

The background of the slide features the coat of arms of the Commonwealth of the Northern Mariana Islands. It consists of a shield divided into four quadrants. The top-left quadrant shows a sailing ship on waves. The top-right quadrant shows a deer's head with antlers. The bottom-left quadrant shows a ship's mast and sails. The bottom-right quadrant shows a bird with spread wings. Above the shield is a crown with four maple leaves. A banner at the bottom reads "A NE FOR A".

Agenda Item

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**Attendance at Conference –
Request for Approval**

Falkirk Council

Title: Attendance at Conference – Request for Approval

Meeting: Executive

Date: 9 January 2018

Submitted By: Director of Corporate and Housing Services

1. Purpose of Report

- 1.1 The purpose of this report is to seek approval for Councillor Coombes to attend the Scottish Tourism Alliance Conference for which the delegate fee, per person, is £200 plus VAT.

2. Recommendation

- 2.1 **The Executive is asked to consider Councillor Coombes' request to attend the Scottish Tourism Alliance Conference at a cost of £200 plus VAT on 1 March 2018.**

3. Background

- 3.1 Decision making on members' attendance at conferences and seminars is delegated to the Chief Governance Officer where the cost does not exceed £200. For conferences and seminars exceeding £200, approval requires to be sought from the Executive. The fee for attending this conference is £200 + VAT and is therefore over the delegated threshold.

4. Considerations

Scottish Tourism Alliance Conference

- 4.1 The annual conference will focus on the opportunities and challenges faced by the tourism industry, the importance of tourism on the Scottish economy and the future of the Scottish tourism industry in the context of the UK and global economy. The event will be held on 1 March 2018 in the SECC, Glasgow, at the start of the first Scottish Tourism Month.
- 4.2 Councillor Coombes is a member of the Falkirk Community Trust Board and is the Labour Group's shadow spokesperson for the Culture, Leisure & Tourism portfolio. Attendance at this conference is in accordance with members' approved duties, as defined in the Local Government (Scotland) Act 1973.
- 4.3 Details of members' attendance and associated costs at conferences/seminars are reported annually, as required by the Local Government (Allowances and Expenses) (Scotland) Regulations 2007 and guidance issued by the Scottish Local Authorities Remuneration Committee.

5. Consultation

5.1 No consultation was required.

6. Implications

Financial

6.1 The full delegate fee for the Scottish Tourism Alliance Conference is £200 plus VAT. The cost can be met from existing budgetary provisions. In 2017/18, the budget for members' attendance at conferences and seminars is £5,130. Spend so far this year is £235. If the request presented in this report is approved, the total year-to-date spend will be £435, leaving a remaining budget of £4,695.

Resources

6.2 Nil.

Legal

6.3 Nil.

Risk

6.4 Nil.

Equalities

6.5 No equality implications arise from this request.

Sustainability/Environmental Impact

6.6 There are no sustainability/environment impacts.

7. Conclusion

Attendance at this conference is in line with Councillor Coombes' duties. The cost of attending this conference can be met from within the current budget.

Director of Corporate and Housing Services

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Date: 8 December 2017

Appendices

None

List of Background Papers:

No papers were replied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973.