

# report



meeting	Administration Committee	
date	2 November 2005	agenda item number

## REPORT OF THE HEAD OF MEMBERS' SERVICES

### LGA/NATIONAL COMMUNITY SAFETY NETWORK CONFERENCE PREVENTING ANTI-SOCIAL BEHAVIOUR LONDON 21<sup>ST</sup> NOVEMBER 2005

#### Purpose of Report

1. To seek approval for:
  - a) attendance at the LGA/National Community Safety Network Conference
  - 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<sup>th</sup> October 2004, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation arising therefrom.
  - 2.1 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 for two Members plus one Officer, together with any necessary travel, accommodation or other arrangements.
  - 2.2 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 Website.

### Reasons for Attendance

- 2.3 The LGA/National Community safety Network Conference takes place in London on 21<sup>st</sup> November 2005.
- 2.4 Approval is sought for two Members, usually one Labour and one Conservative, plus one Officer to attend for the following reasons:-
- 2.5 Anti-social behaviour is a key issue for local communities, the councils which represent them and the variety of agencies involved in responding to crime and disorder in their area.
- 2.6 Since the 1998 Crime and Disorder Act was established there has been much interest and debate on the prevention, enforcement and rehabilitation approaches to tackling anti-social behaviour. This joint LGA/National Community Safety Network event focuses on policies and practices that will develop a preventative approach to the issues that lead to anti-social behaviour.

### **Travel and Accommodation Requirements**

3. The County Council's representatives will require hotel accommodation and rail travel.

The costs associated with the event are as follows:

<b>Description</b>	<b>Amount</b>	<b>To be met from</b>
Conference fee	600.00	Members' Allowances budget
Travelling Expenses	318.00	Members' Allowances budget
Accommodation	115.00	Members' Allowances budget
Subsistence	<u>72.00</u>	Members' Allowances budget
Total	<u>1105.00</u>	

- 3.1 The travelling expenses shown above are for standard class rail travel.
- 3.2 The figures shown for accommodation are in respect of rooms at a hotel located within a reasonable distance from the event.

### **Statutory and Policy Implications**

4. 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 reason given.

## **RECOMMENDATIONS**

5. It is recommended that approval be given for two Members plus one Officer to attend the LGA/National Community Safety Network Conference in London 21<sup>st</sup> November 2005.

### **PATRICIA HOLT-MURPHY HEAD OF MEMBERS' SERVICES**

#### **Legal Services' Comments (KK)**

The Administration Committee has delegated authority to approve expenditure to be incurred for Member attendance at conferences and seminars including expenditure on accommodation, travel and associated costs. The proposal in this report, insofar as it relates to Members and is in accordance with the Council's Travel and Accommodation Policy, is within the remit of this Committee. Approval for officer attendance is a departmental matter.

#### **Director of Resources' Financial Comments (MB)**

The financial implications are outlined in the report.

#### **Background Papers Available for Inspection**

Conference leaflet.

#### **Electoral Division(s) Affected**

All.