

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

<b>10:15*</b>	<b>Tuesday, 22 September 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

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**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>Declarations of Interest</b> To note any declarations of interest to be made by Members in accordance with the Members' Code of Conduct	
<b>3</b>	<b>Minutes of the last meeting</b>	<b>5 - 6</b>
<b>4</b>	<b>Approval confirmation for Member and Officer Trade Visit to China</b>	<b>7 - 12</b>
<b>5</b>	<b>Approval for one extra officer to attend the National Children and Adult Services Conference</b>	<b>13 - 16</b>
<b>6</b>	<b>Approval for Member and Officer Attendance at the County Councils Network (CCN) Annual Conference 2015</b>	<b>17 - 20</b>
<b>7</b>	<b>Approval confirmation for Officer Visit to Spain</b>	<b>21 - 24</b>
<b>8</b>	<b>Report of Action Taken Since Last Meeting - Member Foreign Travel to Brussels</b>	<b>25 - 28</b>
<b>9</b>	<b>Date of Next Meeting</b> To note that the next meeting will be held on Tuesday 20 October 2015 at 10.15am or on the rising of the Cabinet meeting to held that morning, whichever is the later	
<b>10</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.	

## **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.

**11      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 10.40am on 23 June 2015**

Present:

**Councillor**

David	Finch	Chairman
Roger	Hirst	(substituting for Councillor Dick Madden)
Jon	Whitehouse	(substituting for Councillor Mike Mackrory)
Simon	Walsh	
Michael	Danvers	

**1. Apologies for absence**

Apologies were received from Councillor Dick Madden, Councillor Roger Hirst attended as substitute, and Councillor Mackrory, Councillor Jon Whitehouse attended as substitute.

**2. Minutes**

The minutes of the meeting held on 19 May 2015 were agreed as a correct record and signed by the Chairman.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Approval for Officer travel to Boston to attend the NEHGS Come Home to New England conference**

The Committee considered report FTC/05/15 by the Secretary to the Committee detailing an application for two officers from the Essex Records Office to travel to Boston to attend the NEHGS Come Home to New England Conference and meet with archive institutions.

Commenting on the value of the visit, Councillor Hirst referred to the commercial opportunity and the build up to the anniversary of the Mayflower.

**Resolved:**

That approval be given for Allyson Lewis, Archivist, and Neil Wiffen, Public Service Team Manager, Essex Record Office to travel to Boston to attend the NEHGS Come Home to New England Conference and meet with archive institutions at a cost of £3965.

**5. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 21 July 2015 at 10.15 or on the rising of the Cabinet meeting to be held that same morning, whichever was the later.

**6. Urgent Business**

No urgent business was received.

The meeting closed at 10:50

Chairman  
23 July 2015

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/06/15</b>
<b>Date: 22 September 2015</b>	
<b>Confirmation of action taken since last meeting - Approval for Member and Officer Trade Visit to Jiangsu, China</b>	
<b>Report by:</b> Jennifer Reid, Committee Officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332	

**1. Purpose of the Report**

- 1.1 To confirm the action agreed in principle since the last meeting regarding proposed foreign travel to China by one member and two officers.

**2. Recommendation**

- 2.1 That the action agreed in principle since the last meeting of the Committee to approve foreign travel to China for Councillor Kevin Bentley and two Officers (Peter Manning and Ge Jing) to participate in a trade and investment promotion visit to Jiangsu Province, between 23 and 31 October 2015, at a total estimated cost of £7044.50, be confirmed.

**3. Background and proposal**

- 3.1 Following the last meeting of the Committee, the attached application was received regarding foreign travel to China for Councillor Kevin Bentley and two Officers (Peter Manning and Ge Jing) to participate in a trade and investment promotion visit to Jiangsu Province, between 23 and 31 October 2015, at a total estimated cost of £7044.50. The purpose of the visit is to meet with businesses considering outward investment and those seeking to buy Essex technologies. The relationship also helps achieve other ECC corporate objectives through exchanges in the fields of culture, education and tourism. The full application is attached to this report.
- 3.2 ECC receives fees that cover the costs of the China trade and Investment promotion work. The target for 2015-16 is again to cover all these costs and this visit is a key means of achieving this, whilst also promoting economic growth for Essex and for our partners in Norfolk and Suffolk County Councils. Currently we are on target to achieve £105,000 income for 2015/16. This

covers all costs of the China office plus the costs included in this travel approval request.

- 3.3 Given that travel arrangements needed to be made before today's meeting, the Chairman agreed that the application should be circulated to all Members of the Committee for agreement in principle subject to confirmation at this meeting.
- 3.4 Upon being consulted by email, the majority of Members of the Committee expressed their approval in principle for the application.



## 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

Details of the visit (incl. dates):

To Jiangsu Province, China.

Dates: 23<sup>rd</sup> October – 31<sup>st</sup> October 2015

ECC receives fees that cover the costs of the China trade and investment promotion work. The target for 2015-16 is to again cover all of these costs and this visit is a key means of achieving this, whilst also promoting economic growth for Essex and for our partners in Norfolk and Suffolk County Councils. Currently we are on target to achieve £105,000 income in 2015/16. This covers all costs of the China office plus the costs included in this travel approval request.

### Purpose of the visit

The Economic Growth Strategy highlights the role that the Essex-Jiangsu link plays in attracting new inward investment to Essex and helping Essex businesses to find new export markets. The strong inter-governmental links provide Essex County Council and Essex businesses with privileged access to senior decision-makers in Jiangsu. On this visit we will target meeting with businesses considering outward investment and those seeking to buy Essex technologies. The relationship also helps achieve other ECC Corporate objectives through exchanges in the fields of culture, education and tourism.

Cllr Kevin Bentley will have a full schedule of pre-prepared and targeted meetings to:

- Talk to senior managers in pre-qualified businesses considering setting up operations in Essex.
- Develop projects with the Jiangsu Department of Science and Technology that will enable ECC to earn consultancy income from UK businesses accessing China-UK innovation funds.
- Introduce one of our consultancy customers, the Vice-Chancellor of Anglia Ruskin University, to partner universities to recruit students from Jiangsu
- Chair the meeting of the East of England – Jiangsu Committee to review agreed actions and plan next year's activities
- Generate new income by offering bespoke ECC training programmes to various Jiangsu government departments.
- Launch the opening of an exhibition of Colchester Museum artefacts in Nanjing Museum, China's second largest.

Cllr Bentley would be accompanied by two officers: the Head of International Trade (Peter Manning) and the International Trade Coordinator (Ms Ge Jing). Peter Manning is planning to stay a further week in China to have some time with colleagues in the ECC China office and to progress other issues with Jiangsu businesses and officials.

Estimated isolated cost of £ Based on 1 Member travelling  
 Cllr. Bentley's attendance  
 on the visit:

**Total £2012.50**

Item:	Notes:	Cost estimate:
Travel	Economy Flights x 1 @ £735.00ea	£735.00
Accommodation	(incl. breakfast) 7 nts @ av. £95 = £665	£665.00
Subsistence	Some meals will be provided by our hosts. In addition: Lunch x 4 @ £10 ea. = £40 Dinner x 4 @ £20 ea. = £80	£120.00
Visas	For 1 person = £125	£125.00
Transfers	1. To and from airports Breakdown of transfers: To Heathrow out x 1 taxi £125 From Shanghai airport Cllr Bentley (one third of £88 fare) = £29.35  To Shanghai on return Cllr Bentley £88 From Heathrow on return x 1 taxi Cllr Bentley £125  2. Surface travel by train/bus/taxis Estimated at 5 rail/bus journeys @£20.00pp ea = £100 Estimated at 15 local China taxi journeys @ £1.50 ea (one third of £22.50 fare) = £7.50	£386.85
Incidentals	(e.g. bottled water, other minor expenses) Estimate: £10	£10

Estimated total cost of the £ Based on 1 Member and 2 Officers travelling  
 visit:

**Total £7044.50 (Average £2348.17).**

Item:	Notes:	Cost estimate:
Travel	Economy Flights x 3 @£735.00ea	£2205.00
Accommodation	(incl. breakfast) Cllr Bentley: 7 nts @ av. £95 = £665 1 x Officer 7 nts @ av. £95 =£665 1 x Officer 14nts @ av. £95 = £1330	£2660.00
Subsistence	Some meals will be provided by our hosts. In addition: Cllr Bentley	£480

	Lunch x 4 @ £10 ea. = £40 Dinner x 4 @ £20 ea. = £80 <u>Officer (7 nights)</u> Lunch x 4 @ £10ea. x2= £40 Dinner x 4 @ £20ea x2 =£80 <u>1 Officer (14 nights)</u> Lunch x 8 @ £10ea. x2= £80 Dinner x 8 @ £20ea x2 =£160	
Customary gifts to exchange		£120
Visas	For 2 people	£250
Transfers	<p><i>1. To and from airports</i>  Breakdown of transfers:  To Heathrow out (3 persons) x 2 taxi £250  From Shanghai airport  Cllr Bentley &amp; 2 officers £88</p> <p>To Shanghai on return  Cllr Bentley £88  Peter Manning £88  Ge Jing £88  From Heathrow on return  Cllr Bentley £125  2 Officers £250</p> <p><i>2. Surface travel by train/bus/taxis</i>  Estimated at 5 rail/bus journeys @£20.00pp  ea x3 = £300  Estimated at 15 local China taxi journeys @  £1.50 ea = £22.50</p>	£1299.50
Incidentals	(e.g. bottled water, other minor expenses) Estimate: £30	£30

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

As per the report above. The purpose of the visit is to extend the relationship with Jiangsu Province to help achieve ECC Corporate objectives through exchanges in the fields of trade, culture, education and tourism.

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

Approved

Comments of the Chief Executive

Magenet Leo

11/8/15



11/8/15

Comments of the Section 151 Officer

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/07/15</b>
<b>Date:</b> 22/09/2015	
<b>Approval for one extra officer to attend the National Children and Adult Services Conference</b>	
<b>Report by:</b> Jennifer Reid, Committee officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332	

## 1. Purpose of the Report

- 1.1 To consider an application (attached to this report) for one extra officer, James Bullion, Director for Adult Operations, to attend the National Children and Adults Services Conference in Bournemouth on 14 - 16 October 2015. This will add an estimated cost of £828.10 to the existing approval for member and officer attendance confirmed at the meeting of this Committee on 17 February 2015, bringing the combined total to an estimated £4797.60

## 2. Recommendation

- 2.1 That approval be given/not given for James Bullion, Director for Adult Operations, to attend the National Children and Adults Services Conference in Bournemouth on 14 - 16 October 2015 at an additional estimated cost of £828.10 to the existing approval of member and officer attendance confirmed at the meeting of this Committee on 17 February 2015. This will bring the combined total to an estimate £4797.60.

## 3. Background

- 3.1 This Committee agreed an application for three Members and two officers to attend the National Children and Adults Services Conference in Bournemouth on 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).
- 3.2 Although the Committee's approval is not required with regard to officer attendance, this information is usually reported as part of the Members' application, to allow the Committee to have the full picture in terms of Council representation at an event.

- 3.3 At the meeting of this Committee on 16 December 2014 it was reported that the Leader of the Council had agreed with Dave Hill that attendance at this conference in future years would be limited to a combined total of no more than six officers and members. The addition of one extra officer as requested does not exceed this position.
- 3.4 The request has been agreed electronically by Margaret Lee, Section 151 Officer and Keir Lynch as Head of Paid Service in place of Dave Hill who is attending the conference.

## 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 Dick Madden  
Cllr Sue Lissimore  
Cllr Anne Brown  
Officers – Dave Hill, Helen Lincoln, James Bullion

Details of the visit (incl. dates):

To attend the National Children and Adults Services Conference in Bournemouth on 14 - 16 October 2015.

Estimated cost of the visit: £ 828.10 per person plus VAT  
TOTAL COST TO ECC: £4,140.50

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.

Delegate fee: £450 plus VAT per person

Accommodation:

3 quotes:

The Royal Bath Hotel - £80 per person per night = £240 per person for 3 nights

Park Central - £80 per person per night = £240 per person for 3 nights

Hallmark Hotel - £79 per person per night = £237 per person for 3 nights

Travel:

Train – Off Peak Return from Chelmsford to Bournemouth - £81.10 per person

Updated with actual hotel costs:

Royal Bath Hotel: 3 x £240 & 2 x £297

Estimated at £297 for adding James Bullion's accommodation.

Updated Total cost to ECC: £4797.60

Break down:

Delegate	Delegate fee	Accommodation (estimated for JB)	Train (all estimated)	Grand total
Cllr Madden	£450.00	£240.00	£81.10	
Cllr Brown	£450.00	£240.00	£81.10	
Cllr Lissimore	£450.00	£240.00	£81.10	
Dave Hill	£450.00	£297.00	£81.10	
Helen Lincoln	£450.00	£297.00	£81.10	
James Bullion	£450.00	£297.00	£81.10	
<b>Total</b>	<b>£2,700.00</b>	<b>£1,611.00</b>	<b>£486.60</b>	<b>£4,797.60</b>

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

This event is vital to councillors, directors, senior officers, directors of public health, policy makers and service managers, indeed any individual or organisation with responsibilities for children and adults in the statutory, voluntary and private sector.

There will be a mix of keynote and ministerial addresses as well as significant plenary sessions by key players in the adult, children and education sectors. There will also be the opportunity to participate in a variety of breakouts and networking sessions.

The event is regularly used as a platform for policy announcements. It also offers the opportunity for discussions with Ministerial and shadow teams.

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Comments of the Chief Executive

Margaret Lee – approved electronically 01 September 2015

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Comments of the Section 151 Officer

Visit is in line with ECC duties and conforms to travel and subsistence policies



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/08/15</b>
<b>Date:</b> 23/06/2015	
<b>Approval for Member and Officer Attendance at the County Councils Network (CCN) Annual Conference 2015</b>	
<b>Report by:</b> Committee officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332	

## 1. Purpose of the Report

- 1.1 To consider an application (attached to this report) for five members and one officer to attend the County Councils Network (CCN) Annual Conference in Surrey from 15 – 17 November 2015 at a total estimated cost of £ £3982.80.

## 2. Recommendation

- 2.1 That approval be given/not given for five members and one officer to attend the County Councils Network (CCN) Annual Conference in Surrey from 15 – 17 November 2015 at a total estimated cost of £ £3982.80.



## **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 David Finch; Cllr Kevin Bentley; Cllr Dick Madden; Cllr M Mackrory and Cllr J Young

**Officers attending:**  
Margaret Lee, Executive Director for Corporate and Customer Services

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### **Details of the visit (incl. dates):**

County Councils Network (CCN) Annual Conference – 15 – 17 November 2015, at Radisson Bu Edwardian, Guildford, Surrey

Estimated cost of the visit:	Attendance	£3720 plus VAT
	Travel	£262.80 for 6 off peak returns

### **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.

The CCN provides accommodation for the conference.

The conference fee per delegate is £620 (plus VAT). This includes accommodation for the Sunday 15<sup>th</sup> and Monday 16<sup>th</sup> November and all meals.

Off peak rail fares Chelmsford – Guildford at current prices is £43.80 per person.

The total cost for the entire conference (accommodation, conference fee and travel) is therefore £3982.80 approximately.

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

The County Councils Network (CCN) is a cross party special interest group of the Local Government Association which speaks, develops policy and shares good practice for the County group of local authorities, whether unitary or upper tier.

The CCN Annual Conference brings together members and officers over a 2 day period providing a unique opportunity to reflect on the challenges facing local government, to share experience and to find solutions to common issues

The Conference is an opportunity for senior ECC Councillors to meet with senior leaders at other county councils and with senior government ministers.

Approved by Dave Hill – 10<sup>th</sup> September 2015

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Comments of the Head of Paid Services

Approved by Nicole Wood – 10<sup>th</sup> September 2015

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Comments of the Section 151 Officer

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/09/15</b>
<b>Date: 22 September 2015</b>	
<b>Confirmation of action taken since last meeting - Approval for Officer Visit to Spain</b>	
<b>Report by:</b> Jennifer Reid, Committee Officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332	

### 1. Purpose of the Report

- 1.1 To confirm the action agreed in principle since the last meeting regarding proposed foreign travel to Spain

### 2. Recommendation

- 2.1 That the action agreed in principle since the last meeting of the Committee to approve in principle foreign travel to Spain by one officer to attend the Global Forum Study Tour in Alicante on 24 September 2015 at a total estimated cost of £325, be confirmed.

### 3. Background and proposal

- 3.1 Following the last meeting of the Committee, the attached application was received regarding proposed foreign travel to Spain by one officer to attend the Global Forum Study Tour in Alicante on 24 September 2015 at a total estimated cost to ECC of £325. The full application is attached to this report.
- 3.2 The cost of the study tour is being offset by the NHS; therefore approval is sought for the cost of flights and accommodation only.
- 3.3 Given that travel arrangements needed to be made before today's meeting, the Chairman agreed that the application should be circulated to all Members of the Committee for agreement in principle subject to confirmation at this meeting.



## 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.



<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/10/15</b>
<b>Date of meeting:</b> 22 September 2015	
<b>Report of action taken since last meeting – Member Foreign Travel to Brussels</b>	
<b>Report by:</b> Jennifer Reid , Committee Officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332 ( <a href="mailto:jennifer.reid@essex.gov.uk">jennifer.reid@essex.gov.uk</a> )	

### 1. Purpose of the Report

To confirm action taken since the last meeting regarding proposed foreign travel to Brussels by Cllr Kevin Bentley.

### 2. Recommendation:

That the action taken since the last meeting of the Committee regarding foreign travel for Cllr Kevin Bentley to the East of England European Partnership Office in Brussels on Thursday 30 July 2015 be noted.

### 3. Background and proposal

- 3.1 Following the last meeting of the Committee, an application was received from Cllr Kevin Bentley to the East of England European Partnership Office in Brussels on Thursday 30 July. This incurred no cost to Essex County Council as the trip was self-funded.
- 3.2 As there was no cost to the Council, approval by the Committee was not required and an email to members was therefore circulated for information only.



## 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

Details of the visit (incl. dates):

Day trip to the East of England European Partnership Office in Brussels on Thursday 30 July.

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Estimated cost of the visit:	£ £115
	TOTAL COST TO ECC: £0 as Cabinet Member is paying for trip with personal funds.

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:**

None as day trip

### **Travel:**

Colchester – St Pancras International. Leaving 30<sup>th</sup> July (early morning, tbc) and returning on the same day. (evening, tbc).

Colchester – St Pancras (return) - £57.50  
St Pancras – Brussels (return) - £57.50

### **Reason for visit:**

Cllr Bentley is to attend the Brussels Office of the East of England European Partnership on 30 July

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.

Cllr Bentley has also recently become chair of the Europe and International Panel (EIP) which provides strategic guidance to the work of the European Partnership, and is its voice on issues relating to European and international affairs. It meets quarterly and has a broad stakeholder engagement including local government (East of England LGA), international trade, business, social and environmental partners, Local Enterprise Partnerships as well as Members of the European Parliament and the Committee of the Regions. This trip also presents an opportunity to introduce Cllr Bentley to important partners of the EIP.

An itinerary is being put together and will include visiting the office, introducing the Cabinet Member to new members of the office and reinforcing the Council's priorities and ideas for the future. Meetings are also being pursued with members of the European Commission during the visit.

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Comments of the Section 151 Officer