

# Policy and Sustainability Committee

10:00am, Tuesday 12 March 2024

## Edinburgh Chamber of Commerce Trade Mission to Shenzhen

<b>Executive/routine Wards Council Commitments</b>	<b>Executive All</b>
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### 1. Recommendations

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1.1 It is recommended that Committee:

- 1.1.1 Notes that the Edinburgh Chamber of Commerce, in partnership with the Scottish Chamber of Commerce and Scottish Government, will lead a delegation of 10 Edinburgh businesses to Shenzhen during 19-24th May 2024.
- 1.1.2 Agrees, in line with the Council's guidance on international travel for elected members, for the Lord Provost to attend and support this international trade mission.
- 1.1.3 Notes that this visit is carried out in support of the Council's memorandum of understanding with the city of Shenzhen, and in line with the Council priorities set out in the Edinburgh International Framework.
- 1.1.4 Notes that funding for the trade mission was awarded by the Scottish Government International Trade and Investment department as a part of the International Trade Partnership programme 2 (ITP2).

**Deborah Smart**

Executive Director, Corporate Services

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## Edinburgh Chamber of Commerce Trade Mission to Shenzhen

### 2. Executive Summary

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- 2.1 The Lord Provost has been invited by the Edinburgh Chamber of Commerce (ECC) to accompany a trade mission to Shenzhen in May 2024
- 2.2 The Lord Provost's participation in the trade mission will provide the opportunity for the delegation to meet with the Mayor of Shenzhen and other Government officials to further develop business links and opportunities.
- 2.3 The trade mission will include a visit to Shenzhen International Cultural Industries Fair (ICIF).
- 2.4 All financial costs associated with the trade mission are fully funded by the Scottish Government's International Trade Partnership programme 2 (ITP2).

### 3. Background

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- 3.1 Edinburgh and Shenzhen signed a Memorandum of Understanding in 2013 to develop creative industry links between the two cities. In 2019 this agreement was renewed with an aim to strengthen and build on wider economic, trade and investment opportunities.
- 3.2 As a part of this relationship, it has been customary for the Lord Provost to travel to meet partners in Shenzhen once during each term of office.
- 3.3 In [August 2019](#) the Policy and Sustainability Committee approved a report which highlighted Shenzhen as a priority relationship and noted a new collaborative approach to international engagement with partners including the Chamber of Commerce.
- 3.4 In [June 2021](#) the Policy and Sustainability Committee approved a new Edinburgh International Framework to guide international collaboration by the Council and partners. Through this framework the Council agreed to:
  - 3.4.1 Support international activity organised by city partners where senior presence and leadership support from the council will enhance the visits by partners
  - 3.4.2 Maintain existing twinning and city partnership arrangements, and to

- 3.4.3 Work with city partners to ensure that Edinburgh businesses are able to thrive and take advantage of international co-operation, trade and investment opportunities.
- 3.5 In [August 2023](#), Council agreed new guidance on international travel for elected members, including a requirement for prior approval by Council for any international trips, a requirement for publication of a post trip outcome report, alongside monitoring and reporting on the carbon impact of all journeys.

## 4. Main report

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- 4.1 This trade mission to Shenzhen is being undertaken as part of the International Trade Partnership programme, a Scottish Government funded initiative to encourage overseas trade and export.
- 4.2 The Lord Provost's participation in the delegation will help cement this trade mission as part of the city's long standing civic relationship with the city of Shenzhen, and help create opportunities for the delegation to meet with government officials, including the Mayor of Shenzhen, to further explore cultural, trade and investment opportunities.
- 4.3 In line with the Council's Edinburgh International Framework, in all such meetings the Lord Provost will adhere to Scottish Government best practice guidance on the promotion of equalities and human rights in international relations.
- 4.4 As a part of this mission, up to ten companies from Edinburgh from range of sectors will be provided with the opportunity to display at the 20th Shenzhen International Cultural Industries Fair (ICIF).
- 4.5 Edinburgh business delegates who participate in the trade mission will also have the opportunity for:
- 4.5.1 Two targeted Business to Business meetings arranged with relevant companies in Shenzhen (buyers, manufacturers, or distributors depending on delegate requirements).
  - 4.5.2 One business networking event where participating companies will have the opportunity to meet up to 50 Shenzhen businesses and make connections.
  - 4.5.3 A visit to a partner business incubator which offers free 'soft landing space' for Scottish businesses who wish to establish a foothold in Shenzhen (6 months free desk space and one-to-one support during that time to further explore business opportunities).

## 5. Next Steps

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- 5.1 Subject to approval by council, the Lord Provost will join the Edinburgh Chamber of Commerce trade mission to Shenzhen during 19-24th May 2024.
- 5.2 In advance of the mission, officers will attend Scottish Government training on "Understanding and Engaging with China" and will brief the Lord Provost and other colleagues on any significant issues arising.

- 5.3 In line with the Council's international travel policy, a report on the outcomes delivered by this trade mission will be reported to Council in due course.

## **6. Financial impact**

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- 6.1 There are no additional financial costs for the Council associated with this visit. The trade mission, including travel and accommodation, is fully funded by the Scottish Government's ITP 2 trade programme.

## **7. Equality and Poverty Impact**

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- 7.1 In line with the Council's Edinburgh International Framework, the Lord Provost will adhere to Scottish Government best practice guidance on the promotion of equalities and human rights in international relations in all engagements with partners and government officials in Shenzhen.

## **8. Climate and Nature Emergency Implications**

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- 8.1 The Council's guidance on international travel for elected members requires an assessment of the carbon impacts of all trips. This assessment is provided in Appendix 1 to this report.

## **9. Risk, policy, compliance, governance, and community impact**

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- 9.1 This visit is being carried out in alignment with the Council's Edinburgh International Framework, and in line with Council guidance on international travel for elected members.
- 9.2 The Lord Provost's participation in the delegation is carried out in partnership with the Edinburgh Chamber of Commerce and as part of the work of the Edinburgh International Group, convened and chaired by the Council.

## **10. Background reading/external references**

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- 10.1 [Edinburgh International Activity Report, August 2019, Policy and Sustainability Committee](#)
- 10.2 [Edinburgh International Framework, June 2021, Policy and Sustainability Committee](#)
- 10.3 [International Travel and Member Guidance, August 2023, Policy and Sustainability Committee](#)

## **11. Appendices**

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Appendix 1 – International and Elected Member Travel Approval Form

## Appendix 1

### INTERNATIONAL & ELECTED MEMBER TRAVEL APPROVAL FORM

<b>Section to complete before the trip</b>	
Passenger(s) name(s): Robert Aldridge	
Directorate/Division: Lord Provost Office, Corporate Services	
<b>Once complete all forms must be submitted to your line manager for approval; all forms must then be submitted to the relevant Service Director and Executive Director with Committee approval required for all International or Elected Member Travel.</b>	
Event name and location: Shenzhen Business Mission	
Event organisers: Edinburgh Chamber of Commerce (ECC)	
Nature of event eg conference /seminar, civic event. Edinburgh Trade Mission to Shenzhen and Shenzhen International Cultural Industries Fair (ICIF).	Start date: 19/05/2024 End date: 24/05/2024
Anticipated costs associated with attending i.e. travel, accommodation, conference fees	£ 0 Funded through Scottish Government International Trade Partnership fund
<b>Purpose of attending:</b> This trade mission to Shenzhen is being undertaken as part of the International Trade Partnership programme, a Scottish Government funded initiative to encourage overseas trade and export. The Lord Provost's participation in the trade mission will provide the opportunity for the delegation to meet with the Mayor of Shenzhen and other Government officials to further develop business links and opportunities. ECC are important members of the Edinburgh International Group. This trade mission supports a key objective of the Edinburgh International Framework - "to enable small businesses to thrive and take advantage of international co-operation, trade and investment opportunities".	

**Link with [Business Plan](#) strategic priorities:**

Priorities	Please briefly explain how the event is linked with this priority (if relevant):
Create good places to live and work	This trade mission supports Council objectives to ensure “Edinburgh has a stronger, fairer, greener economy and remains a world leading cultural capital”. The mission will support the Edinburgh Chamber of Commerce in providing targeted support to help new and growing businesses thrive in the city.
End poverty in Edinburgh	Click or tap here to enter text.
Become a net zero city	Click or tap here to enter text.
Link with other civic duties	This visit is carried out in line with the Council’s longstanding memorandum of understanding and civic partnership with the city of Shenzhen.

**Travel mode ([2023 emissions factors](#)):**

Travel mode	Emission factor (kgCO2e/passenger.km)	Tick relevant box	Travel mode	Emission factor (kgCO2e/passenger.km)	Tick relevant box
Flight (domestic)	0.27258	<input type="checkbox"/>	Flight (short-haul, economy)	0.18287	<input type="checkbox"/>
Flight (short-haul, business)	0.27430	<input type="checkbox"/>	Flight (long-haul, economy)	0.20011	<input checked="" type="checkbox"/>
Flight (long-haul, premium economy)	0.32016	<input type="checkbox"/>	Flight (long-haul, business)	0.58029	<input type="checkbox"/>
Car (average)*	0.166639	<input type="checkbox"/>	Car (electric)*	0.054796	<input type="checkbox"/>
Coach	0.027181	<input type="checkbox"/>	Taxi (regular)*	0.208056	<input type="checkbox"/>
Rail (national)	0.035463	<input type="checkbox"/>	Rail (international)	0.004459	<input type="checkbox"/>
Ferry (foot passenger)	0.01871	<input type="checkbox"/>	Ferry (car passenger)	0.12933	<input type="checkbox"/>

**If travelling by plane – please explain what other alternatives have been considered and why these have not been retained:** Not relevant due to journey time and security issues

**Note:** Domestic air travel is only allowed in exceptional circumstances, for example if it’s not practical to travel by train. In order to ensure we reduce our carbon footprint as much as possible, flights are restricted for environmental reasons, no air travel is allowed when there is a direct rail connection. All flight tickets must be Economy class or equivalent to ensure it is the most "carbon efficient" and approval is required by the relevant Service Director and Executive Director.

\*The emission factors for cars assume the passenger is driving on its own. The same factor should be used if there are several passengers in the car (no need to multiply with the number of passengers in the next question). Similarly for the taxi emission factor, no need to multiply with the number of passengers.

**Estimated carbon emissions** (in kgCO2e) = Distance (in kms) x Emission factor (see above table) x number of travellers

**3996 kgCO2e**