

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	Plastic Energy Site Visit		
2. Organising Body	Coventry City Council		
3. Location	Saville, Spain.		
4. Date(s)	18 th – 20 th September 2019		
5. Councillor(s) recommended to attend	None		
6. Employee(s) recommended to attend	Andrew Walster		
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		
	Accommodation	£200	
	Travel	£200	
	Total	£400	
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	2		
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>Plastic energy is the only known supplier of a process to turn low grade plastic and film plastic into virgin polymer for use in the production of new plastic containers. Their current operational plants are in Spain.</p> <p>This process is an ideal addition to the current sub-regional MRF project being pursued by the City Council, and early indications are that an investment in this technology could make a commercial return to the Coventry City Council, via the MRF project. However, to date no City</p>		

	<p>Council officer or our advisors has seen this technology first hand. Once a site visit</p> <p><i>Andrew J Walster</i></p> <p><i>Andrew J Walster</i></p> <p>Date: 27th August 2019</p>
<p>13. Is this conference part of an overall project involving further visits in the future?</p>	<p>YES</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>NO</p> <p>YES/NO</p> <p>Signed: Date:</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: <i>[Signature]</i> Date: 29/8/2019</p>
<p>17. Person responsible for booking conference following approval of attendance</p>	<p>Name: Anna Watkins Department: PA Team Telephone No: 024 7697 2418</p>

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**THIS FORM SHOULD NOW BE RETURNED TO
THE DEPUTY CHIEF EXECUTIVE (PLACE) (Governance Services Room CH 79)**

FOR GOVERNANCE SERVICES USE ONLY

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

<i>Date report back obtained</i>	
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<i>Date of meeting of Scrutiny to receive report back</i>	
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