

Number	Job Title	Directorate	Purpose of Trip	Destination	Outbound Travel Dates	Return Travel Dates	Hotel/Car Hire Costs		Travel Cost		Outside Funding	Project name	Currency taken/used	VISA Travel Fares/Car Park	VISA Subsistence		VISA Hospitality		Hotel	Mode of travel	Insurance	
							Cost	Net Cost to KCC	Cost	Net Cost to KCC			Cost	Net cost to KCC	Cost	Net Cost to KCC	Cost	Net Cost to KCC				
	2 Innovation & Strategy Team Leader plus 1 officer	Corporate Services	To attend a Microsoft Global Education Partner Summit	Seattle	31/01/2016	05/02/2016	£2782.22 For hotel and travel						€ 200.00							Air	Yes	
	3 Strategic Infrastructure Partnership Manager plus 1 officer	Corporate Services	To investigate opportunities to work cross border on a digital and open data priorities project	Brussels	01/02/2016	02/02/2016	£110.00	£110.00	£195.00	Nil	Kent Connects for travel		€ 50.00							Eurostar	Yes	
	5 Strategic Infrastructure Partnership Manager plus 1 officer	Corporate Services	To collectively consolidate all the pilot bids prior to submission on 3 March 2016. We are keen to show commitment to the overall process as well as ensure that the other partners remain committed to our offers. We have been asked to lead the pilot on Digital Maturity as well as contribute to others on Open Data & Glamification	Brussels	25/02/2016	25/02/2016			£167.00	Nil	Kent Connects for travel		€ 25.00							Eurostar	Yes	
	413 Adult Skills Officer plus 1 officer	Education and Young People's Services	To attend Cross-border Job happening to promote opportunities within Grads Kent and recruit new businesses and young people who want to work in Kent	Calais	07/10/2015	08/10/2015	£182.40	£182.40	Nil	Nil	Organisers arranged travel									Car/ Shuttle	Yes	
	415 Strategic Project and Partnerships Manager plus 1 officer	Education and Young People's Services	To present at a European Commission Conference on the work in Kent on radicalisation and the development of the ZAK Tool	Brussels	19/10/2015	20/10/2015	£170.00	£170.00	£190.00	£190.00										Eurostar	Yes	
	414 Area Head of Service plus 5 officers	Education and Young People's Services	Introduce Early Help Practitioners to youth model in Finland. Develop firm plans for young people exchanges to be delivered in 2016/17, utilising EU funding streams. Preparation for Duke of Edinburgh's Award Gold Expedition to Northern Finland in March 2016. Assessment of 2015 Kent/Finland Action Plan	Helsinki	15/11/2015	20/11/2015			£1,479.00	£1,479	Finland State Office (covering food, accommodation and internal travel costs in Finland)									Flights	Yes	
	416 Strategic Projects and Partnerships Manager plus 2 officers	Education and Young People's Services	To meet with potential European partners to develop a project proposal on Virtual Classrooms to be submitted to the European Commission	Brussels	03/12/2015	04/12/2015	£270.00	£270.00	£445.00	£445.00			€ 200.00							Eurostar	Yes	
	417 Strategic projects and partnerships officer, standards and school improvement	Education and Young People's Services	To meet with potential European partners in Helsingborg, Sweden to develop a project proposal on practice in schools to support students arriving as migrants to be submitted to the European Commission	Helsingborg, Sweden	27/01/2016	29/01/2016	£250.00	£250.00	£60.00	£60.00			2500 SK							Air/Train	Yes	
	418 Head of Skills and Employability Service plus 1 Directorate officer and Head Teachers and Principals	Education and Young People's Services	To gain an understanding of curriculum opportunities and qualifications in the Finnish Education system, in particular school leadership and curriculum development. To explore vocational and technical programmes and links into employment and apprenticeships. To explore the opportunities for exchange visits and twining schools	Helsinki	13/03/2016	16-17/03/2016 (Officers 4 days Others 5 days)	£4,340.00	£4,340.00	£1,184.48	£1,184.48									Scancid Simonkentt a Hotel	Air/Train	Yes	
	419 County Co-ordinator for Duke of Edinburgh's Award plus 1 officer	Education and Young People's Services	Staff Training: Cross country and Backwoods skiing. Planning - meeting with partners and providers to 1) develop a residential opportunity for DofE participants in 2017 2) Plan DofE Expeditions in Finland 2017 3) Create links with Pajulahti Sports Institute and a Sports Academy. 4) Meet colleagues regarding an expedition opportunity in Finland August 2016.	Inari, Messila, Lahti, Pajulahti & Helsinki, Finland	21/03/2016	01/04/2016	£1,700 in total. Depends on final programme and flight costs				Yes	Duke of Edinburgh Awards								Flight, Car, Coach	Yes	
FT15Oct01	Head of Sustainable Business and Community plus 1 officer	Growth Environment and Transport	project meeting and internal workshop 3, evaluation and experience sharing.	Zlin (Czech republic.)	20/10/2015	23/10/2015	£160.00	Nil	£219.20	Nil	coopenergy project, 100% funded	Coopenergy	13,000 koruna	Nil £219.20 flights	Nil			£0	£0		Air	Yes
FT15Oct02	Explore Kent Partnership Officer	Growth Environment and Transport	To meet partners and discuss development of INTERREG TRAILS bid	Amien (France)	11/09/2015	11/09/2015			£60 + petrol	Nil	Interreg	INTERREG TRAILS								Car/Eurotunnel	Yes	
FT15Oct03	Research/Projects Coordinator	Growth Environment and Transport	Participation in European Roundtable on Energy Data Sharing	Brussels	13/10/2015	14/10/2015	£90.00	Nil	£95.00	Nil	Data 4 Action project	Data 4 Action	€ 200.00							Eurostar	Yes	
FT15Nov01	Environment Strategy Programme Manager	Growth Environment and Transport	development of Interreg 2 Seas project for domestic retrofitting supporting KES sub -priority 6.2	Brussels	09/11/2015	09/11/2015			£47.50	£47.50	can be recouped if successful bid	N/ A	€ 75.00	Nil						Eurostar	yes	
FT15Nov02	Kes Projects Coordinator plus 1 officer	Growth Environment and Transport	project commitment - project management meeting and themed workshops participation - contractual requirement	Turin (Italy)	16/11/2015	20/11/2015	£534.00	Nil	£300.00	Nil	Data 4 Action is funding	D4A	€ 500.00	Nil € 318.95	Nil					Flight	yes	
FT15Dec01	Environmental Project Officer plus 1 officer	Growth Environment and Transport	Partnership meeting/Workshop	Paris	02/12/2015	04/12/2015	€ 548.00	Nil	£118.00	Nil	Coopenergy 100% funding	Coopenergy	€ 250.00	Nil						Eurostar	yes	

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