

ROCHFORD DISTRICT COUNCIL



Policy & Finance Committee

agenda

Date

14 January 2004

Time

7.30pm

Place

Council Chamber
Civic Suite
Rayleigh

Contact

John Bostock

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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

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|-----------|---|-------------|
| 1 | Apologies for Absence | |
| 2 | Substitutes | |
| 3 | Non-Members attending | |
| 4 | Minutes of the Meeting held on 4 December 2003 | |
| 5 | To Receive Declarations of Interest | |
| 6 | Questions on Notice | |
| 7 | Motions on Notice | |
| 8 | Issues arising from Overview and Scrutiny | |
| 9 | Procurement Agency for Essex | 9.1 |
| | To consider the report of the Corporate Director (Finance & External Services) which seeks Members' approval to the authority joining the Procurement Agency for Essex. | |
| 10 | Corporate Debt Policy | 10.1 |
| | To consider the report of the Head of Revenue and Housing Management on the adoption of a corporate debt policy. | |

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|-----------|---|-------------|
| 11 | Corporate Write-Off Policy | 11.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management on the adoption of a corporate write-off policy.</p> | |
| 12 | National Non-Domestic Rating - Mandatory and Discretionary Rate Relief | 12.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management on applications for mandatory and discretionary rate relief.</p> | |
| 13 | Housing Benefit Customer Survey Results | 13.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management on the interim results of the biennial housing benefit customer survey.</p> | |
| 14 | Exclusion of the Press and Public | |
| | <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> | |
| 15 | Staffing Report | 15.1 |
| | <p>To consider the exempt report of the Corporate Director (Law, Planning & Administration) on the regrading of a post.</p> | |

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

Paul Warren
Chief Executive