

**Criteria for Member Attendance at Courses, Conferences and Events**

Name of Member(s) wishing to attend: .....

Name of Course/Conference/Event: .....

Date of Course/Conference/Event: .....

Total Cost of attendance (including travel expenses): .....

Which of the Council's Corporate Priorities is this linked to? .....

In which capacity do you wish to attend (e.g. Chairs/Vice Chairs, Member Champion)? .....

What do you feel is the purpose and the perceived benefits to the Council of your attendance?

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We, the undersigned, endorse the above attendance:

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Leader of Council

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Leader of the Minority Groups

(Note: Members are requested to provide feedback following their attendance to Member Services for evaluation purposes).