

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 Kevin Bentley

Details of the visit (incl. dates):

To Jiangsu Province, China.

Dates: 23rd October – 31st October 2015

ECC receives fees that cover the costs of the China trade and investment promotion work. The target for 2015-16 is to again cover all of these costs and this visit is a key means of achieving this, whilst also promoting economic growth for Essex and for our partners in Norfolk and Suffolk County Councils. Currently we are on target to achieve £105,000 income in 2015/16. This covers all costs of the China office plus the costs included in this travel approval request.

Purpose of the visit

The Economic Growth Strategy highlights the role that the Essex-Jiangsu link plays in attracting new inward investment to Essex and helping Essex businesses to find new export markets. The strong inter-governmental links provide Essex County Council and Essex businesses with privileged access to senior decision-makers in Jiangsu. On this visit we will target meeting with businesses considering outward investment and those seeking to buy Essex technologies. The relationship also helps achieve other ECC Corporate objectives through exchanges in the fields of culture, education and tourism.

Cllr Kevin Bentley will have a full schedule of pre-prepared and targeted meetings to:

- Talk to senior managers in pre-qualified businesses considering setting up operations in Essex.
- Develop projects with the Jiangsu Department of Science and Technology that will enable ECC to earn consultancy income from UK businesses accessing China-UK innovation funds.
- Introduce one of our consultancy customers, the Vice-Chancellor of Anglia Ruskin University, to partner universities to recruit students from Jiangsu
- Chair the meeting of the East of England – Jiangsu Committee to review agreed actions and plan next year's activities
- Generate new income by offering bespoke ECC training programmes to various Jiangsu government departments.
- Launch the opening of an exhibition of Colchester Museum artefacts in Nanjing Museum, China's second largest.

Cllr Bentley would be accompanied by two officers: the Head of International Trade (Peter Manning) and the International Trade Coordinator (Ms Ge Jing). Peter Manning is planning to stay a further week in China to have some time with colleagues in the ECC China office and to progress other issues with Jiangsu businesses and officials.

Estimated isolated cost of £ Based on 1 Member travelling
 Cllr. Bentley's attendance
 on the visit:

Total £2012.50

Item:	Notes:	Cost estimate:
Travel	Economy Flights x 1 @ £735.00ea	£735.00
Accommodation	(incl. breakfast) 7 nts @ av. £95 = £665	£665.00
Subsistence	Some meals will be provided by our hosts. In addition: Lunch x 4 @ £10 ea. = £40 Dinner x 4 @ £20 ea. = £80	£120.00
Visas	For 1 person = £125	£125.00
Transfers	1. To and from airports Breakdown of transfers: To Heathrow out x 1 taxi £125 From Shanghai airport Cllr Bentley (one third of £88 fare) = £29.35 To Shanghai on return Cllr Bentley £88 From Heathrow on return x 1 taxi Cllr Bentley £125 2. Surface travel by train/bus/taxis Estimated at 5 rail/bus journeys @£20.00pp ea = £100 Estimated at 15 local China taxi journeys @ £1.50 ea (one third of £22.50 fare) = £7.50	£386.85
Incidentals	(e.g. bottled water, other minor expenses) Estimate: £10	£10

Estimated total cost of the £ Based on 1 Member and 2 Officers travelling
 visit:

Total £7044.50 (Average £2348.17).

Item:	Notes:	Cost estimate:
Travel	Economy Flights x 3 @£735.00ea	£2205.00
Accommodation	(incl. breakfast) Cllr Bentley: 7 nts @ av. £95 = £665 1 x Officer 7 nts @ av. £95 =£665 1 x Officer 14nts @ av. £95 = £1330	£2660.00
Subsistence	Some meals will be provided by our hosts. In addition: Cllr Bentley	£480

	Lunch x 4 @ £10 ea. = £40 Dinner x 4 @ £20 ea. = £80 <u>Officer (7 nights)</u> Lunch x 4 @ £10ea. x2= £40 Dinner x 4 @ £20ea x2 =£80 <u>1 Officer (14 nights)</u> Lunch x 8 @ £10ea. x2= £80 Dinner x 8 @ £20ea x2 =£160	
Customary gifts to exchange		£120
Visas	For 2 people	£250
Transfers	<p><i>1. To and from airports</i> Breakdown of transfers: To Heathrow out (3 persons) x 2 taxi £250 From Shanghai airport Cllr Bentley & 2 officers £88</p> <p>To Shanghai on return Cllr Bentley £88 Peter Manning £88 Ge Jing £88 From Heathrow on return Cllr Bentley £125 2 Officers £250</p> <p><i>2. Surface travel by train/bus/taxis</i> Estimated at 5 rail/bus journeys @£20.00pp ea x3 = £300 Estimated at 15 local China taxi journeys @ £1.50 ea = £22.50</p>	£1299.50
Incidentals	(e.g. bottled water, other minor expenses) Estimate: £30	£30

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

As per the report above. The purpose of the visit is to extend the relationship with Jiangsu Province to help achieve ECC Corporate objectives through exchanges in the fields of trade, culture, education and tourism.

* Please note you will need to demonstrate that in accordance with the Members' Allowances Scheme three quotes have been obtained before booking foreign hotels.

Approved

Comments of the Chief Executive

Magenet Leo

11/8/15



11/8/15

Comments of the Section 151 Officer