



meeting **ADMINISTRATION COMMITTEE**

date **30 June 2004** agenda item number

REPORT OF THE DIRECTOR OF CULTURE AND COMMUNITY

Attendance at UK – Russian Local Government Conference, September 2004

Purpose of Report

1. To consider the attendance of Councillor Bromfield and Al Kestenbaum at the UK-Russian Local Government Conference in Volgograd from 10 - 13 September 2004.

Information and Advice

2. Approval is sought within the terms of the Council's Conference and Travel Policy for the attendance of Councillor Bromfield and Al Kestenbaum at the UK-Russian Local Government Conference in Volgograd from 10 - 13 September 2004.
3. Attendance has been considered under paragraph 3 of that policy and the following points are considered relevant.
4. The conference is being organised jointly by the Local Government International Bureau (LGIB), the Moscow based Twin Cities International Association (TCIA) and the Convention of Scottish Local Authorities (COSLA). Those attending will be senior politicians and officers from local authorities in UK and Russia.
5. The Conference builds upon previous successful joint local government conferences held in Sheffield, Kostroma and Coventry and provides an opportunity for UK and Russian local authorities to compare best practice and discuss the value of future co-operative activities.
6. The British delegation will arrive in Volgograd in the evening of the day preceding the day of the Conference, stay in Volgograd for the two working days of the conference and return on the fourth day.

7. The Local Government International Bureau have proposed that the Conference features a presentation on the results and outputs of the successful co-operation between the County Council and Chelyabinsk, which would be delivered by Councillor Bromfield.
8. Attendance at the conference will allow the County Council to learn from best practice from other authorities and from meeting with the British Embassy and other participants. The County Council will also be able to demonstrate its experiences of working in Russia for the benefit of other local authorities. Both Councillor Bromfield and Al Kestenbaum have accumulated considerable knowledge of the challenges around working with Russia over many years, including drawing on EU funding to progress work.
9. The estimated costs associated with the attendance of 2 people are as follows:

Description	Amount	Budget to be met from
Conference fee – including visa support, airport transfers, accommodation in Volgograd, interpretation and some meals	\$900 (in the region of £530)	Twinning
Travelling expenses – including flights and travel within the UK	£740	Twinning
Subsistence	£280	Twinning
Insurance	£40	Twinning

10. The flights will be at economy class and is being negotiated for participants by the Local Government International Bureau.
11. There is no separate charge for accommodation as this is an inclusive-fee conference organised by the Local Government International Bureau.
12. The final cost will be dependent on the costs of the flights and the dollar exchange rate for the conference cost.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, Crime and Disorder and those using the service. Where such implications are material; they have been described in the text of the report

Recommendation

14. It is **recommended** that approval be given for the attendance of Councillor Bromfield and Al Kestenbaum at the UK-Russian Local Government Conference in Volgograd from 10 - 13 September 2004 at an estimated total cost of £1590.

Director of Resources Financial Comments (C.C)(P.B)

The costs identified in paragraph 9 will be funded from the 2004/05 Twinning Budget within the Leader Portfolio.

Head of Legal Services Comments(KK)

The Administration Committee has the delegated authority to approve Members attendance at conferences and seminars and for travel abroad and for officer travel outside Europe or in excess of 4 days in accordance with the Council's Travel and Conference Policy. The proposal in this report is therefore within the remit of this Committee.

Mick Burrows
Director of Culture and Community

Background Papers Available for Inspection

Email from the Local Government International Bureau in February giving initial details of the Conference.

Letter to Councillor Warner dated 31 March 2004 from the Local Government International Bureau proposing that the Conference features a presentation on the results and outputs of the successful co-operation between the County Council and Chelyabinsk and hoping that Nottinghamshire will be able to participate.

Electoral Divisions Affected

The county as a whole.