

# **Committee to consider applications to undertake certain duties by Members and foreign travel by Officers**

<b>10:15*</b>	<b>Tuesday, 21 March 2017</b>	<b>Committee Room 1, County Hall, Chelmsford, CM1 1QH</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  
J Reeves

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

Jennifer Reid, Committee Officer

**Telephone:** 033301 31332

**Email:** [jennifer.reid@essex.gov.uk](mailto:jennifer.reid@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.

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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.

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If you are unable to attend and wish to see if the recording/webcast is available you can visit this link [www.essex.gov.uk/Your-Council](http://www.essex.gov.uk/Your-Council) any time after the meeting starts. Any audio available can be accessed via the 'On air now!' box in the centre of the page, or the links immediately below it.

## **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>Minutes of the last meeting</b>	<b>5 - 6</b>
<b>3</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>4</b>	<b>Member Foreign Travel to Monchy-Le Preux, France</b>	<b>7 - 10</b>
<b>5</b>	<b>Approval for Member Attendance at the LGA Annual Conference 2017</b>	<b>11 - 16</b>
<b>6</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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| <b>7</b> | <b>Urgent Exempt Business</b><br>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. |
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**Minutes of the meeting of the Committee to consider applications to undertake certain duties by Members and foreign travel by Officers, held in Committee Room 1 County Hall, Chelmsford, CM1 1QH on Tuesday, 21 February 2017**

**Present:**

Councillors:

Michael Danvers

David Finch

Chairman

Mike Mackrory

Dick Madden

Jillian Reeves

The following Officer was in attendance throughout the meeting:

Jennifer Reid Committee Officer

Councillor Stephen Canning and Councillor Kevin Bentley were in attendance to answer questions relating to items 4 and 5 respectively.

**1 Minutes of the last meeting held on 24 January 2017**

The minutes of the meeting held on Tuesday 24 January 2017 were approved as a correct record and signed by the Chairman.

**2 Member Travel to Florence, 25-26 April 2017**

The Committee received report FTC/02/17 by the Secretary to the Committee, regarding self-funded foreign travel to Florence by Councillor Stephen Canning on 25 and 26 April 2017. The purpose of the trip being to attend the Impacts of Civic Technology Conference.

Members were reminded that as there was no cost to the Council, approval by the Committee was not required and the report had therefore been submitted for information only.

Councillor Danvers commented that should the purpose of the visit be in the interest of Essex County Council funding should be available. The Leader confirmed that, although on this occasion the Member has chosen to fund the trip himself, funding would be available for Member foreign travel approved by the Committee.

**Resolved**

That foreign travel by Councillor Stephen Canning to Florence on 25 and 26 April 2017 to attend the Impacts of Civic Technology Conference, at no cost to Essex County Council, be noted.

**3 Member Travel to Brussels, 28 February and 1 March 2017**

The Committee received report FTC/03/17 by the Secretary to the Committee, regarding self-funded foreign travel to Brussels by Cllr Kevin Bentley on 28 February and 1 March 2017. The purpose of the visit being to speak at the East of England European Partnership Brexit Event.

Councillor Bentley commented that the visit is being undertaken as part of his role as Chairman of the EELGA (East of England Local Government Association) East of England Europe and International Panel.

Members were reminded that as there was no cost to the Council, approval by the Committee was not required and the report had therefore been submitted for information only.

**Resolved**

That foreign travel to Brussels by Cllr Kevin Bentley on 28 February and 1 March 2017 to speak at the East of England European Partnership Brexit Event, at no cost to Essex County Council, be noted.

**4 Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 21 March 2017 at 10.15am or on the rising of the Cabinet meeting to be held that morning, whichever is the later.

**Chairman**

<b>Report title:</b> Member Foreign Travel to Monchy-Le Preux, France	
<b>Report to:</b> Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	
<b>Report author:</b> Jennifer Reid , Committee Officer	
<b>Date:</b> 21 March 2017	<b>For:</b> Decision/ Information
<b>Enquiries to:</b> Jennifer Reid, 03330 131332 (jennifer.reid@essex.gov.uk)	
<b>County Divisions affected:</b> All Essex	

## 1. Purpose of Report

To note self-funded foreign travel to Monchy-Le Preux, France by Cllr John Aldridge, Chairman of the Council, on Saturday 8 April 2017.

## 2. Recommendations

That foreign travel by Cllr John Aldridge, Chairman of the Council, to the Essex Regiment/Essex Yeomanry Memorial in Monchy-Le Preux, France on Saturday 8 April 2017, at no cost to Essex County Council, be noted

## 3. Summary of issue

- 3.1 An application (attached as an appendix to this report) has been received from Cllr John Aldridge regarding travel to the Essex Regiment/Essex Yeomanry Memorial in Monchy-Le Preux, France, on Saturday 8 April 2017, to represent Essex at the ceremony. This visit will incur no cost to Essex County Council as the trip is self-funded.
- 3.2 As there is no cost to the Council, approval by the Committee is not required and this report is for information only.



## APPROVAL FOR MEMBER ATTENDANCE AT EVENTS/VISITS

involving travel abroad / individual costs exceeding £500 / aggregate costs for more than one member of £1,000

Name of Member(s) travelling: Cllr John Aldridge (Chairman)

Name of officers also attending (if any) None  
(to allow the Committee to make a full assessment of ECC representation)

Details of the visit/event (incl. dates): Saturday 8 April 2017

To represent Essex at the memorial to the Essex Regiment/Essex Yeomanry at the memorial at Monchy-le-Preux, France. To commemorate the centenary of the battles around the village.

See attached summary of the background to the memorial and the order of service/wreath laying on behalf of ECC.

Estimated cost of the visit: £ 0.00

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.  
n/a

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

The ceremony will be conducted by the Mayor of Monchy-le-Preux and will be accompanied by the Préfet of the Pas de Calais and the Sénateur of the region. The memorial service will include among the guests the Lord Lieutenant, Lord Petre, and representatives of the Essex Regiment, the Essex Yeomanry and the Royal Anglian Regiment who will all participate in the laying of wreaths.

The presence of the Chairman will represent the people of Essex.

It is understood that Essex media are invited to record the event.

Comments of the Chief Executive



*Approved*



Comments of the Section 151 Officer

<b>Report title:</b> Approval for Member Attendance at the LGA Annual Conference 2017	
<b>Report to:</b> Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	
<b>Report author:</b> Jennifer Reid , Committee Officer	
<b>Date:</b> 21 March 2017	<b>For:</b> Decision/ Information
<b>Enquiries to:</b> Jennifer Reid, 03330 131332 (jennifer.reid@essex.gov.uk)	
<b>County Divisions affected:</b> All Essex	

### 1. Purpose of Report

To consider an application (attached as an appendix to this report) for five Members and one officer to attend the Local Government Association Annual Conference on 4-6 July 2017 in Birmingham.

### 2. Recommendations

That the attendance of five Members and one officer at the Local Government Association (LGA) Annual Conference on 4-6 July 2017 in Birmingham, at a cost of £5,500.92 (plus VAT) with estimated travel costs of £1209, be approved/not approved.

### 3. Background

The attached application form does not include signatures and is included to provide further information regarding the visit. A copy of the form with appropriate authorisation will be made available at the meeting.



## **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:** 5 members and 1 officer

Members will be three Cabinet Members and a member of the Liberal Democrats and Labour Groups and the Chief Executive

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

LGA Annual Conference 4-6 July 2016 in Birmingham

Estimated cost of the visit: £5,500.92 plus VAT. Approximate additional cost for travel will be £1,209.

### **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.

### **Delegate costs**

£545 per person x 6 delegates = £3,270 plus VAT

### **Travel**

Train costs as follows:

Chelmsford – Birmingham per person £217 x 4 = £868

Harwich – Birmingham per person £252 x 1 = £252

Swindon – Birmingham £89 per person x 1 = £89

Total travel cost travelling via train = £1209

### **Accommodation costs:**

Accommodation has been booked at the Crown Plaza Birmingham City Centre for 3 nights at £123.94 plus VAT per person per night. Total cost for accommodation is £2230.92 plus VAT

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

The Local Government Association (LGA) is a politically-led, cross-party organisation which works on behalf of councils across England and Wales to ensure that local government has a strong and credible voice with national government. The LGAs membership also includes fire, national parks, passenger transport and police authorities.

The LGA Annual Conference is one of the largest events in the local government calendar, and regularly attracts over 1,100 delegates. The conference is attended by Council Leaders and Chief Executives, senior officers, lead members and policy makers across local government, and it also attracts high numbers from LGA partner organisations in the wider public sector, and the private and voluntary sectors.

This focus of this year's conference also aligns with two of ECC's most important priorities – devolution and health and social care integration – making attendance of the conference more important than ever. Member and officer attendance will ensure that our voice is represented, that we are influencing and leading the agenda, making sure we are not left behind, and that we are gaining insights into key developments elsewhere across the country.

In addition, with a growing emphasis on partnership working at Essex County Council, the LGA Annual Conference is a prime opportunity to discuss best practice and share innovation from delegates up and down the country as well as establishing key relationships and alliances. In addition, delegates will have the opportunity to share experiences, hear high-profile speakers, debate issues of importance, participate in these debates and network with colleagues, peers and partners.

**Comments of the Executive Director for Corporate and Customer Services:**

**Margaret Lee**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Comments of the Section 151 Officer:**

**Paul Turner**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

