

**Report to the Future Melbourne (Knowledge City) Committee**

**Agenda item 6.6**

**Proposed travel by Councillor Jackie Watts: ICF Global Summit, London, June 2018**

**15 May 2018**

**Presenter:** Michelle Fitzgerald, Manager Smart City Office

**Purpose and background**

1. The purpose of this report is to seek approval for Councillor Jackie Watts to travel to London to attend the Intelligent Community Forum (ICF) Global Summit in June 2018.
2. ICF is a global network and think tank headquartered in New York, comprising 145 member cities.
3. Each year the ICF presents a global awards program for intelligent communities and their public sector and private sector partners. The awards program recognises communities that best meet ICF's six criteria of intelligent communities: access to broadband, knowledge economy talent, innovation vigour, digital equality, ecological sustainability and community engagement on matters relating to digital technologies.
4. In June 2017, Melbourne was named winner of the 2017 Intelligent Community of the Year award following a three-stage award process over 12 months of evaluation.

**Key issues**

5. In accordance with ICF protocol the incumbent Intelligent Community of the Year is invited to have a representative ceremonially hand over the award to the winning city for 2018. As the Melbourne representative, Councillor Watts would be required to speak at two sessions during the summit: A reception for the top seven city finalists and the awards ceremony for the ultimate winner.
6. Other sessions throughout the three day program will not require a formal speaking contribution from Councillor Watts, but will be valuable for her in her role as the Knowledge City Portfolio Chair. Themed under the program tagline *Humanising Data*, these sessions will discuss the technologies, issues and public policy responses relating to digital infrastructure in cities.
7. Management sought clarification of ICF's capacity to support travel and accommodation costs for programmed speakers. ICF, however, indicated they could not provide any support.
8. The cost to Council of Councillor Watts' travel is estimated at \$12,275 which includes business class airfare, accommodation for five nights and incidentals.

**Recommendation from management**

9. That the Future Melbourne Committee:
  - 9.1. Approves the proposed participation of Councillor Watts at the ICF Global Summit to be held in London in June 2018 at a cost to Council of approximately \$12,275.
  - 9.2. Notes that Councillor Watts will prepare a report to the Future Melbourne Committee or Council within 60 days of return from travel.

**Attachments:**

1. Supporting Attachment

Supporting Attachment

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**Finance**

1. The estimated cost to Council of the proposed travel is \$12,275. This comprises a business class airfare (\$8500), accommodation for five nights (\$2000) and incidentals (\$1775).
2. The proposed travel costs will be met from within approved 2017–18 overseas travel budgets within Executive Services Group.

**Conflict of interest**

3. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

**Relation to Council policy**

4. The travel proposal accords with the requirements of the travel guidelines outlined in the Councillor Expenses and Resources Guidelines.
5. Participation in the Summit supports efforts and objectives aimed at fostering global business relationships and investment attraction. It supports the principles that underpin Council's *Melbourne: Doing Business Globally*, which seeks to increase trade and investment opportunities for businesses from Council's international activities. The knowledge obtained by participating in the Summit program will inform the work of the Smart City Office, particularly its open data and digital infrastructure programs.

**Environmental sustainability**

6. The purchase of carbon offsets will reduce the carbon emissions impact of the international travel.