

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	Trade and Investment visit to Olofstrom, Sweden	
2. Organising Body	Coventry City Council	
3. Location	Olofstrom, Sweden	
4. Date(s)	2 nd – 4 th November 2016, or 16 th – 18 th November 2016	
5. Councillor(s) recommended to attend	No	
6. Employee(s) recommended to attend	David Cockroft – Assistant Director, City Centre & Development Services John Norton – Investment & International Trade Manager	
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	Accommodation	£200
	Travel	£350
	Total per person(A)	£550 x 2 (£1,100)
	Subsistence	£100
	Insurance	£50
	Transfers	£75
	Sub-total expense (B)	£225
	Total cost(A+B)	£1,325
8. Is participation at this event as part of a group	YES – Involving 52 Global Consulting Ltd, acting on behalf of TechTank in UK, Coventry & Warwickshire Growth Hub & Coventry & Warwickshire Chamber of Commerce	
9. If so, how many people IN TOTAL will be attending the event as part of that group	Approx. 6	
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.	No	

11. Source of Funding (Cost Code)	10952
12. What are the reasons for attendance and what benefits to the City Council are expected from attendance	<p>1.1 Primarily the visit will develop and support established links with the Swedish region of Olofstrom and specifically the TechTank consortium, a technology cluster of 27 Swedish companies who are all Tier 1 automotive suppliers. The companies are actively looking to expand their operations in to UK. The visit will help to ensure maximum opportunity to attract that investment to Coventry.</p> <p>1.2 The visit builds on a series of ongoing activities with the region and cluster:</p> <ul style="list-style-type: none"> • Nov 15 – Olofstrom government / Techtank company representatives visit Coventry. • Feb 16 – Follow up visit by representatives of EBP to develop client contacts. • Sept 16 – opening of Techtank Satellite office in Coventry (Cheylesmore House) <p>1.3 The visit will affirm the support of Coventry to work with the region / TechTank to promote the Coventry area and ensure all inward investment opportunities are resourced and supported.</p> <p>1.4 Examples of two significant investment opportunities that will be pursued as part of the visit:</p> <p>EBP</p> <ul style="list-style-type: none"> • Significant pressing company • Looking to replicate Sweden facility in UK • looking for 50k sq mtr facility, • 80 to 120 new jobs • Manufacturers of body parts • Potential investment value of £50m • Operating by 2018 <p>Ytab</p> <ul style="list-style-type: none"> • Contract painting and coating company • Looking at a 10,000 sq mtr facility • 40 to 50 new jobs • Potential investment value of £20m • Recognise Coventry skill base – building on painting experts developed at Peugeot <p>Completed By/Signed: Date:</p>
13. Is this conference part of an overall project involving further visits in the	YES

future?	
14. Recommendation of Cabinet Member/ Cabinet/Chair of any other City Council Committee	YES/NO
(a) Are you satisfied that there is a genuine reason for attendance and genuine benefit for the Council?	YES/NO
(b) Will Councillor attendance affect the decision-making processes of the Council?	YES/NO
(c) Is attendance recommended?	YES/NO Signed: Date:
15. Cabinet Member's recommendation	YES/NO Signed: Date:
16. Leader's recommendation	YES/NO Signed: Date:
17. Person responsible for booking conference following approval of attendance	Name: Ben Yorke Department: Business Investment Team Telephone No: 4003

THIS FORM SHOULD NOW BE RETURNED TO
THE DIRECTOR OF RESOURCES (Room CH 59)

FOR RESOURCES DIRECTORATE'S USE ONLY

Decision	<i>Cabinet Member/Cabinet</i>
APPROVED / NOT APPROVED	<i>Date:</i>

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	