

# ROCHFORD DISTRICT COUNCIL



## Review Committee

### agenda

***Date***

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**18 July 2006**

***Time***

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**7.30pm**

***Place***

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Committee Room 4  
Civic Suite  
Rayleigh

***Contact***

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## **Members of the Review Committee**

Chairman: Cllr K H Hudson

Vice-Chairman: Cllr Mrs R Brown

Cllr K J Gordon

Cllr Mrs S A Harper

Cllr T Livings

Cllr Mrs J R Lumley

Cllr P K Savill

Cllr P F A Webster

## **Terms of Reference**

The performance of all Overview and Scrutiny functions on behalf of 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

# AGENDA

Page No

**1 Apologies for Absence**

**2 Substitutes**

**3 Non-Members attending**

**4 Minutes of the Meeting held on 13 June 2006**

**5 To Receive Declarations of Interest**

**6 Endorsement of Scoping and Project Plans**

6.1

To agree Scoping Forms and Project Plans for the following projects (note: these documents have been drawn up in consultation with Project Leaders/participants):-

- Issues around Anti Social Behaviour – Chief Inspector John Walker and John Zammit, ECC Partnership Co-ordinator, have been invited to attend tonights meeting to have input into this project.
- The operation of Planning Enforcement
- Monitoring of the Committee System – How Committees are progressing their remit
- Bus Services

A Scoping Form and Project Plan relating to the new contracts overview will be submitted to a future meeting.

## 7 Performance Indicators

To note the following performance indicators, agreed by the former Policy & Finance Committee, which are to be used to evaluate the Council's Overview and Scrutiny process from the 2006/07 Municipal year:-

- (1) Completion of Overview and Scrutiny work programme on time.
- (2) Number of occasions when Overview and Scrutiny comments/ recommendations on organisational performance are acted upon.
- (3) Whether sufficient information is provided to witnesses about the Overview and Scrutiny process.
- (4) View of policy committee members as to whether Overview and Scrutiny adds value; and what improvements could be made to the relationship.
- (5) Views of public on aspects of meetings: accessibility of venue; ability to see, hear and follow the proceedings; interest and relevance of topics; clarity of reports.
- (6) Witnesses' views of value added by Overview and Scrutiny meetings.
- (7) Percentage of Overview and Scrutiny recommendations accepted.
- (8) Percentage of Overview and Scrutiny recommendations implemented.

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

Paul Warren  
Chief Executive