

## International Relations Committee

### Minutes

**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  
Bunbury WA 6230  
Western Australia  
*Correspondence to:*  
Post Office Box 21  
Bunbury WA 6231

## Table of Contents

Item No	Subject	Page
1.	<b>Declaration of Opening</b> .....	<b>2</b>
2.	<b>Disclaimer</b> .....	<b>3</b>
3.	<b>Announcements from the Presiding Member</b> .....	<b>3</b>
4.	<b>Attendances</b> .....	<b>3</b>
4.1.	Apologies .....	3
4.2.	Approved Leave of Absence .....	3
5.	<b>Declaration of Interest</b> .....	<b>3</b>
6.	<b>Public Question Time</b> .....	<b>4</b>
7.	<b>Confirmation of Minutes</b> .....	<b>4</b>
8.	<b>Petitions, Presentations and Deputations</b> .....	<b>4</b>
8.1.	Petitions.....	4
8.2.	Deputations .....	4
9.	<b>Method of Dealing with Agenda Business</b> .....	<b>4</b>
10.	<b>Reports</b> .....	<b>5</b>
10.1.	Terms of Reference – International Relations Committee.....	5
10.2.	International Relations Committee - Future Meeting Dates 2022/2023 .....	7
11.	<b>Applications for Leave of Absence</b> .....	<b>10</b>
12.	<b>Questions from Members</b> .....	<b>10</b>
12.1.	<b>Response to Previous Questions from Members taken on Notice</b> .....	10
12.2.	<b>Questions from Members</b> .....	10
13.	<b>Urgent Business</b> .....	<b>10</b>
14.	<b>Date of Next Meeting</b> .....	<b>10</b>
15.	<b>Close of Meeting</b> .....	<b>10</b>

## 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**

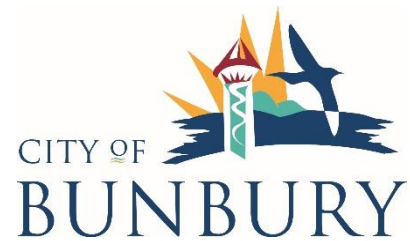
We are one team  
We keep each other safe  
We display empathy and respect  
We have fun and celebrate our successes  
We work together to achieve great outcomes

#### **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

### Minutes

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.

#### 1. Declaration of Opening

The Team Leader, Economic Development declared the meeting open at 3.01 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 to 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.

#### Outcome of the Meeting held 21 March 2022

Cr Ghasseb advised that he nominated Cr Smith as the Presiding Member. No other nominations were received, and Cr Smith accepted the nomination and was subsequently elected to the position unanimously.

The nomination of Cr Smith was moved by Carol McDowall, seconded Paul Springate.

#### Committee Decision

That Cr Smith be appointed as the Presiding Member of the International Relations Committee.

CARRIED

7 votes “for” / Nil votes “against”

## 2. Disclaimer

Not applicable to this committee

## 3. Announcements from the Presiding Member

Nil

## 4. Attendances

*Committee Members:*

Member Name	Representing
Cr Tresslyn Smith	Council Representative
Cr Gabi Ghasseb	Council Representative
Felicity Farnell	Community Representative
Paul Springate	Community Representative
Shamara Williams	Community Representative
Nicolas Pozniakov	Community Representative
Carol McDowall	Community Representative
Mat Lewis	Ex - Officio

### 4.1. Apologies

Mrs Valda Smith, Ms Brooke Gray and Ms Pauline Vukelic were apologies for the meeting

Ms Janice Platt and Mr Gurpreet Chahal were absent from the meeting.

### 4.2. Approved Leave of Absence

Nil

## 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 <u>before</u> 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

<b>File Ref:</b>	COB/523
<b>Applicant/Proponent:</b>	Internal Report
<b>Responsible Officer:</b>	Qing Ye, Economic Development Officer
<b>Responsible Manager:</b>	Felicity Anderson, Manager City Growth
<b>Executive:</b>	Gary Barbour, Director, Sustainable Communities
<b>Authority/Discretion</b>	<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
<b>Attachments:</b>	Appendix 1: International Relations Committee Terms of Reference

#### Summary

The purpose of this report is for the Committee to adopt the Terms of Reference for the International Relations Committee as reviewed and amended, **attached** in 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 and 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 Bunbury Jiaxing 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.

#### **Outcome of the Meeting held 21 March 2022**

The recommendation (as printed) was moved by Felicity Farnell, seconded Cr Gabi Ghasseb.

The Presiding Member put the motion to the vote, and it was adopted to become the Committee's decision on the matter.

#### **Committee Decision**

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

CARRIED  
7 votes "for" / Nil votes "against"



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

<b>File Ref:</b>	COB/523
<b>Applicant/Proponent:</b>	International Relations Committee
<b>Responsible Officer:</b>	Qing Ye, Economic Development Officer
<b>Responsible Manager:</b>	Felicity Anderson, Manager Economic Development and Property
<b>Executive:</b>	Gary Barbour, Director, Sustainable Communities
<b>Is Authority/Discretion</b>	<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
<b>Attachments:</b>	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 is as follows:
  1. 4:00 pm, Monday 21 March 2022
  2. 4:00 pm, Monday 13 June 2022
  3. 4:00 pm, Monday 5 September 2022
  4. 4:00 pm, Monday 5 December 2022
  5. 4:00 pm, Monday 13 March 2023
  6. 4:00 pm, Monday 12 June 2023
  7. 4:00 pm, 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.

### **Outcome of the Meeting held 21 March 2022**

A motion was tabled by Committee member Ms Shamara Williams providing the following amendment to the Committee recommendation:

“That the committee meets for regular workshops between advertised formal meetings and at regular intervals”.

The Committee recommendation (as amended) was moved by Felicity Farnell, seconded by Carol McDowall.

The Presiding Member put the motion to the vote, and it was adopted to become the Committee’s decision on the matter.

**Committee Decision**

That the International Relations Committee endorse:

1. The meeting schedule is as follows:
  - 4:00 pm, Monday 21 March 2022
  - 4:00 pm, Monday 13 June 2022
  - 4:00 pm, Monday 5 September 2022
  - 4:00 pm, Monday 5 December 2022
  - 4:00 pm, Monday 13 March 2023
  - 4:00 pm, Monday 12 June 2023
  - 4:00 pm, Monday 4 September 2023
2. Advertising of this schedule in accordance with Council Decision 335/13.
3. That the International Relations Committee workshop monthly in between advertised formal meeting dates.

CARRIED

7 votes "for" / Nil votes "against"

**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, on 13 June 2022.

**15. Close of Meeting**

The Presiding Member closed the meeting at 3.27 PM.