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CITY COUNCIL POLICY

Policy Title: **Calgary Sister Cities (Selection and Evaluation Processes)**

Policy Number: **CC004**

Report Number: **N/A**

Approved by: **City Council**

Effective Date: **1995 October 02**

Business Unit: **Office of The Mayor and Calgary Economic Development**

BACKGROUND

The City of Calgary currently has six official Sister City relationships with Daejeon, South Korea, Daqing, China, Jaipur, India, Naucalpan, Mexico, Phoenix, Arizona and Quebec, Canada. The Calgary sister Cities, a department of Calgary Economic Development (CED), is responsible for managing these Sister City relationships and has a formal review process when looking at establishing new relationships.

PURPOSE

The purpose of this policy is to provide the selection and evaluation process for establishing and reviewing Sister City relationships.

POLICY

Sister City relationships are established based on formal analysis on the proposed Sister City request. The analysis is completed with respect to economic affiliations/benefits and local private sector support with business interest, or potential business interest, in the proposed area.

The Calgary Sister Cities is supported by private sector volunteers with volunteer committees established to assist in the implementation of yearly programs. Local community support is crucial.

If a relationship proves to be economically viable, a recommendation on the proposed relationship is then brought forward to the President and CEO of Calgary Economic Development. Upon approval, the proposal is then forwarded to the Mayor's Office for information and then brought forward to City Council for a formal motion.



PROCEDURE

Selection and Evaluation Processes

Process to Establish a New Sister City

- Main impetus of the relationship must be generated from a community organization
- Genuine long-term interest must be expressed from both cities (corporate, community and political levels)
- Selection Criteria Evaluation Form is completed and ranked by Sister City
- If rejected, initiating community group is informed of decision not to pursue a relationship.
- If endorsed, recommendation is referred to Calgary Economic Development Board of Directors for endorsement.
- Calgary Economic Development Board endorses recommendation to establish a new Sister City relationship.
- Recommendation is referred to the Mayor and Calgary City Council for official municipal endorsement.
- Note: Both City Councils from each of the Sister Cities are required to endorse and act as “patrons” of such relationships only where such citizen participation can be assured

Selection Criteria Evaluation Form

(Note: Information to be filled out on Calgary and potential new Sister City candidate)

1. Community profile piece:
 - Demographics (population, age, languages spoken etc.)
 - Government structure
 - Geographic location (mountains, lake, port etc.)
2. Inventory of social, cultural, economic and educational linkages (includes both existing and potential future linkages)

Social Linkages

- Civic organizations: service clubs, youth organizations, NGO's, social service organizations, community associations, Rotary



Cultural Linkages

- Cultural institutions: museums, theatres, orchestras, libraries, galleries, performing arts, visual arts, festivals, annual events
- Tourism opportunities
- Sports: teams (amateur and professional)

Economic Linkages

- Business environment- economic conditions, level of government bureaucracy, language/cultural impediments, diplomatic presence, history of diplomatic relations, level of foreign investment, etc.
- Government interest/activities/involvement on both sides (i.e. Federal, provincial etc.)
- Industry cluster analysis (similarities, differences, priorities, level of export activity, investment opportunities etc.)
- Business and industry associations (i.e. Chamber, industry associations, regional business associations)

Education Linkages

- Educational institutions: universities, colleges, technical schools, training institutes, vocational colleges, school boards, primary/secondary schools
- Programs: specialized training programs, cultural programs, international/export programs, language training, etc.
- Medical institutions, hospitals

3. Sister City involvement

- Number of existing Sister Cities
- Level of involvement with each existing Sister City
- Mechanism in place to support an additional relationship
- Defined financial support for exchanges and maintenance of the relationship

AMENDMENTS

None