

Governance Team

County Hall Chelmsford CM1 1LX Fax (01245) 280180

Executive Scrutiny Committee

EXTERNAL COMMUNICATIONS REVIEW TASK AND FINISH GROUP

Date: Monday, 9 July 2012

Time: 10:30 a.m.

Venue: Committee Room 5A

Governance Officer: Robert Fox

Telephone: 01245 430526

E Mail: robert.fox@essex.gov.uk

Committee Officer: Vivien Door

Telephone: 01245 430935

E Mail: vivien.door@essex.gov.uk

Agenda

This meeting is private and not open to the public or press.

If you have a need for documents in the following formats, large print, Braille, on disk or in alternative languages and easy read please contact the Committee Officer before the meeting takes place.

Membership of the Task and Finish Group

<ul style="list-style-type: none">• Councillor Graham Butland	<ul style="list-style-type: none">• Councillor Michael Mackrory
<ul style="list-style-type: none">• Councillor Joe Pike (Chairman)	



1. Apologies and Substitution Notices

The Committee Officer to report receipt (if any).

2. Declarations of Interest

To note any declarations of interest to be made by Members.

3. Minutes

To approve as a correct record the minutes of the meeting held on 1 May 2012.

4. Customer Access to Information

To consider an oral report on the Social Media information whilst ensuring that customers unable to access the website are not disenfranchised, presented by David Wilde, Chief Information Officer Eleri Roberts, Head of External Communications.

5. External Communication Strategy Plan

To consider information on the Internal Communication Service, (EXC-EC/01/12), presented by Richard Puleston, Assistant Chief Executive, Director for Strategic Services and Eleri Roberts, Head of External Communications.

6. Scoping Document

To review the Scoping Document for the External Communications Review in the light of the first two meetings.

7. Dates of future meetings

To consider whether future meeting dates are required.

8. Any other Business