

# Report

Report to:	<b>Conference Allocation Committee</b>
Date of Meeting:	<b>10 September 2019</b>
Report by:	<b>Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Elected Member Representation at Conferences, etc</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide details on the “The Future for Towns – Priorities for Policy, Investment and Developing Town Deals” conference to take place in London on 15 October 2019 which the Council has been invited to attend to allow elected member representation to be determined

## 2. Recommendation(s)

2.1. The Committee is asked to:-

- (1) consider the invitation received for the “The Future for Towns – Priorities for Policy, Investment and Developing Town Deals” conference organised by Westminster Forum Projects and decide on which elected member(s) should attend if it is considered appropriate for the Council to be represented

## 3. Background

3.1. Invitations have been received in respect of the “The Future for Towns – Priorities for Policy, Investment and Developing Town Deals” conference to take place in London on 15 October 2019. In accordance with procedures for dealing with this, details have been issued to the Leaders of the Political Groups. Their comments are available to assist the Conference Allocation Committee with its consideration of particular invitations. There are no conferences similar to this one being held in Scotland.

## 4. Employee Implications

4.1. There are no employee implications.

## 5. Financial Implications

5.1. The annual budget for attendance at Conferences and associated travel, subsistence and accommodation is £9,000, amount committed to date is £7,415, leaving a remaining balance of £1,600.

## 6. Other Implications

6.1. Attendance at conferences, etc contributes to individual members’ learning and development profiles. In terms of good governance, it is important that elected members have the opportunity to attend events which keep them briefed on current developments and reinforce the knowledge and skills required to enable them to fulfil their role.

6.2. There are no other implications in terms of risk or sustainability associated with the content of this report.

**7. Equalities Impact Assessment and Consultation Arrangements**

7.1. There is no requirement to carry out an impact assessment in terms of the proposals contained within this report.

7.2. Other than consultation with the appropriate elected members in terms of the process established for dealing with invitations received to attend conferences and seminars, no formal consultation was required.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

27 August 2019

**Link(s) to Council Values/Ambitions/Objectives**

♦ Accountable, Effective, Efficient and Transparent

**Previous References**

♦ None

**List of Background Papers**

♦ Invitations received in respect of individual conferences, etc

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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