noted.

ITEM 5 FINANCIAL REPORTS

The end of March Financial Statement was accepted.

Recommendation

The Committee recommended to the General Manager that the information be received and noted.

ITEM 6 CORRESPONDENCE REPORT

Correspondence, In and Out tabled in folder, was noted.

Recommendation:

The Committee recommended to the General Manager that the information be received and noted.

ITEM 7 GENERAL BUSINESS

▪ Leave of Absence

Anthony & Helen Foster – May & June.

• Sister Cities 25th Anniversary Book

Trevor Schwab requested that an electronic copy of the Anniversary Book be provided by Council.

ITEM 8 NEXT MEETING DATE:

The next meeting will be held on Wednesday 28 May 2014.

Meeting closed at 7.15pm