

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):

*Attend Community Garden Conference in Canberra (University Of Canberra)
from the 7 October to 8 October 2010*

Detailed itinerary (including dates and times) of the places to be visited/activity to be undertaken: *No travel costs required, to be undertaken in Canberra.*

Estimated Cost of Activity \$300
(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 \$ 17977.22 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

6/10/2010

APPROVED/ NOT APPROVED

[Signature]
Speaker

6/10/2010

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 Community Garden conference

Places visited and dates of visit: University of Canberra 7 October to 8 October 2010, also the community garden at Cook

Expenses incurred (including any reimbursement received for spouse accompanied travel): \$300

Organisation(s) and individuals visited: Attended conference of about 100 people from organizations ranging from Canberra Organic Growers, LDA, Greens Senator Christine Milne, International Expert Myles Bremner etc. For more details see <http://www.canberra.edu.au/communitygardens/draft-program>

Area of responsibility of persons contacted: Various people interested in Community gardens – see above

Business undertaken: Attended conference and learnt about the issues.

Conclusions and/or recommendations: It was a great conference. Before it I had not realized that there are 2 types of community gardens. One grows plants, one grows people. I gave an adjournment speech on the subject on 28 October 2010. In it I spoke about the conference and said.

"I was very fortunate earlier this month to attend a conference about community gardens at the University of Canberra put on by the University of Canberra and COGS, the Canberra Organic Growers Society. It had over 100 participants from all around Australia.

The noticeable thing about it was that everybody there was enthusiastic about their garden. They had a wide variety of reasons why they were enthusiastic. It was an incredibly diverse group of people. Some of the community gardens have been set up, for instance, to help groups of refugees, particularly refugees who came from rural areas in their home countries and who really wanted to have a connection with the soil and actually be able to grow things again. There were long-term unemployed. There was even a community garden for people suffering from brain injury of various descriptions. Of course, there were a lot of community gardens whose major emphasis was growing things and plants.

Signed:

Caroline Le Couteur

Date:

28/11/2010