



**Rochford District  
Council**

## **Charter Implementation Group**

### **agenda**

***Date***

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**25 August 2009**

***Time***

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**7.30 pm**

***Place***

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Committee Room 4  
Civic Suite  
Rayleigh

***Contact***

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

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## **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 7 May 2009**

**3 To Receive Declarations of Interest**

**4 Member Development Policy Statement/Charter for Elected Member Development Action Plan**

To review and endorse the following draft documents for submission to South East Employers:-

- |   |            |
|---|------------|
| (1) The Member Development Policy Statement (incorporating the Member Development Policy Document) (copy attached at Appendix 1). | 4.1 – 4.6  |
| (2) The Charter for Elected Member Development Action Plan (copy attached at Appendix 2).   | 4.7 – 4.35 |

Note: the process of Charter accreditation includes a requirement that the Council submits the above documents to South East Employers. Once submitted, the Action Plan can be used as a working document by the Charter Implementation Group. A file containing the evidence is being included in the Members' Library.

**5 Part 2 Member Development Programme**

To review and endorse the indicative list of learning and development opportunities that will be offered to Members in Part 2 of the Programme (Oct-Nov 2009).

This item is to follow.



Paul Warren  
Chief Executive