



meeting

**ADMINISTRATION COMMITTEE**

date

15 March 2006

agenda item number

## REPORT OF THE DIRECTOR OF RESOURCES

### CIPFA ANNUAL CONFERENCE

#### **1. Purpose of the Report**

To seek approval for the attendance of 3 members at the CIPFA Annual Conference, to be held at Harrogate on June 14/15 2006.

#### **2. Information and Advice**

2.1 The CIPFA Annual Conference is recognised as the premier event on local government finance and has traditionally been addressed by many eminent speakers and by Ministers. This year's Conference is being held at Harrogate on June 14/15 2006.

2.2 It has been customary for three elected members to attend this conference, plus an officer. The Chief Executive has also attended the Conference in his capacity as a member of CIPFA Council.

2.3 The estimated costs are set out below, for 4 attendees

	£
Conference Fees (estimated)	2380
Hotel Accommodation (2 nights)	510
Travelling costs	<u>100</u>
	<u>2990</u>

The costs for members can be met from the budget for Members Conference Expenses. The cost for the officer will be met from the Finance and Trading division's budget.

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

3.1 This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, Crime and Disorder, Human Rights and those using the relevant service. Where such implications are material, they have been described in the text of the report.

#### **4. Recommendation**

The attendance of 3 members and 1 officer at the CIPFA Annual Conference at Harrogate on June 14/15 2006 be approved.

**ARTHUR DEAKIN  
DIRECTOR OF RESOURCES**

#### **Legal Comments (KK 20.2.06)**

The Administration Committee is responsible for approving expenditure to be incurred for Member attendance at conferences and seminars including expenditure on travel, accommodation and associated costs. The proposal in this report, insofar as 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.

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

Conference Details.