

report



meeting	Administration Committee	
date	6 July 2005	agenda item number

REPORT OF DIRECTOR OF CULTURE AND COMMUNITY

TRAVEL TO ATTEND THE INTERNATIONAL YOUTH CAMP IN WIELKOPOLSKA

Purpose of Report

1. To seek approval for
 - (a) participation in the international youth camp in Wielkopolska, Poland, 1 – 10 August 2005;
 - (b) the travel and accommodation necessary in connection with the event.

Information and Advice

2. Under the Travel and Accommodation Policy and other arrangements approved by the full Council on 7 October 2004, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising.
3. This report describes a proposal which is within the Committee's decision-making powers and Members are asked to consider whether attendance at the event should be approved (including the number of representatives), together with any necessary travel, accommodation or other arrangements.
4. The information included within the following sections of the report should ensure compliance with normal decision-making rules. If attendance is approved, the details referred to below will be used to compile the public Register, which is available on the Council's web-site.

Reasons for attendance

5. In December 2004 the Marshal's Office in the Region of Wielkopolska sent an invitation to Nottinghamshire County Council for a group of up to ten young people to participate in the international youth camp in Lezeczki, Wielkopolska from 1 – 10 August 2005. It has since been confirmed that the camp will

include young people from Lower Saxony and from Hessen as well as Wielkopolska, making a total group of 40.

6. The County Council's policies emphasise the importance of planning, risk assessment and risk management for all visits involving young people and this is particularly important for international visits. The Director of Culture and Community approved a visit to conduct an on site risk assessment and this was carried out between 22 and 25 May 2005. All outdoor activities were risk assessed in accordance with the County Council's Guidance for Safe Practice during Adventurous Activities. Added safety protocols with regard to canoeing and mountain biking in accordance with our own Adventurous Activity Licensing Authority procedures would be needed and could be satisfactorily provided.

7. It is proposed that the Nottinghamshire party will be 8 young people accompanied by two full time qualified county council youth workers. Everyone will be accommodated in single sex chalets on the residential centre campus on the banks of Lake Lezecki.

8. The anticipated programme will contain a variety of sporting events including canoeing, swimming, mountain biking, football, volleyball, horse and cart driving and rowing. Participants will also be brought together in workshops and activities to discuss various social and European issues. Attendance at this camp clearly offers Nottinghamshire young people opportunities for personal and leadership skills development through participation in sporting, educational and social activity.

9. The programme includes in addition to sporting activities sessions about equalities issues in modern European cities, European integration and citizenship, a cultural evening including local food, environmental issues, the opportunity provided by the 2006 World Cup for promoting tolerance and integration

10. Participation in the camp will:

- Continue to build Nottinghamshire County Council's excellent relationship with our partner, the region of Wielkopolska;
- Help to develop the participating young people, educationally, culturally and in terms of sporting ability;
- Develop the participating young people in terms of their confidence and self-esteem;
- Help ensure the overall success of the international tournament in Wielkopolska.

Travel and Accommodation requirements

11. The costs associated with the event are estimated to be as follows:-

Description	Amount
--------------------	---------------

Conference or event fee	£Nil
Coach travel to and from airport	£260
Flights	£2000
Accommodation	£Nil
Insurance	£150
Subsistence	£200

The total cost will be £2610

12. Travel to and from the airport will be via a youth service fifteen seat coach and an application has been made for national funding through the Uproject.

13. The accommodation and meals are provided free of charge by Wielkopolska regional government.

14. Other costs will be met from the international activities and partnerships budget.

Statutory and Policy Implications

15. This report is necessary to ensure compliance with the Council's Travel and Accommodation policy and current arrangements for approving attendance at conferences, seminars and Member Training events. The needs of individual travellers will have been considered when compiling the report and, where departures from the policy are recommended, Members should consider the reasons given.

RECOMMENDATIONS

16. That approval is given for travel and accommodation for 8 young people and two accompanying youth workers who will participate in the international camp in Wielkopolska, Poland 1-10 August 2005.

Legal Services' Comments

The Administration Committee has the delegated authority to approve officer travel outside Europe or any travel in excess of 4 days. The proposal in this report, insofar as it is in accordance with the Council's Travel and Accommodation Policy and relates to officers of the County Council, is in the remit of this Committee.

Head of Resources' Financial Comments (C.C)(P.B)

The costs will be met from the regional and international budget within the Leader Portfolio.

However, an application has been made for national funding through the Uproject to fund travel to and from the airport which if successful will reduce the costs.

Background Papers Available for Public Inspection

Invitation from the Marshal's office of Wielkopolska province, December 2004, to the international youth camp.

Electoral Division(s) Affected

All.