

**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 12.35pm on 7 November 2013**

Present:

**Councillors**

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

**1. Minutes**

The minutes of the meeting held on 10 October 2013 were agreed as a correct record.

**2. Officer Foreign Travel – International Cycling Safety Conference**

The Committee considered report FP/15/13 by the Secretary to the Committee detailing an application for Daniel Carlin, Senior Road Safety Officer – Cycling Manager to attend the International Cycling Safety Conference in The Netherlands on 20 and 21 November 2013. The cost to the County Council would be £390.

Daniel Carlin was present and responded to Members' questions.

**Resolved:**

That the attendance of Daniel Carlin, Senior Road Safety Officer – Cycling Manager at the International Cycling Safety Conference to be held in The Netherlands on 20 and 21 November 2013, at an estimated cost of £390, be approved.

**3. Member and Officer Attendance at SUSCOD Project Events**

The Committee received report FTC/16/13 by the Secretary to the Committee which provided an update on an urgent application for Member and Officer foreign travel considered at the last meeting on 10 October 2013. Members noted that, acting in accordance with the authority delegated to him at the meeting, the Chairman had approved an application for Councillor John Jowers (Cabinet Member for Libraries, Communities and Planning), Andrew Cook (Head of Planning, Environment and Economic Growth) and Hilary Rowlands (Senior Regeneration Manager) to attend two events connected with the EU-funded SUSCOD project. The events had been held in Amsterdam from 5-7 November 2013 and the total cost of £1306.96 (excluding taxes) had been met from EU

funding for the SUSCOD Project (which had included project activity match from Essex County Council).

The Chairman commented that Councillor Jowers would be asked to report back to a future meeting.

#### **4. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 17 December 2013 at 10.30am or on the rising of the Cabinet meeting to be held that same morning, whichever is the later.

The meeting closed at 12.45pm

Chairman  
17 December 2013