

Management report to Council

Agenda item 6.3

Proposed travel by Councillor Kevin Louey: Business Partners Cities Roundtable, Ho Chi Minh City, Vietnam and Kuala Lumpur, Malaysia, 4 to 9 September, 2016

**Council
26 July 2016**

Presenter: Jane Sharwood, Manager International and Civic Services

Purpose and background

1. The purpose of this report is to seek Council approval for the Chair, Future Melbourne (Economic Development) Committee, Councillor Kevin Louey, to travel to Ho Chi Minh City, Vietnam to participate in the annual Business Partners Cities (BPC) Roundtable (6 to 8 September 2016) and Kuala Lumpur, Malaysia (5 to 6 September) to undertake meetings with current and potential partner organisations in support of Council's international business approach.
2. The City of Melbourne, in partnership with the Australian Industry Group (AI Group) has been a member of the BPC network since 1999. Council has attended each annual roundtable since that time. Attendance at the 2016 Roundtable will enable Council to continue to build on its connections with significant business and government partners in the ASEAN region.

Key issues

3. Council Plan Goal Three '*A prosperous city*' seeks to achieve a sustainable and resilient municipal economy that is globally connected. *Melbourne: Doing Business Globally*' (approved November 2014) guides Council's international activities to deliver business development activities that increase exports and inward investment.
4. Council's ASEAN engagement (informed by KPMG/Asialink report 2014) describes Ho Chi Minh City as rapidly growing, though currently less developed and urbanised, with the potential to be one of the world's greatest cities, however current opportunities do not align with Melbourne's key sectors. This report identified opportunities in Kuala Lumpur, Malaysia that are compatible with Melbourne's key sector capabilities.
5. The theme of the 2016 BPC Roundtable is '*Supporting Industry*' and coincides with the annual Vietnam International Supporting Industries Exhibition (VSI EXPO 2016). Additional meetings will be sought with Australian Chamber of Commerce in Vietnam (AusCham), Austrade Ho Chi Minh, Australian Consulate General, Ho Chi Minh City. A site visit to RMIT University, Ho Chi Minh City will be undertaken.
6. It is proposed that Councillor Louey will commence travel on 4 September 2016 from Melbourne and return to Melbourne on 9 September 2016 to represent Council at the BPC roundtable and undertake meetings with a range of key stakeholders in Ho Chi Minh City and Kuala Lumpur (Attachment 2 outlines proposed itinerary).
7. Consultations have occurred while developing this travel proposal with Australian Industry Group, Austrade, the Victorian Government and the President, Victoria Street Business Association (VSBA). Austrade will be leading a Medical Science and Health Services Mission to Vietnam (18 – 22 July 2016). The President of VSBA will inform the Association's members and other Vietnamese business leaders of the BPC Roundtable. Given there is not a strong current alignment with Melbourne's sector capabilities, management does not intend to plan and deliver a business mission to attend the BPC Roundtable.
8. It is proposed that a member of the International and Civic Services Branch accompany Councillor Louey to provide high level support to achieve optimal business and civic outcomes during the Roundtable and stakeholder meetings in Ho Chi Minh City and Kuala Lumpur.

Recommendation from management

9. That Council:
 - 9.1. Approves Councillor Louey's participation in the 2016 BPC Roundtable to be held in Ho Chi Minh City and undertake meetings with stakeholders in Kuala Lumpur, Malaysia and travel on 4 to 9 September 2016.
 - 9.2. Approves an amount of \$6365.96 to cover the travel costs of airfare to Ho Chi Minh City, Vietnam and Kuala Lumpur, Malaysia, accommodation and incidentals for Councillor Louey.
 - 9.3. Notes that Councillor Louey will prepare a report to the Future Melbourne Committee or Council within 60 days of return from travel.

Attachments:

1. Supporting Attachment (page 2 of 3)
2. Proposed itinerary – Kuala Lumpur, Malaysia and Ho Chi Minh City, Vietnam (page 3 of 3)

Supporting Attachment

Finance

1. The estimated cost of the proposed travel to Kuala Lumpur, Malaysia and Ho Chi Minh City Vietnam for Councillor Louey would be \$6365.96, including return business class airfare \$4331.96, accommodation \$854 (two nights at \$181 per night, Kuala Lumpur and three nights at \$164 per night, Ho Chi Minh City) and \$1180 to cover meals and incidentals (two days at \$230 per day and four days at \$180 per day). These costs will be met from within the approved 2016–17 overseas travel budget.

Conflict of interest

2. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

Relation to Council policy

3. The Director, City Economy and Activation has confirmed that the travel proposal accords with the requirements of the travel guidelines outlined in the Councillor Expenses and Resources Guidelines.
4. Council's participation at the Ho Chi Minh BPC Roundtable will contribute to achieving Council Plan Goal Three '*A prosperous city*' seeks to achieve a sustainable and resilient municipal economy that is globally connected. *Melbourne: Doing Business Globally* (approved November 2014) guides Council's international activities to deliver business development activities that increase exports and inward investment, including engagement with key cities and markets in the ASEAN region.
5. Consistent with Council plan year three action (3.3.2) *Implement the Melbourne doing business globally framework, including evaluating further opportunities for Singapore, Kuala Lumpur, and Bandung*, meetings will be held with key stakeholders (government, business and sector specialists) in Kuala Lumpur. These face to face meeting were recommended following consultation with Melbourne based stakeholders, familiar with business opportunities in Kuala Lumpur.

Environmental sustainability

6. International air travel will increase consumption/generation of energy and greenhouse gases, however to mitigate carbon emissions from flights, carbon offsets will be purchased. The presentation at BPC Roundtable and meetings with key partners in both cities, will profile the capabilities of Melbourne's Small to Medium size Enterprise's providing a range of environmental services. An invitation will be extended to BPC network cities and business leaders to attend the Eco Cities World Summit, in Melbourne in 2017.

Proposed itinerary – Kuala Lumpur, Malaysia and Ho Chi Minh City, Vietnam

Day	City	Activities
Sun 4 Sep	Melbourne	Depart for Kuala Lumpur International Airport
	Kuala Lumpur	Arrive in Kuala Lumpur
Mon 5 Sep	Kuala Lumpur	Kuala Lumpur City Hall meetings
		Site visit and meeting with key representatives from Melbourne based universities (Monash University and/or University of Melbourne) Kuala Lumpur campuses
		Melbourne hosted networking event. (Kuala Lumpur City Hall, Australian High Commission, Victorian Government Business Office , Malaysian Australian Chamber of Commerce)
Tue 6 Sep	Kuala Lumpur	Travel to Ho Chi Minh City, Vietnam
	Ho Chi Minh City	Business Partners Cities (BPC)- pre-Roundtable meetings and welcome reception
Wed 7 Sep	Ho Chi Minh City	BPC Roundtable meeting and seminar (all day)
		BPC Roundtable business networking reception (evening)
Thu 8 Sep	Ho Chi Minh City	Vietnam International Supporting Industries Exhibition visit
		Meeting with Australian Consul General in Ho Chi Minh City
		Business meeting with AusCham Vietnam – Australian Chamber of Commerce
		RMIT University site visit
Fri 9 Sep	Ho Chi Minh City	Return to Melbourne