


RECORD OF DECISION BY CITY MAYOR OR INDIVIDUAL EXECUTIVE MEMBER

1.	Decision title	Overseas visits and engagement policy
2.	Declarations of interest	None
3.	Date of decision	15 January 2024
4.	Decision maker	City Mayor
5.	Decision taken	Approval to adopt a policy on overseas visits and engagement for elected members which specifies that the Council will at all times seek to minimise overseas travel on the basis of both cost and sustainability considerations and such travel will only be considered in exceptional circumstances where there can be clearly evidenced and measurable benefits to the city and residents that would be capable of standing up to public scrutiny.
6.	Reason for decision	To ensure opportunities or benefits to the city and residents arising from overseas engagement are appropriately weighted against a number of other factors including the Council's significantly challenging financial position, the need for public transparency and accountability, and the environmental impact of travel in the context of the Council's declared climate emergency.
7.	A) KEY DECISION Yes/No? b) If yes, was it published 5 clear days in advance? Yes/no	No
8.	Options considered	N/A
9.	Deadline for call-in <ul style="list-style-type: none"> • 5 members of a scrutiny commission or any 5 councillors can ask for the decision to be called-in. • Notification of call-in with reasons must be made to the monitoring officer 	22 January 2024

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10.	Signature of decision maker (City Mayor or where delegated by the City Mayor, name of executive member)	
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