

Report



meeting **ADMINISTRATION COMMITTEE**

date **6 April 2011**

agenda item number **8**

REPORT OF THE SERVICE DIRECTOR (GOVERNANCE AND SCRUTINY)

REPORTS BACK FROM CONFERENCES OR OTHER APPROVED VISITS

1. Purpose of Report

To inform members of reports received or expected back from conferences.

2. Background

Representatives who are authorised to attend conferences or other visits are required to produce a report evaluating the outcomes. Those reports should be considered by this committee or other appropriate committee (e.g. relevant Select Committee, Pensions Committee etc) and deposited in the Local Government Library at County Hall Reception. A schedule is attached, detailing reports received and/or expected and the further reporting arrangements made or to be made.

3. Statutory and Policy Implications

The presentation of such reports ensures compliance with the Council's Travel and Accommodation policy. The information contained within them will be useful in determining future attendance at similar events. The learning acquired from attendance will be available within the Council.

4. Recommendation

That the report be noted.

CHRIS HOLMES
SERVICE MANAGER, GOVERNANCE AND SCRUTINY

Legal Services' Comments

This report is for noting only.

Comments of the Service Director (Finance)

There are no specific financial implications arising from the report.

Background Papers Available for Public Inspection

- a) Correspondence to relevant Members and Officers
- b) Running record of events for which Member attendance had been approved by Administration Committee.

Electoral Division(s) Affected

All

Travel and Accommodation Policy – Reports Back on events attended by Members

| <u>Date of Event</u> | <u>Title of Event</u> | <u>Location</u> | <u>Date of approval</u> | <u>Date report requested</u> | <u>Date report required</u> | <u>Date report received</u> | <u>Comments</u> |
|-----------------------------|--|------------------------|--------------------------------|-------------------------------------|------------------------------------|------------------------------------|--|
| 3 Feb 2011 | LGA Health and Social care Conference | London | 20.01.11 | 14.03.11 | | April 2011 | A report back from this conference has been requested. |
| March 2011 | National Association of Pensions Funds | Edinburgh | 16.6.10 | Not applicable | Not applicable | Not applicable | The outcomes of this statutorily required training will be reported to a future meeting of the Pensions Committee. |
| 28-30 June 2011 | LGA Annual Conference and Exhibition | Birmingham | 9.11.10 | ☆ | 11.08.11 | | ☆ The report from this conference will be requested closer to the date. |