

**Minutes of a 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 at 11.25am on Thursday 22 November 2018**

**Present:**

**Councillor**

K Bentley (Chairman)

S Barker

M Mackrory

D Madden

The following officers were present in support throughout the meeting:

Gemma Bint Democratic Services Officer

Paul Turner Director, Legal and Assurance

**1. Membership, Apologies, Substitutions and Declarations of Interest.**

The report of Membership, Apologies and Declarations of Interest was received and it was noted:

1. There had been no changes in membership since the Committee's last meeting;
2. Apologies for absence had been received from Cllr David Finch.
3. There were no Declarations of Interest.

**2. Minutes**

The minutes of the meeting held on 16 October 2018 were agreed as a correct record and signed by the Chairman.

**3. Approval for Member attendance at the CCN Conference (FTC/15/18)**

The Committee confirmed that an application was circulated and agreed by email prior to the meeting for an additional member, Councillor McKinlay to attend the CCN Conference in addition to the already approved attendance of Councillors Bentley, Henderson, Madden and Mackrory and one officer (Gavin Jones, Chief Executive) to attend the County Councils Network (CCN) annual conference from 18-20 November 2018 in Guildford, Surrey.

**Resolved:**

The Committee confirmed that it was agreed that Cllr McKinlay could attend the CCN annual conference in November 2018 in addition to the four members and one officer at a total estimated cost of £762.10 plus VAT.

**4. Approval for Officer Foreign Travel to the Netherlands (FTC/16/18)**

The Committee confirmed that an application was circulated and agreed by email prior to the meeting for six officers (Liz Duncan, Mid Essex ASC Team Manager, Richard Hockley, Mid Essex ASC Acting Team Manager, Darlington Machingura, Mid Essex Senior Social Worker, Ivine Mayo, Mid Essex Senior Social Worker, Julia Lyons, Mid Essex ASC Team Manager, Madeline Carroll, Mid Essex Deputy Manager) to travel to the Netherlands for a Buutzorg Study Visit, from 10<sup>th</sup> December to 12<sup>th</sup> December.

**Resolved:**

That travel to the Netherlands by six officers, from 10<sup>th</sup> to 12<sup>th</sup> December 2018 in order to attend a Buutzorg Study Visit at a total estimated cost of £2,095.80 inc. VAT, be approved.

**5. Dates of Future Meetings 2019-2020**

It was noted that future meetings of the Members and Officers Foreign Travel Committee will take place on the following dates:

**2019**

Tuesday 22 January	Tuesday 23 July
Tuesday 26 February	Tuesday 17 September
Tuesday 19 March	Tuesday 22 October
Tuesday 16 April	Thursday 26 November
Tuesday 28 May	Tuesday 17 December
Tuesday 18 June	

**2020**

Tuesday 21 January	Tuesday 21 April
Tuesday 25 February	Tuesday 26 May
Tuesday 17 March	

**6. Date of Next Meeting**

It was noted that the next meeting of the Committee would take place on Tuesday 18 December 2018 at 10.15am, or on the rise of the Cabinet meeting due to take place that morning, whichever is the later.

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**Chairman**

**18 December 2018**