

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

10:30*	Tuesday, 19 May 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](mailto: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](http://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)

	<b>Pages</b>	
<b>1</b>	<b>Apologies and Substitution Notices</b> The Clerk to report receipt (if any)	
<b>2</b>	<b>Minutes of the last meeting</b>	<b>5 - 8</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>Approval for Member Attendance at the LGA Annual Conference 2015</b>	<b>9 - 12</b>
<b>5</b>	<b>Date of Next Meeting</b> To note that the next meeting will be held on Tuesday 23 June 2015 at 10.30am or on the rising of the Cabinet meeting to held that morning, whichever is the later	
<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.

**7**

**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 21 April 2015**

Present:

### **Councillor**

David	Finch	Chairman
Mike	Mackrory	
Dick	Madden	
Simon	Walsh	
Bill	Archibald	(substituting for Councillor Michael Danvers)

### **1. Apologies for absence**

Apologies were received from Cllr Danvers.

### **2. Minutes**

The minutes of the meeting held on 17 February 2014 were agreed as a correct record and signed by the Chairman.

### **3. Declarations of Interest**

There were no declarations of interest.

### **4. Application for Member Foreign Travel (Innovation Centre, Bordeaux)**

Councillors Rodney Bass, (Cabinet Member for Highways and Transportation) and Eddie Johnson, (Cabinet Member for Highways Maintenance and Small Schemes Delivery) were in attendance to answer members' questions.

Members considered report FTC/02/15 by the Committee Services Manager relating to an application for Councillors Rodney Bass, and Eddie Johnson, to visit the Ringway Jacobs Innovation Centre in Bordeaux on 3<sup>rd</sup> & 4<sup>th</sup> June 2015. The report advised that members would be accompanied by three officers, the Director for Commissioning: Transport and Infrastructure, the Commissioning Contract Manager, Highways and the Policy and Strategy Advisor to the Leader of the Council. It was agreed by the Committee that the Policy and Strategy Advisor to the Cabinet Member for Highways and Transportation should also attend.

The cost of the visit for all attendees (except the two Policy and Strategy Advisors) would be met by Ringway Jacobs. Costs relating to the attendance of the two Policy and Strategy Advisors (£285 per person and a total cost of £570) would be met by the Council, .

The Committee noted that an overnight stay at Gatwick on the night preceding the visit was necessary due to the timing of flights to Bordeaux.

The Chairman commented that, during the visit, he would ask his Policy and Strategy Advisor to focus particularly on investigating how Ringway Jacobs encouraged innovation across the organisation.

Responding to Members' questions, the Chairman and Councillor Johnson highlighted the particular benefits of visiting the Ringway Jacobs Innovation Centre. The support of the Chief Executive and the Section 151 Officer for the visit was also confirmed.

**Resolved:**

- 1) That approval be given be given for Councillors Rodney Bass and Eddie Johnson, accompanied by four officers of the Council (including two Policy and Strategy Advisors), to visit Ringway Jacobs Innovation Centre in Bordeaux on 3rd & 4th June 2015.
- 2) That the costs associated with the attendance of two Policy and Strategy Advisers (£270 per person, and a total of £570) be met by the Council, with the remaining costs to be met by Ringway Jacobs.
- 3) That the Committee receive a report feeding back the learning points from the visit, and how these will be applied in ECC.

**5. Report of Action Taken Since Last Meeting - Approval for Officer Foreign Travel**

Members considered report, FTC/03/15 by the Committee Services Manager confirming action taken since the last meeting regarding travel to Italy by Alex Creecy, Technical Manager in Integrated Waste Management from 14 – 16 April to attend a workshop on Innovative Technologies and Participatory Strategies in Naples, at a total cost of £372.40

**Resolved:**

- 1) That the action taken since the last meeting of the Committee to approve foreign travel to Italy by Alex Creecy, Technical Manager in Integrated Waste Management from 14 – 16 April to attend a workshop on Innovative Technologies and Participatory Strategies in Naples, at a total cost of £372.40, be approved.

**6. Date of Next Meeting**

The Committee noted that the next meeting would take place on Tuesday 19 May 2015 at 10.30 or on the rising of the Cabinet meeting to be held that same morning, whichever was the later.

**7. Urgent Business**

**Application for Member Foreign Travel: East of England European Partnership**

This item was withdrawn from the agenda.

Chairman  
19 May 2015



Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	<b>FTC/04/15</b>
<b>Date:</b> 19 May 2015	
<b>Approval for Member Attendance at the LGA Annual Conference 2015</b>	
<b>Report by:</b> Committee Officer	
<b>Enquiries to:</b> Jennifer Reid, 03330 131332	

**1. Purpose of the Report**

- 1.1** To consider an application (attached as an appendix to this report) for five members and two officers to attend the Local Government Association Annual Conference in Harrogate from 30 June – 2 July 2015.

**2. Recommendation**

- 2.1** That the attendance of five members and two officers at the Local Government Association (LGA) Annual Conference in Harrogate from 30 June – 2 July 2015, at an total estimated cost of £6500, be approved/not approved.

## 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 officers

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

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

LGA Annual Conference 30 June – 2 July 2015 in Harrogate

Estimated cost of the visit: £6,500

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

£495 per person x 6 delegates = £2970 + V.A.T.

### Travel

Train costs for super off-peak tickets as follows:

Chelmsford – Harrogate £116.30 per person

Colchester – Harrogate £128.16 per person

London – Harrogate £105.50 per person

### Accommodation costs:

Accommodation has been booked for 4 Members and 1 officer at Ascot House Hotel, Harrogate at a cost of £2070 + V.A.T. The Labour delegate normally arranges their own accommodation and recharges half the cost to ECC. We should therefore add another £175 to cover this making a total of £2,245

### 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 Chief Executive

This is a key event and an appropriate commitment to make.

Joanna Killian  
6<sup>th</sup> May 2015

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#### Comments of the Section 151 Officer

'Approved - the costs are in line with ECC policies and the subject of the conference aligns with ECC business'

Margaret Lee  
6<sup>th</sup> May 2015

