

report



meeting **ADMINISTRATION COMMITTEE**

date **18 February, 2004**

agenda item number

REPORT OF HEAD OF MEMBERS' SERVICES

WESTMINSTER BRIEFING – SOCIAL EXCLUSION - 24 FEBRUARY 2004

Purpose of the Report

1. The purpose of this report is to seek approval for Councillor Parry Tsimbiridis and Councillor Kate Allsop to attend at the Westminster Briefing – Social Exclusion in London on 24 February 2004.

Information and Advice

2. The House magazine presents a series of Westminster Briefings aimed at providing a forum for practitioners to debate key issues with leading figures from within Westminster and Whitehall.
3. The cost of the Briefing is £175.00 per delegate and the rail fare is £165.00 per person. The Members Training Adviser has suggested that it is appropriate for Councillors Tsimbiridis and Allsop to attend. She also indicates that each Councillor has this area of continuous learning and development identified in their learning and development plans.

Statutory & Policy Implications

4. Under the travel and conference policy, Member attendance at events of this nature has to be approved by the Administration Committee. The identification of learning/development needs and ways in which they can be met takes place in accordance with recognised processes which meet IIP standards and are similar to those in place across the organisation.

Recommendation

5. It is recommended that approval be given for attendance of Councillor Parry Tsimbirdis and Councillor Kate Allsop at the Westminster Briefing – Social Exclusion 24 February 2004.

**P A MAYFIELD
HEAD OF MEMBERS SERVICES**

Head of Legal Services' Comments (KK)

The Administration Committee is responsible for approving the attendance of Members at conferences and seminars. This Committee is also responsible for determining the level and nature of support services for Members for the County Council. The proposal in this report is therefore within the remit of this Committee.

Director of Resources' Financial Comments (MB)

The cost of the briefing can be met from the Members Training budget for 2003/04.

Background Papers

Westminster Briefing leaflet listing event details and costs.

Electoral Division Affected

None.