

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	LGA Annual Culture, Tourism and Sports Conference 2018		
2. Organising Body	LGA		
3. Location	Hull		
4. Date(s)	7/3/2018 – 8/3/2018		
5. Councillor(s) recommended to attend	Cllr Faye Abbott		
6. Employee(s) recommended to attend	N/A		
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	Delegate Fee	£299	
	Accommodation	£0	
	Travel	£171.60	
	Total	£470.60	
8. Is participation at this event as part of a group	YES/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.	N/A		
11. Source of Funding (FIS Code)			
12. What are the reasons for attendance and what benefits to the City Council are expected from attendance	<p>Learning how other councils are working with the cultural sector in their areas and sharing work we are doing. Attendance will also help me with my role on the LGA culture tourism and sport board.</p> <p>Completed By/Signed: <i>Faye Abbott</i></p> <p>Date: 5/2/18,</p>		
13. Is this conference part of an overall project involving further visits in the future?	YES/NO		
14. Recommendation of Cabinet Member/	YES/ NO		

<p>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>(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:</p>
<p>15. Cabinet Member's recommendation</p>	<p>YES/NO <i>by [Signature]</i></p> <p>Signed: Date: <i>5/2/2018</i></p>
<p>16. Leader's recommendation</p>	<p>YES/NO <i>[Signature]</i></p> <p>Signed: Date: <i>5/2/2018</i></p>
<p>17. Person responsible for booking conference following approval of attendance</p>	<p>Name: Hannah Gray Department: Member Services Telephone No: 02476 831002</p>

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

FOR CUSTOMER AND WORKFORCE SERVICES DIRECTORATE'S USE ONLY

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

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

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

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