

Minutes of a meeting of the Committee to consider applications to undertake certain duties by Members and foreign travel by Officers held in Committee Room 1, County Hall, Chelmsford, CM1 1QH at 10.25am on Tuesday 17 September 2019

Present:

Councillor

D Finch	(Chairman)
L McKinlay	(Substitute for D Madden)
Cllr S Walsh	(Substitute for K Bentley)
G Mohindra	(Substitute for S Barker)
A Turrell	(Substitute for M Mackrory)

The following officers were present in support throughout the meeting:

Gemma Bint	Democratic Services Officer
Paul Turner	Director, Legal and Assurance

1. Membership, Apologies, Substitutions and Declarations of Interest.

The report of Membership, Apologies and Declarations of Interest was received and it was noted:

1. There had been no changes in membership since the Committee's last meeting;
2. Apologies for absence had been received from Councillors Dick Madden, Kevin Bentley, Susan Barker and Mike Mackrory.
3. Substitutes for the meeting were Councillors Gagan Mohindra, Louise McKinlay, Simon Walsh and Anne Turrell
4. There were no Declarations of Interest.

2. Minutes

The minutes of the meeting held on 18 June 2019 were agreed as a correct record and signed by the Chairman.

3. Annual Report (FTC/08/19)

The Committee received the report on foreign travel activity for 2018/19 attached as Appendix 1 to report FTC/08/19 and agreed it should be published on the Council's website.

Resolved:

1. That report on foreign travel 2018/19 be published on the Council's website alongside past reports.
2. That report for 2019/20 be prepared in 2020 using the same format.

4. County Councils Network (CCN) Annual Conference (FTC/09/19)

The Committee confirmed that report (FTC/09/19) was approved by email for four members (Councillors Bentley, Madden, McKinlay and Mackrory) and one officer (Gavin Jones, Chief Executive) to attend the County Councils Network (CCN) Annual Conference from 17 – 19 November 2019 in Guildford, Surrey.

Resolved:

It was agreed for the four members and one officer to be able to attend the CCN Annual Conference, at an estimated total cost of £4,016 plus VAT.

5. Officer Foreign Travel to China (FTC/10/19)

1. The Committee confirmed that report (FTC/10/19) was approved by email for three officers (Alison Fiala, Head of Education and Early Years, Anita Kemp, Head of Strategy, Planning and Performance and Philippa Holliday, Assistant Director Education North East) to travel to China between 20 – 26 October 2019 to develop new business in the education sector.
2. It was noted that travel costs are fully funded by the Foreign and Commonwealth Office.

Resolved:

It was agreed for three officers to travel to China between 20 – 26 October for a business development visit.

6. Date of Next Meeting

It was noted that the next meeting of the Committee would take place on Tuesday 22 October 2019 at 10.15am, or on the rise of the Cabinet meeting due to take place that morning, whichever is the later.

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Chairman

22 October 2019