

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

<b>10:30</b>	<b>Thursday, 10 October 2013</b>	<b>Committee Room 1, County Hall, Chelmsford, Essex</b>
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**Quorum: 3**

**Membership:**

M Danvers  
D Finch  
M Mackrory  
D Madden  
S Walsh

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

Judith Dignum (Lead Governance Officer)

**Telephone:** 01245 430044

**Email:** [judith.dignum@essex.gov.uk](mailto:judith.dignum@essex.gov.uk)



**Essex County Council**

## **Essex County Council and Committees Information**

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<http://www.essex.gov.uk/Your-Council/Local-Government-Essex/Pages/Visit-County-Hall.aspx>

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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	
<b>3</b>	<b>Minutes</b>	<b>5 - 8</b>
<b>4</b>	<b>Officer Foreign Travel - EPODE Conference</b>	<b>9 - 12</b>
<b>5</b>	<b>Officer Foreign Travel - European Venture Philanthropy Association Conference</b>	<b>13 - 16</b>
<b>6</b>	<b>Officer Foreign Travel - Local Government and Surface Water Flooding Conference</b>	<b>17 - 22</b>
<b>7</b>	<b>Officer Foreign Travel - ERSTE Foundation Conference</b>	<b>23 - 26</b>
<b>8</b>	<b>Date of Next Meeting</b> To note that the next meeting will be held on Thursday 7 November 2013	
<b>9</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.

**10      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 11.05am on 10 September 2013**

Present:

**Councillors**

David	Finch	(Chairman)
Michael	Danvers	
Mike	Mackrory	
Dick	Madden	
Simon	Walsh	

**1. Minutes**

The minutes of the meeting held on 18 June 2013 were agreed as a correct record and signed by the Chairman.

**2. Declarations of Interest**

Councillors David Finch and Mike Mackrory declared personal interests in agenda item 5 (Member Attendance at the CCN Conference – minute 4 below refers) as they were due to attend the Conference.

Councillor Dick Madden declared a personal interest in agenda item 6 (Member Attendance at the ADASS Conference – minute 5 below refers) in that he was due to attend the Conference.

**3. Officer Foreign Travel, Gifts and Hospitality Policy**

The Committee considered report FTC/07/13 by the Head of HR and the Head of Enterprise which presented for review the list of employees/teams who had standing approval from the Committee to travel overseas without the need to have each trip individually approved by the Committee.

David Adlington, Head of Enterprise, was in attendance to respond to Members' questions. In introducing the report, he confirmed that officers or teams named in the list would continue to require approval from an appropriate senior officer.

Members stressed that approval of the revised list did not represent approval for inappropriate expenditure and that receipts must accompany claims in all but the most extreme circumstances. Regular reports to the Committee on foreign travel undertaken by officers/teams listed were essential.

**Resolved:**

- (1) That, subject to Resolution (3) below, employees listed in Appendix 1 to report FTC/07/13 may travel abroad without needing the specific approval of the Committee.
- (2) That all other overseas visits by employees will continue to require approval from the Committee.
- (3) That, where it is proposed that an employee will accompany a Member, then that travel by the Member and the employee will both require approval from the Committee, regardless of whether the officer is the subject of standing approval from the Committee.
- (4) That the Committee receive regular reports detailing the foreign travel undertaken by officers and teams listed in Appendix 1 to report FTC/07/13.

#### **4. Member Attendance at the CCN Conference**

Councillors David Finch and Mike Mackrory declared a personal interest in this item (minute 2 above refers).

The Committee considered report FTC/08/13 by the Secretary to the Committee detailing an application for Members to attend the CCN Conference in Chester from 16-19 November 2013 at an estimated cost of £2,881.20. The report stated that four members were due to attend but this had now been increased to five, raising the total cost to £3,452.50.

Peter Fairley, Head of the Cabinet and Leader's Office, was in attendance to respond to Members' questions.

In considering the application, Members noted the value to the Council of attendance at the Conference, particularly in terms of the opportunity to meet and lobby ministers and to showcase the work of the Council.

#### **Resolved:**

That the attendance of Councillors David Finch, John Jowers, Kevin Bentley, Mike Mackrory and Julie Young at the CCN Conference in Chester from 16 – 19 November 2013 at an estimated cost of £3,452.20 be approved.

#### **5. Member Attendance at the ADASS Conference**

Councillor Dick Madden declared a personal interest in this item (minute 2 above refers).

The Committee considered report FTC/09/13 by the Secretary to the Committee detailing an application for three Members to attend the Association of Directors of Adult Social Services (ADASS) Conference in Harrogate from 16 – 18 October. The estimated cost of attendance was £2,350. A number of officers would also be in attendance.

Peter Fairley, Head of the Cabinet and Leader's Officer, was in attendance to respond to Members' questions.

In reaching its decision, the Committee noted that the event was high-profile and intense, and wide representation was needed to enable advantage to be taken of the full range of workshops and other sessions. The value of attendance to the Council was particularly strong in terms of the opportunity to meet and lobby ministers.

**Resolved:**

That the attendance of Councillors Ann Naylor, Dick Madden and Anne Brown at the ADASS Conference in Harrogate from 16 – 18 October 2013 at an estimated cost of £2,350 be approved.

**6. Officer Foreign Travel: IT Directors Forum**

The Committee considered report FTC/10/13 by the Secretary to the Committee detailing an application for David Wilde (Chief Information Officer) to attend the IT Directors Forum as a keynote speaker. The Conference was due to take place in Athens on 23 October 2013. Mr Wilde would attend the event in his own time and the associated costs would be met by the organisers of the event, Boussias Communications.

David Wilde was in attendance to respond to Members' questions. He advised that his involvement with the Forum offered an excellent opportunity to showcase the Council.

Councillor Danvers expressed the view that officers should be permitted to attend events such as this in work time.

**Resolved:**

That the attendance of David Wilde, Chief Information Officer, at the IT Directors Forum in Athens on 23 October 2013 at no cost to the Council be approved.

**7. Dates of Future Meetings**

The Committee noted that future meetings would be held on the following dates at 10.30am or on the rising of the Cabinet meeting to be held on the same day, whichever is the later:

- 10 October 2013
- 7 November 2013
- 17 December 2013
- 21 January 2014
- 25 February 2014

The meeting closed at 11.25am

Chairman  
10 October 2013



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/11/13</b>
<b>Date:</b> 10 October 2013	
<b>Approval for Officer Attendance at the EPODE International Conference on Childhood Obesity</b>	
<b>Report by:</b> Governance Team Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

### 1. Purpose of the Report

To consider an application (attached as an appendix to this report) for an Officer to attend the EPODE International Conference on Childhood Obesity in Bucharest on 16 October 2013.



**APPROVAL FOR AD HOC FOREIGN VISITS MADE BY  
OFFICERS**

Name of Officer(s) travelling:

**Roger Bullen, Head of Partnership and  
Business Support**

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Details of the visit (incl. dates):

**Giving overview of Essex's innovative work on Social Impact Investment and Social Impact Bonds. Trip to Bucharest to present to the EPODE International Conference on Childhood Obesity on 16 October at the request of Cllr David Finch.**

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Estimated cost of the visit: £ 0.00

Rationale for the estimated cost: Cost being met by conference organisers

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

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

**Reputation benefits, networking opportunities and exploring possible opportunity funded work in Essex on Child Obesity.**

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Endorsed by:

Executive Director / Chief Executive / Monitoring Officer and Executive Director for Finance\*

Comments of the Endorser

*David Finch*

24-9-13

Comments of the Chief Executive

Comments of the Section 151 Officer

*Approved*

*Margaret Lee*

24/9/13



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/12/13</b>
<b>Date:</b> 10 October 2013	
<b>Approval for Officer Attendance at the European Venture Philanthropy Association Annual Conference</b>	
<b>Report by:</b> Governance Team Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

## 1. Purpose of the Report

To consider an application (attached as an appendix to this report) for an Officer to attend the European Venture Philanthropy Association Annual Conference in Geneva from 26 – 27 November 2013.



**APPROVAL FOR AD HOC FOREIGN VISITS MADE BY  
OFFICERS**

Name of Officer(s) travelling:

**Roger Bullen, Head of Partnership and  
Business Support**

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Details of the visit (incl. dates):

**Speaking at the European Venture Philanthropy Association Annual Conference in Geneva giving an overview of Essex's innovative work on Social Impact Investment and Social Impact Bonds. 26-27 November at the European Venture Philanthropy Association Annual Conference. Conference will be attended by both investors and commissioners of social investment funded interventions.**

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Estimated cost of the visit:

£ 300.00 estimate

Rationale for the estimated cost: Estimate cost of flights and accommodation, contacted Intell who suggested flights could be purchased for between £120 and £160. Awaiting quotes for accommodation but advertised online from £60 per night.

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

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

**Reputation benefits, networking opportunities and showcasing the Essex experience of Social Investment and Social Impact Bonds.**

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Endorsed by:

Executive Director / Chief Executive / Monitoring Officer and Executive Director for Finance\* 

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Comments of the Endorser



24-9-13

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Comments of the Chief Executive

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Comments of the Section 151 Officer

Approved - in line with core ECC business

Margaret Lee 24/9/13





Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/13/13</b>
<b>Date:</b> 10 October 2013	
<b>Approval for Officer Attendance at the Local Government and Surface Water Flooding Conference</b>	
<b>Report by:</b> Governance Team Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

# 1. Purpose of the Report

To consider an application (attached as an appendix to this report) for an Officer to attend the Local Government and Surface Water Conference in Paris on 23 October 2013.



**APPROVAL FOR AD HOC FOREIGN VISITS MADE BY OFFICERS**

Name of Officer(s) travelling:

Lucy Shepherd

Details of the visit (incl. dates):

Travel to Paris for a major international conference looking at local government and surface water flooding (agenda attached). The event will be held on Wednesday, 23 October at the Main City Hall in Central Paris.

The Local Government Flood Forum have offered 10 free return tickets on Eurostar for their members, of which Essex CC have secured two (Lucy Shepherd and Rosanna Briggs). The conference itself is also free for us to attend, so the only costs are for accommodation on Tues 22<sup>nd</sup> and Wednesday 23<sup>rd</sup> October and other expenses for subsistence and onward journeys to/from the Eurostar.

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Estimated cost of the visit: Approx £250  
(Lucy Shepherd only).

Rationale for the estimated cost:

Travel: Return travel to London St Pancras for Eurostar (return travel from London-Paris is free)

Accommodation: Approx £100 per night in Paris x 2 nights = £200

Subsistence: Approx £10 for lunch on 22<sup>nd</sup> and 24<sup>th</sup> October = £20. Approx £30 for dinner on 23<sup>rd</sup> October. All other meals provided

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

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

The LGFF have been involved in an exciting project to discover the potential of radar to predict surface water flooding. The obvious consequence of this project's success is the adequate response of local authorities if flooding is indeed predictable. The conference will briefly explain the science behind the predictions and then look at the roles of local authorities. ECC have surface water flooding responsibilities as the Lead Local Flood Authority and therefore have a key role to play in this. This is also a subject area we are currently working very closely with ECPEM and Essex Fire and Rescue on, and wish to develop in partnership.

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Endorsed by:

Executive Director / Chief Executive / Monitoring Officer and Executive Director for Finance\*

*Bob Cherrill* . 24/9/13

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Comments of the Endorser

Approved - *PC* 26/9/13

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Comments of the Chief Executive

Approved - Key issue in Essex at the moment and conference will provide useful insight into how other authorities are responding .

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Comments of the Section 151 Officer

Approved - conference relates to core ECC business  
*Margie Lee*

*\* Staff below Executive Director must be endorsed by the Executive Director, Executive Directors endorsed by Chief Executive, Chief Executive endorsed by Monitoring Officer and Executive Director for Finance*



**Wednesday 23<sup>rd</sup> October 2013**  
**Local Authorities Meeting at the Main Paris City Hall**  
**Hotel de Ville, 1 place de l'Hôtel de ville, 75004 PARIS. France**

9:00	Welcome coffee/tea
9:20	Welcome talk
9:30 - 10:15	<b>RainGain: goals and structure</b> <ul style="list-style-type: none"> <li>• A short recapitulation: RainGain as a response to expectations</li> <li>• Update from project meetings.</li> </ul>
10:15 - 12:45 (break at 11:00 - 11:15)	<b>Local water management : examples of local authorities expectations and/or examples on water Information uses</b> A series of very short talks and a general discussion <ul style="list-style-type: none"> <li>• Improvement of emergency responses: from very extreme heavy rainfalls to more local urban floods</li> <li>• Improvement of real time water management</li> <li>• Improvement of city resilience</li> </ul>
12:45 - 13:45	Buffet lunch
13:45 - 15:15	<b>Involvement of stakeholders</b> <ul style="list-style-type: none"> <li>• Policy makers, Engineers, concerned associations and citizens</li> <li>• Two RainGain platforms: INET-RADX for education and training of professional and GPY-RADX to inform the general public and youth. What are the gaps to be filled through education and information?</li> <li>• Examples of popularization (Festival de l'Oh, Thames Festival)</li> <li>• RainGain as a challenge to the fragmentation of services</li> </ul>
15:15 - 15:30	Break
15:30 - 16:30	<b>Future plans</b> <ul style="list-style-type: none"> <li>• Data dissemination</li> <li>• Regulation and legal issues: differences between countries, expected insurance coverage changes, trials</li> <li>• Budget issues and business model(s)</li> </ul>
16:30 - 17:00	General conclusions



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/14/13</b>
<b>Date:</b> 10 October 2013	
<b>Approval for Officer Attendance at the ERSTE Foundation Conference</b>	
<b>Report by:</b> Governance Team Manager	
<b>Enquiries to:</b> Judith Dignum, 01245 430044, ext 20044	

# 1. Purpose of the Report

To consider an application (attached as an appendix to this report) for an Officer to attend the ERSTE Foundation Conference in Prague on 28 - 29 October 2013.





## APPROVAL FOR AD HOC FOREIGN VISITS MADE BY OFFICERS

Name of Officer(s) travelling:

**Roger Bullen, Head of Partnership and Business Support**

Details of the visit (incl. dates):

**28<sup>th</sup> - 29<sup>th</sup> October event in Prague hosted by the ERSTE Foundation that will be attended by members of the Czech Civil Society and Government, commissioners, social investment intermediaries and social investors. All costs met by the organisers.**

*Estimated cost of the visit:* £ **300.00 but will be met by organisers**

Rationale for the estimated cost:

Item:	Notes:	Cost estimate:
Travel	All costs met by the organisers. Costs of flights estimated	£200 estimate
Accommodation	All costs met by the organisers. Cost of accommodation estimated	£100 estimate

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

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

**Invited by Franz Karl Prüller of the ERSTE Foundation to speak at a conference to examine the potential of SIBs in the context of the Czech Republic giving an overview of Essex's innovative work on Social Impact Bonds as a practical example of a SIB.**

**ERSTE Foundation (in German DIE ERSTE österreichische Spar-Casse Privatstiftung or in short: ERSTE Stiftung) is the biggest Austrian savings bank foundation. In 2003, it evolved out of the Erste Oesterreichische Spar-Casse, the first Austrian savings bank founded in 1819. As a private Austrian savings bank's foundation, it is committed to serve the common good. It also carries a special role as the main shareholder of Erste Group. ERSTE Foundation uses the profit from its shares to support the development communities in Central and South Eastern Europe.**

**This one-day conference will include international experts and practitioners of Social Impact Bonds, representatives of the Czech civil society as well as potential investors (altogether 50 participants). The goal is to inform the participants about the possibilities this model offers, provide a critical discourse on the main questions and ideas, and an assessment on if and how a SIB could be implemented in the Czech Republic.**

**The request to Roger Bullen was made on recommendation of Jane Newman**

International Director of Social Finance LTD, the provider in the Essex Edge of Care Social Impact Bond. The request was for a practical explanation of the SIB mechanism and its application within the children's services setting.

Anticipated value / benefit to ECC / Essex: Reputation benefits, networking opportunities and showcasing the Essex experience of Social Investment and Social Impact Bonds. All cost will be met by the organisers.

Endorsed by:

Executive Director / Chief Executive / Monitoring Officer and Executive Director for Finance\*

*Jan Hill*

2/10/13

Comments of the Endorser

*Rob O'Connell*

3/10/13

Comments of the Chief Executive

*Good opportunity to showcase Essex at the forefront of innovation.*

Comments of the Section 151 Officer

*Chris*

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S151

*\* Staff below Executive Director must be endorsed by the Executive Director, Executive Directors endorsed by Chief Executive, Chief Executive endorsed by Monitoring Officer and Executive Director for Finance*