



**Mansfield Shire**

## **Memorandum of Understanding**

**An agreement between:**

Mansfield Shire Council (Council)

and

Friends of Venilale (FoV)

DRAFT

## Purpose

This Memorandum of Understanding (MoU) reflects the nature of the relationship between Mansfield Shire Council (Council) and Friends of Venilale (FoV) and outlines the understanding between Council and FoV that FoV represents Council in the relationship between Mansfield Shire and Venilale Posto.

## Background

In 2000 the Victorian Local Governance Association and the Municipal Association of Victoria decided to encourage friendship relationships between the newly-established nation of Timor-Leste (East Timor) and cities, shires and councils across Australia.

Venilale is a small town in Timor-Leste about 30km south of Baucau municipality in East Timor. Venilale is an administrative post that comprises of eight sucos, or villages.

Friendship relationships aim to develop friendship, support and cross-cultural understanding at a grassroots level between Australians and the people of Timor-Leste. A key principle underlying the relationship is that it should function both ways.

In 2004 the Mansfield-Venilale friendship was agreed to by Mansfield Shire Council and the Sub-District (now Posto Administrativo) of Venilale in the Baucau District (now Municipality) of Timor Leste.

In 2005 a delegation from Mansfield, including the Mayor and CEO of Mansfield Shire, visited Venilale and signed a Memorandum of Understanding with the Sub-District of Venilale. The Sub-District Administration of Venilale facilitated the signing of a renewal Memorandum of Understanding which was signed by Mayor Cr James Tehan on 14 August 2023 and the Administrator of the Posto Administrativo de Venilale on 31 August 2023.

## Focus of Projects

The focus of Mansfield's assistance to Venilale has been on tourism, education and support for women's handicrafts groups. This focus was agreed to by Venilale leaders and the first Mansfield delegation. It ties in with the recognition of the skills and knowledge that the Mansfield community has to offer and acknowledges that Mansfield is a small town unable to fund larger infrastructure development. Support for health in Venilale in the form of supplying and funding medical items has been added as a fourth focus as health needs became known.

## Administration

Each town has established a committee to oversee the relationship. Friends of Venilale meets monthly in Mansfield. Ties between the two towns have been consolidated and extended through a steady stream of visits each way and also enhanced by the placement of several Australian volunteers in Venilale.

## Definitions

**Council** means Mansfield Shire Council.

**Memorandum of Understanding** means a document that expresses mutual accord on an issue between two or more parties.

**FoV** means Friends of Venilale.

**Party or Parties** means Mansfield Shire Council and Friends of Venilale.

## Term

This MoU shall commence upon signing by all Parties and will expire on 30 June 2029.

This agreement may be varied from time to time with the agreement of both parties.

## Accountabilities and Commitments:

### Council will:

- ▶ Provide an annual donation of \$3,000 to Friends of Venilale Incorporated for the term of this agreement.
- ▶ Appoint a representative to act as a liaison person between FoV and Council

### FoV will:

- ▶ Strive to operate in accordance with the requirements of the *Associations Incorporation Reform Act 2012* as reflected in the Model Rules.
- ▶ Employ a local Friendship Liaison Officer, Education Support Officer and a Consultant/Translator to coordinate projects in Venilale.
- ▶ Meet regularly with the Venilale Posto Administrativo administration and village chiefs.

## Conduct:

It is acknowledged that the parties to this agreement operate in a collaborative partnership which is supported by goodwill and trust.

The Parties agree to notify each other of any problems or issues as they arise and to consult in good faith to determine any unresolved disputes in order to achieve the objectives of this MoU

The parties agree to meet within a reasonable time of a dispute arising with a view to resolution;

## Legal Status:

This agreement is not legally binding on either party. The agreement is entered into through a long-standing commitment of Council and community volunteers and is reflective of the spirit of collaboration and goodwill of all parties

## Executed

SIGNED for and on behalf of **Mansfield Shire Council**:

Signed: \_\_\_\_\_

Name: Cr Steve Rabie \_\_\_\_\_

Position: Mayor \_\_\_\_\_

Date: 19 May 2026 \_\_\_\_\_

SIGNED for and on behalf of **Friends of Venilale**:

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

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