

PROPOSAL FOR NON-EXECUTIVE MEMBER TO UNDERTAKE "STUDY TRAVEL"⁹⁹ (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):

Attendance at 'Equal Access to Education: Choice for parents of students with disabilities' Forum

Melbourne 25th August 2009. The public forum will discuss State/federal funding and resourcing issues for students with a disability.

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

Forum will be held in Melbourne Tuesday the 25th of August from 10am – 12:30pm

Estimated Cost of Activity: **\$400**

(cost should include fares, travelling allowances, conference fees and other training expenses)

I have confirmed with the Secretariat's Corporate Services Office that I have **approx \$ 23,500** 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.

Steve Doszpot

Member's Name

Signature

☒ APPROVED ☐ NOT APPROVED

Speaker

REPORTS ON MEMBER'S STUDY TRIPS



1581/12

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: Steve Doszpot MLA

Purpose of Visit: Attendance at 'Equal Access to Education: Choice for parents of students with disabilities' Forum. The purpose of the public forum was to discuss State/federal funding and resourcing issues for students with a disability.

Places visited and dates of visit: Melbourne 25th August 2009.

Expenses incurred (including any reimbursement received for spouse accompanied travel):

Airfares: \$261.55

Parking: \$22.73

Taxi: \$101.61

TOTAL: 385.89

Organisation(s) and individuals visited:

'Equal Access to Education: Choice for parents of students with disabilities' Forum

Area of responsibility of persons contacted:

Federal Opposition, disability and education sector (national) stakeholders

Business undertaken:

The public forum discussed State/federal funding and resourcing issues for students with a disability. Many stakeholders provided personal accounts of the hurdles faced by families of students with a disability.

Conclusions and/or recommendations:

Information gathered will inform policy decisions in relation to a range of issues relating to people with a disability including access to education for students with a disability.

Signed:

Date:

10 - December 2009