

# PROPOSAL FOR NON-EXECUTIVE MEMBER TO UNDERTAKE "STUDY TRAVEL"

1356/10



The relevant Remuneration Tribunal Determination (copied over near) provides non-Executive Members with an entitlement to financial assistance for the purpose 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 of a non-Executive Member proposing to utilise this entitlement is required to submit certain details of that 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):

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

After attending the National Conference of Public Works & Environment Committees in Hobart, I would like to attend the first business day (Monday 26 October) of the **Bus Industry Confederation National Conference** (in Hobart). The conference program is attached.

The Bus Industry Confederation Annual Conference is the key policy forum for bus and coach operators, suppliers, regulators and advocates of public transport in Australia.

The agenda discussions on and by includes:

- Transport Infrastructure, Policies and Planning
- Update on the National Transport Commission
- Key transport challenges by Australia's leading transport bureaucrats
- How and why advertising and marketing campaigns work or don't work
- How changes in IR impact the industry

I am proposing to stay three nights after the committee component of the trip to Hobart (including two nights as TA from my study allowance and one night's accommodation charges will be covered personally).

**Estimated Cost of Activity \$ 540 (TA x 2)**

(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 \$ 18159.50 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.

A. COE  
Member's Name

Signature 12/10/09

APPROVED / NOT APPROVED

Speaker

14/10/09

Attachment B

## 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: **Alistair Coe MLA**

Purpose of Visit: **To attend the Bus Industry Confederation National Conference**

Places visited and dates of visit: **Hobart, Monday 26 October**

Expenses incurred (including any reimbursement received for spouse accompanied travel):  
**\$540 (Travel Allowance for two nights)**

Organisation(s) and individuals visited:  
**Bus Industry Confederation and conference presenters and attendees**

Area of responsibility of persons contacted:  
**Peak body for bus industry**

Business undertaken:  
**Attended each session of the conference on Monday 26 October 2009**

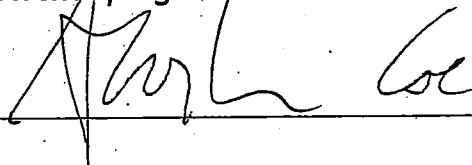
Conclusions and/or recommendations:

***The subjects discussed at the conference included:***

- ***How and why advertising and marketing campaigns work or don't work***
- ***Key transport challenges by Australia's leading transport bureaucrats***
- ***Transport Infrastructure, Policies and Planning***
- ***How changes in IR impact the industry***
- ***Update on the National Transport Commission***

***The conference program is attached.***

Signed:



Date:

*9/12/09*

Note: One or more attachments have been removed from this internet published version of the travel report. It is Secretariat policy not to scan images of certain documents that are incidental to the travel and the travel report (e.g. conference programs, promotional brochures) that Members attached to their study travel reports. Individuals wanting copies of these papers should contact the Assembly Secretariat via e-mail at [secretariat@parliament.act.gov.au](mailto:secretariat@parliament.act.gov.au)