

ROCHFORD DISTRICT COUNCIL



Policy & Finance Committee

agenda

Date

4 December 2003

Time

7.30pm

Place

Council Chamber
Civic Suite
Rayleigh

Contact

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Members of the Policy & Finance Committee

Cllr P F A Webster (Chairman)
Cllr Mrs M A Starke (Vice-Chairman)

Cllr J E Grey	Cllr P K Savill
Cllr K H Hudson	Cllr C G Seagers
Cllr A J Humphries	Cllr S P Smith
Cllr C A Hungate	Cllr D G Stansby
Cllr C J Lumley	Cllr D A Weir
Cllr J R F Mason	

Copy for Information to all Substitute Members

Conservative Group

Cllr Mrs T J Capon
Cllr K A Gibbs
Cllr Mrs L Hungate

Labour Group

Cllr Mrs M S Vince

Liberal Democrat Group

Cllr C I Black

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.

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 13 November 2003**

- 5 **To Receive Declarations of Interest**

- 6 **Questions on Notice**

- 7 **Motions on Notice**

- 8 **Issues arising from Overview and Scrutiny**

- 9 **Progress on Decisions** 9.1
Schedule attached.

- 10 **Budget Strategy** 10.1
To consider the report of the Head of Financial Services on the Budget Strategy.
The report is to follow.

11 Proposal to Make Changes to the Method of the Annual Canvass of Electors 11.1

To consider the report of the Head of Administrative and Member Services which seeks approval to the introduction of an automated registration system as part of the annual canvass of electors in September 2004.

12 Exclusion of the Press and Public

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.

13 Housing Resource Issues

To consider the exempt report of the Corporate Director (Finance & External Services) on the resource implications associated with a number of housing matters.

The report is to follow.

14 Staffing Upgrade – Internal Audit 14.1

To consider the exempt report of the Chief Executive on a staffing upgrade in Internal Audit.

15 Staffing Issues

To consider the exempt report of the Chief Executive on the current position regarding vacancies and long term sickness absence within the Authority.

The report is to follow.

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

Paul Warren
Chief Executive