

# ROCHFORD DISTRICT COUNCIL



## Finance & Procedures Overview & Scrutiny Committee

### agenda

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

---

#### *Date*

**18 September 2003**

---

#### *Time*

**7.30pm**

---

#### *Place*

Council Chamber  
Civic Suite  
Rayleigh

---

#### *Contact*

Margaret Martin

Rochford District Council  
South Street  
Rochford  
Essex  
SS4 1BW

Tel: (01702) 546366

Fax: (01702) 545737

Email:

[committees@rochford.gov.uk](mailto:committees@rochford.gov.uk)

## **Members of the Finance & Procedures Overview & Scrutiny Committee**

Cllr T G Cutmore (Chairman)  
Cllr J Thomass (Vice-Chairman)

Cllr P A Capon  
Cllr K A Gibbs  
Cllr Mrs H L A Glynn  
Cllr C C Langlands

Cllr T Livings  
Cllr Mrs J R Lumley  
Cllr C R Morgan

Copy for Information to all Substitute Members

*Conservative Group*  
Cllr Mrs T J Capon  
Cllr Mrs S A Harper

*Labour Group*  
Cllr Mrs M S Vince

*Liberal Democrat Group*  
Cllr R A Oatham

### **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.

### **Corporate Objectives**

To provide quality cost effective services  
To work towards a safer and more caring community  
To promote a green and sustainable environment  
To encourage a thriving local economy  
To improve the quality of life for people in our District  
To maintain and enhance our local heritage and culture

# **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 22 July 2003**

**5 To Receive Declarations of Interest**

**6 I.T. Service and Contractor** 6.1

To consider the report of the Head of Administrative & Member Services which invites Members to consider a presentation about the I.T. service, its contribution to the Authority and how the service is provided by the contractor, Vivista.

**7 Closure of Accounts 2002/03** 7.1

To consider the report of the Head of Financial Services which invites Members to consider some of the detail regarding the Statement of Accounts that was submitted to Council on the 29<sup>th</sup> July.

**8 Rochford District Economic Development Strategy** 8.1

To consider the report of the Chief Executive, which advises Members of the responses received in connection with the consultation exercise on the Council's draft Economic Development Strategy 2003/07.

**9 Business Representative Consultation Protocol** 9.1

To consider the report of the Chief Executive, which seeks Members agreement to a finalised protocol for groups, such as the Chamber of Commerce, the Chambers of Trade and Federation of Small Businesses.

A handwritten signature in black ink, appearing to read "Paul Warren". The signature is stylized with a large, looping initial "P" and a cursive "Warren".

Paul Warren  
Chief Executive