

# ROCHFORD DISTRICT COUNCIL



## Policy & Finance Committee

### agenda

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***Date***

**7 April 2005**

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***Time***

**7.30pm**

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***Place***

Council Chamber  
Civic Suite  
Rayleigh

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***Contact***

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## **Members of the Policy & Finance Committee**

Cllr T G Cutmore (Chairman)  
Cllr S P Smith (Vice-Chairman)

Cllr C I Black  
Cllr K H Hudson  
Cllr C A Hungate  
Cllr J R F Mason  
Cllr P K Savill  
Cllr C G Seagers

Cllr D G Stansby  
Cllr Mrs M A Starke  
Cllr M G B Starke  
Cllr J Thomass  
Cllr Mrs C A Weston

Copy for Information to all Substitute Members

*Liberal Democrat Group*  
Cllr C J Lumley

## **Terms of Reference**

To exercise the Council's functions in relation to all matters not otherwise reserved to Full Council or the responsibility of another Committee with particular reference to:

- Finance
- Council Budget
- Support Services

Including the formulation and implementation of the policy framework and management of the budget in respect of these functions.

**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

# **A G E N D A**

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- |           |  |      |
|-----------|--|------|
| <b>1</b>  | <b>Apologies for Absence</b>   |      |
| <b>2</b>  | <b>Substitutes</b>   |      |
| <b>3</b>  | <b>Non-Members attending</b>   |      |
| <b>4</b>  | <b>Minutes of the Meeting held on 8 March 2005</b>   |      |
| <b>5</b>  | <b>To Receive Declarations of Interest</b>   |      |
| <b>6</b>  | <b>Questions on Notice</b>   |      |
| <b>7</b>  | <b>Motions on Notice</b>   |      |
| <b>8</b>  | <b>Issues arising from Overview and Scrutiny</b>   | 8.1  |
| <b>9</b>  | <b>Progress on Decisions</b>   | 9.1  |
|           | Schedule attached.   |      |
| <b>10</b> | <b>National Non-Domestic Rate – Discretionary Rate Relief</b>  | 10.1 |
|           | To consider the report of the Head of Revenue and Housing Management on a revised scheme for determining the level of discretionary rate relief, the period of the award and the procedure for the granting of the relief. |      |

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|-----------|--|-------------|
| <b>11</b> | <b>Retirement Age</b>  | <b>11.1</b> |
|           | <p>To consider the report of the Corporate Director (Law, Planning and Administration) on revision of the Council's policy on compulsory retirement at 65 as a move to best practice and to help alleviate recruitment and retention issues in some areas.</p> |             |
| <b>12</b> | <b>Rochford Regeneration Project</b>   |             |
|           | <p>To consider the report of the Chief Executive .</p> <p>The report is to follow.</p>   |             |
| <b>13</b> | <b>Housing Benefit Performance Standards – 2005 Review</b>   | <b>13.1</b> |
|           | <p>To consider the report of the Head of Revenue and Housing Management on the revised Housing Benefit Performance Standards (HBPS) which came into force on 1 April 2005.</p>   |             |
| <b>14</b> | <b>Market Town Health Check Study</b>  |             |
|           | <p>To consider the report of the Chief Executive.</p> <p>The report is to follow.</p>  |             |
| <b>15</b> | <b>Timetable of Meetings 2005/06</b>   | <b>15.1</b> |
|           | <p>To consider the report of the Head of Administrative and Member Services on the adoption of a timetable of meetings for the 2005/06 Municipal Year.</p>   |             |
| <b>16</b> | <b>Council Tax Improvement Plan</b>  | <b>16.1</b> |
|           | <p>To consider the report of the Head of Revenue and Housing Management on progress towards implementing the Council Tax Improvement Plan.</p>   |             |
| <b>17</b> | <b>Exclusion of the Press and Public</b>   |             |
|           | <p>To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.</p>              |             |

**18 Revenue and Benefit – Capacity Building and Service Enhancement 18.1**

To consider the exempt report of the Head of Revenue and Housing Management which sets out proposals for capacity building and enhancements to the Revenue and Benefits Service.

**19 Staffing Matters**

To consider the exempt report of the Chief Executive on vacancies, long term sickness absence and maternity absence within the Authority.

The report is to follow.

**20 Kerbside Recycling Scheme**

To consider the exempt report of the Corporate Director (Finance and External Services) on proposals for a green waste contract.

The report, which is to follow, is dependent on the outcome of discussions by the Waste Management and Recycling Sub-Committee.

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

Paul Warren  
Chief Executive