



**Rochford District  
Council**

# Investment Board

## agenda

***Date***

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**29 September 2016**

***Time***

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**7.30 pm**

***Place***

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Committee Room 4  
Civic Suite  
Rayleigh

***Contact***

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## **Members of the Investment Board**

Chairman: Cllr M J Steptoe

Vice-Chairman: Cllr J R F Mason

Cllr T G Cutmore

Cllr R R Dray

Cllr N J Hookway

Cllr M Hoy

Cllr Mrs T R Hughes

Cllr G J Ioannou

Cllr T E Mountain

Cllr J E Newport

Cllr I H Ward

Cllr M J Webb

Cllr A L Williams

## **Terms of Reference**

- To ensure that best use is made of sites and property and that opportunities for co-location and income generating activities explored; maximising both the Economic and Social Value to the District.
- To consider and, where appropriate, approve a pipeline of projects/activity, based on professional advice outlined in business cases from the Leadership Team, and setting the conditions to be met in perusal of objectives.
- To monitor the co-ordinated delivery of major schemes and projects to support property development and community facilities within the District; ensuring programme delivery, performance and quality.
- To shape, challenge and review business cases in relation to transformation and service development that require new investment (in excess of £25,000); with a particular focus on schemes that improve quality whilst reducing cost or generating a financial return.
- To act on conditions and advice given by Government, the accountable bodies where external or specific funding is being utilised and the Section 151 officer in ensuring that investment decisions are prudent, affordable and sustainable.
- To share information and good practice to ensure that the optimum use is made of all public and private sector resources.
- To have access to sufficient administrative resources in order to carry out the Committee's duties and to be provided with appropriate and timely training in the form of an induction programme and ongoing training for new appointees.

**The Council's residents are at the heart of everything we do.**

**The Council's priorities are:-**

- To become financially self-sufficient
- Early intervention
- To maximise our assets
- To enable communities

## A G E N D A

- |          |  |            |
|----------|--|------------|
|          | Emergency evacuation announcement  | Page No    |
| <b>1</b> | <b>Apologies for Absence</b>   |            |
| <b>2</b> | <b>Substitute Members</b>  |            |
| <b>3</b> | <b>Non-Members Attending</b>   |            |
| <b>4</b> | <b>Minutes of the Meeting held on 26 July 2016</b>   |            |
| <b>5</b> | <b>To Receive Declarations of Interest</b>   |            |
| <b>6</b> | <b>Exclusion of the Press and Public</b><br><br>To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed. |            |
| <b>7</b> | <b>Crematorium Project Update</b><br><br>To receive the exempt report of the Assistant Director, Environmental Services with an update on the Crematorium Project.   | 7.1 – 7.3  |
| <b>8</b> | <b>Establishment of a Local Authority Trading Company</b><br><br>To receive an information briefing on scrutiny and decision making powers from the Assistant Director, Legal Services in respect of the Local Authority Trading Company.  |            |
| <b>9</b> | <b>Maximise our Assets: Asset Register Review</b><br><br>To receive the exempt report of the Assistant Director, Commercial Services with an update on the Asset Register Review Project, which falls within the Business Plan theme of 'Maximise Our Assets'.                             | 9.1 – 9.31 |

**10      The Old House, Rochford: Options for Alternative Use**

To receive the exempt report of the Assistant Director, Commercial Services with an update on options for alternative use of the Old House, Rochford.

The exempt report is to follow.

**11      Maximise our Assets: Project Wyvern**

To receive a report from the Assistant Director – Commercial Services with an update on Project Wyvern, which falls within the Business Plan theme of ‘Maximise Our Assets’.

The exempt report is to follow.

**12      Programme Office update**

To receive a verbal update from the Executive Director on the work of the Programme Office, to include a discussion on the prioritisation and risk categorisation of projects and proposals for a Rochford District Council promotional video.



John Bostock  
Assistant Director, Democratic Services