

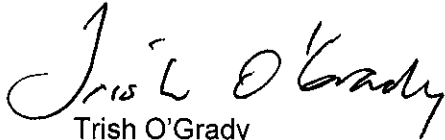


Council Staff

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: 18 November 2013



NOTES OF MEETING

MANLY SISTER CITIES COMMITTEE

HELD 25 September 2013

Members of the Manly Sister Cities Committee gathered on 25 September 2013 to consider the matters referred to it, however there was no quorum at the meeting. Notes of the discussions held are contained here. The items listed on the Agenda for this meeting will be included on the Agenda for the next scheduled meeting on 25 November 2013.

PRESENT:

Councillors

Councillor Alan Le Surf

Chair

Other Representatives

Peter Stephens

Community Member

Suzanne Smith

Community Member

John O'Brien

Community Member

Sue O'Brien

Community Member

Judi Mudge

Community Member

Trevor Schwab

Community Member

Tatsuko Ryan

Community Member

Diane Sullivan

Community Member

Elaine Kent

Community Member

Helen Foster

Community Member

Anthony Foster

Community Member

Council Staff

Trish O'Grady

Executive Assistant & Protocol Officer

Apologies:

The Mayor Jean Hay, Hugh Clarke, Ian Host, Laura Currie, Yoko Sullivan, Sumiyo Mimori, Lyn Schwab, Suzanne Smith.

CONFIRMATION OF MINUTES

The minutes of the Committee meeting held 28 August were discussed.

MATTERS ARISING

Odawara 2014

Discussions were held regarding dates for 2014 Exchange Programme. Odawara to be advised that dates for Odawara to visit Manly remain unchanged and that the Committee proposes a change to the dates Manly students travel to Odawara as follows:

- Any 10 days between the period 19 September to 7 October.

Gunnedah

Peter Stephens reported on interviews conducted for selection of students to be part of the Beach to Bush Exchange Programme.

The Committee wished chaperones Peter Stephens and Suzanne Smith a successful trip.

Yeongdo-gu

Committee would be happy to be involved in hosting a staff member from Yeongdo for the Staff Exchange Programme.

The possibility of video link ups with students was discussed. After consideration of options available Peter Stephens offered to further investigate the possibilities of any video link up with Sister Cities and Friendship Cities.

General Business

The Chair read an email from Kym Swaby, Committee member advising that she can no longer be part of the Committee for the present time. Kym has offered her resignation. The Committee is happy to accept the resignation.

Discussion was held regarding Tomoko Waters becoming a member of the Committee through the appropriate channels.

Protocol Officer to contact Tomoko Waters in the first instance to seek interest.

Correspondence

Circulated for information.

NEXT MEETING DATE:

Date: Wednesday 25 November 2013

Time: 6.00pm

Venue: Councillors Room

This discussion closed at 7.30pm



TO: Sister Cities Committee

MEETING DATE: 27 November 2013

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

Dates for 2014 Manly Odawara Exchange Programme.

4.4 Gunnedah

- Five students travelled to Gunnedah for the Beach to Bush Exchange.
- Report from chaperones Peter Stephens and Suzanne Smith.
- At the recent Sister Cities Australia Conference held in Broken Hill Peter Woolven, Youth Development Officer, Gunnedah Shire Council gave a presentation on the **Gunnedah Aboriginal Youth Cultural Exchange 2013** held in Manly this year. Peter's presentation received many positive comments from delegates attending the conference.

4.5 Yeongdu-gu, Korea

Chair and Committee members travelled to Korea and visited Yeongdo-gu.

4.6 Huntington Beach

No activity to report.



Item 5: Current Balances of Sister Cities Committee Accounts as at end September 2013.

Budget Allocation Balance	\$16,270.18
Odawara Exchange	\$10,742.06
Joan Thorburn	
Tokimeki Donations Account	\$1,077.46

Item 6: Correspondence Report:

- Report to be tabled at meeting.

Item 7: General Business:

7.1 Committee Vacancy

- The Chair reported at the September meeting on an email received from Kym Swaby, Committee Member advising that she can no longer be part of the Committee. Kym has offered her resignation.
- Committee members attending the September meeting agreed to accept the resignation.
- Tomoko Waters was contacted by the Protocol Officer in relation to joining the Committee. Tomoko advised she would be happy to join the Sister Cities Committee in 2014 through the appropriate channels.

7.2 Conference

- Protocol Officer attended Sister Cities Australia Conference held in Broken Hill.

7.3 Visit by Mayor of Iiyama, Mr Adachi

- On Wednesday 13 November, the Mayor and Chair of the Sister Cities Committee hosted Mr Adachi, Mayor of Iiyama City, Nagano Prefecture and Mr Satoshi Nagase, Chairman of the Iiyama City Board of Education and 3 others. The group attended an afternoon tea and were then taken on a brief tour of Manly.

Item 8: Next Meeting

Next meeting.



TO: Sister Cities Committee

MEETING DATE: 27 November 2013

AUTHOR: Trish O'Grady

SUBJECT: **Item 5- Correspondence Report**

Correspondence In:

- Email dated 24/9 Korean Consulate General re schedule for Sister City Committee trip to Korea – Busane - and query from Mr Kim Kyeong-deuk re matters of process for staff exchange
- Email dated 16/10/13 from Odawara City re Tokimeki International School's Draft Calendar 2014 Student Exchange Program and confirmation of dates.
- Email dated 16/10 Peter Woolven Gunnedah Shire Council re Beach to Bush Media Release
- Email dated 22/10 from Sister Cities Australia re the November SCA Conference Strategic Plan in Broken Hill (10 – 13/11 2013).
- Email dated 23/10 from Mr Eiji Nakatsuwaga, Director Policy Section Odawara City re the bushfires in NSW extending sympathy to people affected by disaster
- Incoming letter from Consulate General Republic of Korea in Sydney to Mayor extending appreciation for 2013 Flag Raising Ceremony at Manly Corso.
- 29/10 Incoming email from Korean Cultural Office re Spring Party and Halloween Horrors at the KCO

Correspondence Out:

- Email dated 2/9/13 to Korean Consulate General Sydney reiterating Manly Council's willingness to continue participation in Staff Exchange Program 2014 by welcoming a Yeongdo-gu staff member in Manly.
- Emails dated 10/9/2013 to prospective participants re the Manly to Gunnedah 'Beach to Bush' Student Exchange 2013.

- Email dated 25/10 to Mr Eiji Nakatsuwaga, Director Policy Section Odawara City thanking him for sympathy e mail and providing status of bushfires in NSW.
- Email dated 30/10 re 2014 Student Exchange Program to Odawara proposed dates



TO: **Sister Cities Advisory Committee**

MEETING DATE: 27 November 2013

AUTHOR: Secretariat

SUBJECT: **Proposed Committee meeting dates for 2014**

1. INTRODUCTION

Below are proposed meeting dates for the Sister Cities Advisory Committee for 2014.

2. INFORMATION

The following table sets out the proposed meeting dates for the Sister Cities Advisory Committee meetings for 2014. The meetings have been scheduled monthly for the first 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 2014	Feb 2014	Mar 2014	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014
	26	26	23	28	25	23	27	24	22	26	

3. RECOMMENDATION:

That the proposed dates for 2014 be approved.

Secretariat
Corporate Services Division

Date: 18 November 2013