

**Minutes of a Meeting of the Committee to consider applications to undertake certain duties by Members and foreign travel by Officers held at County Hall, Chelmsford, at 11.45am on 25 February 2014**

Present:

**Councillors**

John	Aldridge	(Chairman) (substitute for Councillor David Finch)
Michael	Danvers	
Mike	Mackrory	
Dick	Madden	
Simon	Walsh	

An apology for absence was received from Councillor David Finch, for whom Councillor John Aldridge substituted.

**1. Minutes**

The minutes of the meeting held on 17 December 2013 were agreed as a correct record and signed by the Chairman.

**2. Approval for Member Visit to Jiangsu Province**

Councillor Sue Lissimore, Peter Manning (Head of International Trade) and Paul White (International Trade Manager) were present during this item to respond to Members' questions.

The Committee considered report FTC/01/14 by the Committee Services Manager which sought approval for Councillor Sue Lissimore (Deputy to Councillor Kevin Bentley, Cabinet Member for Economic Growth and Infrastructure) to visit Jiangsu Province, China from 25 March – 5 April 2014. Councillor Lissimore would be accompanied by two officers from the International Trade Team, which had prior approval to travel abroad. The signed approval for the officers concerned to undertake this visit was attached as an appendix to the report, in accordance with the Council's policy for Officer Foreign Travel, Gifts and Hospitality.

The following points were made in response to Members' questions:

- The cost of the visit would be met from income paid to ECC in respect of fees to cover the cost of the China trade and investment promotion work.
- Councillor Lissimore commented on the briefings and advice she had received in preparation for the role as leader of the delegation, and on her experience of hosting delegations from Jiangsu to the UK.

The Committee asked to receive a report to a subsequent meeting giving feedback from the visit.

**Resolved:**

- (1) That the visit of Councillor Sue Lissimore to Jiangsu Province from 25 March – 5 April 2014 at an estimated cost of £2033.16 be approved.
- (2) That a report giving feedback from the visit be submitted to a future meeting of the Committee.

**3. Approval for Member and Officer Attendance at the Local Government Association (LGA) Annual Conference**

The Committee considered report FTC/02/14 by the Committee Services Manager which sought approval for five members and two officers to attend the Local Government Association (LGA) Annual Conference in Bournemouth from 8 – 10 July 2014. The attendees would be Councillors David Finch, Kevin Bentley, Julie Young, Theresa Higgins and one UKIP nominee, plus the Chief Executive and Deputy Chief Executive.

Commenting on the value of attendance at the Conference, Councillor Mackrory referred to the opportunities it offered to meet and lobby government ministers and to put forward the Council's case.

The Committee asked to receive a report to a future meeting detailing the actual cost of attendance and including feedbacks from all ECC delegates regarding their perception of the benefits of attending.

**Resolved:**

- (1) That approval be given for the attendance of five members and two officers at the Local Government Association Annual Conference in Bournemouth from 8-10 July 2014 at an estimated total cost of £3,465.
- (2) That a report detailing the actual cost of attendance and including feedback from all ECC delegates regarding their perception of the benefits of attending be submitted to a future meeting of the Committee.

**4. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 18 March 2014 at 10.30am or on the rising of the Cabinet meeting to be held that same morning, whichever is the later.

The meeting closed at 11.55am

Chairman  
22 April 2014