

# ROCHFORD DISTRICT COUNCIL



## Policy & Finance Committee

### agenda

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***Date***

**6 April 2006**

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***Time***

**7.30pm**

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***Place***

Council Chamber  
Civic Suite  
Rayleigh

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

Chairman: Cllr T G Cutmore

Vice-Chairman: Cllr D Merrick

Cllr C I Black

Cllr C A Hungate

Cllr J R F Mason

Cllr Mrs J A Mockford

Cllr C G Seagers

Cllr D G Stansby

Cllr Mrs M A Starke

Cllr M G B Starke

Cllr J Thomass

Cllr Mrs M J Webster

Cllr Mrs C A Weston

## **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

Page No

- |           |   |      |
|-----------|---|------|
| <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 30 March 2006</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>  |      |
| <b>9</b>  | <b>Progress on Decisions</b>  | 9.1  |
|           | Schedule attached   |      |
| <b>10</b> | <b>Implementing Electronic Government</b>   | 10.1 |
|           | To consider the report of the Head of Administrative and Member Services on the Implementing Electronic Government 2006 Return.         |      |
| <b>11</b> | <b>Council Tax Improvement Action Plan – Best Practice Proposals</b>  | 11.1 |
|           | To consider the report of the Head of Revenue and Housing Management on progress towards implementing the Council Tax Improvement Plan. |      |

**12 National Non –Domestic Rate – Discretionary Rate Relief 12.1**

To consider the report of the Head of Revenue and Housing Management reviewing the revised scheme for awarding Discretionary Rate Relief.

**13 Timetable of Meetings 2006/07 13.1**

To consider the report of the Head of Administrative and Member Services on the adoption of a timetable of meetings for the 2006/07 Municipal Year.

**14 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.

**15 Staffing Matters 15.1**

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.

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

Paul Warren  
Chief Executive