



SURF CITY
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NOTICE OF MEETING

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

DATE: Thursday 26 June 2014

TIME: 6.00pm

PLACE: Cove Room

COMMITTEE MEMBERS:

Councillors

The Mayor Jean Hay AM
Cllr Alan Le Surf

Manly Council
Manly Council (Chair)

Other Representatives

Liberty Campbell

Wayne Collins

Ian Host

Amanda Kibby

Sumiyo Mimori

Judi Mudge

John O'Brien

Sue O'Brien

Tatsuko Ryan

Trevor Schwab

Lyn Schwab

Suzanne Smith

Peter Stephens

Yoko Sullivan

Laura Currie

Mitch Garth

Elaine Kent

Tomoko Waters

Hugh Clarke

Diane Sullivan

Helen Foster

Anthony Foster

Christine Richardson

St Paul's College Japanese Teacher

Community Member

Balgowlah Boys Campus Japanese Teacher

St Paul's College Japanese Teacher

Community Member Japanese speaker

Community Member

Community Member

Community Member

Community Member

Community Member

Community Member

Community Member

Community Member Japanese speaker

Community Member

Community Member

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Community Member

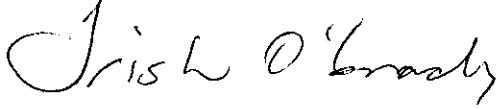
Mackellar Girls Campus Japanese Teacher

Council Staff

Trish O'Grady

Executive Assistant & Protocol Officer

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 'Trish O'Grady', written in a cursive style.

Trish O'Grady
Executive Assistant & Protocol Officer

Date: 16 June 2014



MANLY SISTER CITIES COMMITTEE

ITEM 1	Apologies and leave of absence
ITEM 2	Declarations of Interest – Pecuniary Non- Pecuniary
ITEM 3	Confirmation of Minutes of Meeting 28 May 2014 and Matters Arising
ITEM 4	Report - Friendship City and Sister City Projects/Exchange
ITEM 5	Financial Report
ITEM 6	Correspondence Report
ITEM 7	General Business
	Matters brought to the attention of the Chair prior to the meeting and approved for consideration.
ITEM 8	Date of Next Meeting – Wednesday 23 July 2014



**MINUTES OF MEETING
SISTER CITIES COMMITTEE
HELD WEDNESDAY 28 MAY 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

The Mayor Jean Hay AM

John O'Brien

Diane Sullivan

Suzanne Smith

Peter Stephens

Tatsuko Ryan

Trevor Schwab

Lyn Schwab

Christine Richardson

Liberty Campbell

Manly Council

Community Member

Community Member

Community Member

Community Member

Community Member

Community Member

Community Member

Japanese Teacher, Mackellar Girls Campus

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 28 May 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.

The Chair formally welcomed Ms Sujin Han from Manly's Friendship City of Yeongdo-gu in South Korea. Ms Han is in Manly on a 3 month staff exchange programme.

ITEM 1 APOLOGIES AND LEAVE OF ABSENCE

Apologies: Sue O'Brien, Laura Currie, Yoko Sullivan, Ian Host, Sumiyo Mimori, Elaine Kent,

Leave of Absence: Judi Mudge, Tomoko Waters, Anthony Foster, Helen Foster

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 30 April were accepted with the following amendment:

Lyn Schwab: In attendance – not apology.

Moved: Lyn Schwab

Seconded: John O'Brien

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**

- **Preparation Meetings for Students**

The first preparation meeting was held today for students. All in attendance and good interaction between students.

- **Medications & Medical Kit**

EA&PO to liaise with parents regarding medication. Medical kit to be taken to Japan.

- **Itinerary**

Committee reported on updated itinerary.

- **Tokimeki Cup**

Balgowlah Boys and Manly Selective Campuses to be reminded about closing date for Tokimeki Cup Speech Competition.

- **Mr Ozaki**

Mr Ozaki to be acknowledged at the Student Farewell for his role as Chaperone in the Odawara Exchange Programme.

Mr Ozaki to be recognised officially in 2015 during the 25th Anniversary of the Programme. Committee to discuss ideas for this recognition next year.

4.3 Jing'an, China

There were no matters to report.

EA&PO

EA&PO

4.4 Yeongdo-gu, South Korea

There were no matters to report

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 April 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

- **Sister Cities 25th Anniversary Book**

Memory stick containing pdf version of the Anniversary Book provided to Trevor & Lyn Schwab. Word document will be provided to Trevor & Lyn to enable them to update document.

- **Joan Thorburn – Tokimeki Donations Account**

Recommendation that funds in account be used for trophies and prizes for Tokimeki Cup.

Moved: Peter Stephens

Seconded: John O'Brien

Recommendation

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

ITEM 8 NEXT MEETING DATE:

The next meeting will be held on Thursday 26 June 2014.

Meeting closed at 7.15pm



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TO: Sister Cities Committee

MEETING DATE: 28 May 2014

AUTHOR: Trish O'Grady, Executive Assistant & Protocol Officer

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

4.1 Taito-Ku Japan

No activity to report.

4.2 Jing'an, China

No activity to report.

4.3 Odawara, Japan

- Orientation held 21 May
- Following up on outstanding documentation from students.
- Medical issues
 - o Medication

4.4 Gunnedah

Enquiry from Gunnedah Council regarding student exchange.

4.5 Yeongdo-gu, Korea

- Staff Exchange. Sujin Han attending meeting.

4.6 Huntington Beach



Item 5: Current Balances of Sister Cities Committee Accounts as at end April 2014

Budget Allocation Balance	\$14,601.99
Odawara Exchange	\$8,042.90
Joan Thorburn	
Joan Thorburn Tokimeki Donations Account	\$1,077.45

Item 6: Correspondence Report:

- Report to be tabled at meeting.

Item 7: General Business:

Item 8: Next Meeting

Next meeting to be held Wednesday 26 June 2014

- Tokimeki Cup 4.00pm
- Committee Meeting 6.00pm
- Farewell 7.00pm



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TO: Sister Cities Committee

MEETING DATE: 28 May 2014

AUTHOR: Trish O'Grady

SUBJECT: **Item 6 - Correspondence Report**

Correspondence In

- 14/5/2014 – Taito City – Katsumi Nakajima, Director Friendship Exchange Section - email re traditional event on 26 April 2014 - "Naki Sumo", a crying match between one year old babies
- CLAIR Newsletter - Correspondence for May 2014

Correspondence Out

- 22/5/2014 - Mayor Jean Hay - Condolence letter to Mr Ozaki re passing of his wife
- 22/5/2014 – Mayor Jean Hay thank you and acceptance to Mayor Harper City of Huntington Beach