



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: Wednesday 26 November 2014

TIME: 6.00pm

PLACE: Councillors 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

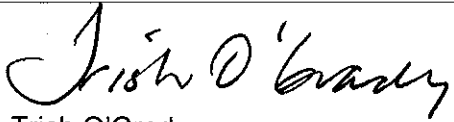
St Paul's College Japanese Teacher
Community Member
Balgowlah Boys Campus Japanese Teacher
St Paul's College Japanese Teacher
Community Member Japanese speaker
Community Member
Community Member
Community Member
Community Member
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Community Member
Community Member Japanese speaker
Community Member
Community Member
Community Member
Community Member
Community Member
Community Member
Community Member
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.



Trish O'Grady

Executive Assistant & Protocol Officer

Date: 13 November 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 22 October 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 - 25 February 2015 (proposed meeting schedule for 2015 attached)



**MINUTES OF MEETING
SISTER CITIES COMMITTEE
HELD WEDNESDAY 22 OCTOBER 2014**

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

PRESENT:

Cr Alan Le Surf
The Mayor Jean Hay AM

Councillor (Chair)
Manly Council

Other Representatives

John O'Brien	Community Member
Sue O'Brien	Community Member
Diane Sullivan	Community Member
Suzanne Smith	Community Member
Elaine Kent	Community Member
Tatsuko Ryan	Community Member
Tomoko Waters	Community Member
Helen Foster	Community Member
Anthony Foster	Community Member
Christine Richardson	Japanese Teacher, Mackellar Girls Campus
Liberty Campbell	Japanese Teacher, St Paul's College
Wayne Collins	Community Member
Judi Mudge	Community Member

Council Staff

Trish O'Grady	Executive Assistant & Protocol Officer
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TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The **Sister Cities Committee** met on Wednesday 22 October 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: Amanda Kibby, Sumiyo Mimori,
Trevor Schwab, Lyn Schwab, Yoko Sullivan, Laura Currie,
Hugh Clarke, Peter Stephens

ITEM 2 DECLARATION OF INTEREST

No declarations of pecuniary or non-pecuniary interest.

ACTION

ITEM 3 CONFIRMATION OF MINUTES

The minutes of the Sister Cities Committee meeting held on Wednesday 27 August were accepted:

Moved: Anthony Foster 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

- A report from the three chaperones for the 2014 Odawara Exchange will be submitted to the November meeting.
- 2015 Odawara Exchange Dates
Proposed dates for Manly – Odawara.
26 June - 6 July.
Proposed dates for Odawara - Manly Exchange
24 July – 3 August.
- Application forms being revised and will be sent to schools before the end of school term.
- 25th Anniversary Visit by Committee members.
Discussions were held regarding a visit during the second half of October for 2-3 days. Committee members to consider dates and advise next meeting of any intentions to participate in a visit.
- A formal dinner will be held in Manly during the Exchange to celebrate the 25th anniversary of the Exchange. Mr Ozaki's involvement over the 25 years will also be recognised appropriately during the Exchange.
- Odawara has suggested an exchange of pennants (ie flags) for the commemoration of the 25th anniversary. Further discussions to be held regarding gifts.
- Liberty Campbell suggested that the school day be used to mark the 25th anniversary with a special event organised at St Paul's College for all students prior to the students attending their respective host's school.

DS & PS

TOG

Committee

Proposal for the formation of an Odawara Working Party

- Odawara Working Party
The Chair suggested to the Committee that as the Odawara Exchange Program is a major aspect of the Sister Cities Committee and that Japanese speaking teachers are an integral part of this Committee but

not always available to be members of the Committee the formation of a Working Party for the Odawara Exchange be considered. This Working Party could consist of both Committee members and non-committee teachers from participating schools.

The Odawara Exchange is a unique programme and the organisation of this programme requires specific knowledge of the participating schools. There is a need during the Odawara Exchange preparation and visits for representation from as many participating schools as possible. In this regard a Working Party could be formed with each school invited to be represented. This would give teachers at participating schools the opportunity to be more involved with the planning and execution of the Program.

The Committee was advised that this would not affect the membership of the Committee. Members would be invited to be part of the Working Party if they wished in the same way members were part of the Itinerary Committee for the 2014 Exchange.

There was no support for the formation of a Working Party by the Committee.

4.3 Jing'an, China

There were no matters to report.

4.4 Yeongdo-gu, South Korea

Yeongdo-gu Official Visit

The Chair reported on the recent visit by Mayor Eo, Mrs Lee and three staff members from Yeongdo-gu Council from 3-7 October.

A flag raising ceremony, signing of an MOU and an official welcome took place at Manly Council on Friday 3 October. A Korean photo exhibition in the foyer of Manly Council was officially opened on 3 October to celebrate the visit.

The Mayor of Yeongdo-gu and delegation visited the Manly Jazz Festival and were hosted by the Mayor of Manly to a welcome dinner on Saturday 4 October. The Party enjoyed excursions on the Peninsula and a jazz concert at Star of the Sea Theatre in Manly.

The Chair thanked the members of the Committee for their involvement in the organisation of the visit and assistance with transport and hosting.

Visit by Yeongdo-Gu City Council members and staff.

The Chairman of Yeongdo-gu Council, 8 Council members and four staff members will visit Manly Council on Monday 3 November at 11.00am. Committee members are invited to join the Mayor in a welcome morning tea for the visitors. There are no details available other than they wish to visit Manly Council at this time. An email invitation will be sent to Committee members.

4.5 Gunnedah, Australia

Bush to Beach Exchange

Gunnedah Council contacted Manly on Tuesday 21 October to advise that the Mayor of Gunnedah, Owen Hasler would like to continue with the Exchange Program but due to staff changes there has been no progress this year. Gunnedah will discuss the possibility of a Bush to Beach Exchange for the 2015 October school holidays and advise further.

Art Exhibition

Manly Art Gallery & Museum is hosting an exhibition of works by Indigenous artist Des Mullion whose painting, *Raids and Wars* was donated last year by students from Gunnedah to Manly Council.

The exhibition of 25 new paintings by Des Mullion will feature as part of the Guringai Festival from 8 May – 28 June 2015. Manly Art Gallery and Museum is seeking support for the Gallery's efforts in bringing this exhibition to Manly, thereby further deepening the connection between Manly and Gunnedah.

There will be some expenses related to the exhibition in terms of accommodation for the artist, printing of invitations, freight of the works to and from Manly and an artist fee.

Manly Art Gallery & Museum is seeking assistance from the Sister Cities budget to support this exhibition.

Committee members are happy to recommend to the General Manager that an amount up to \$1,500.00 be contributed by the Sister Cities budget to support the exhibition.

Recommendation

The Committee recommended to the General Manager that an amount of \$1,500.00 from the Sister Cities allocated budget be contributed to the cost of the Des Mullion exhibition at Manly Art Gallery & Museum.

IBM

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 September 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**7.1 Terms of Reference**

The Terms of Reference for the Sister Cities Committee currently state that

GM

"A Quorum shall comprise a one third of members on the Committee plus one....."

One-third of members plus one would be a quorum of 9.

It is further stated under 3.A. that "The quorum for the Committee is 13 members."

The Committee recommends to the General Manager that the Terms of Reference for the Sister Cities Committee be amended to read:

"The quorum for the Committee is 9 members."

Recommendation

The Committee recommended to the General Manager that Sister Cities Committee Terms of Reference be changed to state:

"The quorum for the Committee is 9 members".

ITEM 8 NEXT MEETING DATE:

The next meeting will be held on Wednesday 26 November 2014.

Meeting closed at 7.15pm



TO: Sister Cities Committee

MEETING DATE: 26 November 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

- 2014 Odawara Exchange Chaperone Report
Report to be presented to the November meeting of the Sister Cities Committee.
- 2015 Odawara Exchange Dates
Proposed dates for Manly Odawara
26 June - 6 July.

Proposed dates for Odawara Manly Exchange
24 July – 3 August.

- 25th Anniversary Committee visit

Odawara staff members have advised that if Committee members wish to visit Odawara during the Exchange time staff resources would be limited and members would need to organise most of their own itinerary and arrangements.

If members decide to travel outside of the Exchange suggested time would be end of October/early November.

Odawara will host an official celebration during the visit of Committee members.

Odawara has suggested an exchange of pennants (ie flags) for the commemoration of the 25th anniversary. Date for official celebrations in Manly during the Exchange to be discussed.

Appropriate presentation for Mr Ozaki.

4.4 Gunnedah

Gunnedah Council contacted Manly on Tuesday 21 October to advise that the Mayor of Gunnedah, Owen Hasler would like to continue with the Exchange Programme but due to staff changes there has been no progress this year. Gunnedah will discuss the possibility of a Bush to Beach Exchange for the 2015 October school holidays and advise further.

Manly Art Gallery & Museum is hosting an exhibition of works by Indigenous artist Des Mullion whose painting, *Raids and Wars* was donated last year by students from Gunnedah to Manly Council.

The exhibition of 25 new paintings by Des Mullion will feature as part of the Guringai Festival from 8 May – 28 June 2015. Manly Art Gallery and Museum is seeking support for the Gallery's efforts in bringing this exhibition to Manly, thereby further deepening the connection between Manly and Gunnedah.

There will be some expenses related to the exhibition in terms of accommodation for the artist, printing of invitations, freight of the works to and from Manly and an artist fee.

Manly Art Gallery & Museum is seeking assistance from the Sister Cities budget to support this exhibition.

4.5 Yeongdo-gu, Korea

Official Visit by Mayor & delegation

Official visit by Mayor, 3 staff members and one International Exchange member took place 3-7 October 2014.

A flag raising ceremony, signing of an MOU and an official welcome took place at Manly Council on Friday 3 October. A Korean photo exhibition in the foyer of Manly Council was officially opened on 3 October to celebrate the visit.

The Mayor of Yeongdo-gu and delegation visited the Manly Jazz Festival and were hosted by the Mayor of Manly to a welcome dinner on Saturday 4 October. The group enjoyed excursions on the Peninsula and a jazz concert at Star of the Sea Theatre in Manly.

Visit by Chairiman of Yeongdo-gu Council

A letter has been received from Mr Han Young Hyeon Chairman of Yeongdo-gu Council advising they will visit Manly Council on Monday 3 November at 11.00am.

The delegation will consist of 8 Council members and 4 staff members. A welcome morning tea will be held.

4.6 Huntington Beach

Nothing to report.



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

Budget Allocation Balance	\$16,270.00
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Item 6: Correspondence Report:

- Report to be tabled at meeting.

Item 7: General Business:

Terms of Reference

It is stated in the Terms of Reference as follows:

5. Meetings

A Quorum shall comprise a one third of members on the Committee plus one.....

It is further stated under 3.A. that "The quorum for the Committee is 13 members."

The Terms of Reference are to be amended to read "The quorum for the Committee is 9members."

Community Members

In view of the fact that the Odawara Exchange is a major aspect of the Sister Cities Committee Japanese speaking teachers are an integral part of this Committee and the committee currently has 4 members representing 3 schools.

The Odawara Exchange is a unique programme and the organisation of this programme requires specific knowledge of the participating schools. There is a need during the Odawara Exchange preparation and visits for representation from as many participating schools as possible. In this regard a Working Party could be formed with each school invited to be represented on this sub-committee.

A change in this regard would allow non participating members of the committee the opportunity to withdraw from full committee membership if they so desired.

Item 8: Next Meeting

Next meeting to be held Wednesday 26 November 2014



TO:

Sister Cities Advisory Committee

MEETING DATE:

26 November 2014

AUTHOR:

Secretariat

SUBJECT:

Proposed Committee meeting dates for 2015

1. INTRODUCTION

Below are proposed meeting dates for the Sister Cities Advisory Committee for 2015.

2. INFORMATION

The following table sets out the proposed meeting dates for the Sister Cities Advisory Committee meetings for 2015. The meetings have been scheduled monthly for the 4th Wednesday of the month; meeting to commence at 6.00pm, Manly Town Hall, 1 Belgrave Street, Manly and will run for a maximum of 2 hours, as per the current meeting schedule.

Jan 2015	Feb 2015	Mar 2015	April 2015	May 2015	June 2015	July 2015	Aug 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015
	25	25	22	27	24	22	26	23	28	25	23

3. RECOMMENDATION:

That the proposed dates for 2015 be approved.

**Secretariat
Corporate Services Division**

Date: 4 November 2014