

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

10:30*	Tuesday, 17 February 2015	Committee Room 1, County Hall, Chelmsford, Essex
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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
S Walsh

For information about the meeting please ask for:

Judith Dignum, Committee Services Manager

Telephone: 033301 34579

Email: Judith.dignum@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.

Most meetings are held at County Hall, Chelmsford, CM1 1LX. A map and directions to County Hall can be found on the Council's [website](#).

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.

The agenda is also available on the Essex County Council website, 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)

		Pages
1	Apologies for Absence	
2	Minutes of the last meeting	5 - 8
3	Declarations of Interest To note any declarations of interest to be made by Members in accordance with the Members' Code of Conduct	
4	Member Attendance at Children and Adults Services Conference	9 - 12
5	Date of Next Meeting To note that the next meeting will be held on Tuesday 24 March 2015 at 10.30am or on the rising of the Cabinet meeting to held that morning, whichever is the later	
6	Urgent Business 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.

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 10.30am on 16 December 2014

Present:

Councillor

David	Finch	Chairman
Michael	Danvers	
Mike	Mackrory	
Dick	Madden	
Simon	Walsh	

1. Minutes

The minutes of the meeting held on 21 October 2014 were agreed as a correct record and signed by the Chairman.

2. Declarations of Interest

There were no declarations of interest.

3. Report of Action Taken Since Last Meeting – National Children and Adult Services Conference

The Committee considered report FTC/17/14 by the Secretary to the Committee confirming action taken since the last meeting regarding Member and Officer attendance at the National Children and Adult Services Conference in Manchester between 29 and 31 October. Members were satisfied that their concerns about various issues, including the level of ECC representation at the Conference, were being addressed.

Resolved:

- (1) That the arrangements for officer attendance at the National Children and Adult Services Conference in Manchester from 29 – 31 October be noted.
- (2) That the agreement between the Leader of the Council and the Executive Director, People Commissioning for combined Member and Officer attendance at the Conference in future years to be limited to a maximum of six be noted.

4. National Children and Adult Services Conference: Feedback Report

The Committee considered report FTC/18/14 by the Cabinet Member for Adults and Children (in conjunction with the Cabinet Member for Communities and Healthy Living and Councillors Rikki Gadsby and Anne Naylor) which provided feedback from Members and Officers following their attendance at

the National Children and Adults Services Conference in October. This had been requested by the Committee when it approved the application in June of this year.

In welcoming the report, the Chairman emphasised the importance of feedback in demonstrating the value of ECC representation at external events and conferences. Arising from discussion, the feedback received from Councillors Mike Mackrory and Julie Young following their attendance at the County Councils Network Conference (recently circulated to Committee members for information) was noted, and it was agreed that Councillors Dick Madden and Kevin Bentley should also be asked to provide feedback from this event.

Resolved:

- (1) That the feedback from Members and Officers in relation to the National Children and Adult Services Conference be noted.
- (2) That the feedback recently circulated to Committee members from Councillors Mike Mackrory and Julie Young following their attendance at the County Councils Network (CCN) Conference be noted.
- (3) That Councillors Dick Madden and Kevin Bentley be asked to provide similar feedback, also for circulation to Committee members.

5. Dates of Future Meetings

Resolved:

That meetings of the Committee beyond May 2015 be held on the following dates:

2015		2016	
Tuesday	23 June	Tuesday	19 January
Tuesday	21 July	Tuesday	16 February
Tuesday	22 September	Tuesday	22 March
Tuesday	20 October	Tuesday	19 April
Thursday	19 November	Tuesday	17 May
Tuesday	15 December		

6. Date of Next Meeting

The Committee noted that the next meeting would take place on Tuesday 27 January 2015 at 10.30 or on the rising of the Cabinet meeting to be held that same morning, whichever was the later.

The meeting closed at 10:40.

Chairman

27 January 2015

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	FTC/01/15
Date: 17 February 2015	
Approval for Member Attendance at the National Children and Adult Services Conference	
Report by: Committee Services Manager	
Enquiries to: Judith Dignum, 033301 34579	

1. Purpose of the Report

- 1.1 To consider an application (attached to this report) for Councillors Dick Madden (Cabinet Member for Families and Children), Anne Brown (Cabinet Member for Communities and Healthy Living) and Sue Lissimore (Deputy to the Cabinet Member for Education and Lifelong Learning) to attend the National Children and Adult Services Conference in Bournemouth from 14 – 16 October 2015. Two officers (Dave Hill, Executive Director for People Commissioning and Helen Lincoln, Executive Director for Family Operations) will also be attending.

2. Recommendation

- 2.1 That approval be given/not given for Councillors Dick Madden, Anne Brown and Sue Lissimore to attend the National Children and Adult Services Conference in Bournemouth from 14 – 16 October 2015 at an estimated cost to the Council of £828.10 per person (and a total combined cost for members and officers of £4,140.50).

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: Cllr Dick Madden
Cllr Sue Lissimore
Cllr Anne Brown
Officers – Dave Hill, Helen Lincoln

Details of the visit (incl. dates):

To attend the National Children and Adults Services Conference in Bournemouth on 14 - 16 October 2015.

Estimated cost of the visit: £ 828.10 per person plus VAT
TOTAL COST TO ECC: £4,140.50

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 fee: £450 plus VAT per person

Accommodation:

3 quotes:

The Royal Bath Hotel - £80 per person per night = £240 per person for 3 nights

Park Central - £80 per person per night = £240 per person for 3 nights

Hallmark Hotel - £79 per person per night = £237 per person for 3 nights

Travel:

Train – Off Peak Return from Chelmsford to Bournemouth - £81.10 per person

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

This event is vital to councillors, directors, senior officers, directors of public health, policy makers and service managers, indeed any individual or organisation with responsibilities for children and adults in the statutory, voluntary and private sector.

There will be a mix of keynote and ministerial addresses as well as significant plenary sessions by key players in the adult, children and education sectors. There will also be the opportunity to participate in a variety of breakouts and networking sessions.

The event is regularly used as a platform for policy announcements. It also offers the opportunity for discussions with Ministerial and shadow teams.

Comments of the Chief Executive

I approve. This is the annual conference and therefore the most influential forum for sharing learning and best practice. Having been appointed as a DfE contractor to deliver intervention support, this conference is also an opportunity to market our service offer to the sector.

Joanna Killian, Chief Executive
(approved electronically, 6 February 2015)

Comments of the Section 151 Officer

Visit is in line with ECC duties and conforms to travel and subsistence policies.

Margaret Lee
(approved electronically, 6 February 2015)