



meeting	<b>ADMINISTRATION COMMITTEE</b>	
date	<b>31 March 2004</b>	agenda item number

## REPORT OF THE DIRECTOR OF RESOURCES

### CIPFA ANNUAL CONFERENCE JUNE 2004

#### 1. Purpose of the Report

1.1 To consider the attendance of three Members and two officers at the CIPFA Annual Conference in Brighton from 15 to 17 June 2004.

#### 2. Information and Advice

2.1 Approval is sought within the terms of the Council's Conference and Travel Policy for attendance at this Conference.

2.2 Attendance at this event has been considered under paragraph 3 of that policy. The theme of this year's conference is " ". This is a major local government finance conference and attracts high profile speakers.

2.3 Costs associated with the above event are as follows:-

<u>Description</u>	<u>Amount</u>
Conference Fee	£2650
Travelling Expenses	
Accommodation	£900
Subsistence	

The costs will be met from the Financial Services budget for conference expenses.

2.4 The travelling expenses shown are for return travel to and from the conference.

2.5 The County Council's representatives will be staying in a Hotel close to the Conference Centre, and the costs are in line with the County Council's policy.

3. **Statutory and Policy Implications**

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

4. **Recommendation**

4.1 That the attendance of three Members and two officers at the CIPFA Annual Conference in June 2004 be approved.

**Director of Resources Financial Comments**

**Executive Head of Democratic and Legal Services Comments**

**Background Papers Available for Inspection**

Conference Details.

FSSec/ administration committee – Cipfa 2004