



Essex County Council

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

10:30	Tuesday, 21 September 2021	Council Chamber County Hall, Chelmsford, CM1 1QH
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For information about the meeting please ask for:

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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.

Members of the public will be able to view and listen to any items on the agenda unless the Committee has resolved to exclude the press and public from the meeting as a result of the likely disclosure of exempt information as defined by Schedule 12A to the Local Government Act 1972.

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Attendance at meetings

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

Access to the meeting and reasonable adjustments

County Hall is accessible via ramped access to the building for people with physical disabilities. The Council Chamber is accessible by lift located on the first and second floors of County Hall. However, access and space for the public is extremely limited due to COVID secure requirements.

Induction loop facilities are available in most Meeting Rooms. Specialist headsets are available from Reception.

Accessing Documents

If you have a need for documents in, large print, Braille, electronically or in alternative languages and easy read please contact the Democratic Services Officer before the meeting takes place. For further information about how you can access this meeting, contact the Democratic Services Officer.

The agenda is also available on the Essex County Council website, www.essex.gov.uk From the Home Page, click on 'Running the council', then on 'How decisions are made', then 'council meetings calendar'. Finally, select the relevant committee from the calendar of meetings.

Audio recording of meetings

Please note that in the interests of improving access to the Council's meetings, a sound recording is made of the public parts of many of the Council's Committees. The Chairman will make an announcement at the start of the meeting if it is being recorded.

We are experimentally streaming some meetings on the [ECC Democracy YouTube Channel](#). You may wish to see if this meeting is being streamed but please remember that this is an experimental service. There is also an [audio broadcast accessible via our website](#).

If you are unable to attend and wish to see if the recording is available, you can visit the ECC Democracy YouTube Channel or, for the audio recording check the [Calendar of Meetings](#) any time after the meeting starts. Any audio available can be accessed via the box in the centre of the page, or the links immediately below it.

Should you wish to record the meeting, please contact the officer shown on the agenda front page.

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4	Officer Foreign Travel to Denmark, 4 - 6 October 2021 Report to follow.	

5 Annual Report 2020/21

The Foreign Travel Policy states that foreign travel by officers must be approved by the Committee unless the officer is in a team which has been given pre-approval for foreign travel, pre-approval is given where the Committee accepts that there is a need to travel abroad.

The policy indicates that a summary of travel undertaken by 'pre-approved' teams must be reported to the Committee on an annual basis. Members are asked to note that for the period 1 April 2020 - 31 March 2021 there was no travel falling into this category, therefore there is no report to consider.

6 Date of Next Meeting

To note that the next meeting of the Committee will take place on Wednesday 24 November 2021 on the rise of the Cabinet meeting due to take place that day.

7 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)

The following items of business have not been published on the grounds that they involve the likely disclosure of exempt information falling within Part I of Schedule 12A of the Local Government Act 1972. Members are asked to consider whether or not the press and public should be excluded during the consideration of these items. If so it will be necessary for the meeting to pass a formal resolution:

That the press and public are excluded from the meeting during the consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information falling within Schedule 12A to the Local Government Act 1972, the specific paragraph(s) of Schedule 12A engaged being set out in the report or appendix relating to that item of business.

8 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.