



**Rochford District
Council**

Charter Implementation Group

agenda

Date

16 December 2009

Time

7.30 pm

Place

Committee Room 4
Civic Suite
Rayleigh

Contact

Michelle Power

Rochford District Council
South Street
Rochford
Essex
SS4 1BW

Tel: 01702 546366

Fax: 01702 545737

Email:
committee@rochford.gov.uk

**The public are welcome to
attend this meeting**

If you would like this agenda in large print, braille or another language please contact 01702 546366



The agendas and minutes of meetings can be accessed via the Council's website at <http://www.rochford.gov.uk>

Members of the Charter Implementation Group

Chairman: Cllr D Merrick

Cllr C I Black
Cllr T G Cutmore
Cllr Mrs G A Lucas-Gill
Cllr Mrs C A Weston

Independent Members

Mr D J Cottis
Mrs L Walker

Terms of Reference

To oversee and lead on the process of applying for accreditation to the East of England Charter for Elected Member Development.

The Council's vision is to make Rochford District a place which provides opportunities for the best possible quality of life for all who live, work and visit here.

The Council's objectives are to make a difference:-

- to our public
- to our community
- to our environment
- to our local economy.

The Council's values (the way we work to pursue these objectives) are to:-

- Be an open, accountable, listening, responsive Council
- Put the customer and citizen at the heart of everything we do, delivering services in a caring and sensitive manner
- Co-ordinate the management of resources with an emphasis on sustainability
- Value the contribution of partners, employees and citizens, trusting each other and working collaboratively.

A G E N D A

Emergency evacuation announcement

Page No

1 Apologies for Absence

2 Minutes of the Meeting held on 25 August 2009

3 To Receive Declarations of Interest

4 Charter for Elected Member Development Action Plan

As part of the process of Charter accreditation the Council has submitted the Action Plan to South East Employers. The Action Plan can now be used as a working document by the Charter Implementation Group.

The Action Plan is to follow. Items on the Action Plan that have been completed have been 'greyed out' and do not require Members' further attention. Members are asked to consider those items on the Action Plan with outstanding actions for December 2009.

An Officer Comment and Suggested Actions document relating to these outstanding items on the Action Plan is also to follow.

5 Part 3 Member Development Programme

To consider possibilities for learning and development opportunities to be offered to Members in Part 3 of the Programme (February-March 2010).

The report is to follow.

A handwritten signature in black ink, appearing to read 'Paul Warren', with a large, stylized initial 'P' at the start.

Paul Warren
Chief Executive