

PROPOSAL FOR NON-EXECUTIVE MEMBER TO UNDERTAKE "STUDY TRAVEL" (Updated Nov 08)

The relevant Remuneration Tribunal Determination (copied overleaf) provides non-Executive Members with an entitlement to financial assistance for the purposes of studies and investigations ("study travel") as well as an accompanied travel entitlement when travelling on Assembly Business

Consistent with the requirements of the Determination and the Assembly's **Guidelines for non-Executive Members' Travel**, a non-Executive Member proposing to utilise this entitlement is required to submit certain details of their proposal to the Speaker for approval. Non-Executive Members should complete the following details to address these requirements

Members should note that approval to utilise this entitlement cannot be sought retrospectively.

Mr Speaker

I am proposing to utilise my "study travel" entitlement and seek your approval accordingly. To enable you to consider my proposal, the following details are provided:

Brief Description of the Proposed Activity (including the purpose of the journey/activity and details of any conferences to be attended or training to be undertaken):

I will be attending NSW Sustainable Development Conference in Sydney on 8-9 June 2011. For more information see <http://www.halledit.com.au/nswsd2011>. As the conference is designed for local government and I am the Green's TAMS spokesperson I believe it will be particularly relevant to me

Detailed itinerary (including dates and times) of the places to be visited/activity to be undertaken:

Depart Canberra evening 7 June
Attend Sustainable Development Conference in Sydney on 8-9 June 2011
Depart Sydney evening 9 June

Estimated Cost of Activity \$1090 Conference Fee
\$60 bus fare Total \$1150

I have confirmed with the Secretariat's Corporate Services Office that I have \$13,070..available/remaining of my "study travel" entitlement.

I understand that, if the proposal is approved, I will submit to you, within eight weeks of completing the activity, a written report detailing the travel undertaken and expenses incurred (including any reimbursement received for nominee accompanied travel), names and area of responsibility of persons contacted, a summary of business undertaken, and, in relation to any approved training undertaken, a report on that training.

Caroline Le Couteur
Member's Name

Caroline Le Couteur
Signature 21/6/2011

APPROVED/ NOT APPROVED

[Signature]
Speaker 3/6/11

REPORTS ON MEMBER'S STUDY TRIPS (Version 2.2- December 02)

A study trip report must be submitted within eight weeks of completing any travel made under the Member's study entitlement. The report will be presented in the Assembly by the Speaker. The following format may be used by Members or may act as a guideline for Members in preparing reports.

STUDY TRIP REPORT

Name: Caroline Le Couteur

Purpose of Visit: Attend Sustainable Development Sydney

Expenses incurred

Sustainable Development Conference Registration \$1090

Bus 7 June \$25

Bus 9 June \$25

Total \$1140

Organisation(s) and individuals visited:

Attend Sustainable Development Sydney

Area of responsibility of persons contacted:

Local government councilors and staff

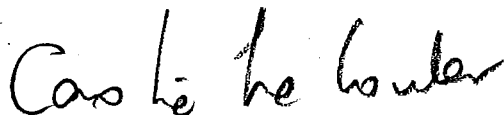
Business undertaken:

Attend Sustainable Development Sydney

Conclusions and/or recommendations:

It was somewhat frustrating in that many presentations were about consultation done rather than program achievements. One of the highlights was preserving an endangered frog. A lot about how to get people onside re climate change – its not easy.

Signed:



Date: 20/6/2011