

ROCHFORD DISTRICT COUNCIL



Policy & Finance Committee

agenda

Chairman's callover – 6.30pm in the
Chairman's Briefing Room

Date

3 October 2002

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 J E Grey (Vice-Chairman)

Cllr R S Allen

Cllr K A Gibbs

Cllr A J Humphries

Cllr C A Hungate

Cllr C C Langlands

Cllr C J Lumley

Cllr C R Morgan

Cllr J M Pullen

Cllr P K Savill

Cllr S P Smith

Cllr Mrs M A Starke

Copy for Information to all Substitute Members

Conservative Group

Cllr Mrs T J Capon

Cllr T E Goodwin

Cllr J Thomass

Cllr B J Wilkins

Independent Group

Cllr Mrs H L A Glynn

Labour Group

Cllr Mrs M A Weir

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

AGENDA

Page No

- 1 **Apologies for Absence**
- 2 **Substitutes**
- 3 **Non-Members attending**
- 4 **Minutes of the Meeting held on 10 September 2002**
- 5 **To Receive Declarations of Interest**
- 6 **Questions on Notice**
- 7 **Motions on Notice**
- 8 **Issues arising from Overview and Scrutiny**
- 9 **Outstanding Issues**
The report is to follow
- 10 **Housing Benefit, Council Tax, Business Rates,
Former Tenant Arrears and Sundry Debtors –
Write-Offs** 10.1

To consider the report of the Corporate Director (Finance & External Services) which invites Members to note the items written off under the Corporate Director's delegated authority.

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|-----------|---|------|
| 11 | Housing Benefit Performance Framework – Adoption of Vision statement, Aims and Objectives | 11.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management which invites Members to adopt the Vision Statement and Policy Objectives associated with the delivery of the Housing Benefit Performance Framework (HBPF).</p> | |
| 12 | Housing Benefit Overpayment Recovery Policy | 12.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management which invites Members to consider the adoption of the Housing Overpayment Recovery (HBOR) following the adoption of the Housing Benefit Performance Standards (HBPS).</p> | |
| 13 | Tenant Participation Officer | 13.1 |
| | <p>To consider the report of the Head of Revenue and Housing Management which invites Members to consider the appointment of a part-time dedicated Tenant Participation Officer as part of the Tenant Compact Review.</p> | |
| 14 | Corporate Governance Assessment | 14.1 |
| | <p>To consider the report of the Corporate Director (Finance & Administration) which invites Members to give a view on the internal assessment carried out by officers.</p> | |
| 15 | Treasury Management Annual Report | 15.1 |
| | <p>To consider the report of the Head of Financial Services which informs Members of the annual report for treasury management for the year 2001/02.</p> | |
| 16 | Rochford District Council Consultation Strategy | |
| | <p>To consider the report of the Chief Executive which invites Members to consider the establishment of a wider consultation network.</p> | |
| | <p>The report is to follow.</p> | |
| 17 | Comments on Electoral Commission Review of ECC Boundaries | 17.1 |
| | <p>To consider the report of the Head of Administrative and Member Services which seek Members' views on the current County electoral division boundaries.</p> | |

18 Local Democracy Week

18.1

To consider the report of the Chief Executive which provides Members with details relating to the nationally promoted Local Democracy Week and seeks Members' views as to whether the Council should support a Motion being promoted by the Local Government Association.

19 Local Service Agreements – Progress Report

To consider the report of the Chief Executive which invites Members to consider the progress made in respect of this initiative and seeks Members agreement to the way forward.

The report is to follow.

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

Paul Warren
Chief Executive