

9 June 2010

Dear Councillor

FINANCE AND ADMINISTRATION COMMITTEE

A meeting of the Finance and Administration Committee will be held in the Committee Room at the Council Offices, London Road, Saffron Walden on Thursday 17 June 2010 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

JOHN MITCHELL

Chief Executive

Commencing at 7.30 pm, there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given two working days prior notice

A G E N D A P A R T I

1. Apologies for absence and declarations of interest.
2. Minutes of the meeting held on 25 March 2010.
3. Business arising.
4. **Chairman's Items (5 minutes).**

Item for information

To receive the report of the Chairman of the Committee

5. **Lead Officer's Report (5 minutes)**

This report updates the Committee on matters that are not covered elsewhere on the agenda.

Item for information

To receive the report of the Director of Central Services

6. 2009/10 Outturn (15 minutes)

This report summarises the 2009/10 outturn

Item for decision

To receive the report of the Chief Finance Officer

7. Treasury Management and Landsbanki update (15 minutes)

This report summarises Treasury Management activity since the last meeting, and gives an update on Landsbanki.

Item for information

To receive the report of the Chief Finance Officer

8. Housing Finance Reform (15 minutes)

This report is to enable Members to discuss the financial aspects of the proposed reform. The Members of Community and Housing Committee will discuss their elements of the proposed reform at the meeting of 10 June 2010. The final proposed response will be the subject of a report to Full Council on 29 June 2010.

Item for decision

To receive the report of the Chief Finance Officer

9. Any other items that the Chairman considers to be urgent.

PART 2

(Consideration of an item containing exempt information within the meaning of paragraph 3 of schedule 12A of the Local Government Act 1972)

10. Management Restructuring Costs (15 minutes)

Item for decision

To receive the report of the Chief Executive

To: Councillors **R P Chambers**, R Clover, J E N Davey, K L Eden, A Dean, D M Jones, A J Ketteridge, T P Knight, R M Lemon, H S Rolfe, G Sell, R D Sherer, A D Walters and P A Wilcock.

Lead Officer: Adrian Webb

Democratic Services Officer: Catharine Roberts

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.uttlesford.gov.uk.

Members of the public and representatives of parish and town councils are now permitted to speak at the meetings. You will need to register with the Committee Officer by midday two working days before the meeting. An explanatory leaflet has been prepared which details the procedure and is available from the Council offices at Saffron Walden and Great Dunmow.

The agenda is split into two parts. Most of the business is dealt with in Part 1 which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they may deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

You are entitled to see any of the background papers that are listed at the end of each report.

If you want to inspect background papers or speak before a meeting please contact either Peter Snow on 01799 510430, Maggie Cox on 01799 510369, Rebecca Procter 01799 510433 Cathy Roberts on 01799 510434, or by fax on 01799 510550.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510

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If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact Peter Snow on 01799 510430 or email psnow@uttlesford.gov.uk as soon as possible prior to the meeting.

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- You should proceed calmly, do not run and do not use the lifts.
- Do not stop to collect personal belongings.
- Once you are outside, please make your way to the flagpole near the visitor car park.
- Do not wait immediately next to the building.
- Do not re-enter the building until told to do so.