

CONFERENCES/SEMINARS
AUTHORITY FOR ATTENDANCE

THIS FORM TO BE USED FOR COUNCILLORS (FOR ATTENDANCE BOTH IN AND OUTSIDE THE U.K.) AND FOR EMPLOYEES (OUTSIDE THE U.K. ONLY OR, IF ACCOMPANYING A COUNCILLOR, INSIDE THE UK)

1. Title of Conference	Civic Visit to Volgograd
2. Organising Body	City of Volgograd
3. Location	Volgograd, Russia
4. Date(s)	30 th October – 2 nd November 2016
5. Councillor(s) recommended to attend	Lord Mayor, Councillor Lindsley Harvard
6. Employee(s) recommended to attend	None
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	Total airfare costs (at the time of checking) + £380 Economy Class + £50 City Council's Travel insurance + £100 for Single-entry VISAs + £200 Currency for incidentals The City of Volgograd will provide accommodation, meals, and transport.
8. Is participation at this event as part of a group	No
9. If so, how many people IN TOTAL will be attending the event as part of that group	N/A
10. Is there anyone travelling with the Member, officer or group in relation to whom any of the costs of travel, accommodation or any other expense will be paid for by a Member or officer. If "YES" please state number.	Yes, Professor Matt Qvortrup, Professor of Applied Political Science from Coventry University. Costs will be met by the University.
11. Source of Funding (FIS Code)	Lord Mayor's Hospitality Budget - 10582

<p>12. What are the reasons for attendance and what benefits to the City Council are expected from attendance</p>	<p>The Lord Mayor has been invited by the City of Volgograd for a civic visit to attend an International People's Diplomacy Forum as part of the United Nations World Cities Day (31st October).</p> <p>The Lord Mayor will deliver a presentation at one of the round table discussions (yet to be decided):</p> <p>"People's Diplomacy and Cities' Diplomacy for Cementing Peace"</p> <p>"Global and Regional Security: Challenges and Perspectives"</p> <p>"People's Diplomacy through the eyes of youth"</p> <p>"Russia, Europe and Asia: Economic Relations in the Modern World"</p> <p>There have been a number of activities in recent years following the 70th anniversary of the Coventry Volgograd twinning link in 2014 and the 75th anniversary of the Coventry Blitz in November 2015.</p> <p>The twinning relationship remains strong in relation to civic links and promoting peace and reconciliation.</p> <p>We are acutely aware of the current situation in Russia, in relation to Ukraine and risks of terrorism. Foreign Office advice will be sought nearer the time on the risks of passengers travelling.</p>
<p>13. Is this conference part of an overall project involving further visits in the future?</p>	<p>NO</p>
<p>14. Recommendation of Cabinet Member/ Cabinet/Chair of any other City Council Committee</p>	<p>YES</p>
<p>(a) Are you satisfied that there is a genuine reason for attendance and genuine benefit for the Council?</p>	<p>YES</p>
<p>(b) Will Councillor attendance affect the decision-making processes of the Council?</p>	<p>NO</p>
<p>(c) Is attendance recommended?</p>	<p>YES</p> <p>Signed: Date:</p>

15. Cabinet Member's recommendation	YES/NO <input checked="" type="checkbox"/> Signed:  Date:
16. Leader's recommendation	YES/NO <input checked="" type="checkbox"/> Signed:  Date: 28/7/16
17. Person responsible for booking conference following approval of attendance	Name: Jane Barlow Resources Directorate Telephone No: Ext. 3047

THIS FORM SHOULD NOW BE RETURNED TO THE DIRECTOR OF CUSTOMER AND WORKFORCE SERVICES (Room 59)

FOR CUSTOMER AND WORKFORCE SERVICES DIRECTORATE'S USE ONLY

Decision	Cabinet Member/Cabinet
APPROVED / NOT APPROVED	Date:

Notification to:	<u>YES/NO</u>	<u>DATE</u>
(a) Officer responsible for booking conference		
(b) Councillor attending		
(c) Member of Management Board		
(d) Members' Services		
(e) Committee Officer		

Date report back obtained	
---------------------------	--

Date of meeting of Scrutiny to receive report back	
--	--