

15 June 2004

Dear Councillor

RESOURCES COMMITTEE

A meeting of the Resources Committee will be held at the Council Offices, London Road, Saffron Walden on Thursday 24 June 2004 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ALASDAIR BOVAIRD

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 PART I

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 11 March 2004 (previously circulated).
- 3 Business Arising.
- 4 Resources Committee Forward Plan.
- 5 Financial Strategy and Service Planning Process.
- 6 Zero-based Budgeting.
- 7 Contract Services Integration.
- 8 Amendments to Financial Regulations.
- 9 Tenders for provision of banking and insurance services.
- 10 Dunmow Offices.
- 11 Business Improvement Districts.

- 12 Capital Programme 2004/05.
- 13 Capacity for Improvement in Development Services.
- 14 Executive Programme Office.
- 15 E-Government Strategy.
- 16 Counter-Fraud Partnership.
- 17 Housing and Council Tax Benefit Recovery Overpayment Policy.
- 18 Uttlesford Credit Union.
- 19 Refurbishment of toilets – Saffron Walden.
- 20 Travel Plan.
- 21 Items referred from other committees

Health and Housing Committee – 27 May 2004 – (Extract from Minutes is attached).

- (i) HH11 – Affordable Housing – Ardley Crescent.
- (ii) HH17 – Margaret Street – Thaxted – public conveniences

- 22 Cleaning Contract.
- 23 Energy Efficiency post.
- 24 Staffing Update.
- 25 Any other business which the Chairman considers to be urgent.

To: Councillors R P Chambers, A Dean, M L Foley, **M A Gayler**, R T Harris, A J Ketteridge, A R Row, S C Jones, M J Savage and P A Wilcock

Lead Officer: Philip O'Dell
Committee Officer: Rubina Kirmani

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate.

You also have the opportunity to ask questions or make statements before meetings of the Council and the Licensing, Resources, Community and Leisure, Environment, Transport and Highways, Health and Housing and Scrutiny Committees. This 'question time' takes place immediately prior to the normal business of the meeting. You must give at least 2 working days notice if you intend to speak. Also, it would be helpful if you could let us know what the questions are, so that we can investigate the issue for you, if possible.

The agenda is split into 2 parts. Most of the business is dealt within Part I which is open to the public. Part II includes items which must be discussed in the absence of the press or public, as they might 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 Mick Purkiss on 01799 510430, Rubina Kirmani on 01799 510433, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434 or Peter Snow on 01799 510431 or by fax on 01799 510550