

# report



meeting	Administration Committee	
date	21 <sup>st</sup> September 2005	agenda item number

## **REPORT OF THE HEAD OF MEMBERS' SERVICES**

### **MEETING CHALLENGES IN CHILDREN'S SERVICES WEDNESDAY, 14<sup>TH</sup> DECEMBER 2005**

#### **Purpose of Report**

1. To seek approval for
  - (a) attendance at Meeting Challenges in Children's Services conference
  - (b) travel, accommodation necessary in connection with the event.

#### **Information and Advice**

2. Under the Travel and Accommodation Policy and other arrangements approved by the full Council on 7<sup>th</sup> 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.
  - 2.1 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 for three Members to attend, together with any necessary travel, accommodation or other arrangements.
  - 2.2 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.

#### **Reasons for Attendance**

3. The Meeting Challenges in Children's Services takes place in London on 14<sup>th</sup> December 2005.

- 3.1 Approval is sought for three Members to attend for the following reasons:
- 3.2 This major national conference brings the benefits from TEN's Children's Services Learning Network to a wider audience.
- 3.3 Education, social care and health managers from 14 local authority areas took part in the Learning Network and the conference builds on their mutual learning to develop advanced approaches to the practical issues around implementation.

### **Travel and Accommodation Requirements**

4. County Council representatives will require hotel accommodation and rail travel.
- 4.1 The costs associated with the event are as follows:

<b>Description</b>	<b>Amount</b>	<b>To be met from</b>
Conference fee	585.00	Members' Conference Budget
Travelling Expenses	318.00	Members' Allowances
Accommodation	345.00	Members' Allowances
Subsistence	50.00	Members' Allowances

- 4.2 The travelling expenses shown are for standard class rail travel.
- 4.3 The figures shown for accommodation are in respect of rooms at a hotel located within a reasonable distance from the event.

### **Statutory and Policy Implications**

5. 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 this report and, where departures from the policy are recommended, Members should consider the reasons given.

### **RECOMMENDATIONS**

6. It is recommended that three Members attend the conference to be held in London on 14 December 2005.

**PATRICIA HOLT-MURPHY**  
**HEAD OF MEMBERS' SERVICES**

### **Legal Services' Comments (KK)**

The Administration Committee is responsible for approving expenditure for Member attendance at seminars and conferences, 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 the report

### **Background Papers Available for Public Inspection**

Conference Leaflet.

### **Electoral Division(s) Affected**

All.