

Report



meeting Administration Committee

date 7 November 2007

agenda item number

REPORT OF THE JOINT ACTING HEADS OF MEMBERS' SERVICES

REPORTS BACK ON CONFERENCES OR OTHER APPROVED VISITS

Representatives who are authorised to attend conferences or other visits are required to produce a report evaluating the outcomes. Those reports should be considered by this committee or other appropriate committee (e.g. relevant Select Committee, Pensions Committee etc). A schedule is attached, it describes reports received and/or expected and gives details of the reporting arrangements made or to be made.

RECOMMENDED

That the report be noted.

Statutory and Policy Implications

The presentation of the attached reports ensures compliance with the Council's Travel and Accommodation policy. The information contained within them will be useful in determining future attendance at similar events. The learning acquired from attendance will be available within the Council.

PAUL ROBINSON
JOINT ACTING HEADS OF MEMBERS' SERVICES

CHRIS HOLMES

Background Papers Available for Public Inspection

None