

meeting ADMINISTRATION COMMITTEE

date 28 April 2010

agenda item number **4(a)**

**REPORT OF THE COMMITTEE SUPPORT MANAGER, ADULT SOCIAL CARE AND HEALTH**

**NATIONAL CHILDREN AND ADULT SERVICES CONFERENCE 2010 'SHAPING THE PRESENT – BUILDING THE FUTURE' – 03 TO 05 NOVEMBER, MANCHESTER CENTRAL**

**1. Purpose of the Report**

1.1 The purpose of the report is to seek approval for Members to attend the National Children and Adult Services Conference being held at Manchester Central, Manchester from 03 to 05 November 2010.

**2. Information and Advice**

2.1 Under the Travel and Accommodation Policy and other arrangements approved by Full Council on the 07 October 2004 and 18 June 2009, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising therefrom.

2.2 This report describes a proposal which is within this Committee's decision-making powers and Member are asked to consider whether attendance at the event should be approved for Members and Officers together with the necessary travel and accommodations arrangements.

2.3 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 webs-site.

**Conference Attendance**

2.4 This year's theme is Shaping the Present: Building the Future and the conference will address issues for children and adults in the community.

- 2.5 Approval is sought for Member to attend so they can consider issues that are vital to councillors, senior officers, policymakers and service managers with responsibilities for children's services and adult social care in the statutory, voluntary and private sector. It is also an important opportunity for networking with partners and MP's in related fields.
- 2.6 The County Council's representatives will travel to Manchester Central, Petersfield, Manchester by minibus or the Civic People Carrier on 02 November 2010.
- 2.7 The cost of attend the conference is £495.00 plus VAT per person. Three nights accommodation will also be necessary. An estimate from the conference information suggests a hotel within a reasonable walking distance from the conference centre will be in the region of £100-£120 per person per day for bed and breakfast.
- 2.8 The total cost would be met from the Members Services budget.
- 2.9 A separate Delegated Decision report will seek the approval for Officer attendance.

### **3. Statutory and Policy Implications**

- 3.1 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 members training events. The needs of individual travellers will have been considered when compiling the report and, were departures from the Policy are recommended, members should consider the reasons given.

### **4. Recommendations**

- 4.1 It is recommended that approval be given for four Members (two from the largest party and one from each of the next largest groups), to attend the National Children and Adult Services Conference at the Manchester Central, Petersfield, Manchester from the 03 to 05 November 2010 together with any necessary travel and accommodation arrangements.

### **5. Legal Services' Comments** (KS 01/03/2010)

- 5.1 By a decision of the County Council on 18 June 2009 Administration Committee has authority to approve Member attendance at conferences and seminars.

### **6. Comments of the Service Director (Finance)** (RWK 05/02/2010)

- 6.1 The cost per delegate is estimated at £495 plus accommodation costs and the costs of travel to and from the conference. Members' conference costs will be met from the Members Conference budget.

**7. Background Papers Available for Inspection**

7.1 Invitation to attend the conference from the Local Government Association.

**8. Electoral Division(s) Affected**

8.1 Nottinghamshire.

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Adult Social Care and Health**

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