

THE BAROSSA COUNCIL SISTER CITY RELATIONSHIPS AND ENGAGEMENT POLICY



1. Purpose

- 1.1. The purpose of this Policy is to provide a clear statement of Council's commitment to the development and maintenance of effective international relations via sister city and friendship city relationships and provide a framework for entering into, maintaining and assessing such relationships to ensure that maximum benefits can be realised by both parties.

2. Scope

- 2.1. This policy applies to all Sister City and international relationships, including, Friendship City and Memorandum of Understanding. This policy also applies to applications and requests to The Barossa Council for letters of invitation and for intended visits by international sister city delegations.

3. Policy Statement

3.1. Sister City and International Relationship Objectives

The Barossa Council is committed to establishing and maintaining effective relationships with international local governments in accordance with the following objectives:

- 3.1.1. Facilitation of the sharing of best practice and exchange of new ideas and successful experiences across a range of disciplines to improve capability and build more vibrant cities and local government authorities.
- 3.1.2. Fostering trade and investment initiatives that promote business development, provide accelerated access and open doors into key markets to connect our cities more effectively with buyers and sellers.
- 3.1.3. Promotion of each other's cities as visitor destinations, cross participation in festivals and events and facilitation of the exchange of destination marketing expertise and experience to enhance the tourism market intelligence of both cities.
- 3.1.4. Facilitation of education, cultural and sporting exchanges that empower our youth, support the education sector, celebrate our unique heritage, create opportunities for artistic expression and activate community participation.
- 3.1.5. Enhancement of each other's reputation and capacity to meet emerging policy issues facing our cities in addition to capitalizing on opportunities to explore innovations and improvements in science and technology, viticulture, rural and urban design, public infrastructure and sustainability.
- 3.1.6. Fostering friendship, mutual regard, and understanding among the citizens of our communities.



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3.2. Relationship Establishment Criteria

In establishing a new relationship and having regard for Council's governance responsibilities under the *Local Government Act 1999*, any request to enter into a relationship should be in writing and is to be assessed individually against the following criteria:

3.2.1. General

- Population and demographics
- Geographic location and assets
- Comparison of key industries
- Existing linkages and relationships
- Relevance to local and wider Barossa region
- History of diplomatic relations and/or cooperation in political, economic, commercial and cultural fields.

3.2.2. Economic

- Similar economic development conditions and potential beneficial partnerships to business
- Trade and investment climates and new and diverse opportunities
- Tourism potential

3.2.3. Social & Cultural

- Similar social infrastructural and cultural alignment
- Opportunity for broad community participation in activities
- People to people interest, energy and commitment
- Shared commitment to heritage and artistic expression
- Shared focus on sports and recreation

3.2.4. Education

- Mutual commitment to the exchange of information, ideas and best practice
- Opportunity for sharing of innovations in industry practice, the environment, science and technology
- Active commitment to student, teacher and professional exchange programs
- School and university linkages

3.3. International Relationship 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	Long term commitment

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MODEL	PURPOSE	DURATION
	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.	
Friendship City	A Friendship 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, cultural diversity, a specific project, specific objectives and opportunities between two cities, mentoring.	Generally enduring, but can be set for a specific term
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.

3.4. The Barossa Council Sister City Advisory Committee

In pursuit of the sustainable achievement of its Sister City relationship objectives, Council will establish a Sister City Advisory Committee pursuant to Section 41 of the *Local Government Act 1999*, to advocate, inform and support Council with its international relations programs, whilst supporting a whole of Council, community and industry engagement approach to cultural, community and economic development.

As per the Terms of Reference, membership will include representation from Council, the community and specific sectors aligned to the objectives of the Sister City program.

The Sister City Advisory Committee will sit within the Office of the Mayor and CEO with program oversight by the Executive Business Partner, Office of the Mayor and CEO.

3.5. Council Missions to Sister Cities

Council will support a program of formal delegation missions for each of its Sister Cities on the following basis.

- 3.5.1. Any delegates, both inbound and outbound, will be supplemented by an appropriate funding allocation in Council's annual budget.
- 3.5.2. The program will allow for an annual delegation (either incoming or outgoing) to be reciprocated to/by the partner City in the following financial year or at a later date. The program will be routinely reviewed by the Sister City Advisory Committee and a report submitted to Council as a means of assessing the outcomes of the missions and determining their value for the future.
- 3.5.3. Council will encourage all delegates (both inbound and outbound) to be supplemented with representatives who may be able to assist in furthering the objectives of these relationships.
- 3.5.4. Outbound delegations will be led by the Mayor and accompanied by 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.
- 3.5.5. A register of delegates attending outward delegations is to be established and maintained by the officer designated by the CEO.
- 3.5.6. Any other person deemed by Council or the CEO to have relevance to the enhancing of the relationship, may participate in a delegation subject to appropriate provisions being made in the Council's adopted budget.
- 3.5.7. The CEO is authorised to make arrangements for official travel under this policy and the expenditure of appropriate funds to meet the costs involved without further reference to the Council.
- 3.5.8. An Elected Member, Council Officer or Community Representative may, upon application, be provided with a letter of introduction to visit a sister city. Such a visit is not considered to be an official Sister City mission and is not to be funded from the Sister City budget or Council.
- 3.5.9. Any travel related to the Sister City relationship that is not in accordance with this policy is required to be formally considered by the Council.
- 3.5.10. After returning from an official Sister City visit, the delegation is to prepare a report and present to Council within three months.

3.6. Compliance with Australia's Foreign Policy

Any activities, relationship or agreement between The Barossa Council and any foreign entity, including local governments, agencies and departments, shall be in compliance with Australia's Foreign Relations (State and Territory Arrangements) Act 2020, and subsequent legislation.

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4. Supporting Processes and Documents

- 4.1. Employee Travel and Accommodation Booking Process – 13/34386*
- 4.2. Elected Members - Allowance Payment and Expense Reimbursement Process – 18/71406*

5. Related Policies

- 5.1 Employee Travel and Accommodation Policy – 13/34375*
- 5.2 Elected Members Allowances and Benefits Policy – 14/43871*

6. Legislation and References

- 6.1. Australia's Foreign Relations (State and Territory Arrangements) Act 2020
- 6.2. Local Government Act 1999
- 6.3. Local Government (Members Allowances and Benefits) Regulations 2010

7. Review

This Policy will be reviewed by the Council in consultation with the relevant stakeholders, within four (4) years or more frequently if legislation or Council's need changes.

8. Further Information

- 8.1. This Policy is available on Council's website at www.barossa.sa.gov.au. It can also be viewed electronically at Council's principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.
- 8.2. Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will refer you to the most appropriate officer according to Council's Customer Service Policy (see clause 8.1 above for availability).

9. Document Control

Community Plan Link:		Business and Employment		
		Community and Culture		
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