

Title	International Relations & Engagement
Policy Number (Governance Purpose)	



Policy Type

Council

Policy Purpose

This policy applies to all international relations, including Sister City, Friendly City, Memorandum of Understanding, Statement of Intent, Cooperative Agreement, Strategic City Alliance, Partnership City and Historical City relationships. This policy also applies to applications and requests to Council for letters of invitation and for intended visits by overseas delegations.

The purpose of the policy is to:

1. facilitate the development and maintenance of effective international relations that promote and enhance Cockburn's triple-bottom line sustainability;
2. outline the rationale and criteria for entering into new international relationships;
3. provide Council with guidelines for initiating and accepting requests to engage in new international relations;
4. outline the rationale and criteria for terminating an existing international relationship.

Policy Statement

The City of Cockburn is committed to establishing and maintaining effective relationships with international cities to facilitate sustainability and continuous improvement in the development of its economic, social and environmental objectives.

All international relationship initiatives must contribute to the achievement of at least one of the City of Cockburn Strategic Community Plan strategy objectives. The Chief Executive Officer's Office shall be the central point of coordination and assessment of all international relationship initiatives.

(1) Criteria

An international relationship may only be entered into if it is likely to yield one or more of the following outcomes:

1. Economic
 - (a) Business partnerships and opportunities;
 - (b) Trade, investment and / or export opportunities;
 - (c) Industry attraction and expansion;
 - (d) Introduction of new technologies;
 - (e) Tourism promotion opportunities.

Title	International Relations & Engagement
Policy Number (Governance Purpose)	



2. Educational
 - (a) Enhanced education and training opportunities;
 - (b) Attraction of new tertiary institutions and students;
 - (c) Knowledge Intensive, Export Oriented (KIEO) university partnerships.
3. Environmental
 - (a) Ecosystem and biodiversity research and conservation partnerships;
 - (b) Environmental and climate change adaptation information exchange;
 - (c) Environmental technology and innovation exchange.
4. Social/Cultural
 - (a) Cultural enhancement;
 - (b) Attraction of sporting competitions and events;
 - (c) Improved governance, leadership and internal standing

(2) Sister Cities

1. Council will support a visitation program of each of its Sister Cities. Any program of visiting delegations, both inbound and outbound, will be supplemented by an appropriate funding allocation in Council's annual Municipal Budget. The visitation program will allow for annual delegations (incoming or outgoing) to be reciprocated to/by the partner City in the following financial year. The program will be routinely reviewed as a means of assessing the outcomes of the visits and determining their value for the future.
2. Council will encourage all delegates (both inbound and outbound) to be supplemented with representatives who may be able to assist in furthering the benefits of these relationships, as noted at Clauses (1) 1 – 4 above.
3. Outbound delegations will be led by the Mayor and accompanied by the Deputy Mayor and up to a maximum of three (3) other Councillors and the Chief Executive Officer (CEO) or nominated representative. In the event of the Mayor not being available to attend any outbound delegation, the Deputy Mayor will be nominated to undertake this responsibility.
4. The principle of selecting Councillors referred to in Clause (2) 3 above will be on the basis of expressions of interest and administered by the CEO as follows:
 - (a) The CEO will arrange a ballot, if required, to which all Councillors participating in the ballot will be invited to attend at the time and place nominated by the CEO, and
 - (b) A register of delegates attending outward delegations is to be established and maintained by the Executive Support Unit.
5. The Mayor, accompanied by the Chief Executive Officer or his/her delegated nominee and any other person deemed to have relevance to the enhancing of the Sister City relationship, may participate in a delegation subject to appropriate provisions being made in the City's adopted budget.

Title	International Relations & Engagement
Policy Number (Governance Purpose)	



(3) Review

Any formal international relationship entered into shall be for a defined and agreed term, and shall be reviewed within three months of expiry. Review criteria shall include:

1. Level of communication maintained between the two cities during the relationship term:
2. Benefits and outcomes achieved as a result of the relationship, in one or more of the following categories:
 - (a) Economic;
 - (b) Educational;
 - (c) Environmental;
 - (d) Social/cultural.
3. Specific projects or initiatives undertaken.

(4) International Relationships Types

Model	Purpose	Duration
Sister City	A Sister City relationship is a formal, long-term relationship based on diverse linkages between the two cities, including cultural, educational, tourism, sporting and business links. Sister Cities often have similar demographic and other characteristics; however, this is not a mandatory requirement. The relationship requires a high degree of commitment on both sides.	Generally an enduring, long-term commitment.
Friendly City	A Friendly City relationship is less formal than a Sister City relationship and it generally has a lower profile. It is likely to be a long-term relationship, but the level of required community support and involvement is not as high as for a Sister City relationship. For example, the purpose may be for only a particular sporting event held on an annual basis.	Generally enduring, but can be set for a specific term

Title	International Relations & Engagement
Policy Number (Governance Purpose)	



Model	Purpose	Duration
Memorandum of Understanding (MoU)	A MoU is a document describing a bilateral or multilateral agreement between parties. It expresses a convergence of will between the parties, indicating an intended common line of action, and may not imply a legal commitment. It is a more formal alternative to a Statement of Intent, but in some cases, depending on the exact wording, lacks the binding power of a contract.	Generally entered into for a specific term.
Statement of Intent	A Statement of Intent is a less formal agreement than a Sister City or MoU and is developed around a specific project with a specific timeline.	Generally reviewed annually; can be dissolved by mutual consent.
Cooperative Agreement	Cooperative Agreements are generally 3-5 year programs, based on the pursuit of specific objectives and opportunities between two cities.	Generally 3-5 years
Strategic City Alliance	A Strategic City Alliance aims to deliver increased benefits of business and cultural ties between two cities, providing businesses in both cities with an opportunity to explore and develop business ventures and partnerships	Generally 3 years, followed by a review.
Partnership City	A Partnership City relationship is generally a short-term relationship based on a specific project or initiative that two cities share (e.g. an environmental or school project of mutual benefit).	Generally 1-3 years short-term partnership.
Historical City	A Historical City relationship is one based on past or ceremonial links (e.g. links between a group of members in relation to a military unit or conflict).	Generally enduring.

Title	International Relations & Engagement
Policy Number (Governance Purpose)	



Strategic Link:	Strategic Community Plan
Category	Business, Economy & Technology
Lead Business Unit:	Executive Services
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 March 2019
Next Review Due: (Governance Purpose Only)	March 2021
ECM Doc Set ID: (Governance Purpose Only)	4134016