

13 December 2000

Dear Councillor

POLICY AND RESOURCES COMMITTEE

A meeting of the Policy and Resources Committee will be held at the Council Offices, London Road, Saffron Walden on Tuesday 19 December 2000 at 7.45 pm or at the conclusion of the question and answer session, whichever is the earlier.

Commencing at 7.30 pm, there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given two working days prior notice

Yours faithfully

ELIZABETH FORBES

Chief Executive

A G E N D A P A R T I

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 26 September 2000 (previously circulated).
- 3 Business arising.
- 4 Items referred from other Committees.
 - (i) Housing Services 21 November – Rent Arrear Write Offs
 - (ii) PFI Board – Consultancy Costs

Items for Decision

- 5 Calculation of Council Tax Base 2001/02.
- 6 Transitional Measures for 'Negative Subsidy' Authorities (to follow).
- 7 Draft Policy and Resources Revenue Estimates 2001/02 (to follow).
- 8 Draft General Fund Revenue Estimates 2001/04 (to follow).

- 9 Treasury Management.
- 10 Communications Strategy.
- 11 Appearance in Magistrates' Courts.
- 12 Political Management – Guidance on New Council Constitutions.
- 13 Periodic Electoral Review of Uttlesford District Council: Final Recommendations.
- 14 Community Information Centres.
- 15 External Lighting of Dunmow Offices.

Items for Information (unless Minutes contain recommendations)

- 16 Reports of representatives on outside bodies, if any.
- 17 Progress on BVPPI items (to follow).
- 18 Minutes of the meeting of the Airport Working Party held on 16 October (attached) and special meeting held on 4 December 2000 (to follow).
- 19 Minutes of the meeting of the Highways Sub-Committee held on 18 October and the special meeting held on 28 November 2000 (attached).
- 20 Minutes of the meeting of the Best Value Sub-Committee held on 25 September (previously circulated) and on 27 November 2000 (attached). **(Decisions required on Minute BV20).**
- 21 Minutes of the meeting of the Internal Services Sub-Committee held on 6 December 2000 (to follow). **(Decisions required on Minutes IS24(ii), 26 and 29).**
- 22 Any other items that the Chairman considers to be urgent.

PART II

(Paras 1, 7 and 9 of Part I of Schedule 12A of the 1972 Act)

For Decision

- 23 Management Structure (Members are requested to bring to the meeting copies of the report to Internal Services Sub-Committee).
- 24 Payroll Services (to follow).
- 25 Proposed staffing changes for Revenue Services.
- 26 Tenders.

To:- Councillors Mrs M A Caton, R P Chambers, R J Copping, A Dean, M L Foley, M A Gayler, R D Green, D M Jones, R A Merrion, R J O'Neill, G Sell, Mrs S V Schneider, R B Tyler and P A Wilcock.

Lead Officers: Elizabeth Forbes
John Dickson (financial matters)
Committee Officer: Maggie Cox

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee and Sub-Committee meetings and listen to the debate.

You also have the opportunity to ask questions or make statements before meetings of the Council and the Policy and Resources, Planning and Development and Community Services Committees. This 'question time' takes place at 7.30 pm prior to the normal business of the meeting. You must give at least 2 working days notice if you intend to speak. Also, it would be helpful if you could let us know what the questions are, so that we can investigate the issue for you, if possible.

The agenda is split into 2 parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which must be discussed in the absence of the press or public, as they might deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

You are entitled to see any of the background papers that are listed at the end of each report.

If you want to inspect background papers or speak before a meeting please contact either Mick Purkiss on 01799 510430, Laurel Crowe on 01799 510433 or Maggie Cox on 01799 510434 or by fax on 01799 510550.