

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 the sustainable living festival in Melbourne on Saturday 21 February and Sunday 22 February 2009. For more information see <http://www.slf.org.au/festival/>

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

Depart Canberra 21 February at 6:35 am
Attend Sustainable Living Festival in Melbourne
Return Canberra 22 February at 6:15 pm

Estimated Cost of Activity \$ 336 airfares
(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 \$ 22,966.30
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

Signature

18/12/09

APPROVED/ NOT APPROVED

Speaker

20/2/09

Extract from the relevant Remuneration Tribunal Determination

Travel for Studies and Investigations Entitlement/Accompanied Travel – Non-Executive Members

4.1 A non-Executive Member of the Legislative Assembly is entitled to financial assistance up to a maximum of \$24,000 to cover the four-year term of an Assembly for the following purposes:

(a) travel by the non-Executive Member for the purpose of undertaking studies or investigations of matters relating to his or her duties and responsibilities as a Member, or to attend conferences or training courses, provided the travel allowance component of any financial assistance provided is in accordance with Part D, sub-clauses 1.1 and 1.2 of this Determination; and

(b) travel by a person nominated by the non-Executive Member to accompany him or her while travelling outside Canberra on official or Assembly business, provided:

(i) the non-Executive Member's nominee travels in the company of the non-Executive Member for all or part of the travel;

(ii) a non-Executive Member shall not be entitled to receive a per diem travelling allowance in respect of any travel by the nominee; and

(iii) where the Presiding Office approves travel at non-Executive expense for a nominee of a non-Executive Member, this does not diminish the entitlement under this part. The entitlement continues to be available to the non-Executive Member who may nominate an additional person to accompany him or her.

4.2 This entitlement is not cumulative and is to be paid on a pro-rata basis where a non-Executive Member only serves part of the term.

4.3 The entitlement is available for use on more than one occasion during the term of an Assembly.

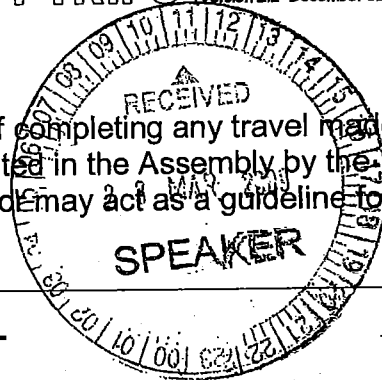
4.4 Financial assistance may be by way of reimbursement where the non-Executive Member has met the costs associated with that travel or, provision of an advance that the non-Executive Member shall acquit with evidence of expenditure.

(Sample report attached)

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: Visit Sustainable Living Festival in Melbourne

Places visited and dates of visit: Visit Sustainable Living Festival in Melbourne on February 21 and 22 2009

Expenses incurred (including any reimbursement received for spouse accompanied travel):
ex GST total cost of the event: \$455.00

Airfares: \$305.45

TA: \$135.00

Transfers: \$14.55.

Organisation(s) and individuals visited:

The Sustainable Living Festival

Area of responsibility of persons contacted:

The Sustainable Living Festival showcases a huge range of exhibitors, talks, workshops, art, films and performances celebrating and inspiring sustainable communities. For more information see <http://www.slf.org.au/festival/>

Business undertaken:

I spoke with a wide variety of people and organizations connected to sustainability issues. Of particular note were:

Relating to rubbish

This talk looked at the various ways we relate to rubbish from denial and careless disposal to dutiful recycling. It examines the specific material practices that characterise different relations and the capacity of rubbish to make claims on us. Rather than see environmental ethics as care for an abstract nature under siege, which can often induce despair or grief, this paper shows how ethics are ordinary and ubiquitous. They are part of experiential networks of obligation and responsibility that infiltrate the most mundane actions. These networks of responsibility involve complex social and technical relations that can often animate matter and make it capable of forcing us to stop and think. When you find it hard to chuck the tin in

the ordinary rubbish bin and, instead, reach for the recycling container, then you are letting waste invite you to live differently and better.

Presented by Gay Hawkins

Gay Hawkins is a Professor of Media Studies and Social Theory in the School of English, Media and the Performing Arts, Faculty of Arts and Social Sciences, at the University of NSW.

The Psychological Drivers of Sustainability

Any conversation about sustainability inevitably turns to the psychological issues involved - what we prioritise, what our values are, and how we make the tough choices in the face of the many demands for convenience and status. Creating a sustainable society is the world's biggest behaviour change project. This workshop explored some of the psychological issues involved in making sustainable choices, and explains some of the tools and tactics which are used to get people engaged and inspired to act sustainably. As well as providing a theoretical overview, the audience is encouraged to participate in an exercise designed to give them a real sense of the way in which our values drive our behaviours, and how this relates to sustainability.

Presented by Tim Cotter

Tim Cotter is a psychologist who specialises in behaviour change in an organisational and environmental context. After 12 years in a boutique consultancy specialising in values-based culture change, Tim created Awake, with a vision to inspire sustainable action through increasing awareness and connection.

Conclusions and/or recommendations:

We need to look at the People issues as much as the technical issue to drive sustainability, especially in the waste area.

Signed:

Carol He Cooper

Date:

19/3/09