

# Essex Countywide Traveller Unit Joint Committee

<b>10:00</b>	<b>Thursday, 19 June 2014</b>	<b>Essex County Fire and Rescue Service HQ,</b>
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**Membership:**

Chief Fire Officer David Johnson  
Chief Inspector Craig Carrington  
Cllr Richard Moore  
Cllr Angie Gaywood  
Cllr Frank Delderfield  
Cllr John Jowers (Chairman)  
Cllr Keith Hudson  
Cllr Martin Hunt  
Cllr Paul Honeywood  
Cllr Richard Bassett  
Cllr Susan Barker  
Mike Gogarty

**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</b>	
<b>2</b>	<b>Minutes</b> To approve the Minutes of the meeting held on 23 January 2014	<b>7 - 12</b>
<b>3</b>	<b>Declarations of Interest</b> To note any declarations of interest to be made by Members	
<b>4</b>	<b>Matters Arising</b> <ul style="list-style-type: none"><li>• Guide to enforcement process</li><li>• List of sites</li><li>• Updating ECTU information on partner websites</li></ul>	
<b>5</b>	<b>Finance and Audit Report</b> To receive a report from David Poole, Senior Business Partner and <ul style="list-style-type: none"><li>• To approve the Annual Return for the 2013/14 financial year and for the Annual Return to be signed by the Chairman of the Committee.</li><li>• To approve the proposed budget for the 2014/15 financial year and indicative budgets for 2015/16 and 2016/17.</li><li>• To approve the proposed approach to funding of the proposed and indicative budgets.</li><li>• To note the ECC internal Audit costs that have been charged.</li><li>• To note the estimated External Audit costs expected to arise.</li><li>• 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 Chairman 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 2014.</li></ul>	<b>13 - 42</b>

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|-----------|---|----------------|
| <b>6</b>  | <b>High Level Risk Assessment</b><br>To receive a report from Steve Andrews, ECTU Manager   | <b>43 - 44</b> |
| <b>7</b>  | <b>Operations Report</b><br>To receive a report from Steve Andrews, ECTU Manager  | <b>45 - 76</b> |
| <b>8</b>  | <b>Out of Hours Discussion</b><br>Clarification of Expectations - Steve Andrews, ECTU Manager   |                |
| <b>9</b>  | <b>Horse Policy Discussion</b><br>To receive a verbal update from Steve Andrews, ECTU Manager   |                |
| <b>10</b> | <b>Engagement with existing and potential partners for renewal of Joint Committee Agreement</b><br>To receive a verbal update from Julie Nash, Business Lead for Delivery Transitions             |                |
| <b>11</b> | <b>Election of Chairman</b>   |                |
| <b>12</b> | <b>Date of Next Meeting</b><br>To note that the next meeting will be held on Thursday 27 November 2014 at 10.00am   |                |
| <b>13</b> | <b>Urgent Business</b><br>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.