

Derry City & Strabane District
Council

Comhairle
Chathair Dhoire & Cheantar an tSraitha Báin

Derry Cittie & Stràbane Destrìck
Coouncil

CONFERENCE ASSESSMENT FORM

Name of Conference: National Association of Councillors Environment Conference

Date(s): 19 – 21 January 2018

Venue of Conference: The Crowne Plaza Hotel, Leeds

Officer's Recommendation: Refer to Page 2

Estimated Cost of Conference¹

Conference Fee	Day/Night Subsistence	Travel/Fares	Mileage ²	Total
£350 + VAT	Crown Plaza Hotel, Leeds @ £60 per night 18, 19 January and 20 January depending on flight times £180 (approx).	Airfare with Flybe Belfast to Leeds Bradford Outbound 18/1/18 @ £46 Inbound 22/1/18 @ £70 (approx. costs) Total = £116.	Derry to Belfast City Airport 150 @ 0.65p = £97.50 Car Park Fee at airport @ £30 (approx).	£773.50

¹ Costs are estimated. Flight costs may change from costing to booking of the conference. Additional incidental costs which are not known at the time of booking, may also apply e.g. taxi fares and parking fees.

² Mileage will be calculated from the Members place of residence. For the purpose of estimated costs, mileage is calculated from the Council Offices, Strand Road. These costs will be subject to change depending on Members' place of residence.

Council Decision

Specify Meeting and Date: _____

Names of Members attending: _____

Attendance by Officer(s): _____

Officer's Comments and Recommendation

Officer to provide any relevant additional information and a recommendation to Council.

This conference will deal with the following key topics and their impact on the Environment: Waste Management, Air Pollution, Construction and LA Energy Delivery Schemes; the majority of these topics fall within the responsibility of the Environment and Regeneration Committee.

It is recommended that one Member attends this conference and cascades all pertinent information on return to Members in line with the Members Post Conference Feedback Procedure and to the E&R Director.

Job Title of Officer: Democratic Services and Improvement Officer