

# **Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers**

<b>10:30</b>	<b>Tuesday, 23 September 2014</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:**

Fiona Lancaster, Committee Officer

**Telephone:** 033301 34573

**Email:** [fiona.lancaster@essex.gov.uk](mailto:fiona.lancaster@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 at the following address on the Council's website:  
<http://www.essex.gov.uk/Your-Council/Local-Government-Essex/Pages/Visit-County-Hall.aspx>

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.

Induction loop facilities are available in most Meeting Rooms. Specialist head sets are available from Duke Street and E Block Receptions.

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</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>Appointment of Vice-Chairman</b> To appoint a Vice-Chairman of the Committee for the Municipal Year 2014/15	
<b>3</b>	<b>Minutes of the meeting held on 24 June 2014</b>	<b>5 - 8</b>
<b>4</b>	<b>Declarations of Interest</b> To note any declarations of interest to be made by Members	
<b>5</b>	<b>Member Attendance at the County Councils Network Annual Conference</b>	<b>9 - 12</b>
<b>6</b>	<b>Officer Attendance at the MARSS First Public Workshop, Germany</b>	<b>13 - 18</b>
<b>7</b>	<b>Officer Attendance at the Middle East Smart Gov Summit, Dubai</b>	<b>19 - 24</b>
<b>8</b>	<b>Report of Action Taken Since Last Meeting - Member Visit to Finland</b>	<b>25 - 26</b>
<b>9</b>	<b>Member and Officer Attendance at the LGA Annual Conference - Feedback</b>	<b>27 - 30</b>
<b>10</b>	<b>Essex Sporting Exchange Visit to Nanjing Youth Olympics - Feedback</b>	<b>31 - 34</b>
<b>11</b>	<b>East of England Inward Investment Mission to China – Feedback</b>	<b>35 - 46</b>

**12 Date of Next Meeting**

To note that the next meeting will be held on Tuesday 21 October 2014 at 10:30 or on the rising of the Cabinet meeting to held that morning, whichever is the later

**13 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.

**14 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 11.10am on 24 June 2014**

Present:

### **Councillor**

David	Finch	(Chairman)
Mike	Mackrory	
Joe	Pike	(substitute for Councillor Dick Madden)
Andy	Wood	(substitute for Councillor Simon Walsh)
Julie	Young	(substitute for Councillor Michael Danvers)

Councillor Dick Madden, Cabinet Member for Families and Children, was also present

Apologies for absence were received from Councillors Michael Danvers and Simon Walsh, for whom Councillors Julie Young and Andy Wood substituted respectively. Councillor Joe Pike was attending on behalf of Councillor Dick Madden to avoid a conflict of interest, as the Committee was due to consider an application concerning Councillor Madden (minute 2 below refers).

### **1. Minutes**

The minutes of the meeting held on 22 April 2014 were agreed as a correct record and signed by the Chairman.

### **2. Member Attendance at the National Children and Adults Conference**

Councillor Dick Madden, Cabinet Member for Families and Children, was present during this item to respond to Members' questions.

The Committee considered report FTC/05/14 by the Committee Services Manager which sought approval for Councillors Dick Madden (Cabinet Member for Families and Children) and Ricki Gadsby (Deputy to the Cabinet Member for Families and Children) to attend the National Children and Adult Services Conference in Manchester from 29 – 31 October 2014. The estimated cost of attendance would be £1,233 per person.

It was noted that travel would be by private car on this occasion as, taking account of car sharing, this would be the most economic means of transport.

Responding to Members' questions, Councillor Madden commented on the value of attending the Conference, particularly in terms of knowledge-acquisition and the opportunity to liaise with Government ministers. He would be pleased to provide a feedback report to the Committee after the event. Councillor Madden also advised that accommodation had been booked in a hotel near to the conference venue.

The Committee noted that the Cabinet Members for Adults Social Care and Public Health and Wellbeing may also benefit from attending the Conference. Given that the Committee accepted the value of ECC representation, Members agreed to give approval in principle for attendance by these two additional Cabinet Members should they so wish.

**Resolved:**

- 1) That the attendance of Councillors Dick Madden and Ricki Gadsby at the National Children and Adult Services Conference in Manchester from 29 – 31 October 2014 be approved, at an estimated cost to the Council of £1,233 per person.
- 2) That approval be given in principle for the Cabinet Members for Adults Social Care and Public Health and Wellbeing to attend the same conference should they so wish.
- 3) That a report feeding back the learning points from the Conference, and how these will be applied in ECC, be submitted to a future meeting of the Committee and also brought to the attention of the Children and Families Scrutiny Committee.

(Note of Secretary to the Committee: the Cabinet Member for Public Health and Wellbeing subsequently confirmed her attendance at the Conference.)

**3. East of England Inward Investment Mission to China - Feedback**

Members agreed to defer consideration of this report (FTC/06/14) until the next meeting of the Committee on 22 July 2014 as the Presenting Officer had been called away urgently.

**4. Member Attendance at Opening Event for Fort Duffel – report of action taken since last meeting**

The Committee received report FTC/07/14 by the Committee Services Manager which provided an update on action taken since the last meeting regarding Member attendance at the opening event for Fort Duffel near Antwerp on 29/30 April. Members noted that Councillor John Jowers had attended the event, and requested that he submit a feedback report to a future meeting.

**Resolved:**

That Councillor John Jowers submit a feedback report to a future meeting of the Committee concerning his attendance at the opening event for Fort Duffel on 29/30 April 2014.

**5. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 22 July 2014 at 10.30am or on the rising of the Cabinet meeting to be held that same morning, whichever was the later.

## **6. Urgent Business**

The Chairman agreed to consideration of the following item of urgent business on the grounds that a decision was required before the next meeting of the Committee on 22 July.

### **Approval for Officer Attendance at the Essex Sporting Exchange Visit to Nanjing Youth Olympics (China)**

Brian Shaw, Strategic Lead, Education and Skills, was present during consideration of this item to respond to the Committee's questions.

The Committee considered report FTC/08/14 by the Committee Services Manager regarding an application for Brian Shaw, Strategic Lead, Education and Skills, to lead the Essex Sporting Exchange visit to China for the Nanjing Youth Olympics. The visit was due to take place from 14 – 24 August 2014 and the cost to the Council of Mr Shaw's attendance would be £850.

Responding to Members' questions, Mr Shaw outlined the background to the Council's involvement with the Nanjing Youth Olympics, a reciprocal arrangement with Nanjing which had begun in 2011 and was due to end this year. He also described the benefits which had accrued from the Council's participation.

### **Resolved:**

- 1) That approval be given for Brian Shaw (Strategic Lead, Education and Skills) to lead the Essex Sporting Exchange visit to China for the Nanging Youth Olympics from 14 – 24 August 2014 at a cost to the Council of £850.
- 2) That a report detailing the specific learning experiences from the visit, and the impact of these on education processes in Essex, be submitted to the meeting of the Committee on 23 September 2014.

The meeting closed at 11.28am

Chairman  
22 July 2014



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/08/14</b>
<b>Date:</b> 23 September 2014	
<b>Approval for Member Attendance at the County Councils Network Annual Conference</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

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

- 1.1 To consider an application (attached to this report) for Councillors David Finch, Leader of the Council, Kevin Bentley, Deputy Leader, Dick Madden, Cabinet Member for Families and Children, Mike Mackrory, Leader of the Liberal Democrat Group, and Julie Young, Leader of the Labour Group, to attend the County Councils Network (CCN) Annual Conference in Marlow, Buckinghamshire from 16 - 18 November 2014.

## **2. Recommendation**

- 2.1 That approval be given / not given for Councillors David Finch, Leader of the Council, Kevin Bentley, Deputy Leader, Dick Madden, Cabinet Member for Families and Children, Mike Mackrory, Leader of the Liberal Democrat Group, and Julie Young, Leader of the Labour Group, to attend the County Councils Network Annual Conference in Marlow, Buckinghamshire from 16 – 18 November 2014 at an estimated total cost of £4,606.30.



## **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:**  
Joanna Killian, Richard Puleston and Gareth Nicholson

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

County Councils Network (CCN) Annual Conference – 16 - 18 November 2013, at Crown Plaza Hotel, Marlow

### **Conference Fee:**

Total cost of conference fees: £4,160

### **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 £445. This includes accommodation for the Monday 17<sup>th</sup> November and all meals.

There is an additional charge of £150 per delegate for accommodation on the Sunday 16<sup>th</sup> November. This includes the cost of a meal.

Two of the officers Richard Puleston and Gareth Nicholson will be attending as Day Delegates and there is no charge for accommodation.

### **Travel costs**

Return off peak rail fares are approximately £446.30

4 x £45 off peak return Chelmsford-Marlow (Cllrs Finch, Bentley, Madden & Mackrory)

1 x £27.20 off peak return London-Marlow (Joanna Killian)

1 x £43.90 off peak return Colchester-Marlow (Cllr Young)

2 x £27.20 day returns Stratford-Marlow (Gareth Nicholson)  
2 x £43.20 day returns Maldon-Marlow (Richard Puleston)

The total cost for the entire conference (accommodation, conference fee and travel) is therefore approximately £4,606.30

**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.

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Comments of the Chief Executive

APPROVED - the CCN supports core ECC business. All costs quoted are in line with approved policies

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Comments of the Section 151 Officer

Margaret Lee

Margaret Lee 17/9/14  
H. Brown 18.9.14

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/09/14</b>
<b>Date:</b> 23 September 2014	
<b>Approval for Officer Attendance at the MARSS (Material Advanced Recovery Sustainable Systems) First Public Workshop (Germany)</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

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

- 1.1 To consider an application (attached to this report) for Sonia Davidson-Grant (Executive Director for Place Commissioning) to attend the MASS First Public Workshop to be held at Regent GMBH, Mertesdore, Germany on 6 October 2014.
- 1.2 Sonia will be attending the meeting to answer Members' questions.

## **2. Recommendation**

- 2.1 That approval be given / not given for Sonia Davidson-Grant (Executive Director for Place Commissioning) to attend the MASS First Public Workshop to be held at Regent GMBH, Mertesdore, Germany on 6 October 2014 at a cost of approximately £450.



## 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):
Sonia Davidson-Grant	Executive Director for Place Commissioning

### Purpose/reason justifying the visit:

#### Details:

We have been invited to attend a workshop in Trier, German entitled

#### **MARSS [Material Advanced Recovery Sustainable Systems] 1<sup>st</sup> Public Workshop**

To be held at Regent GMBH, Mertesdore, Germany on Monday 6<sup>th</sup> October 2014.

The MARSS plant successfully runs along side the existing Mertesdorf MBT (based on the Herhof process) plant and is the first to demonstrate the production of a high quality biomass fuel from MMSW with a 98% purity and suitable for heat and power production in Biomass CHP plants. Other options to be explored is co-combustion with sewage sludge and the extraction and recovery of added value elements such as phosphorus.

### Anticipated value / benefit to ECC / Essex:

#### Details:

A greater understanding of available technologies/approaches to reduce the costs of waste to the council and a range of contacts to develop potential strategic alliances

**Details of visit – dates, itinerary, people/organisations to be visited:**

Include also potential engagements –state not yet finalised where this is the case.

**Details:****Sunday 5<sup>th</sup> October – depart 19:45**

Sunday flight from London Stansted to Frankfurt Hahn Airport

Taxi journey approximately 50 mins according to conference organisers

Hotel Weingut Weis  
Eitelsbacherweg 4  
54318 Mertesdorf, Germany

**Monday 6<sup>th</sup> October**

Conference during the day and networking meal in the evening [No Charge]

**Tuesday 7<sup>th</sup> November – depart 06:30**

Flight from Frankfurt Hahn to London Stansted 06.30

**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 Costs Are Approximate £137.68 [prices can vary each day]	
Accommodation	EUR £82.50 per night x 2 £165	
Chelmsford to Stansted travel Frankfurt Airport to Hotel and return journey	Approximate Taxi costs to and from Stansted from Chelmsford £60 Unknown taxi costs to and from Hotel from Frankfurt Hahn Airport	

**Authorised by:**

**1. Executive Director:**

Name	Signature	Date
JOANNA KILLIAN		10/9/14

**Comments:**

**2. Chair or Member representative of Member/Officer Foreign Travel Committee:**

Name	Signature	Date

**Comments:**

The authorising Member will return this form to the Executive Director to copy to each employee approved to travel. The Executive Director will also retain a copy and forward the original to the Executive Director for Corporate Services.



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/10/14</b>
<b>Date:</b> 23 September 2014	
<b>Approval for Officer Attendance at the Middle East Smart Gov Summit (Dubai)</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

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

- 1.1 To consider an application (attached to this report) for David Wilde (Director for Information Services) to attend and speak at the Middle East Smart Gov Summit at the invitation of the organisers, Fleming Gulf. The Summit will take place in Dubai from 9 – 10 October 2014, and the costs of travel and accommodation will be met by the organisers.

## **2. Recommendation**

- 2.1 That approval be given / not given for David Wilde (Director for Information Services) to attend and speak at the Middle East Smart Gov Summit in Dubai from 9 – 10 October 2014 at no cost to the Council.



## 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):
David Wilde	Director for Information Services (CIO)

### Purpose/reason justifying the visit:

#### Details:

Personal Invitation to speak at the Middle East Smart Gov Summit from the organisers Fleming Gulf. The Summit will take place from the 9<sup>th</sup> – 10<sup>th</sup> December 2014, in Dubai. The theme is “Smart Government with Smart Governance”

There will be representation from international organisations as well as the UAE, mostly from the public sector but there will also be considerable representation from the private sector (eg application development companies, ICT Companies, e-Governance authorities, banking and finance, oil & gas companies). Given the progress ECC has made in information and e-governance Fleming Gulf feel other organisations and professionals would benefit from hearing about our experiences.

#### Other speakers include:

- **Dr. Saeed K. Al Dhaheri**, Adviser to the Minister of Foreign Affairs in Information Systems U.A.E.
- **Mr. Ahmed Buhazza**, Director of eService Delivery and Channel Enhancement in E-government authority of Bahrain.
- **Mr. Furqan Ahmed Hashmi**, Network and Security Architect in Emirates Investment Authority.
- **Ms. Heba AlSamt**, Digital Media Director in Dubai Media Incorporated.

#### The Summit will focus on:

- Case studies / Success stories from various government and private organisations
- Latest technology breakthroughs
- ROIs and benefits
- Advanced research objectives

Key topics covered will be:

- ICT & Digital Citizenry - The Current Scenario
- Empowering the Internet with Smart Governance
- e-Governance Policy Perspective
- Towards the Smart Future
- Data Management for Smarter Governance
- Opportunities for Future Applications

### **Anticipated value / benefit to ECC / Essex:**

#### **Details:**

- Attendance at this Summit would be a two way exchange and would provide an excellent opportunity to network with CIO/CTOs, Directors of IT and other IS professionals whilst promoting ECC's reputation as a leader in the transformation, ICT and information governance fields in public service provision.
- DP World (DP World is owned by Dubai World, the investment company that manages and supervises a portfolio of businesses and projects for the Dubai government) has already made a £1.5 billion investment in London Gateway and expressed interest in further investment in the UK for the right projects. This Summit would be an ideal platform to promote ECC, not only to the UAE but to an international audience as a leader in successful ICT strategy and delivery and raising the profile of the County as a desirable place to consider for investment by high-tech companies in the provision of ICT.
- Promote/make contacts to help progress the work INVEST Essex is doing directly with London Gateway to assist in identifying market opportunities for tenants and occupiers of the Essex operation; this includes exploring overseas market connections.
- ECC has previously hosted a visit by senior UAE government representatives in April 2013, assisting them with their ICT and customer transformation programmes by sharing our experiences and demonstrating their recognition of our county as a leader in these fields. The visit included meetings with senior officers and the Deputy Leader for ECC.
- Raise our profile with other Governments as a leader in public service delivery and open the market for possible further engagements, which could generate income through consultancy

### **Details of visit – dates, itinerary, people/organisations to be visited:**

Include also potential engagements –state not yet finalised where this is the case.

**Details:**

Covered above

**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	Fleming Gulf have agreed to pay all travel and accommodation expenses, this includes 2 nights' accommodation, return flight and refreshments	Approximately £2,500
Accommodation		

**Authorised by:****1. Executive Director:**

Name	Signature	Date

**Comments:****2. Chair or Member representative of Member/Officer Foreign Travel Committee:**

Name	Signature	Date
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**Comments:**

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The authorising Member will return this form to the Executive Director to copy to each employee approved to travel. The Executive Director will also retain a copy and forward the original to the Executive Director for Corporate Services.

<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/11/14</b>
<b>Date of meeting:</b> 23 September 2014	
<b>Report of action taken since last meeting – Member Visit to Finland</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044 ( <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 a proposed visit to Finland by the Cabinet Member for Education and Lifelong Learning.

### 2. Recommendation:

That the decision taken since the last meeting of the Committee to approve a visit to Finland by Councillor Ray Gooding, Cabinet Member for Education and Lifelong Learning, from 1-3 October 2014 at a total cost of £549 (plus £20 Members meal allowance) be noted.

### 3. Background and proposal

- 3.1 Since the last meeting of the Committee, an application has been received from the Cabinet Member for Education and Lifelong Learning (Councillor Ray Gooding) for approval to travel to Finland from 1-3 October at a total cost of £549 (plus £20 Members meal allowance). The purpose of the visit is to study the Finnish approach to various educational issues, with a view to assessing whether there are aspects of these that could usefully be applied in Essex.
- 3.2 Given that the next meeting of this Committee was not due to take place until 23 September, the Chairman agreed that the application should be circulated to all Members of the Committee for immediate consideration.
- 3.3 Upon being consulted by email, the majority of the Members of the Committee expressed their support for Councillor Gooding's application



<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/12/14</b>
<b>Date of meeting:</b> 23 September 2014	
<b>Member and Officer Attendance at the LGA Annual Conference - Feedback</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum Telephone: 033301 34579 / email: <a href="mailto:Judith.dignum@essex.gov.uk">Judith.dignum@essex.gov.uk</a>	

## 1 Purpose of the Report

- 1-1 To provide feedback (including final cost information) from Members and Officers following their attendance at the LGA Annual Conference in July, as requested by the Committee when it approved the application in February this year.

## 2 Recommendation

- 2-1 That the report be noted.

## 3 Background

- 3-1 On 25 February, the Committee approved the attendance of up to five members and two officers at the Local Government Association Annual Conference in July, at an estimated cost of £3,465. As a condition of this approval, the Committee requested that a report be submitted to a future meeting detailing the actual cost of attendance and including feedback from the delegates regarding their perception of the benefits of attending.
- 3-2 The delegates who attended were Councillors David Finch, Kevin Bentley, Theresa Higgins and Ivan Henderson and, the Chief Executive and the Executive Director for Corporate Services.

## 4 Costs

- 4-1 At the time the application was approved, total costs were estimated at £3,465. Actual costs were as follows:

Name	Conference Fee	Hotel	Travel	Total
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	£	£	£	£
David Finch	594	202	79.10	875.10
Kevin Bentley	594	202	79.10	875.10
Ivan Henderson	594	230	135.05	959.05
Theresa Higgins	594	220	89.10	903.10
Joanna Killian	594	182	120.35	896.35
Margaret Lee	594	162	0.00*	756.00
<b>Total</b>	<b>3,564</b>	<b>1,198</b>	<b>502.70</b>	<b>5,264.7</b>

\* travel expenses met by LGA as a speaker

## 5 Report on the Visit

5-1 The following feedback has been received:

### **Councillor Kevin Bentley**

- 5-2 I was involved in various activities as part of the LGA Conference, including speaking on Emerging Growth, a CCN Evening Reception, hosting a table discussion on the Employment and Skills Board, a Westminster and Manchester Council fringe event looking at incentives to drive local growth and acting as a judge for the LG Challenge Final.
- 5-3 On 8 July, I spoke about Economic Growth as part of a 'breakout' session that focused on the role of Councils, alongside LEPs in creating the right conditions for growth. This was an interesting session that emphasised the importance of local knowledge in identifying growth sectors and equipping residents with the necessary skills and capacity to achieve growth ambitions.
- 5-4 I was invited to the County Councils Network Evening Reception, which offered a useful opportunity to engage with County Leaders, Senior Executives and national experts on the issues facing members of the Network.
- 5-5 An 'Innovation Zone' was setup as a space for delegates to come and listen to various presentations, featuring two presentation zones and discussion tables for between 4-6 participants. I hosted a table discussion on the Employment and Skills Board.
- 5-6 I also attended the 'Follow the Money' fringe event that was hosted by Westminster City Council and Manchester City Council. This looked at the incentives to drive local growth, looking at the opportunities and barriers for local authorities to contribute to the local growth agenda. It was a good opportunity to contribute, promoting the work that is going on in Essex, and to listen to best practice from elsewhere.
- 5-7 I was also very pleased to have been selected to be on the panel to judge the LG Challenge 2014, where competitors took part in a series of real-life challenges in host authorities around the country, which test their individual and team-working skills. This gave an insight into innovative practice taking place in local

government across the country, commending those local government officers that think outside the box or go the extra mile.

- 5-8 Overall, I found that attendance at the LGA Conference was, as always, very worthwhile. It offered an opportunity to promote Essex County Council as a local government leader, as well as to learn about good practice from other Councils. The conference provided a variety of opportunities to network and make contacts with experts and other senior councillors and officers. This has immeasurable benefits in continuing to share and learn from elsewhere, but also in promoting Essex County Council and creating future opportunities to influence.

### **Councillor Ivan Henderson**

- 5-9 I found the LGA conference extremely useful in gathering information and networking with Councillors and other organisations offering services to Local Authorities.
- 5-10 One area of local Government policy which was up for some lively discussion within the fringe meetings was concerning Local Enterprise Partnerships and the complicated and long winded process to access Government grants and Growth funds. Councillors from all parties also made the point that future Governments need to have as a policy priority more devolved powers to local Authorities.
- 5-11 I have always held the view that the LGA does a very effective job on making sure local Authority concerns and views are listened to by those who create laws that affect every council in this country.

### **The Chief Executive**

- 5-12 In broad terms it was a successful event –
- 5-13 Positive: the exhibition, fringe events, innovation hubs were excellent, some very useful plenary sessions
- 5-14 Negative – a bit flat as last one pre-election.

### **The Leader**

- 5-15 The Leader will give an oral report at the meeting
- 5-16 The Executive Director for Corporate Services and Customer Operations
- 5-17 Overall the conference was good with ample networking opportunities and useful fringe and main events relevant to our business today.
- 5-18 Specific areas of note – Fringe meeting on innovative finance hearing from CEOs and Leaders around the country on projects underway; Care Act – discussion on the implication of the act and some ideas on IT solutions to ensure processes are efficient and effective; Social Finance main hall discussion which I then followed up

with by leading a session in the innovation hub on ECC Social Impact bond which was well received.

<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/13/14</b>
<b>Date of meeting:</b> 23 September 2014	
<b>Essex Sporting Exchange Visit to Nanjing Youth Olympics - Feedback</b>	
<b>Report by:</b> Committee Services Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044 ( <a href="mailto:Judith.dignum@essex.gov.uk">Judith.dignum@essex.gov.uk</a> )	

### 1. Purpose of the Report

To provide feedback following officer attendance at the Essex Sporting Exchange visit to China for the Nanjing Youth Olympics in August.

### 2. Recommendation:

That the report be noted.

### 3. Background and proposal

- 3.1 At its meeting on 24 June, the Committee approved an application for Brian Shaw, Strategic Lead, Education and Skills, to lead the Essex Sporting Exchange visit to China for the Nanjing Youth Olympics in August 2014. As a condition of the approval, Members asked to receive a feedback report after the visit, detailing the specific learning experiences and the impact of these on education processes in Essex.
- 3.2 The report is attached as an appendix, and Mr Shaw will be present at the meeting to respond to Members' questions.



**REPORT BY BRIAN SHAW, Strategic Lead, Education and Skills**

**ESSEX – JIANGSU SPORTING AND CULTURAL EXCHANGE summer 2014.**

This is a sporting and cultural exchange which has a long history dating back to 2008 forming part of a wider understanding and commitment.

Personal Learning from the exchange.

This exchange set me a number of challenges which in themselves impacted on my own learning and on my own development.

These challenges fell broadly into three areas, the first two of which align with the managers behaviours within Supporting Success and the last into my personal goals.

***By visibly displaying your commitment to cross organisational success and in accepting full responsibility for the contributions of you and your team to this success.***

Within this aim I had to work very closely with educational and training team who conduct the Jiangsu project. This meant conversing with colleagues within ECC and Jiangsu Education Department. Relationships developed will allow greater potential future success. I myself now have experience of working directly with foreign partners for the benefit of ECC.

***By respectfully taking into account the views of others in effectively representing the position of ECC in the establishment of commercial partnerships that deliver best outcomes for the wider Essex community.***

On arriving in Jiangsu I was presented as the Minister for Sport in Essex. Despite my explanation that did not change for the duration of the visit.

Accordingly my learning curve was steep. My proposed speeches had to be typed up and submitted prior to events with Head of Education for Jiangsu, Schools and television channels. I had not been called upon to operate at this level previously.

We have been asked to continue the exchange piece of work which will benefit future groups of Essex students and teachers..

***Develop and maintain effective working structures, partnerships and relationships at county, regional and national levels to increase regular participation within community sport and physical activity.***

The previous two responses combine to highlight this personal goal.



<b>Report to Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers</b>	<b>FTC/14/14</b>
<b>Date of meeting:</b> 23 September 2014	
<b>East of England Inward Investment Mission to China – Feedback</b>	
<b>Report by:</b> Head of International Trade	
<b>Enquiries to:</b> Peter Manning, 01245 434302, ext 40302 ( <a href="mailto:peter.manning@essex.gov.uk">peter.manning@essex.gov.uk</a> )	

## 1 Purpose of the Report

1-1 To receive feedback regarding the East of England Inward Investment Mission to China, as requested by the Committee when it approved Cllr Sue Lissimore's application to participate at its meeting on 25 February this year.

## 2 Recommendation

2-1 That the report be noted.

## 3 Costs

- In 2013-14, all the costs of the ECC office in China, including staff and all running costs, were covered by fee income from Essex International Trade Team's consultancy clients.
- In addition, the costs of all ECC Member and Officer travel to China, including this visit (see table below), were covered by this same consultancy fee income.
- Gifts: An agreement was reached with the Jiangsu Provincial Government prior to travel that gifts would not be exchanged in as many meetings as possible to reduce costs for both sides.
- Overall, the cost of the visit was lower than predicted due mainly to lower subsistence costs, accommodation costs and the absence of gift exchanges.

### 3-1 Planned v Actual Expenditure

Activity	Estimate given to Travel Committee	Actual costs incurred
<b>Flights (economy class)</b>		
Cllr Sue Lissimore	£600	£610
Peter Manning	£600	£529
Ge Jing	£600	£610
<b>Accommodation</b>		
Cllr Sue Lissimore (7nts)	£665	£542
Peter Manning (11nts)	£1045	£916
Ge Jing (7nts)	£665	£477
<b>Subsistence</b>		
Cllr Sue Lissimore	£120	£50
Peter Manning	£240	£79
Ge Jing	£120	£23
<b>Customary gifts</b>	£120	£8
<b>Visas x 2</b>	£250	£345
<b>Transfers</b>	£1045	£1034
<b>Incidentals</b>	£30	£61
<b>Total</b>	£6100 (Av. £2033pp)	£5284 (Av. £1761pp)

## 4 Report on the Visit

### 4-1 Purpose

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. This visit was to promote the three counties of Essex, Norfolk and Suffolk to a targeted audience of Jiangsu life science companies to attract inward investment. The strong inter-governmental links with Jiangsu provide Essex County Council (and our partners, Norfolk and Suffolk County Councils) with privileged access to senior decision-makers in Jiangsu.

East of England organisations with an interest in attracting inward investment in the life sciences sector were invited to join the visit since they have a direct interest in securing new investment. Attending were:

- Anglia Ruskin MedTech Campus
- Norwich Research Park
- Plant Biotech Ltd, Norwich Research Park

- University Campus Suffolk

The primary objectives of the visit were:

- To put Essex, Norfolk and Suffolk 'on the map' in the minds of as large a number of Jiangsu life science companies as possible
- To attract inward investment visits to the region by Jiangsu life science companies
- To foster long-term links between East of England life science organisations and Jiangsu companies and Jiangsu Life Science industry parks

The visit also helped build the relationship between Essex and Jiangsu which in turn will help achieve other ECC Corporate objectives through exchanges in the fields of culture, education and tourism.

#### **4-2 Pre-Departure Planning**

Extensive work was undertaken by the ECC International Trade team and the Jiangsu Provincial Government to:

- Identify life science companies interested in investing in the UK and set up meetings with senior managers
- Identify the key life science organisations in Jiangsu with which to develop long-term partnerships, and to set up meetings with decision-makers
- Organise a conference to promote the three counties to as many Jiangsu life science companies as possible
- Prepare the East of England delegates to deliver a coordinated set of promotional messages in the meetings and in the East of England Life Science conference held on the first day.

#### **4-3 Itinerary**

The full itinerary is given in Appendix 1. This was a very concentrated visit which maximised contact with target businesses and intermediary organisations.

### **5 Summary of outcomes against the objectives**

1. *To put Essex, Norfolk and Suffolk 'on the map' in the minds of as large a number of Jiangsu life science companies as possible*

The visit produced approximately 200 direct contacts with Jiangsu life science businesses. The Life Science conference in particular was very successful. Working through the Jiangsu Department of Commerce, we were able to recruit an audience of approximately 170 people from Jiangsu life science businesses, industry parks, research parks, and life science industry associations. This is a very significant audience to amass in a foreign country and is testament to the strength of the Essex-Jiangsu relationship.

2. *To attract inward investment visits to the region by Jiangsu life science companies*

Of the 200 or so business contacts we made, most will have no immediate desire to invest in the UK. We will be keeping in touch with these companies so that when they are ready, they will come to us. In addition, we have identified five companies

that are considering visits to explore the region further. Two of these companies flew senior managers to the conference from Chongqing, far to the west. One of these companies is particularly interested in setting up an R&D facility in the region to develop its medical device technologies and to set up a demonstration hospital within one of the region's university hospitals, to introduce UK doctors to their equipment. They are the leading company in China in their field. This is a very good opportunity for the Anglia Ruskin University MedTech incubator. Over the coming weeks we will be following up all the contacts made and we expect more companies to visit over the next 12-18 months. (After the East of England offshore wind conference in March 2012, 17 Jiangsu offshore wind manufacturers visited Essex to explore investment opportunities, leads which are still active.)

3. *To foster long-term links between East of England life science organisations and Jiangsu companies and Jiangsu Life Science industry parks*

As well as targeting life science businesses directly, we wanted to establish links with organisations that would give us access to inward investment leads over the longer term. These intermediary organisations include life science parks and government departments. They are willing to introduce us to potential investors as part of their role to help their businesses expand abroad. In total, we met and visited eight important China life science intermediary organisations on the visit:

**1 Jiangsu Department of Public Health**

There are several hundred hospitals in Jiangsu. We met with the Deputy Director-General of the department responsible for them. He requested support from us to build links into the East of England for the Jiangsu Healthcare College. He was also keen for the region's hospitals/universities to receive Jiangsu doctors and nurses for short training placements. This is an excellent opportunity for Anglia Ruskin University to position itself as a provider of healthcare training to Jiangsu hospitals under the direction of the Jiangsu Department of Public Health.

**2 Nanjing Agricultural University**

NAU has had long links with the Norwich Research Park (NRP) and the John Innes Centre in particular. NAU would like to cooperate with NRP to commercialise some very specific new technologies it has patented. The sale of such services to NAU would represent an export for NRP.

**3 Jiangsu Department of Science and Technology**

The DoST introduced the delegation to the Jiangsu Centre for Technology Transfer. It would like the East of England to develop a joint project to help Jiangsu and East of England companies undertake joint research projects. They have models that they have developed with other international partners that they wish to share and explore with us.

**4 Jiangsu Academy of Agricultural Sciences**

Like NAU, the JAAS was interested in developing links with NRP in particular, to commercialise some of their patented technologies and find markets for them.

## **5 China Medical City (Taizhou City)**

China Medical City (CMC) is positioned to become the largest pharmaceutical, biotech, and medical equipment development zone in China. It is developing fast and will soon cover 20 sq km. The delegation spent a full day developing links with the senior managers of the City, exploring how long term exchanges can be established with East of England's life science parks. In the afternoon the delegates attended a business networking event set up jointly by the International Trade Team and CMC. Selected life science businesses from the industrial park took part. As a result of this visit we have good links to this huge life science zone plus some immediate leads that ECC and the delegates will follow up. The visit to CMC was of particular benefit to Anglia Ruskin University, which is promoting its medical device technology incubator.

## **6 Suzhou BioBay**

The Suzhou Bio-Bay covers 86 acres, has 321 life science companies and 5,000 life science professionals, and includes several clusters of businesses involved in new drug development, medical instrument development, biological technologies, and nano-technologies. This is one of China's foremost life science facilities and has a high concentration of businesses with international ambitions. Again, the Essex-Jiangsu link enabled us to meet at a very senior level. We also had a detailed networking session with 10 selected Bio-Bay companies and we again have several leads to follow up from companies that are interested in learning more about our region as an investment location. Again, the visit to the Bio-Bay was of particular benefit to Anglia Ruskin University and the Med-Tech Campus. 80 of the Bio-Bay companies are developing med tech products, which is ARU's target group.

## **7 Suzhou No. 1 Hospital**

We met with the President of the hospital. The hospital was interested in accessing expertise in the treatment of diabetes and cardiovascular problems. Introductions will be made via ARU and also University of East Anglia.

## **8 Suzhou Hospital of Traditional Chinese Medicine**

The hospital would like to send doctors and nurses to study abroad, an opportunity for ARU in particular. ARU invited the hospital to participate in its video conferences showing live operations to train doctors and surgeons at a distance.

## Appendix 1 - Itinerary

	Saturday 29th March		Sunday 30th March		Monday 31st March		Tuesday 1st April		Wednesday 2nd April		Thursday 3rd April		Friday 4th April		Saturday 5th April	
AM	09:25 Arrive in Shanghai BA 169		Own arrangements / meetings	09:00	Visit to Dept of Health	09:30	Visit to Carefree Pharmaceutical	08:30	Tour of Taizhou Medical City (CMC)	09:30	Tour of Suzhou Industrial Park (SIP) Science and Innovation District	09:00	Visit No. 1 Hospital affiliated to Suzhou Universtiy	07:00 Early transfer to airport		
	12:48 G7132 Depart from Shanghai Hongqiao Railway Station			10:30	Visit to Nanjing Agricultural University (NAU)	11:00	Visit to Sanhome Pharmaceutical	11:00	Business networking			11:00	Visit to Suzhou Traditional Chinese Medicine Hospital	11:00 Depart Shanghai BA 168		
Lunch					Working lunch with NAU		Own lunch arrangement		Working lunch with CMC		Working lunch with SIP					
PM	14:55	G7132 Arrive in Nanjing Railway Station. Pickup	Own arrangements / meetings	14:00	East of England Life Science Conference	14:30	Visit to Jiangsu Science & Technology Department	14:30	Visit to Yangtze River Pharmaceutical	14:30	Visit to Biobay and business networking		Transfer to Shanghai and own arrangements / meetings			
		Own arrangements / meetings				16:30	Visit to Jiangsu Academy of Agricultural Science (JAAS)									
Dinner					18:00	Meeting/Dinner with JS Vice Governor	17:30	Working dinner with JAAS	16:50	Meeting/Dinner with Taizhou leaders	18:00 Own dinner arrangement					
EVE			19:00	Briefing			19:00	Transfer to Taizhou City	19:30	Transfer to Suzhou			19:00	Wrap up meeting in Shanghai - to plan next steps		
Hotel	Jinling Hotel - Nanjing		Jinling Hotel - Nanjing		Jinling Hotel - Nanjing		Taizhou Traders Oriental		Four Points by Sheraton Suzhou		Four Points by Sheraton Suzhou		Hotel Equatorail Shanghai			

## Appendix 2 - Picture Gallery

### Inward investment promotional conference

Approximately 170 Jiangsu life science businesses, industry parks, research parks, and industry association personnel attended the promotional conference in Nanjing. After the main presentations there was extensive networking with the delegates.



1-1 meetings were held with 3 targeted potential investment companies, including the Yangtze River Pharmaceutical Group (below).



Agreement was reached with the Jiangsu Department of Public Health that the two regions would cooperate on training Jiangsu nurses and doctors in East of England hospitals and universities (below).



Two business-business networking events were organised in Taizhou Medical City and the Suzhou City BioBay (below).



Links were made between East of England life science parks and counterparts in Jiangsu Province (below).



