

International Relations Committee

Notice of Meeting and Agenda 21 March 2022

Committee Terms of Reference

1. *To facilitate, support and promote cultural, sporting, education, tourism and economic partnership opportunities between Bunbury and its international partners including but not limited to its Sister City and Friendship City relationships.*
2. *To encourage, through Sister City and other international relationships, greater understanding and friendship between City of Bunbury residents and participating cities and in doing so contribute to the mutual benefit of all communities involved.*
3. *To foster the involvement of commercial, educational and community organisations in various aspects of international relationships and to encourage the development of special links with overseas counterparts.*
4. *To promote Bunbury's international relationships to the wider community, in turn increasing community awareness and participation.*
5. *To advise Council on issues of importance and provide ideas for extending affiliations and developing new international partnerships.*
6. *To ensure all communications to Mayors of Bunbury's international partners are undertaken through the Office of the Mayor.*

City of Bunbury
4 Stephen Street
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Correspondence to:
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Acknowledgement of Country

We acknowledge the Traditional Custodians of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and future.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

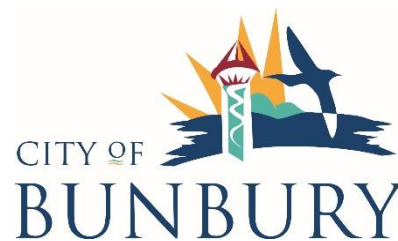
We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify



International Relations Committee Meeting Notice of Meeting

Dear Committee Members

The next Ordinary Meeting of the International Relations Committee (IRC) will be held in the Ocean Room at the City of Bunbury Administration Building, 4 Stephen Street, Bunbury, on **Monday, 21 March 2022 at 3:00PM.**

Signed:

Felicity Anderson
Manager, City Growth

Date of Issue: Wednesday, 16 March 2022

Agenda 21 March 2022

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

Committee Members:

Member Name	Representing
Cr Tresslyn Smith	Council Representative
Cr Gabi Ghasseb	Council Representative
Felicity Farnell	Community Representative
Valda Smith	Community Representative
Pauline Vukelic	Community Representative
Paul Springate	Community Representative
Janice Platt	Community Representative
Shamara Williams	Community Representative
Brooke Gray	Community Representative
Nicolas Pozniakov	Community Representative
Gurpreet Chahal	Community Representative
Carol McDowall	Community Representative

Ex-officio Members (non-voting):

Member Name	Title
Mat Lewis	Manager Trade, Tourism, Innovation & Creative Industries, South West Development Commission
Kristy Gillian	Chief Executive Officer, Bunbury Geographe Chamber of Commerce and Industry
	Edith Cowan University SW Campus Representative

Support Staff:

Name	Title
Qing Ye	Economic Development Officer
Felicity Anderson	Manager Economic Development and Property
Kristen Anderson	Team Leader, Economic Development
Kylie Tucker	Economic Development Project Support Officer

1. Declaration of Opening

The Team Leader, Economic Development declared the meeting open at _____ pm.

Please note Council Decision 335/13 from the Ordinary Meeting held on 26 November 2013 when administering Committees of Council states in part

“That Council:

1. Request that the Committees retained appoint a Councillor as the Presiding Member to enable more effective reporting back to Council in relation to Committee items and recommendations.

...

3. Require each Committee to set an annual meeting program which will be advertised to enable members of the public to attend.”

As this is the first meeting of the International Relations Committee since the 2021 local government elections, the Committee is required to elect a Presiding Member from amongst themselves in accordance with section 5.12 of the *Local Government Act 1995*. The Team Leader, Economic Development will call for nominations for the position of Presiding Member, and if necessary, conduct a ballot.

2. Disclaimer

Not applicable to this committee

3. Announcements from the Presiding Member

4. Attendances

4.1. Apologies

Pauline Vukelic

4.2. Approved Leave of Absence

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member before the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

6. Public Question Time

Nil

7. Confirmation of Minutes

The Minutes of the International Relations Committee held on 16 August 2021 have been circulated.

Recommendation

The minutes of the International Relations Committee Meeting held on 16 August 2021, are confirmed as a true and accurate record.

8. Petitions, Presentations and Deputations

Nil

8.1. Petitions

Nil

8.2. Deputations

Nil

9. Method of Dealing with Agenda Business

Items are dealt with in the order that they appear.

10. Reports

10.1. Terms of Reference – International Relations Committee

File Ref:	COB/523
Applicant/Proponent:	Internal Report
Responsible Officer:	Qing Ye, Economic Development Officer
Responsible Manager:	Felicity Anderson, Manager City Growth
Executive:	Gary Barbour, Director, Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix 1: International Relations Committee Terms of Reference

Summary

This purpose of this report is for the Committee to adopt the Terms of Reference for the International Relations Committee as reviewed and amended, **attached** at Appendix 1.

Executive Recommendation

That the International Relations Committee adopt the Terms of Reference at **attached** at Appendix 1.

Strategic Relevance

Theme No.1 Our Community and Culture
Goal A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment
Objective No.1.3 A welcoming community, where diverse cultures are valued, and residents have a sense of belonging

Regional Impact Statement

Not applicable for the purpose of this report.

Background

Council Decision 335/13 requests that all Committees commence a review of their Terms of Reference. This has been included in agendas for the first meeting of Committees.

Council Policy Compliance

Not applicable.

Legislative Compliance

Local Government Act 1995.

Officer Comments

The Terms of Reference have been drafted with broad intent to recognise the importance of and many opportunities in international relations.

The purpose of the International Relations Committee is to provide advice and support in the ongoing development of relationships and strategic opportunities with Setagaya, Japan, Jiaxing, China and Nha Trang, Vietnam.

Through engagement with the International Relations Committee Members in both an informal workshop and subsequent written request for suggested amendment, the only amendments to the previously adopted Terms of Reference are the community members and the change in ex-officio position from the Jiaxing Bunbury Business Office to the Bunbury Geographe Chamber of Commerce and Industry.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications arising from the recommendations of this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

10.2. International Relations Committee - Future Meeting Dates 2022/2023

File Ref:	COB/523
Applicant/Proponent:	International Relations Committee
Responsible Officer:	Qing Ye, Economic Development Officer
Responsible Manager:	Felicity Anderson, Manager Economic Development and Property
Executive:	Gary Barbour, Director, Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

The purpose of this report is for the Committee to consider a program of future meeting dates for the International Relations Committee.

Executive Recommendation

That the International Relations Committee endorse:

1. The meeting schedule as follows:
 1. 4:00pm, Monday 21 March 2022
 2. 4:00pm, Monday 13 June 2022
 3. 4:00pm, Monday 5 September 2022
 4. 4:00pm, Monday 5 December 2022
 5. 4:00pm, Monday 13 March 2023
 6. 4:00pm, Monday 12 June 2023
 7. 4:00pm, Monday 4 September 2023
2. Advertising of this schedule in accordance with Council Decision 335/13.

Strategic Relevance

Theme No.1	Our Community and Culture
Goal	A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment
Objective No.1.3	A welcoming community, where diverse cultures are valued, and residents have a sense of belonging

Regional Impact Statement

Not applicable for the purpose of this report.

Background

There are ongoing programs run by the City of Bunbury through our long term formal sister and friendship city relationships, as well as events and programs guided by the City of Bunbury's Economic Development Action Plan, Focus Area 6 International Engagement.

Council Policy Compliance

There is no Council Policy applicable to this report.

Legislative Compliance

Local Government Act 1995.

Officer Comments

It is suggested that this committee meet every quarter for formal committee meetings as well as convene for informal workshops as and when is necessary to collaborate with officers.

Officers undertook a vote of Committee Members prior to the recommendation for quarterly meetings being included in the report.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications arising from the recommendations of this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

All members of the International Relations Committee have been surveyed for appropriate meeting times and preferred days.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

11. Applications for Leave of Absence

Nil

12. Questions from Members

Nil

12.1. Response to Previous Questions from Members taken on Notice

Nil

12.2. Questions from Members

No questions had been received at the time of printing

13. Urgent Business

Nil

14. Date of Next Meeting

The next formal meeting will be held, 13 June 2022.

15. Close of Meeting

The Team Leader, Economic development closed the meeting at _____.