

meeting            ADMINISTRATION COMMITTEE

date                6<sup>th</sup> April 2011

agenda item number    **6 (b)**

**REPORT OF THE SENIOR ADMINISTRATION MANAGER (SENIOR LEADERSHIP TEAM AND COMMITTEE), ADULT SOCIAL CARE, HEALTH AND PUBLIC PROTECTION**

**NATIONAL CHILDREN AND ADULT SERVICES CONFERENCE 2011 'TOUGH TIMES, GOOD DECISIONS' – 19 TO 21 OCTOBER, LONDON**

**1.    Purpose of the Report**

1.1    The purpose of the report is to seek approval for Members to attend the National Children and Adult Services Conference being held at the ICC London ExCel from 19 to 21 October 2011.

**2.    Information and Advice**

2.1    Under the Travel and Accommodation Policy and other arrangements approved by Full Council on the 07 October 2004 and 18 June 2009, this Committee is the appropriate body for considering/approving attendance at a range of events and the travel and accommodation requirements arising therefrom.

2.2    This report describes a proposal which is within this Committee's decision-making powers and Member are asked to consider whether attendance at the event should be approved for Members and Officers together with the necessary travel and accommodations arrangements.

2.3    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 webs-site.

**Conference Attendance**

2.4    This year's theme is 'Tough Times, Good Decisions; and the conference will address issues for children and adults.

- 2.5 Approval is sought for Member to attend so they can consider issues that are vital to councillors, senior officers, policymakers and service managers with responsibilities for children's services and adult social care in the statutory, voluntary and private sector. It is also an important opportunity for networking with partners and MP's in related fields.
- 2.6 The County Council's representatives will travel to London by either Train or the Civic People Carrier.
- 2.7 The cost of attend the conference is £450.00 plus VAT per person. Two or three night's accommodation will also be necessary. An estimate from the conference information suggests a hotel within a reasonable walking distance from the conference centre will be in the region of £100-£120 per person per day for bed and breakfast.
- 2.8 The total cost would be met from the Members Services budget.
- 2.9 A separate Delegated Decision report has been approved for the Corporate Director for Adult Social Care, Health and Public Protection to attend the conference.

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

- 3.1 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 members training events. The needs of individual travellers will have been considered when compiling the report and, were departures from the Policy are recommended, members should consider the reasons given.

### **4. Recommendations**

- 4.1 It is recommended that approval be given for three Members to attend the National Children and Adult Services Conference at the ICC London ExCel, London from 19 to 21 October 2011 together with any necessary travel and accommodation arrangements.

### **5. Legal Services' Comments**

- 5.1 By a decision of the County Council on 18 June 2009 Administration Committee has authority to approve Member attendance at conferences and seminars.

### **6. Comments of the Service Director (Finance)**

- 6.1 Members' conference costs will be met from the Members Conference budget.

**7. Background Papers Available for Inspection**

7.1 Invitation to attend the conference from the Local Government Association.

**8. Electoral Division(s) Affected**

8.1 Nottinghamshire.

**LISA SWIFT  
Committee Support Manager  
Adult Social Care and Health**

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