

## Form 2 - Foreign travel and associated expenditure approval (occasional travel)

For use by teams not listed in Guide 1 – and therefore without prior agreement of the need for overseas travel. For more guidance, see the Foreign travel, gifts and hospitality policy.

### Employees planning to travel:

Employee name(s):	Job title(s):
Louise Hall	Head of Commissioning, Vulnerable People

### Purpose/reason justifying the visit:

#### Details:

ECC is currently working with West Essex CCG and system partners to develop a model of integrated care and 4 places have been allocated to the West Essex system to attend the 2015 Global Forum Study Tour of the Alzira Model. The purpose of the Study Tour is to understand how the Alzira Model has been developed to reduce system wide costs, waiting times and A&E admissions on a sustainable basis. We are particularly keen to understand how health and social care work together within this model.

### Anticipated value / benefit to ECC / Essex:

#### Details:

Shared learning to inform the development of an integrated care model for Essex – and in particular how we ensure that benefits are shared across health and social care.

### Details of visit – dates, itinerary, people/organisations to be visited:

Include also potential engagements –state not yet finalised where this is the case.

#### Details:

The Study Tour is being held on 24<sup>th</sup> September 9am to 5pm in Alicante. The agenda will be covering background into the programmes history and performance, including financial and population health progress to date. Both Acute and Primary care will provide their operational perspectives. Time has been built into the agenda for Q&A and networking.

**Estimated costs:**

Refer to policy for key areas, eg travel, accommodation, hospitality, gifts if required, and so on. Add information needed to give a clear understanding of the visit and likely expenditure.

Item:	Notes:	Cost estimate:
Travel	Flight to Alicante	£250
Accommodation	Overnight hotel accommodation	£125

**Authorised by:****Executive Director:**

Name	Signature	Date
David Hill	[Signature]	10/9/15

**Comments:**

Main Cost of travel being offset by NHS.

The Executive Director will copy this form to each employee approved to travel. The Executive Director will also retain a copy and forward the original to the Executive Director for Corporate and Customer Services. Prior approval of travel plans and budget is also required by the relevant Committee – follow the Foreign travel, gifts and hospitality policy.