

# Essex Countywide Traveller Unit Joint Committee

<b>10:00</b>	<b>Tuesday, 09 June 2015</b>	<b>Essex County Fire and Rescue Service HQ,</b>
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**Membership:**

Deputy Chief Fire Officer Adam Eckley  
Chief Inspector Craig Carrington  
Cllr Richard Moore  
Cllr Angie Gaywood  
Cllr Mark Durham  
Cllr Roger Hirst  
Cllr Martin Hunt  
Cllr Godfrey Isaacs  
Cllr Paul Honeywood  
Cllr June Lumley  
Cllr Richard Bassett  
Cllr Susan Barker  
Mike Gogarty

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

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The agenda is also available on the Essex County Council website, [www.essex.gov.uk](http://www.essex.gov.uk) From the Home Page, click on 'Your Council', then on 'Meetings and Agendas'. Finally, select the relevant committee from the calendar of meetings.

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 Welcome and Apologies for Absence</b>	
<b>2 Minutes</b>	<b>7 - 10</b>
<b>3 Declarations of Interest</b> To note any declarations of interest to be made by Members.	
<b>4 Matters Arising</b> <ul style="list-style-type: none"><li>• That a 'good news' profile and list of achievements be produced and shared with Essex Councils.</li><li>• That a formal e-mail detailing the benefits of the work of the Unit be circulated to all Essex Councils, Essex Fire and Essex Police, that will also ask for a formal response on the question of renewal from October 2015.</li></ul>	

<b>5</b>	<b>Finance and Audit Report</b> To receive a report from Sarah Broadley, Finance Buisness Partner i) To approve the Annual Return for the 2014/15 financial year and for the Annual Return to be signed by the Chair of the Committee. ii) To approve the proposed budget for the 2015/16 financial year. iii) To note the indicative budgets for 2016/17 and 2017/18. iv) To approve the proposed approach to funding of the proposed and indicative budgets. v) To note the ECC Internal Audit costs that have been charged. vi) To note the estimated External Audit costs expected to arise. vii) To confirm that, subject to no material issues being raised by the external auditor, the external audit report can be accepted, the management letter issued endorsed by the Chair of the Joint Committee and the decision to publish the accounts made without the need to reconvene the full committee before the end of September 2015.	<b>11 - 32</b>
<b>6</b>	<b>Operations Report</b> To receive a report from Steve Andrews, ECTU Manager  It is recommended that the Operations Board recommend to the Joint Committee that a countywide Gypsy and Traveller Strategy is taken forward to be completed by October 2015, and that an officer working group is formed to undertake this.	<b>33 - 48</b>
<b>7</b>	<b>Action Plan January 2015 to October 2015</b> To receive a report from Steve Andrews	<b>49 - 56</b>
<b>8</b>	<b>Report on Effective of Internal Controls</b> To receive a report from Anna Lambert, Head of Delivery Transition	<b>57 - 58</b>
<b>9</b>	<b>High Level Risk Assessment</b> To receive a report from Steve Andrews	<b>59 - 60</b>
<b>10</b>	<b>Review of Code for Unauthorised Encampments</b> To receive a report from Steve Andrews	<b>61 - 62</b>
<b>11</b>	<b>October 2015 Renewal Process</b> To receive a verbal update from Anna Lambert	

**12 Any Other Business**

**13 Date of Next Meeting**

To be agreed

**14 Urgent Business**

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.

**15 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.