



meeting	ADMINISTRATION COMMITTEE	
date	19 January 2005	agenda item number

REPORT OF THE DIRECTOR OF EDUCATION

The International and European Dimension in Nottinghamshire Schools

Purpose of Report

1. To seek approval for one LEA officer to travel abroad for more than four days, enabling him to participate in the DfES Teachers International Professional Development (TIPD) programme.

Information and Advice

2. Under the Travel and Accommodation Policy and other arrangements approved by the full Council on 7 October 2004, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising therefrom.
3. This report describes a proposal which is within the Committee's decision-making powers and Members 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.
4. 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 website.
5. This report is in addition to an earlier report approved by the Administration Committee on 31 March 2004, which included details of all proposed TIPD visits for the 2004/05 financial year. Under the previous travel and accommodation arrangements, approval was given for the LEA to take part in the TIPD initiative. However, the LEA has only recently received confirmation of the date and destination of this

particular TIPD visit and so therefore a further report in accordance with the Travel and Accommodation Policy approved by the full Council on 7 October 2004 is required.

Reasons for attendance

6. This TIPD study visit takes place between 13 and 19 February 2005 in Kampala, Uganda, Africa.
7. Approval is sought for an LEA officer, to attend for the following reasons:-
 - The LEA is committed to participating in the DfES initiative, TIPD. The programme involves study visits to other countries, comprising of eight or nine teachers together with an LEA group leader. Each visit looks at a particular theme related to the Education Development Plan priorities. The theme for this visit is Creativity in the Arts and there are eight teachers and one LEA officer taking part. Reports on all TIPD visits are published on www.teachernet.gov.uk
 - The destination for each TIPD visit is chosen by the British Council on the basis of information it has on good practice for each theme which is determined by the DfES. The British Council has identified Uganda as one destination that has good practice in the field of Creativity and the Arts, and recognises that British LEAs can learn from this. The LEA cannot choose the destination for the study visit. The LEA is aware when applying to take part in the TIPD initiative each financial year that the destination could be anywhere in the world, not just restricted to Europe and North America.
 - It is a requirement of the TIPD programme for an LEA officer to lead the group.
 - Barrie Evison, Curriculum Officer for the Arts Support Service is the most appropriate LEA officer to lead the group.

Travel and Accommodation requirements

8. The TIPD group will require UK return travel to the airport, which is usually London Heathrow.
9. The costs to the LEA associated with participating in this TIPD study visit are as follows:-

Description	Amount	To be met from
UK Travelling expenses (Minibus for whole group)	£300 approx	International Dimension Budget (Education)
Fixed Subsistence Allowance (to include meals and any other costs not met by the TIPD programme)	£50 per participant	International Dimension Budget (Education)

10. The travelling expenses shown above are for a return minibus from Nottingham to the UK airport for the whole group. This is the most cost effective means of transport for a group of nine people. The Lifelong Learning Team will arrange the UK transport on behalf of the group. The LEA has a dedicated budget to support the UK travel costs associated with taking part in the TIPD programme.
11. All participants, including the LEA officer, receive a fixed subsistence allowance of £50 from the LEA's International Dimension Budget.
12. Participants, including the LEA officer, do not claim any other subsistence costs associated with taking part in this visit.
13. All other arrangements in association with the TIPD programme including flights, accommodation and insurance are made directly by the provider of the study visit which in this case is the British Council. The costs for accommodation, flights and insurance are paid directly by the British Council and are therefore not known and not paid by NCC.

Statutory and Policy Implications

14. 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, Members should consider the reasons given.

RECOMMENDATION

15. That approval is given for the Curriculum Officer for the Arts Support Service to lead the TIPD group visit to Uganda, which will involve travel abroad for a period of more than 4 days.

PAM TULLEY
Director of Education

Legal Services' Comments (JF/2.12.2004)

16. The Administration Committee has the delegated authority to agree this recommendation. When doing so members must consider what benefits will accrue to the Authority as a result of the attendance and whether these could be achieved in any other way.

Director of Resources' Financial Comments (NDR)

17. The financial implications are set out in the report.

Background Papers Available for Public Inspection

Report to the Administration Committee, 31 March 2004

Electoral Division(s) Affected

Nottinghamshire

M19C1220