



## PROPOSAL FOR "STUDY TRAVEL" BY NON-EXECUTIVE MEMBER

The Remuneration Tribunal has determined that non-Executive members are entitled to financial assistance with travel for the purposes of undertaking studies or investigations of matters related to his or her duties and responsibilities as a Member ("study travel").

Chapter 15 of the Members' Guide sets out procedures for members to access this entitlement that the Standing Committee on Administration and Procedure has endorsed. The process involves:

1. the member completing a "study travel proposal" and lodging that proposal with the Secretary's Corporate Services Office; and
2. the Corporate Services Office providing advice to the Speaker on the proposal and on the member's available entitlement.

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

### The following information must be provided:

Brief description of the proposed activity (must include the purpose of the journey/activity and/or details of any conferences to be attended or training to be undertaken):

ACT Greens MLA to meet with Tasmanian state parliamentarians and attend and speak at party conference.

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

~~Sat 24/9/11~~ Sat 24/9/11 - fly Canberra to Hobart.  
24/25 Sept - attend conference; speaking on panel on power - sharing arrangements in government  
Mon 26/9 - meet Tasmanian Greens MP's; fly back to Canberra

Estimated Cost of Activity \$ ..... \$1000 - airfare \$670 + TA  
(cost should include fares, travelling allowances, conference fees and other training expenses)

I acknowledge that:

- within eight weeks of completing this activity, I am required to submit a written report detailing: the travel undertaken and the costs incurred (including any reimbursement received for nominee accompanied travel); the 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; and
- details of this proposal and the study travel report will be published on the Assembly's internet site.

Shane Rattenbury  
Member's Name

Signature

15/9/11

APPROVED / NOT APPROVED

Delete as applicable

Speaker

## REPORTS ON MEMBER'S STUDY TRIPS

A study trip report must be submitted within eight weeks of completing any travel made under the Member's study entitlement. The report, together with the original study travel proposal, will be published on the Assembly's website.

The following format may be used by Members or may act as a guideline for Members in preparing reports.

### STUDY TRIP REPORT

Name: Shane Rattenbury

Purpose of Visit: Meet with Tasmanian state parliamentarians and attend Greens Party conference.

Places visited and dates of visit:

Hobart 24-26 September 2011

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

Organisation(s) and individuals visited:

Tasmanian Greens Ministers, Parliamentarians and Scrubbers

Area of responsibility of persons contacted:

A range of portfolios, and Deputy Speaker

Business undertaken:

Discussions about balance of power / power-sharing issues in minority government situations; parliamentary procedures; and policy-related issues. Also spoke on a panel discussion about power sharing.

Conclusions and/or recommendations:

There are many possible power-sharing arrangements, and existing conventions must sometimes be re-considered

Signed:

Date:

19/10/11