



CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

INTERNATIONAL RELATIONS POLICY

**POLICY ADOPTED BY COUNCIL ON 27 AUGUST 2009
AT ITEM MC 14.3**

i. GLOSSARY

1. INTRODUCTION

2. LEGISLATIVE AND REGULATORY CONTEXT

3. CWDM MIR PROGRAMME

4. PRINCIPLES AND GUIDELINES FOR MIR

5. GUIDELINES FOR ENGAGING IN INTERNATIONAL CO-OPERATION

**6. INTERNATIONAL RELATIONS ROLE OF CAPE WINELANDS DISTRICT
MUNICIPALTY**

7. ALIGNMENT

8. INTERNATIONAL RELATIONS CYCLE

9. PROTOCOL

10. TRAINING

11. REVIEW

12. REFERENCES

APPENDIX ONE: GUIDELINE FOR TWINNING AGREEMENTS

CWDM	Cape Winelands District Municipality
DCF	District Coordinating Forum
DFA	Department of Foreign Affairs
DPLG	Department of Provincial and Local Government
IDP	Integrated Development Plan
IRPF	International Relations Practitioners Forum
MIR	Municipal International Relations
MIR FRAMEWORK	Municipal International Relations Framework 1999, DPLG
SALGA	South African Local government Association
P& MIR	Provincial & Municipal International Relations
PCF	Premier's CoOrdinating Forum

1. INTRODUCTION

The Municipal International Relations Framework Policy, July 1999, (MIR framework) developed by the then Department of Provincial and Local Government (DPLG) sought to assist local government 'develop sound, efficient, and effective municipal international relations (MIR) programmes that support both South Africa's internal developmental priorities as well as its approach to foreign relations'. Increased international relations activity across spheres of government and the changing global context called for a review of the framework as a result of the following challenges:

- Lack of coordination in implementing South African foreign policy due to fragmented efforts by various spheres of government;
- International relations made a limited impact because of a fragmented approach;
- Lack of capacity to follow – up and implement projects agreed to;
- Limited knowledge about South Africa due to the lack of a coordinated marketing strategy; and
- Negative perceptions about South Africa.

The review is currently being undertaken by the International Relations Practitioner's Forum (IRPF) headed by the successor of DPLG, The Department of Co-operative Government and Traditional Affairs. The IRPF will assist in information exchange and international relations planning in order to enhance the coordination of international relations by the South African Government as a whole. The political mandate to review the MIR framework also included:

- The need for a coherent strategy or context for international relations and a consequent clarification of roles and responsibilities.
- Building upon acknowledgement of the role in growth and job creation that Metros have demonstrated and extrapolating

implementation, opportunities and strategies for cities and small town that international relations presents for district and provincial growth and development plans.

- Integrate the discussion on international relations as it occurs in Provinces and Municipalities in the broader review process of government around on Provinces and Municipalities.

The purpose of this document is to serve as a guide to Cape Winelands District Municipality's (CWDM) international relations activities on an interim basis until the IRPF has completed its work. This interim policy reaffirms the many important and still relevant principles contained in the MIR Framework but will also attempts to clarify the role of CWDM and address key areas thus far identified by the review, viz. accountability, planning and alignment, financial considerations and reporting.

2. LEGISLATIVE AND REGULATORY CONTEXT

Section 40(1) of the Constitution of the Republic of South Africa 1996, provides that government is constituted as national, provincial and local spheres of government which are distinctive, inter-dependent and interrelated. Further, Section 231 provides that the negotiating and signing of all international agreements is the responsibility of the national executive.

Against this background it is clear that CWDM is a constitutionally recognised sphere of government and is competent to engage in international relations activities in accordance with its powers and functions and this policy, but recognises that any agreements entered into by CWDM through its international activities with foreign organs of state must not result any binding legal obligations for any party.

3. CWDM MIR PROGRAMME

127

CWDM attempts to ensure that international relations activities are aligned with its strategic objectives contained in the Integrated Development Plan. The MIR Framework provides the purposes and objectives for most municipalities entering into MIR activities. They include:

- The facilitation of information and knowledge sharing;
- To build managerial and technical capacity;
- To promote a region as an attractive location for investment and tourism;
- To develop project partnerships for mutual benefit;
- To address regional and global challenges that have local impact but which need to be tackled on a broad basis; and
- To contribute to global understanding, solidarity and peace.

The CWDM international relations programme provides Cape Winelands with a competitive advantage in attracting tourists, investment, donor funding and technical assistance. We ensure that any international programme has a benefit to Council and citizens by aligning international activities to our competencies, strategic objectives and plans. Our activities are contextualized in terms of the broad international relations strategy, thrust and priorities of South Africa as a whole. CWDM is currently part of a national reference team that is in the process of improving on the MIR framework. The outcome will be a coherent strategy and framework that will enhance the coordination, efficacy, oversight and cooperative governance of international relations across spheres of government.

The IDP illustrates how our international activities are linked to our objectives:

IDP Objectives	MIR Activity
Promoting economic growth through trade, investment and tourism	- Attendance of Tourism and Investment fairs at Utrecht, ITB,

	Indaba, India, and Namibia - Membership of Great Wine Capitals Global Network – sharing and cooperating with other wine tourism destinations - Trade promotion Agreement with South African Netherlands Chamber of Commerce
Promoting Social and Rural development and poverty alleviation	Kalmar (Sweden) - Time Travel
Creating sustainable municipalities, towns and societies	Kalmar – Technical Assistance for Waste Management
Capacity building and knowledge sharing.	Kalmar – Councillor Development

4. PRINCIPLES AND GUIDELINES OF MIR

CWDM affirms the principles and guidelines as outlined in the MIR Framework, 1999, and commits it to adhere to the following:

- Engagement in MIR is an important developmental and strategic instrument for the local sphere of government and should be encouraged and supported;
- MIR should be focused on supporting the successful Implementation of the strategic priorities of the local sphere of government;
- MIR should be developmental and outcomes orientated and Should add value to municipal programmes;
- MIR should be used to develop stronger relationships with Developing Southern Hemisphere countries;
- MIR should emphasise links between African countries and

should support the development of an African Renaissance. In this regards relationships with African municipalities must also to be considered;

- MIR should help build the influence of developing countries in the global policy making process;
- MIR should contribute to an international culture of human rights, global solidarity and understanding.

5. GUIDELINES FOR ENGAGING IN INTERNATIONAL CO-OPERATION

CWDM will endeavor to adhere to the following guidelines before and when engaging in international programmes:

- The impact and sustainability of municipal international co-operation are enhanced where they are based on shared issues and commitments;
- Care should be taken to establish strategic relationships with Municipality's offering leadership in the field of effective municipal governance and local development
- Municipal international co-operation projects should be framed in such a way as to be of mutual benefit to the participating municipalities;
- International Co-operation programmes should be used to foster common purposes within the municipality;
- International co-operation programmes should be used to build and expand a culture of learning;
- Successful international co-operation projects require strong management and adequate resourcing;
- Other local stakeholders such as the private sector, civil society and labour should be involved in municipal international co-operation arrangement where appropriate;

6. MIR ROLE OF CWDM

All international programmes are linked to the strategic objectives of CWDM but it is also important to ensure that its international relations activities add value to the developmental priorities of the Local Municipalities. The role of the CWDM is therefore:

- effective coordination of IR activities in the CWDM jurisdictional area;
- harnessing economies of scale in relation to IR activities;
- strengthening shared services to local municipalities and feed back to provincial and national government;
- Maintaining an IR data base;
- Advising on local economic opportunities;
- Coordinating information and training;
- Coordinating regional representations to trade fairs, expo or any other foreign missions and activities;
- Working closely with SALGA in coordination of IR activities;
- Promote sharing amongst locals;
- Driving content coordination for ODA needs, monitoring and management of donor technical assistants.

7. ALLIGNMENT

The MIR Framework review has identified Alignment and Coordination of International relations activities as a major challenge. Key departments and partners have been identified and their suggested primary roles clarified as follows:

Partner	Roles and Responsibility
DPLG	<ul style="list-style-type: none"> • support the establishment of a policy framework to support provincial and municipal international relations; • ensuring that International Relations finds full expression within our intergovernmental relations framework as a country; • supporting the clarification of roles and responsibilities; • ensure that provinces, and particularly municipalities, are effectively organized, and capacitated in order for them to engage in provincial and municipal international relations in a manner that is accountable (to both core competencies, multi-year plans and the broad foreign policy thrust) and transparent and beneficial , to this end • Ensuring that the policy and legal frameworks and prescripts for project planning, prioritization and Financing are adhered to. • Collaborate with organised local government, provincial government and other relevant national government departments in supporting the process of setting P&MIR Priorities. • Collaborate on the raising funds and knowledge resources to support institutional and organisational Capacity development the IR tasks.
DFA	<ul style="list-style-type: none"> • ensure that P&MIR (Provincial and Municipal International Relations) programmes are carried-out in a manner that supports and enhances South Africa's foreign relations and associated strategies; • inform and coordinate priorities in a structured and regular manner; • to draw on foreign missions to assist provinces and

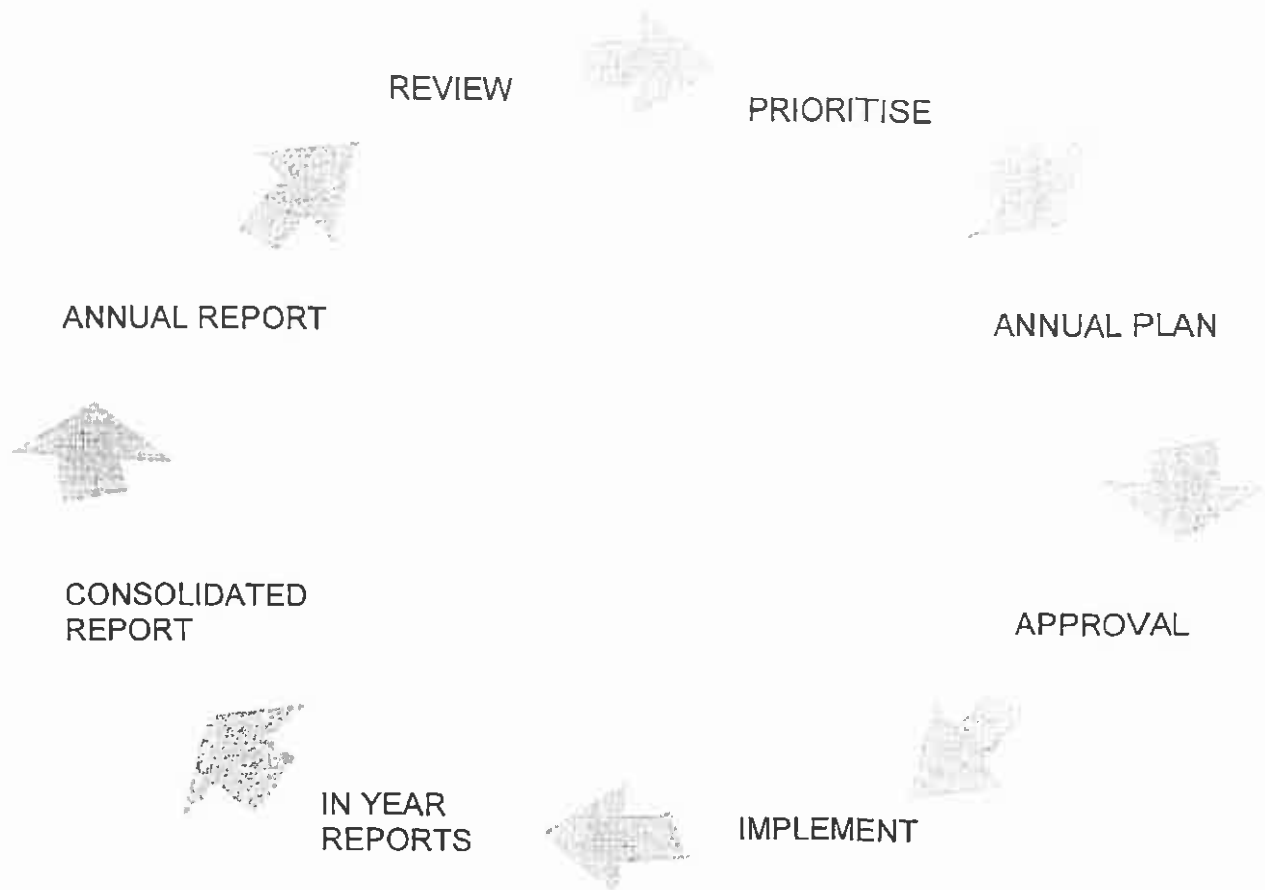
	<p>municipalities in establishing international relationships With appropriate partners.</p> <ul style="list-style-type: none"> • Policy and legal advice and support. • provide support to official provincial and municipal international visits; • provide protocol and diplomacy training for provincial and local government; • provide information and guidance on partner municipalities, host countries and other relevant information; • Ensure that all practitioners have at least working knowledge of South African foreign policy, principles, Objectives and priorities. • Collaborate with organised local government, provincial government and other relevant national government departments in setting P&MIR priorities, raising programme-related funds, facilitating relationships, Providing information, coordination and research.
<p>PROVINCE</p>	<ul style="list-style-type: none"> • Provincial government should play a facilitation role for Of P&MIR. • Provincial Treasuries to provide leadership in terms of public and municipal finance management in the case of IR projects as well as strategic accessing, deployment and management support for donor funding received. • Proactively communicate their priorities and collaborate with other relevant national government departments and organised local government in setting P&MIR priorities, raising funds, facilitating relationships, providing information, coordination and research
<p>SALGA</p>	<ul style="list-style-type: none"> • represent South African local government in the UCLG, UCLGA and other relevant international and regional forums; • act as initiator, intermediary, facilitator and priority-setter for municipal international co-operation programmes, with due consideration to the national priorities and the

	<p>local priority needs;</p> <ul style="list-style-type: none"> • instil political accountability at the level of districts, metros and co-ordinate municipal inputs at provincial SALGA level; • ensure adherence to effective budgeting and accountability for international relations of municipalities • to support DPLG and DFA with research and evaluation of municipal international co-operation programmes; and • To make information widely available. <p>SALGA has a strategic support function in ensuring local political accountability in IR matters is strengthened.</p>
--	---

A successful MIR programme for CWDM will depend on the acceptance and practice of the suggested roles and responsibilities by the key partners listed above. CWDM however commits itself to contributing to the improvement of alignment and coordination by:

- Ensuring that international relations activities feature on the District Coordinating Forum (DCF);
- Requesting that international relations matters be discussed at the Premiers Coordinating Forum (PCF) in order to report on the discussion at the DCF and to receive information from provincial government on their activities;
- Requesting SALGA Western Cape that International Relations features more on the agenda within the Intergovernmental and International Relations Working Group; and
- Informing and consulting with the Department of Foreign Affairs (DFA) in respect of foreign missions abroad.

8. INTERNATIONAL RELATIONS CYCLE



The International relations programme for CWDM in a particular year must begin with a prioritisation process in terms of the IDP. A fully costed annual plan must be developed and presented to the Mayoral Committee for approval. The Executive Mayor may appoint a committee to develop the annual plan. If such a committee is convened it will be chaired by the Executive Mayor and consist of relevant staff and portfolio councillors that the Executive Mayor appoints. After the implementation of each activity in the annual plan a report must be submitted to the mayoral committee within three weeks after the completion of that activity.

These in year reports must be consolidated into annual assessment of the international relations activities for the year. It must include the total cost and the objectives achieved. This consolidated report must be included in the Annual Report for public scrutiny. Each year the activities must be reviewed and a report presented to Council.

9. PROTOCOL

The Office of the Executive Mayor led by the Executive Mayor provides political guidance and strategic direction with respect to international relations. It is responsible for all ceremonial, reception and protocol aspects of international delegations.

10. TRAINING

CWDM commits itself to ensure that all councillors and officials receive the necessary international relations, foreign policy and protocol training. The training needs of staff must be assessed and included in the annual workplace skills plan. Relevant training must be sourced from DFA, DPLG and SALGA.

11. REVIEW

This is a draft policy and will be reviewed once National Government has finalised the review of the MIR Framework Policy. In addition, this policy must be reviewed annually.

12. REFERENCES

- a. Municipal International Relations Framework Policy, 1999 (DPLG)
- b. Discussion documents and reports emanating from the review of the Municipal International Relations Framework Policy, 1999. A process led by DPLG.

APPENDIX ONE

GUIDELINE FOR TWINNING AGREEMENTS

A twinning agreement is an informal arrangement, indicating mutual intentions and goodwill but which does not entail a legally binding agreement.

The basic purpose of a twinning agreement must be to provide an opportunity for a contract on a wide a scale as possible with local communities of other countries.

Twinning Objectives

The following objectives must be considered before signing a twinning agreement namely:

- The agreement must be aimed at real socio-economic interaction;
- The agreement should promote good relations between local authorities;
- The agreement should create opportunities for the extension of Mutual understanding, visits, contact and co-operation, as well as exchange of knowledge and information concerning the various activities of the respective municipalities; and
- Funding must be available as this increases effectiveness of Projects arising from such an arrangement;

Factors in determining a suitable twin city

A twinning agreement must benefit both parties and therefore the following factors must be considered before concluding a twinning agreement:

- The choice of twin city must be practical in relation to financial viability and communication in order to formulate the associated programmes;

- Size and location i.e. is the population and geographical characteristics similar
- What are the similar characteristics? i.e. popular tourist destination; or
- A shared history,

Once these factors are considered a twinning agreement may only be concluded if it is also linked to a specific project or exchange that relates to a strategic objective of CWDM.

Procedures regarding twinning agreements

A twinning request may be initiated by CWDM or may emanate from any other appropriate government department, the South African Local Government Association or international relations role-player. Once the twinning request has been received and the guidelines applied CWDM will follow a consultation process as outlined under the Alignment section before concluding a twinning agreement.

If a twinning is agreed to the following formal procedures must be followed:

- Signature of the agreement must be arranged in one of the twin cities;
- If possible the signing should take place during a Council meeting;
- The agreement must be signed by the Executive Mayor;
- Maximum publicity should be planned and arranged;
- If possible the signing should coincide with a significant local event.