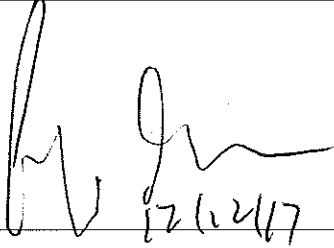
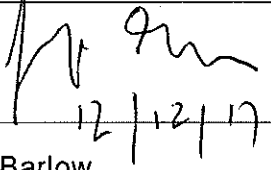


CONFERENCES/SEMINARS
AUTHORITY FOR ATTENDANCE

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	Commemorative events to mark the 75 th Anniversary of the Battle of Stalingrad
2. Organising Body	City of Volgograd
3. Location	Moscow and Volgograd, Russia
4. Date(s)	29 th January to 3 rd February 2017
5. Councillor(s) recommended to attend	Lord Mayor, Councillor Tony Skipper Deputy Leader, Councillor Abdul S Khan
6. Employee(s) recommended to attend	Principal Private Secretary to the Lord Mayoralty
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	Cost per passengers (as at 12/12/17) £356pp - Airfare £70 Single-entry VISA £160 approx for 2 nts accomm in Moscow + £200 Currency for incidentals for the group The City of Volgograd will provide accommodation, meals, and transport for the group.
8. Is participation at this event as part of a group	Yes
9. If so, how many people IN TOTAL will be attending the event as part of that group	4 The Dean of Coventry will be part of this group – funding personally.
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 (FIS Code)	Lord Mayor's Hospitality Budget – 11225 and Lord Mayor's Office International Budget – 10226

<p>12. What are the reasons for attendance and what benefits to the City Council are expected from attendance</p>	<p>The Lord Mayor and Deputy Leader is expected to represent Coventry at a number of formal commemorative functions and events relating to the 75th Anniversary of the Battle of Stalingrad taking place in Volgograd.</p> <p>To mark the 75th anniversary of the Battle, take opportunity to showcase the plans for the new Volgograd Place in Coventry with the British Embassy in Moscow and Volgograd. To be unveiled by a delegation from Volgograd in November 2018.</p> <p>The Dean will also be arranging visits for the Group to the Cross of Nails communities in Moscow and Volgograd.</p> <p>To continue the long standing links between the two cities, begin dialogue on how both cities will commemorate the 75th anniversary of the twinning link in 2019, being recognised by the United Nations as the founder members of the international twinning movement.</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>(a) Are you satisfied that there is a genuine reason for attendance and genuine benefit for the Council?</p>	<p>YES/NO</p> <p>YES/NO</p>
<p>(b) Will Councillor attendance affect the decision-making processes of the Council?</p> <p>(c) Is attendance recommended?</p>	<p>YES/NO</p> <p>YES/NO</p> <p>Signed:  Date: 12/12/17</p>
<p>15. Cabinet Member's recommendation</p>	<p>YES/NO</p> <p>Signed: _____ Date: _____</p>
<p>16. Leader's recommendation</p>	<p>YES/NO</p> <p>Signed:  Date: 12/12/17</p>
<p>17. Person responsible for booking conference following approval of attendance</p>	<p>Name: Jane Barlow</p> <p>Place Directorate, Lord Mayor's Office</p> <p>Telephone No: 833047</p>

Decision APPROVED / NOT APPROVED	Cabinet Member/Cabinet Date:
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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	
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Date of meeting of Scrutiny to receive report back	
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