

ROCHFORD DISTRICT COUNCIL



Finance & Procedures Overview & Scrutiny Committee

agenda

Chairman's callover – 6.30pm in the
Chairman's Briefing Room

Date

15 December 2004

Time

7.30pm

Place

Council Chamber
Civic Suite
Rayleigh

Contact

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The Agendas and Minutes of meetings can be accessed via the Council's
website at www.rochford.gov.uk

Members of the Finance & Procedures Overview & Scrutiny Committee

Cllr P F A Webster (Chairman)
Cllr Mrs S A Harper (Vice-Chairman)

Cllr P A Capon
Cllr K A Gibbs
Cllr J E Grey
Cllr T Livings

Cllr Mrs J R Lumley
Cllr D Merrick
One vacancy

Copy for Information to all Substitute Members

Liberal Democrat Group
Cllr C J Lumley

Terms of Reference

To consider the following in accordance with the Overview and Scrutiny Procedures Rules: The Council's budget, the management of its budget, capital and revenue borrowing, assets and audit arrangements, Policies and Strategies of the Council and other bodies which affect the economic, social and political resources available to the District including best value, the community plan, corporate plan, local democracy and the achievement of objective transparent and accountable decision making by the Council.

The Council's vision is to make Rochford the place of choice in the County to live, work and visit.

The Council's principal aims are to:-

- Provide quality, cost effective services
- Work towards a safer and more caring community
- Promote a green and sustainable environment
- Encourage a thriving local economy
- Improve the quality of life for people in our District
- Maintain and enhance our local heritage

A G E N D A

Page No

1 Apologies for Absence

2 Substitutes

3 Non-Members attending

4 Minutes of the Meeting held on 9 December 2004

5 To Receive Declarations of Interest

6 External Audit – Management Letter 2003/2004

To consider the Management Letter issued by PKF concerning the Council's final accounts for 2003/2004, which will be despatched to Members under separate cover.

A representative from PKF will attend the meeting.

7 Internal Audit's Review of Corporate Governance 7.1

To consider the report of the Chief Executive which relates to the annual review of compliance with the Code of Corporate Governance.

8 Internal Audit Progress Report 8.1

To consider the report of the Chief Executive which invites Members to agree the changes to the 2004/05 Audit Plan.

9 Audit and Inspection Report 9.1

To consider the report of the Chief Executive which draws Members' attention to the recommendations of the External Auditor's report SAS610.

10 Exclusion of the Press and Public

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 14 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

11 Audit Report

11.1

To consider the exempt report of the Chief Executive which draws Members' attention to completed audit investigations and provides an update of audit recommendations.

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

Paul Warren
Chief Executive