

ITEM NUMBER : C 27/03/11

**RECOMMENDATION FROM THE EXECUTIVE MAYOR: 15 MARCH 2011**

**MC 30/03/11 EXTERNAL RELATIONS POLICY FOR THE CITY OF CAPE TOWN**

The Mayco Member for Corporate Services, Ald. B Walker pointed out that Cllr Herron forms part of the External Relations Task Team and that his name was inadvertently omitted from the report on the agenda.

Ald. B Walker proposed that the following amendments be made to the External Relations Policy attached to the report on the agenda;

- (i) an additional principle be added to subsection 2.1 of the policy, as follows:

*"2.1.6 Implementable"*

- (ii) subsection 2.6 be amended to read, as follows:

*"2.6 The City will focus on targeted partnerships with measurable outcomes **and identified drivers.**"*

- (iii) subsection 1(h) of the Criteria for External Relations Partnerships be amended to read, as follows:

*"h. **Historical/cultural/sports** and social linkages and connections"*

The above proposal was duly supported.

**RECOMMENDED** that:

- (a) the External Relations Policy and Implementation Protocol attached to the report on the agenda be approved, subject to:

- (i) an additional principle being added to subsection 2.1 of the policy, as follows:

*"2.1.6 Implementable"*

- (ii) subsection 2.6 being amended to read, as follows:

*"2.6 The City will focus on targeted partnerships with measurable outcomes **and identified drivers.**"*

- (iii) subsection 1(h) of the Criteria for External Relations Partnerships being amended to read, as follows:

*"h. Historical/cultural/sports and social linkages and connections"*

- (b) the External Relations Task Team as appointed on 17 November 2010 by the Mayoral Committee be retained in order to make recommendations and advise the Executive Mayor on the following:

- (i) all applications received for partnerships;
- (ii) Cities to be approached by the City of Cape Town in line with the criteria set out in the policy;
- (iii) all agreements that are currently dormant.

1 ITEM NUMBER : MC 30/03/11

2 EXTERNAL RELATIONS POLICY FOR THE CITY OF CAPE TOWN

UMGAQO-NKQUBO WESIXEKO SASEKAPA WOBUDLELANE  
BANGAPHANDLE

BELEID OOR EKSTERNE BETREKKINGE VIR DIE STAD KAAPSTAD

LSU B0799

3 RECOMMENDATION FROM THE CORPORATE SERVICES & HUMAN  
RESOURCES PORTFOLIO COMMITTEE: 1 MARCH 2011 (CORHR 08/03/11)

RECOMMENDED that

- (a) the External Relations Policy and Implementation Protocol **BE APPROVED**;
- (b) the External Relations Task Team as appointed on 17 November 2010 by the Mayoral Committee **BE RETAINED** in order to make recommendations and advise the Executive Mayor on
  - (i) all applications received for partnerships
  - (ii) cities to be approached by the City of Cape Town in line with the criteria set out in the policy
  - (iii) all agreements that are currently dormant

ISINDULULO SEKOMITI YESEBE LEMICIMBI YEENKONZO ZEZIKO  
NEMICIMBI YEZABASEBENZI: 1 MATSHI 2011 (CORHR 08/03/11)

KUNDULULWE ukuba

- (a) **MAKUPHUNYEZWE** uMgaqo-nkqubo woBudlelane bangaPhandle neNdlela eseSikweni yokuQhutywa koMsebenzi;

(b) **MAKUGCINWE** iQela lokuqhuba umsebenzi woBudlelane bangaPhandle njengoko lalonyuliwe ngomhla we-17 Novemba 2010 yiKomiti kaSodolophu ukwenzela ukwenza izindululo nokucebisa uSodolophu wesiGqeba malunga:

- (i) nazo zonke izicelo zobuhlakani ezifunyenweyo
- (ii) isiXeko saseKapa kufuneka silumane iindlebe kunye nezinye izixeko ngokungqinelana nommiselo oqulunqwe kumgaqo-nkqubo
- (iii) nazo zonke izivumelwano ezingasebenziyo kaloku nje.

**AANBEVELING VAN DIE PORTEFEULJEKOMITEE OOR KORPORATIEWE DIENSTE EN MENSLIKE HULPBRONNE: 1 MAART 2011 (CORHR 08/03/11)**

**AANBEVEEL** dat

- (a) die beleid en inwerkingstellingsprotokol vir eksterne betrekkinge wat by die verslag aangeheg is, **GOEDGEKEUR WORD**.
- (b) die taakspan oor eksterne betrekkinge soos op 17 November deur die burgemeesterskomitee aangewys, **BEHOU WORD** ten einde by die uitvoerende burgemeester aanbevelings te doen en hom te adviseer oor:
  - (i) alle vennootskapsaansoeke wat ontvang word
  - (ii) stede wat die Stad Kaapstad moet nader volgens die kriteria in die beleidsdokument uiteengesit
  - (iii) alle ooreenkomste wat tans dormant is.

1. ITEM NUMBER : CORHR 08/03/11

2. SUBJECT

EXTERNAL RELATIONS POLICY FOR THE CITY OF CAPE TOWN

BELEID OOR EKSTERNE BETREKKINGE VIR DIE STAD KAAPSTAD (LSUB0380)

UMGAQO-NKQUBO  
BANGAPHANDLE

WESIXEKO

SASEKAPA WOBUDLELANE

3. PURPOSE

The City of Cape Town currently has no External Relations Policy. On 17 November 2010 the Mayoral Committee appointed a Task Team to finalise an External Relations Policy Framework for the City of Cape Town. The policy framework is submitted for approval.

4. FOR DECISION BY

Council – Delegation 11(1) of the Executive Mayor: to determine appropriate policies that should be developed, to take steps for the development thereof and to recommend such policy to Council.

5. EXECUTIVE SUMMARY

On 17 November 2010, Mayco appointed a Task Team comprising Deputy Executive Mayor, Ald Nielson, Ald Serritslev, Ald Walker, Ald Purchase and Ald JP Smith and officials from a number of line departments, who are involved in intergovernmental and international relations, to finalise the External Relations Policy Framework.

Meetings of the Task Team were held on 25 November 2010 and 25 January 2011. The draft document served at a meeting of EMT on 8 February 2011.



The policy document contains a list of criteria against which partnerships will be measured to ensure mutual benefit and value added in each instance. The criteria are based on the City's various strategic policy frameworks such as the IDP, Draft Cape Town Global Competitiveness Study (Benchmarking Cape Town's Competitive Performance), etc. It should be noted that there is currently no coherent International Relations Strategy at national level. The Department of International Relations and Co-operation is working on a White Paper on Foreign Policy which will be presented to Parliament during the course of this year.

The implementation protocol sets out the practical arrangements and activities with respect to any international interactions taking place within the City of Cape Town administration.

It is the intention to maintain the External Relations Task Team to assess all new and pending applications for partnerships and, if necessary, co-opt relevant stakeholders for this purpose. The team will also pro-actively identify possible cities which Cape Town should approach in our attempts to position and promote our City globally.

It should also be noted that in terms of item 1(6) the Council's System of Delegations, the Executive Mayor may enter into co-operative agreements with other cities, pledges on international matters of public interest, provided that these do not create financial obligations.

## 6. RECOMMENDATIONS

"Not Delegated: for Decision by Council":

- (a) That the External Relations Policy and Implementation Protocol attached to the report BE APPROVED.
- (b) That the External Relations Task Team as appointed on 17 November by the Mayoral Committee BE RETAINED in order to make recommendations and advise the Executive Mayor on:
  - i. all applications for partnerships received
  - ii. cities to be approached by the City of Cape Town in line with the criteria set out in the policy document
  - iii. all agreements that are currently dormant

## AANBEVELINGS

Nie gedelegeer nie: vir besluit deur die Raad:



- (a) Dat die beleid en inwerkingstellingsprotokol vir eksterne betrekkinge wat by die verslag aangeheg is, GOEDGEKEUR WORD.
- (b) Dat die taakspan oor eksterne betrekkinge soos op 17 November deur die burgemeesterskomitee aangewys, BEHOU WORD ten einde by die uitvoerende burgemeester aanbevelings te doen en hom te adviseer oor:
- i. alle vennootskapsaansoeke wat ontvang word
  - ii. stede wat die Stad Kaapstad moet nader volgens die kriteria in die beleidsdokument uiteengesit
  - iii. alle ooreenkomste wat tans dormant is

## IZINDULULO

### "Azigunyaziswanga: Isiqqibo seseBhunga":

- (a) Ukuba MAKUPHUNYEZWE uMgaqo-nkqubo woBudlelane bangaPhandle neNdlela eseSikweni yoKwenza uMsebenzi oqhotyoshelwe kwingxelo.
- (b) Ukuba MAKUGCINWE iQela lokwenza umsebenzi woBudlelane bangaPhandle njengoko lalonyuliwe ngomhla we-17 Novemba yiKomiti kaSodolophu ukwenzela ukwenza izindululo nokucebisa uSodolophu weSigqeba malunga:
- i. nazo zonke izicelo zobuhlakani ezifunyenweyo
  - ii. nezixeko ekufuneka isiXeko saseKapa sicele ubuhlakani nazo ngokuhambelana nendlela ebonakaliswe kuxwebhu lomgaqo-nkqubo
  - iii. nazo zonke izivumelwano ezingasebenziyo kaloku nje

## 7. DISCUSSION/CONTENTS

On 17 November 2010, Mayco appointed a Task Team comprising Deputy Executive Mayor, Ald Nielson, Ald Serritslev, Ald Walker, Ald Purchase and Ald JP Smith and an official from each of the following line departments:

- (a) Economic Development & Tourism ( Alison Goldstuck)
- (b) Social Development ( Chris O'Connor)
- (c) Information Technology ( Andre Stelzner)
- (d) Environmental Resource Management ( Ossie Asmal)
- (e) External Relations ( Carin Viljoen)

to finalise the External Relations Policy Framework.

Meetings of the Task Team were held on 25 November 2010 and 25 January 2011, after which the attached document was finalized for submission to the various stakeholders for consideration.



The policy document contains a list of criteria against which partnerships will be measured to ensure mutual benefit and value added in each instance. The criteria are based on the City's various strategic policy frameworks such as the IDP, Draft Cape Town Global Competitiveness Study (Benchmarking Cape Town's Competitive Performance), etc. It should be noted that there is currently no coherent International Relations Strategy at national level. The Department of International Relations and Co-operation is working on a White Paper on Foreign Policy which will be presented to Parliament during the course of this year.

At a meeting of the Consultative Forum on International Relations (all local authorities are invited to meetings of this forum) it was agreed that any proposed international frameworks need to be consulted through the Office of the Chief State Law Advisor – International Law before being concluded/ signed with foreign entities. This process assists to identify whether any similar agreements already exist as a standing agreement at national level, which means that any proposed Memorandum of Understanding (MOU) then becomes a servicing instrument of such agreement. If the topic is not covered by an existing national agreement, the agreement may go ahead. DIRCO also maintains a database of all international agreements concluded at provincial and local levels. The Language Institute of DIRCO also offers a translation service for international agreements.

It is also the intention to review any dormant and existing partnerships that the City has signed to date to ensure that these are still meaningful.

A concerted effort has been made by the External Relations unit to trace copies of all partnership agreements and to compile a complete register of these, which will be published on our website, which is currently under construction. The new design of the website will also enable all Directorates to contribute towards the site w r t any international or intergovernmental activities to ensure that information is centralized and progress w r t partnerships/ joint projects could be monitored and viewed by all.

The implementation protocol sets out the practical arrangements and activities w r t any international interactions and will ensure that the External Relations Unit maintains a central point of information. The Diplomatic & Executive Networking Centre has also recently been established as a NGO to assist municipalities and other stakeholders with international relations matters. They are sponsored by the SA Municipal Local Economic Development Agency and Foreign Exchange/ Diplomatic Society and operate in association with organisations, companies, consultants who specialize in intergovernmental relations, international networking, trade & investment facilitation, parliamentary, national and international lobbying and liaison. They could be approached to assist with any dormant partnerships or agreements that are not rendering results.

It is the intention to maintain the External Relations Task Team to assess all new and pending applications for partnerships and, if necessary, co-opt relevant stakeholders for this purpose. The team will also pro-actively identify possible cities which Cape Town should approach in our attempts to position and promote



our City globally. The task team will act in an advisory capacity to the Executive Mayor.

### 7.1. Constitutional and Policy Implications

- No policy currently exists for City of Cape Town.
- No coherent International Relations Strategy exists at national level

### 7.2. Environmental implications

Does your report have any environmental implications: No  Yes

### 7.3. Legal Implications

- Chapter 3 (S 40-41) of The Constitution of the Republic of South Africa, 1996 relating to principles of Co-operative Government and Intergovernmental Relations
- Intergovernmental Relations Framework Act, Act 13 of 2005
- Chapter 4(33) and Chapter 5 of Municipal Finance Management Act, Act 56 of 2003, relating to Contracts that may have future budgetary implications and Co-operative Government
- Section 3 of the Municipal Systems Act, Act 32 of 2000 relating to the constitutional obligations of local, provincial and national government
- The Organised Local Government Act 52 of 1997 dealing with the recognition of the national and provincial bodies representing local government by the national minister and the provincial MEC's and the consultation procedures between these institutions.

In view of the fact that the policy is intended for internal regulation of the City's External Relations function, the Speaker's office has advised that it is not a requirement to undertake an exhaustive public participation process.

### 7.4. Staff Implications

Does your report impact on staff resources, budget, grading, remuneration, allowances, designation, job description, location or your organisational structure?

No

Yes

**7.5. Other Services Consulted**

- Office of the Speaker
- Manager : Public Participation
- Members of the Executive Management Team

**ANNEXURES**

**External Relations Policy and Implementation Protocol**

**FOR FURTHER DETAILS CONTACT :**

<b>NAME</b>	Carin Viljoen
<b>CONTACT NUMBERS</b>	(021) 4002454
<b>E-MAIL ADDRESS</b>	Carin.viljoen@capetown.gov.za
<b>DIRECTORATE</b>	Office of the City Manager
<b>FILE REF NO</b>	11/9/P
<b>SIGNATURE : ACTING DIRECTOR</b>	

*Sayed*

**LEGAL COMPLIANCE**

- REPORT COMPLIANT WITH THE PROVISIONS OF COUNCIL'S DELEGATIONS, POLICIES, BY-LAWS AND ALL LEGISLATION RELATING TO THE MATTER UNDER CONSIDERATION.
- NON-COMPLIANT

NAME RIANA SAYED  
 TEL 021 400 4508  
 DATE 17.02.2011

Comment:

**Certified as legally compliant:**  
 Based on the contents of the report, KINDLY NOTE THE IMPLEMENTATION PROTOCOL AS PER ANNEXURE B IS NOT AN IMPLEMENTATION PROTOCOL AS PER THE INTERGOVERNMENTAL RELATIONS FRAMEWORK ACT

*[Signature]*

Comment:

**EXECUTIVE DIRECTOR**  
 [Compulsory to Insert name] 17-02-2011  
 (Author to obtain signature before submission to Executive Support)