



meeting	Administration Committee	
date	26 TH April 2006	agenda item number

REPORT OF THE HEAD OF MEMBERS' SERVICES

“HEALTHY COMMUNITIES, HEALTHY PARTNERSHIPS – A LEARNING SYMPOSIUM” 12TH JUNE 2006 – THE QE11 CONFERENCE CENTRE, LONDON

1. Purpose of Report

To seek approval for

- (a) attendance at/participation “Healthy Communities, Healthy Partnerships – A Learning Symposium” on 12th June 2006 at the QE11 Conference Centre in London.
- (b) the travel, accommodation necessary in connection with the event.

2. Information and Advice

Under the Travel and Accommodation Policy and other arrangements approved by the full Council on 7 October 2004, the Administration Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising therefrom.

This report describes a proposal which is within the Committee’s decision-making powers but which cannot be considered at a scheduled meeting of the Committee. The Chief Executive has the power to take a decision in urgent cases, subject to consultation with the Chair and Vice-Chair of the Administration Committee and the Leader of the main Minority Group.

You are asked to consider whether attendance at the event should be approved (including number of representatives), together with any necessary travel, accommodation or other arrangements.

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 web-site. Details of the decision will also be included with the papers for the next convenient meeting of the Administration Committee.

3. Reasons for considering the proposal within urgency procedures

The date of the event was confirmed on Monday, 24th April 2006 outside scheduled meetings of the Administration Committee.

4. Reasons for attendance

The "Healthy Communities, Healthy Partnerships – A Learning Symposium" on 12th June 2006 – The QE11 Conference Centre, London.

The Labour Group has requested that one of their Members attend for the following reasons:-

Local Authorities are increasingly playing a key role in working with partners to improve the health of the local communities and reduce health inequalities. This free one day event is an opportunity to hear from and share learning experiences with the pathfinder authorities who have been involved in the shared priority between central and local government for healthier communities and reducing health inequalities.

Department of Health and ODPM Ministers have been invited to address the event and the IDeA's new capacity building programme to support local authorities in delivering this agenda will also be launched.

5. Travel and Accommodation requirements

The County Council's representative(s) will require (hotel accommodation, rail/air travel etc).

The costs associated with each person's attendance at the event are as follows:-

Description	Amount	To be met from
Conference or event fee	£Free	
Travelling expenses	£110.00	Members' Allowances Budget
Accommodation	£	
Subsistence	£ 20.72	Members' Allowances Budget
Insurance	£	
Other (describe)		

The total cost to the Council would therefore be £130.72.

The travelling expenses shown above are for standard class rail travel.

The figures shown for accommodation are in respect of rooms at a hotel located within a reasonable distance from the event.

6. Statutory and Policy Implications

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, consideration should be given to the reasons given.

7. RECOMMENDATIONS

It is recommended that approval should be given for one Member to attend "Healthy Communities, Healthy Partnerships – A Learning Symposium" in London on 12th June 2006.

**P A HOLT-MURPHY
HEAD OF MEMBERS' SERVICES**

Legal Services' Comments (KK)

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 it is in accordance with the Council's Travel and Accommodation Policy, is within the remit of this Committee.

Director of Resources Financial Comments (MB)

The financial implications are outlined in the report.

Background Papers Available for Public Inspection

E-mail request from Councillor J O'Riordan dated 20 April 2006.

Electoral Division(s) Affected

