

## Course, Seminar and Conference Attendance by Elected Members (1999)

Minute Number: 654/99

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That the Committee approve the following practice:

1. Notes the normal practice of Corporate Business Committee approval of councillor attendance at courses, seminars and conferences.
2. Agrees that for emergency approvals the authorising team shall be any two of His Worship the Mayor/Deputy Mayor/Chair the Corporate Business Committee together with the City Manager.
3. Approves the four conditions for emergency approval of Councillor attendance at courses, seminars and conferences as outlined below:
  1. Notice of the event came to Council after the appropriate Corporate Business Committee has taken place and before the event is scheduled to occur.
  2. The event was deemed to be timely and important enough for a councillor(s) to attend.
  3. The councillor(s) chosen to attend would benefit from, or could assist Council following their attendance at the event.
  4. Any approval to attend is to be reported back to the next meeting of the Corporate Business Committee for endorsement.
4. That officers table a report concerning the meeting allowance payments at courses, conferences and seminars by elected members.

See also Minute No. 1260/99: **Representation by Councillors on Annual Conferences**