

Civic Affiliations Policy

Objective

1. This policy has been developed to facilitate the development and maintenance of effective international relations that promote and enhance Albany's reputation as the best place to live, visit and do business.
2. This policy provides rationale and criteria for initiating and/or accepting requests to engage in new affiliations, review of existing affiliations, and how to conclude relationships which no longer meet the criteria or rationale of this policy.

Legislative and Strategic Context

3. This Policy aligns with the following elements of the City of Albany Strategic Community Plan:
 - **Pillar:** 3. Place.
 - **Outcome:** 3.3. Local history, heritage and character is valued and preserved.
 - **Objective:** 3.3.1. Identify, preserve and showcase significant local history and heritage.
 - **Pillar:** 4. Prosperity.
 - **Outcome:** A strong, diverse and resilient economy with work opportunities for everyone.
 - **Objective:** 4.1.1. Attract, retain and support a diverse range of businesses and industries to grow the economy and create more local jobs.
 - **Outcome:** 4.1.2. Facilitate access to quality education, training and work opportunities.
 - **Outcome:** 4.2. A highly sought after tourist destination.
 - **Objective:** 4.2.1. Create a competitive and sustainable tourism offer.
 - **Pillar:** 5. Leadership.
 - **Outcome:** 5.1. Proactive, visionary leaders who are aligned with community needs and values.
 - **Objective:** 5.1.1. Provide strong, accountable leadership.
 - **Outcome:** 5.3. A well informed and engaged community.
 - **Outcome:** 5.3.1. Grow awareness, understanding and engagement in City projects, activities and decisions.
4. Any activities, relationships or agreement between the City of Albany and any foreign entity shall be in compliance with *Australia's Foreign Relations (State and Territory Arrangements) Act 2020*, and any related or subsequent legislation.

Policy Statement

5. The City of Albany is committed to establishing and maintaining effective relationships with other cities to facilitate sustainable and continuous improvement in the development of its economic, educational, cultural, social and environmental objectives.
6. Civic Affiliations should align with the objectives of the City of Albany Community Strategic Plan, and comply with the requirements of the *Australia's Foreign Relations (State and Territory Arrangements) Act 2020*.
7. The City of Albany will support and encourage Civic Affiliations that recognise the historical significance of the Anzacs and relationships with cities that share this history. Those relationships should focus on preserving and commemorating the Anzacs legacy, including memorial services, joint historical research and education programs.

Foreign Arrangements Scheme

8. The Foreign Arrangements Scheme, established by *Australia's Foreign Relations (State and Territory Arrangements) Act 2020*, commenced on 10 December 2020. The purpose of the Scheme is to ensure that arrangements between state or territory governments (and their entities) and foreign entities do not adversely affect Australia's foreign relations and are not inconsistent with Australia's foreign policy.
9. The City of Albany had existing Civic Affiliations with several foreign entities when the Scheme was introduced.
10. The City notified the Minister of Foreign Affairs of those existing arrangements, which are now registered with the Foreign Arrangements Scheme.
11. The Minister for Foreign Affairs has the power to vary or cancel a foreign arrangement if the arrangement would adversely affect, or be likely to adversely affect, Australia's foreign relations or would be inconsistent, or would likely to be inconsistent, with Australia's foreign policy.

Civic Affiliation Types

12. For consistency, Friendship Agreements and Synergetic Relationships will be referred to as Civic Affiliations throughout this policy.

Model	Purpose	Duration
Civic Affiliation	A Civic Affiliation may be a formal, long-term relationship based on linkages between two cities, including cultural, educational, tourism, sporting and business links. Civic Affiliations usually have similar demographic and other characteristics, however, this is not a mandatory requirement. A Civic Affiliation requires a high degree of commitment by both entities.	Long term commitment.
Friendship Agreement or Synergetic Relationship	Friendship or Synergetic Relationships may be less formal than a Civic Affiliation relationship. For example, the purpose of a Friendship Agreement may be for: <ul style="list-style-type: none"> • 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 may be set for a specific term.

Requests for Arrangements

13. Requests for the City to enter into a civic affiliation are received from time to time. This policy provides criteria to be considered when dealing with those requests.
14. Before entering into a Civic Affiliation, it is necessary to establish how the relationship will work:
 - What activities will be conducted between the City of Albany and a Civic Affiliate?;
 - How will the communities of both entities be involved?;
 - Are there external stakeholders who need to be engaged and consulted?;
 - What are the expectations around reciprocal visits?; and
 - How will the relationship be funded?.

Criteria for Entering into a Civic Affiliation

15. Entering into a Civic Affiliation with a foreign country is a complex decision which requires careful consideration to ensure that any relationship is well-founded and mutually beneficial, is sustainable in the long-term and can contribute positively to both partners. The following factors should form part of the evaluation of any proposed Civic Affiliation.

Shared Values and Principles

16. Civic affiliates should share similar core values and principles regarding democracy, human rights and the rule of law. This includes the cultural compatibility between affiliates as shared cultural values and understanding will enable a highly effective and beneficial relationship.
17. Verification should be sought by the City of Albany to ensure that any civic affiliate adheres to international laws and demonstrates a commitment to a lawful and cooperative global community, including an evaluation of the transparency and accountability of the affiliate's government. This includes human rights which align with the principles of social justice and equality.

Political Stability

18. Verify that any potential Civic Affiliation takes into account the political stability of that country to determine the reliability of the affiliate and any potential impact on a future relationship.

Capacity for Collaboration

19. The civic affiliate's capacity for collaboration, including the long-term sustainability and impact of the affiliation should be considered.

Economic

20. An affiliation related to economic benefits should result in one or more of the following outcomes:
 - Business partnerships and opportunities;
 - Trade, investment and/or export opportunities for local and regional industry;
 - Industry attraction and/or expansion;
 - Introduction of new technologies or processes; or
 - Tourism promotion opportunities.
21. Civic Affiliations which are based on economic benefits should provide accelerated access to key markets and connect local industries and producers with buyers.
22. Cross promotion of a Civic Affiliate and the City of Albany as visitor destinations, including an exchange of destination marketing experience, should provide opportunities to increase visitation to Albany and the region.

Social/Cultural

23. An affiliation based on social and cultural benefits should result in one or more of the following outcomes:
 - Cultural enhancement which includes visual and performing arts;
 - Preserving and commemorating the Anzac legacy, including memorial services, joint historical research, tourism and education related to military history;
 - Attraction of sporting competitions and events.

Environmental

24. An affiliation based on environmental benefits should result in one or more the following outcomes:
- Ecosystem and biodiversity research and conservation partnerships;
 - Environmental and climate change adaptation information exchange;
 - Environmental technology and innovation exchange;
 - Waste management innovation.

Education

25. An affiliation based on educational benefits should result in one or more of the following outcomes:
- Enhanced education and training opportunities;
 - Student exchange programs;
 - Attraction of new adult training or tertiary institutions and students, including expansion of existing tertiary education;

Visitation and Delegations

26. Any delegations, both inbound and outbound, will be subject to funding being specifically allocated by resolution of Council.
27. Council may consider allowing annual delegations to be reciprocated to/by a civic affiliate in the following financial year or at a later date. The program should be reviewed by assessing the outcomes of any visits and determining the value of those visits, prior to consideration of funding to be allocated by Council.
28. Council will encourage any delegations (inbound or outbound) to be made up of representatives who may be able to assist in furthering the benefits of each relationship, in accordance with the criteria for Civic Affiliations in this policy.
29. The size of City of Albany delegations (either outbound or receiving delegations from visiting affiliates) will be determined by a resolution of Council at an Ordinary or Special Council Meeting, with preference being given to the Mayor then Deputy Mayor, then remaining councillors as per paragraph 31.
30. The selection of participants in outbound delegations will be on the basis of expressions of interest and a resolution of Council at an Ordinary or Special Council Meeting.
31. Should the delegation be oversubscribed, a ballot will be conducted. If a Councillor has previously joined an outbound delegation, they will be ineligible to nominate for the delegation. When, or if, all Councillors have participated in a delegation, the process will recommence with all elected members eligible to nominate for the selection process.
32. Elected Members may accept an invitation to visit any existing civic affiliate in the interest of maintaining an ongoing and mutually beneficial arrangement. Visitation of this nature is not considered a delegation and is not funded by the Civic Affiliation budget allocation.

Travel and Accommodation

33. Council may resolve to authorise the CEO to make arrangements for official travel, including the expenditure of appropriate funds to meet the costs involved with an official delegation, without further approval of Council.
34. The cost of airfares for Council delegations will be borne by the City of Albany, with the expectation that the host city provides accommodation and hospitality.
35. Visiting delegations may be provided with accommodation and hospitality during their visit. It is expected that visiting delegations meet the cost of airfares where applicable.
36. An Elected Member may be provided with a letter of introduction to visit a civic affiliate outside the formal delegation process. Such a visit is not considered to be official and is not to be funded from the Civic Affiliation budget line item or by Council.
37. Any travel or accommodation expenses which occur outside the formal delegation process are required to be formally considered by Council.

Reviewing and Concluding Civic Affiliations

38. A comprehensive review of civic affiliations will be undertaken every five years (or earlier if appropriate). Council may also choose to review existing civic affiliations following each Ordinary Local Government election to ensure that there is support from Council to continue relationships. The review will evaluate each relationship against the following criteria:
 - Assessment of the level and regularity of engagement;
 - Whether there have been positive outcomes in the period since the last review;
 - Shifting priorities by either the City of Albany or a civic affiliate;
39. A review of a civic affiliation may be undertaken at any time if:
 - Council consider there are no longer any demonstrable positive outcomes of the relationship;
 - The essential criteria outlined in the criteria of this policy are not met or are breached;
 - The relationship does not align with the City's Community Strategic Plan or Corporate Business Plan;
 - or
 - There is a lack of engagement or conclusion of trade or economic agreements.
40. The outcome of any review will determine whether the relationship continues or is concluded by discontinuing any formal arrangements. It is essential that any conclusion of a civic affiliation is made with careful consideration and sensitivity to ensure that the process is respectful, dignified and focussed on maintaining a positive relationship in the long term.
41. The City will inform the representatives of the civic affiliate of its intention to conclude the affiliation and provide them with the reasons for that decision.

Review Position and Date

42. This policy was adopted on [Insert Date]. This policy must be reviewed every four years, or earlier if Council considers it necessary.

Associated Documents

43. The following documents are associated with this Policy:

- Strategic Community Plan 2032

Document Approval			
Document Development Officer:		Document Owner: (Member of EMT)	
Senior Team Leader		Chief Executive Officer	
Document Control			
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Version	Author	Version Description	Date Completed
1.0	CEO	Adoption Ref: OCM 19/09/2006 Report Item 14.3.1	19/09/2006
2.0	CEO	Review and Adoption Ref: OCM 21/10/2008 Report Item 12.8.2	21/10/2008
3.0	CEO	Review and Adoption Ref: SCM 02/11/2010 Report Item 6.1	02/11/2010
4.0	MGR	Manager Governance and Risk (MGR). Reviewed and amended under delegated authority. Minor administrative amendments made: <ul style="list-style-type: none"> • Reference to Community Strategic Plan • Review Date amended to bi-annual • Document Revision History and Version Control added. 	14/05/2014
5.0	MGR	Amended by Council. Reference: OCM 28/10/2014 Resolution ED017. Agreement between the City of Linyi, P.R. of China and the City of Albany. NP064694_5.	28/10/2017
6.0	MGR	Reviewed annually with review of delegations register; 2017, 208, 2019, 2020, 2021, 2022. Synergy Reference: NP1766704.	13/06/2017
6.1	MGR	Review Reference: OCM 22/03/2022 Resolution AR110. Amended under delegated authority. <ul style="list-style-type: none"> • Legislative and Strategic Context updated to reflect current Community Strategic Plan. 	19/10/2022

		<ul style="list-style-type: none"> Document review period updated to every three years. 	
6.2	STL	Discussion Paper prepared in response to resolution of Council (OCM 25/07/2023). Discussion Paper presented to Council at Elected Member Strategic Workshop in February 2024.	14/11/2023
6.3	STL	Full review of existing policy to include additional information regarding evaluation, establishment, maintenance and conclusion of civic affiliations.	08/03/2024
6.4	STL	Reviewed Policy provided to CEO for review and amendments prior to presenting to Council at Elected Member Strategic Workshop.	09/05/2024
6.5	STL	Reviewed Policy presented to Elected Member Strategic Workshop for discussion.	21/05/2024
6.6	STL	Reviewed Policy presented to Council for adoption..	25/06/2024