

# Essex Countywide Traveller Unit Joint Committee

<b>10:00</b>	<b>Thursday, 15 June 2017</b>	<b>Committee Room 1, County Hall, Chelmsford, CM1 1QH</b>
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**Membership:**

Assistant Chief Fire Officer Dave Bill  
Superintendent Steve Ditchburn  
Cllr Mark Durham  
Cllr Sue Lissimore  
Cllr Alan Ball  
Cllr Godfrey Isaacs  
Cllr Paul Honeywood  
Cllr Keith Parker  
Cllr Susan Barker  
Cllr Michael Lilley  
Cllr Wendy Schmitt  
Cllr Sue MacPherson  
Cllr Susan Sullivan  
Cllr Mike Webb

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

Ian Myers – Senior Committee Officer

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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</b>	<b>Welcome and Apologies for Absence</b>	
<b>2</b>	<b>Election of Chairman</b> To elect a Chairman of the Committee	
<b>3</b>	<b>Appointment of Vice-Chairman</b> To appoint a Vice-Chairman of the Committee	
<b>4</b>	<b>Minutes and Matters Arising</b> To confirm the Minutes of the meeting held on 28 November 2016 and matters arising not covered in the agenda.	<b>5 - 8</b>
<b>5</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>6</b>	<b>Finance and Audit Report</b> To receive a report from Sarah Broadley, Finance and Business Partner.	<b>9 - 16</b>
<b>7</b>	<b>ECTU Membership Status</b> To receive an update from Steve Andrews, ECTU Manager	<b>17 - 18</b>
<b>8</b>	<b>High Level Risk Assessment</b> To receive a report from Steve Andrews, ECTU Manager	<b>19 - 22</b>
<b>9</b>	<b>Operations Performance Update - Key Issues</b> To receive a report from Steve Andrews, ECTU Manager including a <b>Transit Site update</b> - to receive a report from Paul Ashworth, Business Lead for Delivery Transitions	<b>23 - 40</b>
<b>10</b>	<b>Date of Next Meeting</b> To note the next meeting of the Committee will be held on 15 November 2017 at 10.00am, Committee Room 1, County Hall and the discuss the frequency of future meetings	
<b>11</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.

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### **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.