

# **Committee to consider applications to undertake certain duties by Members and foreign travel by Officers**

<b>10:30*</b>	<b>Tuesday, 21 April 2015</b>	<b>Committee Room 1, County Hall, Chelmsford, Essex</b>
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**\*Please note:** This Committee will commence at the time shown above, or on the rise of the Cabinet meeting to be held that morning, whichever is the later.

**Quorum: 3**

**Membership:**

M Danvers  
D Finch  
M Mackrory  
D Madden  
S Walsh

**For information about the meeting please ask for:**

Judith Dignum, Committee Services Manager

**Telephone:** 033301 34579

**Email:** [Judith.dignum@essex.gov.uk](mailto:Judith.dignum@essex.gov.uk)



**Essex County Council**

## **Essex County Council and Committees Information**

All Council and Committee Meetings are held in public unless the business is exempt in accordance with the requirements of the Local Government Act 1972.

Most meetings are held at County Hall, Chelmsford, CM1 1LX. A map and directions to County Hall can be found on the Council's [website](#).

There is ramped access to the building for wheelchair users and people with mobility disabilities.

The Council Chamber and Committee Rooms are accessible by lift and are located on the first and second floors of County Hall.

If you have a need for documents in the following formats, large print, Braille, on disk or in alternative languages and easy read please contact the Committee Officer before the meeting takes place. If you have specific access requirements such as access to induction loops, a signer, level access or information in Braille please inform the Committee Officer before the meeting takes place. For any further information contact the Committee Officer.

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Please note that an audio recording may be made of the meeting – at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

## **Part 1**

(During consideration of these items the meeting is likely to be open to the press and public)

		<b>Pages</b>
<b>1</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>Minutes</b>	<b>5 - 6</b>
<b>3</b>	<b>Declarations of Interest</b> To note any declarations of interest to be made by Members in accordance with the Members' Code of Conduct	
<b>4</b>	<b>Application for Member Foreign Travel Innovation Centre Bordeaux</b>	<b>7 - 10</b>
<b>5</b>	<b>Report of Action Taken Since Last Meeting - Approval for Officer Foreign Travel</b>	<b>11 - 12</b>
<b>6</b>	<b>Date of Next Meeting</b> To note that the next meeting of the Committee will take place on Tuesday 19 May at 10.30am or on the rise of the Cabinet meeting scheduled for the same day.	
<b>7</b>	<b>Urgent Business</b> To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.  Please see agenda item 8 below.	
<b>8</b>	<b>Application for Member Foreign Travel: East of England European Partnership</b>	<b>13 - 16</b>

## **Exempt Items**

(During consideration of these items the meeting is not likely to be open to the press and public)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the

Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

**9**

**Urgent Exempt Business**

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.

**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 10.30am on 17 February 2015**

Present:

**Councillor**

David	Finch	Chairman
Mike	Mackrory	
Dick	Madden	
Simon	Walsh	
Julie	Young	(substituting for Councillor Michael Danvers)

Apologies were received from Cllr Danvers

**1. Minutes**

The minutes of the meeting held on 16 December 2014 were agreed as a correct record and signed by the Chairman.

With reference to Minute 4 it was requested that Cllrs Madden and Bentley provide their feedback to Committee members from the County Councils Network Conference.

**2. Declarations of Interest**

Councillor Finch declared an interest in the report to be raised under Urgent Business – **Approval for Member Attendance at the Local Government Chronicle Awards**. Councillor Finch stated he would not participate in the item.

Councillor Madden declared an interest in – **Member Attendance at Children and Adults Services Conference** and - **Approval for Member Attendance at the Local Government Chronicle Awards**. Councillor Madden stated he would not participate in these items.

**3. Member Attendance at Children and Adult Services Conference**

Members considered report FTC/01/15 for Councillors Dick Madden (Cabinet Member for Families and Children), Anne Brown (Cabinet Member for Communities and Healthy Living) and Sue Lissimore (Deputy to the Cabinet Member for Education and Lifelong Learning) to attend the National Children and Adult Services Conference in Bournemouth from 14 – 16 October 2015. Two officers (Dave Hill, Executive Director for People Commissioning and Helen Lincoln, Executive Director for Family Operations) will also be attending.

**Resolved:**

That approval be given for Councillors Dick Madden, Anne Brown and Sue Lissimore to attend the National Children and Adult Services Conference in Bournemouth from 14 – 16 October 2015 at an estimated cost to the Council of £828.10 per person (and a total combined cost for members and officers of £4,140.50).

**4. Member Attendance at the Local Government Chronicle Awards**

Councillor Walsh chaired this item and David Wilde, Director for Information Services, was also in attendance to respond to Member questions.

Members considered an application for three Members (likely to be Cllr Finch, Cllr Madden and Cllr Loius) to attend the Local Government Chronicle (LGC) Awards in London on 11 March 2015. A number of officers will also be attending. The Council has been nominated for two IT awards and one communication award.

David Wilde informed Members that sponsorship had been secured from 'Risual' to the value of £2,100 plus VAT. He added that 'Risual' is a provider of IT software and that there were no current conflicts of interest.

Members were informed there would be full coverage of the event in the Local Government Chronicle.

**Resolved:**

That approval be given for three Members to attend the Local Government Chronicle Awards in London on 11 March 2015 at an estimated combined cost (Members and Officers) to the Council of £2,400.

**5. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 24 March 2015 at 10.30 or on the rising of the Cabinet meeting to be held that same morning, whichever was the later.

The meeting closed at 10:40

Chairman  
21 April 2015

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/02/15</b>
<b>Date:</b> 21 April 2015	
<b>Urgent Business: Approval for Member Foreign Travel to Bordeaux</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 033301 34579	

**1. Purpose of the Report**

- 1.1 To consider an application (attached to this report) for Councillors Rodney Bass (Cabinet Member for Highways and Transportation) and Eddie Johnson (Cabinet Member for Highways Maintenance and Small Schemes Delivery) to visit the Ringway Jacobs Innovation Centre in Bordeaux from 2 – 4 June 2015.

**2. Recommendation**

- 2.1 That approval be given/not given for Councillors Rodney Bass and Eddie Johnson to visit the Ringway Jacobs Innovation Centre in Bordeaux from 2 – 4 June 2015 at no cost to the Council.





### APPROVAL FOR MEMBER ATTENDANCE AT EVENTS/VISITS

involving travel abroad / individual costs exceeding £500 / aggregate costs for more than one member of £1,000

Name of Member(s) travelling:

- Cllr Rodney Bass, Cabinet Member for Highways and Transportation
- Cllr Eddie Johnson, Cabinet Member for Highways Maintenance and Small Schemes Delivery

Name of officers also attending (if any) (to allow the Committee to make a full assessment of ECC representation)	- Paul Bird, Director for Commissioning: Transport and Infrastructure - John Denegri, Commissioning Contract Manager, Highways Will Bibby, Cabinet Officer
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Ringway Jacobs staff attending

- Mike Notman, Managing Director Ringway Jacobs
- Phil Skegg, Operations Director Ringway Jacobs
- Mark Rowe, Service Director, Ringway Jacobs
- Mike Thompson, Contract Director, Ringway Jacobs)

Note: the cost of the visit for all attendees is being covered by Ringway Jacobs, there is no financial cost to ECC

Details of the visit/event (incl. dates): Visit to Ringway Jacobs Innovation Centre :

2 June – overnight stay at Gatwick Airport

3 June – flight Gatwick to Bordeaux 06:50, visit to Innovation Centre and overnight stay in Bordeaux

4 June – visit to Innovation Centre, return flight to Gatwick

Estimated cost of the visit:	£ £285.00 per person (costs to be covered by Ringway Jacobs)
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Rationale for the estimated cost:

\* Please note you will need to demonstrate that in accordance with the Members' Allowances Scheme three quotes have been obtained before booking foreign hotels.

Flights - £80:00 per person

Hotel, Bordeaux - £85.00 per person  
Hotel, Gatwick - £120.00 per person

Purpose of the visit and anticipated value to the County Council:

- The objective of the fact finding trip is to look at the latest technologies, research and materials for highways maintenance to ensure that the most efficient, cost effective and long-lasting methods are used to fix defects on the roads, thus ensuring the best value for Essex residents.
- We are in year 4 of a 10 (plus 5) year strategic partnership with Ringway Jacobs and have been through a full and comprehensive procurement process
- We want to take the opportunity to learn from the global experience of Ringway Jacobs parent companies – Eurovia/Vinci and Jacobs. This will allow us to innovate and create further efficiency opportunities and ensure that we get best value from reactive revenue spend and capital investment in preventative maintenance.
- Vinci have a materials technology research facility and access to these innovations is a crucial element of our strategic partnership and will allow us to look at new material and products that are suitable for improving and maintaining the road network in Essex.
- The team will spend their time looking at emerging technologies for materials and products to maximise value across the whole life of our infrastructure assets to improve the service in Essex
- The cost identified above includes an evening meal which will be taken at the hotel

Approved

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Comments of the Chief Executive

The purpose of this visit meets Essex County Council approved business and the costs comply with ECC policies

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Comments of the Section 151 Officer

<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/03/15</b>
<b>Date of meeting:</b> 21 April 2015	
<b>Report of action taken since last meeting – Approval for Officer Foreign Travel</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 03330 134579 ( <a href="mailto:Judith.dignum@essex.gov.uk">Judith.dignum@essex.gov.uk</a> )	

### 1. Purpose of the Report

To confirm action taken since the last meeting regarding proposed foreign travel to Italy by an officer of the Council.

### 2. Recommendation:

That the action taken since the last meeting of the Committee to approve foreign travel to Italy by Alex Creecy, Technical Manager in Integrated Waste Management from 14 – 16 April to attend a workshop on Innovative Technologies and Participatory Strategies in Naples, at a total cost of £372.40, be confirmed.

### 3. Background and proposal

- 3.1 Following the last meeting of the Committee, an application was received from Alex Creecy, Technical Manager in Integrated Waste Management, to travel to Italy from 14 – 16 April, where he would represent Sonia Davidson-Grant at a workshop on Innovative Technologies and Participatory Strategies to be held in Naples. The total cost of the trip would be £372.40.
- 3.2 The workshop formed part of the Materials Advanced Recovery Sustainable Systems (MARSS) Project, which is a demonstration project, funded by the EU, which aims to produce and test a useful renewable biomass fuel from mixed municipal solid waste after biological and mechanical processing. Project results were to be announced at the event. It is hoped that MARSS technology may provide European countries with an alternative to incineration and landfilling of waste. Attendance at the event was of particular relevance to the Council as it concerned the greater understanding of available technologies/approaches to reduce the costs of waste management. The strategy for dealing with residue from the mechanical and biological treatment

facility at Basildon is currently being developed and consideration needs to be given to maximising resource recovery.

- 3.3 In accordance with the process for approving foreign travel by officers, the relevant Director (in this case Sonia Davidson-Grant, Executive Director for Place Commissioning) had indicated her support for the application.
- 3.4 Given that the workshop was due to take place before today's meeting, the Chairman agreed that the application should be circulated to all Members of the Committee for immediate consideration.
- 3.5 Upon being consulted by email, all Members of the Committee expressed their support for the application

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/04/15</b>
<b>Date:</b> 21 April 2015	
<b>Urgent Business: Approval for Member Foreign Travel: East of England European Partnership</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 033301 34579	

The Chairman has agreed to consideration of this report as an item of urgent business on the grounds that, if the application is approved, accommodation and travel arrangements need to be made before the Committee's next meeting.

## **1. Purpose of the Report**

- 1.1 To consider an application (attached to this report) for Councillors Kevin Bentley (Deputy Leader and Cabinet Member for Economic Growth, Infrastructure, Waste and Recycling) and Kay Twitchen (Deputy to the Cabinet Member for Customer Services, Planning and the Environment) to attend the Brussels Office of the East of England European Partnership on 2/3 June 2015.

## **2. Recommendation**

- 2.1 That approval be given/not given for Councillors Kevin Bentley and Kay Twitchen to attend the Brussels Office of the East of England European Partnership on 2/3 June 2015, at an estimated cost to the Council of £219.80 per person (and a total cost of £439.60).



## APPROVAL FOR VISITS MADE BY MEMBERS

involving travel abroad / individual costs exceeding £500 / aggregate costs for more than one member of £1,000

Name of Member(s) travelling:

Cllr Kevin Bentley  
Cllr Kay Twitchen

Details of the visit (incl. dates):

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Estimated cost of the visit:

£ £219.80 per person

TOTAL COST TO ECC: £439.60

Rationale for the estimated cost:

\* Please note you will need to demonstrate that in accordance with the Members' Allowances Scheme three quotes have been obtained before booking foreign hotels.

### **Accommodation:**

3 quotes:

NH Hotel du Grand Sablon - £97

Thon Hotel - £138

Stanhope Hotel - £157

### **Travel:**

Colchester – St Pancras International. Leaving 2<sup>nd</sup> June (early morning, tbc) £31.30 each and returning on 3<sup>rd</sup> June (evening, tbc) £19.50

St Pancras – Brussels

2<sup>nd</sup> June - £36 per person

3<sup>rd</sup> June return - £36 per person

### **Reason for visit:**

Cllr Bentley and Cllr Twitchen are to attend the Brussels Office of the East of England European Partnership on 2/3 June.

Essex County Council are a member of the East of England European Partnership, which is setup to assist partner organisations to improve their access to EU Funding. They do this by

- Finding a path of opportunity for partners through the EU institutions and legislation;
- Providing intelligence and advance warning of EU policy and funding developments;
- Raising the profile of individual partners in particular and the East of England in general with key policy makers in the EU and organisations across the EU;
- Creating links through networking and partner searches with other European regions in support of transnational project development.

ECC has been an active participant in previous European Funding programmes securing £12.8m in the last programme which ran from 2007 – 2013. This visit will provide an opportunity for Essex County Council to nurture and develop its network, to maximise the benefits of membership of the East of England European partnership and ensure that ECC priorities are met, enhancing opportunities to leverage future European funding into the County.

*The travel is in line with ECC policies, and the purpose of the visit*

*is in line with ECC business*

*Margaret Lee*

Comments of the Section 151 Officer

*In line with ECC business priorities*

Comments of the Chief Executive

