

# International Standards Conference

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## 1. Issue

- 1.1.1 To update the Board on progress with regard to the proposal to support the second international World Cities Conference on Fighting Corruption and Safeguarding Integrity.

## 2. Recommendations

- 2.1.1 The Board is asked to note progress on the development of the 2011 international conference.
- 2.1.2 The Board is asked to note the provisional costings and agree that a more detailed cost breakdown should be provided to the March Board meeting. This will ensure that the Board can make a more informed decision at that stage as to whether SfE should sponsor the 2011 international conference.

## 3. Consideration

### 3.1 Background

- 3.1.1 In February 2007 the Amsterdam Integrity Bureau celebrated its 5th anniversary by holding the World Cities Conference on Fighting Corruption and Safeguarding Integrity. For the first time the leaders of the core standards agencies of seven world cities (Amsterdam, Antwerp, Hamburg, Hong Kong, London, New York and Sydney) gathered to exchange experience of their efforts to fight corruption and safeguard ethical standards at the local level.
- 3.1.2 A second such conference is now being planned and the intention is to host it in one of the cities involved in the first conference. Standards for England has been approached

and offered the opportunity of sponsoring and organising the second such conference in London in 2011.

- 3.1.3 The plan is to hold a two day event involving the same seven cities as at the first conference ('advanced' cities), along with seven 'follower' cities, which are less advanced in fighting corruption and ensuring high standards. This latter group of cities may include Johannesburg, Prague, Sofia, Vilnius, Mexico City and Ankara.
- 3.1.4 In total, the number of delegates would be between 35-40 (once we have included invited representatives from other organisations, for example United Nations, European Union).

## **3.2 Developments to date**

- 3.2.1 The Greater London Authority (GLA) is, in principle, supportive of the plans for an international ethics conference. SfE officers met with the Chief Executive of the GLA and Professor Alan Lawton to discuss further what input they may want to have on 15 January. Professor Alan Lawton is from Hull University and is well known to SfE. He was involved in the 2007 Amsterdam Conference and has been instrumental in the SfE receiving the invitation to host this event. An update on the outcome of this meeting will be provided at the Board meeting.
- 3.2.2 We expect the representatives from the advanced cities to pay for their own flights and accommodation. Some provision may need to be put aside to contribute to the expenses of those representatives from less affluent cities.
- 3.2.3 Professor Alan Lawton and Dr Frederique Six (VU University in Amsterdam) are drawing up a list of potential delegates.
- 3.2.4 Contact is being made with various research councils by Alan Lawton with the intention of securing funding for parts of the conference and, in particular, for a researcher to oversee the writing of a book based on the content of the conference.
- 3.2.5 Below is broad outline of costs for hosting the Conference.

### 3.3 Cost estimate

#### Venue

Costs based on using a venue such as the Emirates Stadium - including plenary space as well as 5 break out spaces

10k

#### Catering

Estimate c.£48 per head evening meal, 2 lunches and 4/5 coffee breaks

10k

#### Materials

All conference materials, hand outs etc (which can be designed in-house)

10-15k

#### Delegate and conference management

Managing delegate bookings as well registration on the day etc

10k

#### ESTIMATED TOTAL

40-45k

### 3.4 Tasks for SfE

3.4.1 The estimated cost plan above assumes the tasks below would be carried out in-house but this may become clearer after the meeting with the GLA. We would be able to absorb these costs, but they would have staff resource implications.

- Liaise with legal on sponsor contracts and insurance issues
- Informing potential delegates and sending invitations
- Seeking sponsorship
- Booking venue
- Booking hotel
- Commissioning an event management company

- Production of event materials
- Coordination of event programme

### **3.5 Cost assumptions**

- 3.5.1 The costs above are based on having a top class venue. However, it may be that the GLA are able to advise us on securing a suitable venue.
- 3.5.2 In terms of own resources it has been estimated that we will need to commission someone to provide event management services on the day.
- 3.5.3 The costs provided for materials are based on the assumption that we design hand-outs, flyers and conference packs in house. These are important if we are to secure sponsorship for the event. We will also need to design sponsor packages.

## **4. Risk and financial considerations**

- 4.1.1 In these straitened economic times such an international event may not be perceived as a good use of public money. However, with contributions from other bodies the actual cost to SfE may be relatively small. And any cost must be balanced against the kudos and international profile that may result for SfE and the standards framework as a whole as a consequence of this event.
- 4.1.2 We believe the administrative costs of organising the event could be absorbed within the organisation without detriment but this issue should become clearer once we have approached potential co-sponsors.
- 4.1.3 We have told our own stakeholders that we will not be hosting regional road shows because of cost considerations. We therefore need to be mindful to about how we communicate that we are hosting an international conference.
- 4.1.4 There is an environmental impact to hosting an international conference. One way to mitigate this is to calculate the carbon foot print of our event and then look for ways to offset that impact.

## **5. Appendices and attachments**

- 5.1.1 None.