



Meeting **ADMINISTRATION COMMITTEE**

Date **30th June 2004**

agenda item number

REPORT OF THE HEAD OF MEMBERS SERVICES

ANNUAL LORD BYRON INTERNATIONAL BASKETBALL TOURNAMENT

1. Purpose of the Report

To request approval for the Chairman of the County Council and her Escort to represent the Authority and attend the Annual Lord Byron Basketball Tournament in Messolonghi.

Background

2. Nottinghamshire County Council has had a long association with Messolonghi and the Chairman of the County Council has received an invitation from the Deputy Mayor of Messolonghi to accompany the Nottinghamshire Basketball Team and attend the Annual Lord Byron Basketball Tournament which is being held from 22nd October, 2004 – 31st October, 2004 in Messolonghi.

The financial implications associated with this visit would be the flights from Heathrow Airport which are estimated at between £250 and £300 per person this will be met from the Members Travel Budget. When the Chairman of the County Council is on overseas business within Europe s/he may claim up to £75.00 subsistence per 24 hours. This rate assumes that all meals (excluding breakfast) will have to be paid for from the subsistence allowance. Where meals are provided the daily allowance is reduced by 20%. An additional amount of up to £10 per day for unreceipted out-of-pocket expenses falling outside the scheme of allowances may also be claimed. These allowances under the Members' Allowances Scheme are available only for people specified in the scheme. In the case of this visit, this means any Councillors or Officers attending. There is no cost for accommodation as this is in the form of hospitality by the hosts at Messolonghi.

The total estimated costs of the visit are likely to be:-

	£	To be met from
Flights	600	Members' Allowances budget
Travel to/from airport	180	Civic Office budget
Insurance	30	Chairman's budget
Subsistence (Chairman only)	100	Members' Allowances budget
Unreceipted Allowance (Chairman only)	100	Members' Allowances budget
Total	1,010	

Recommendation

3. That the Chairman of the County Council and her Escort be authorised to attend the Annual Lord Byron Basketball Tournament in Messolonghi, Greece from 22nd October 2004 – 31st October 2004.

Patricia Mayfield
Head of Members Services Committee

Policy & Statutory Implications

The visit is in connection with a long-standing association with Messolonghi. Travel will be in accordance with the Travel and Conference policy.

Legal Services' Comments (KK)

The Administration Committee has the delegated authority to approve Members travel abroad and for officer travel in excess of four days in accordance with the Council's Travel and Conference Policy. The proposal in this report is therefore within the remit of this Committee.

Director of Resources Financial Comments (R/MB)

The costs associated with this visit can be met from the 2004/05 budget for Members Travelling Expenses within the Leader's Portfolio.

Background Papers

Letter from the Deputy Mayor of Messolonghi dated 28 April 2004.

