



meeting ADMINISTRATION COMMITTEE

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REPORT OF THE JOINT ACTING HEADS OF MEMBERS' SERVICES

PUBLIC ENGAGEMENT IN LOCAL GOVERNMENT EMPOWERING CITIZENS TO SHAPE THEIR COMMUNITIES – 16TH NOVEMBER 2007 IN LONDON

1 Purpose of the Report

To seek approval for

- a) attendance of one Member at the Public Engagement in Local Government Conference: Empowering Citizens to Shape their Communities on 16th November 2007 in London
- b) the travel and accommodation necessary in connection with the event.

2 Information and Advice

- 2.1 Under the Travel and Accommodation Policy and other arrangements approved by the full Council on 7th October 2004, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising there from:
- 2.2 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, together with any necessary travel, accommodation or other arrangements.
- 2.3 The information included within the following section 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.

3 Reasons for attendance

- 3.1 The Government is re-inventing the way Britain is governed. Policy and action are combining to devolve power from Whitehall to the Townhall.

- 3.2 This conference will focus on how community participation can strengthen and re-vitalise local authorities. Working in participation with education, health, housing, police and public services providers will ensure national targets are met and local improvements are delivered.

4 Travel and Accommodation Requirements

- 4.1 If approval is granted the County Council's Member will require accommodation and rail travel.

- 4.2 The costs associated with the event for one Member are as follows:

Description	Amount	To be met from
Conference fee	350.00	Members' Allowances Budget
Travel	115.00	Members' Allowances Budget
Subsistence	16.24	Members' Allowances Budget

- 4.3 The travel costs shown are for standard class rail travel.

5. Recommendations

1. That approval be given for the attendance of one Member at the Public Engagement in Local Government Conference in London on 16th November 2007.
2. That in accordance with usual practice, any representative authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate with the Council.

Paul Robinson
Joint Acting Heads of Members' Services

Chris Holmes

Statutory and Policy Implications

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.

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 proposals in this report, insofar as they are in accordance with the Council's Travel and Accommodation Policy, are within the remit of this Committee.

Strategic Director (Resources) Financial Comments (MB 19/10/07)

The financial implications are outlined in the report.

Background Papers

Conference Leaflet.