



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

**PLACE:** Councillors Room

## Councillors

Manly Council  
Manly Council (Chair)

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 Richard

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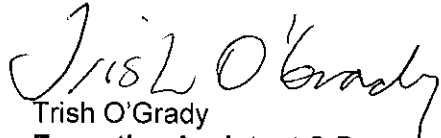
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**Council Staff**

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 March 2014**





**MINUTES OF MEETING  
SISTER CITIES COMMITTEE  
HELD WEDNESDAY 26 FEBRUARY 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**

|                      |                                          |
|----------------------|------------------------------------------|
| Mayor Jean Hay AM    | Council                                  |
| Tatsuko Ryan         | Community Member                         |
| John O'Brien         | Community Member                         |
| Laura Currie         | Community Member                         |
| Peter Stephens       | Community Member                         |
| Elaine Kent          | Community Member                         |
| Diane Sullivan       | Community Member                         |
| Wayne Collins        | Community Member                         |
| Helen Foster         | Community Member                         |
| Judi Mudge           | Community Member                         |
| Christine Richardson | Japanese Teacher, Mackellar Girls Campus |
| Trevor Schwab        | Community Member                         |
| Lyn Schwab           | Community Member                         |
| Mitch Garth          | Community Member                         |
| Tomoko Waters        | Community Member                         |

**Council Staff**

Trish O'Grady

Executive Assistant & Protocol Officer

**TO THE MAYOR AND COUNCILLORS OF THE COUNCIL**

The **Sister Cities Committee** met on Wednesday 26 February 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, Town Hall

**ITEM 1     APOLOGIES AND LEAVE OF ABSENCE**  
Apologies – Sue O'Brien, Amanda Kibby, Yoko Sullivan, Hugh Clarke, Ian Host, Suzanne Smith, Anthony Foster, Sumiyo Mimori, Lyn Schwab, Liberty Campbell

**ACTION**

**ITEM 2    DECLARATION OF INTEREST**

No declarations of pecuniary or non-pecuniary interest.

**ITEM 3    Appointment of New Member**

Tomoko Waters has been appointed as a new member of the Sister Cities Committee. Members welcomed Tomoko.

**ITEM 4    CONFIRMATION OF MINUTES**

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

Moved: Judi Mudge

Seconded: John O'Brien

**ITEM 5    Friendship City and Sister City Projects/Exchanges**

**5.1 Taito-ku, Japan**

There were no matters to report.

**5.2 Odawara, Japan  
Exchange Programme**

- **Dates confirmed for travel**

Manly Students depart Thursday 3 July and return Tuesday 15 July, 2014.

Odawara Students arrive Manly 25 July and depart Monday 4 August, 2014.

- **Chaperones**

Peter Stephens has submitted an Expression of Interest to act as a chaperone in 2014.

The committee agreed that Peter would be a suitable chaperone to travel in 2014.

No Expressions of Interest received for a female chaperone from the Committee.

Yoko Sullivan has submitted an Expression of Interest to act as chaperone in Japan and also act as liaison person for the programme. The Committee agreed that Yoko Sullivan act in this capacity.

- **Interviews**

Interviews will be held on Sunday 13 April at Manly Council.

Interview Panel to include two Japanese teachers.

Christine Richardson and Judith French from Mackellar Girls have volunteered.

Committee members will assist with hospitality.

- **Itineraries**

Odawara has requested input from Manly regarding the itinerary in Japan.

It was agreed that the day trip to Disneyland should remain as the first activity on the itinerary.

A sub-committee will review the Odawara Itinerary and draft a proposed itinerary for Odawara visit to Manly.

Peter Stephens, Mitch Garth, Laura Currie, Tomoko Waters and Christine Richardson offered to be part of the committee.

Suggestions include

- more opportunities for students to practice English/activity incorporating English lesson.
- Indigenous culture activity/outing
- Inclusion of Immigration aspect of Australian life.
- 
- **Dates**
  - Interviews Sunday 13 April, 2014
  - Mayoral Welcome & Orientation Thursday 15 May
  - Orientation dates to be confirmed.
  - Farewell Thursday 26 June.

Venue for orientation sessions to be investigated by Christine Richardson.

#### **Mr Noriaki Ozaki**

- Committee members would like to organise a presentation for Mr Ozaki to recognise his work and commitment to the Friendship relationship and Exchange Program over the past 24 years.
- Discussions were held regarding this occurring in 2015 during the 25<sup>th</sup> anniversary of the Program and it was decided that a framed certificate be presented in 2014 and that appropriate recognition for Mr Ozaki be discussed further for 2015.

#### **Recommendation**

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

#### **5.3 Jing'an, China**

There were no matters to report.

#### **5.4 Yeongdo-gu, South Korea**

- Arrangements are being made for a staff exchange with Yeongdo-gu. A staff member from Yeongdo-gu will spend 3 months at Manly Council. Committee members were asked to consider hosting the staff member for a period of time during that stay.
- Mayoral Elections will be held in July in Yeongdo-gu and it is anticipated that the newly elected Mayor will make an official visit to Manly later in the year.

## **5.5 Gunnedah, Australia**

There were no matters to report.

## **5.6 City of Huntington Beach California USA**

- The Hurley Australian Open of Surfing was held in Manly 8-16 February and members of the City of Huntington Beach visited Manly during this time. Discussions with Huntington Beach included:
  - the possibility of a student exchange programme. EA&PO is providing details of the Odawara Exchange as a model for a Huntington Beach program. Further discussions to be held.
  - Huntington Beach is celebrating 100 Years of surfing in 2014 and as part of the celebrations there will be a 4 July Parade with a float dedicated to the Huntington Beach and Manly Sister City Relationship. Committee members were asked to express interest in travelling to Huntington to take part in the Parade. The Chair advised that he plans to travel to Huntington for the occasion.
  - The Mayor will provide a video presentation on Huntington to the Committee at the next meeting.

## **ITEM 6 FINANCIAL REPORTS**

The end of January Financial Statement was accepted.

### **Recommendation**

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

## **ITEM 7 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 8 GENERAL BUSINESS 25<sup>th</sup> Anniversary Book**

- Trevor Schwab enquired regarding an electronic version of the 25<sup>th</sup> Sister Cities Anniversary Book. EA&PO to investigate.

EA&PO

## **ITEM 8 NEXT MEETING DATE:**

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

Meeting closed at 7.15pm



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AUSTRALIA®

**TO:** Sister Cities Committee

**MEETING DATE:** 26 March 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**

- Closing date for applications 26 March.
- Chaperone.
- Venue for Orientation meetings.
- School involvement.

#### **4.4 Gunnedah**

No activity to report.

#### **4.5 Yeongdo-gu, Korea**

- Staff Exchange. Sujin Han a member of the International Cooperation section of Yeongdo-gu Council has been chosen to participate in the 2014 staff exchange program.
- Accommodation for Ms Han for the period 6 May 2014 to 4 August 2014.

#### **4.6 Huntington Beach**

- Sister City Visit for 4 July Parade - 100 Year Anniversary and "Honor Sister City Manly".



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

|                            |             |
|----------------------------|-------------|
| Budget Allocation Balance  | \$15,454.71 |
| Odawara Exchange           | \$8,042.90  |
| 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 23 April 2014.