



# **BUDGET PANEL**

**Tuesday, 10th September, 2013**

**7.00 pm**

**Town Hall, Watford**

**Publication date: 2 September 2013**

**CONTACT**

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Sandra Hancock in Democracy and Governance on 01923 278377 or by email to [legalanddemocratic@watford.gov.uk](mailto:legalanddemocratic@watford.gov.uk) .

Welcome to this meeting. We hope you find these notes useful.

## **ACCESS**

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

## **FIRE/EMERGENCY INSTRUCTIONS**

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

## **MOBILE PHONES**

Please ensure that mobile phones are switched off before the start of the meeting.

# COMMITTEE MEMBERSHIP

Councillor J Dhindsa (Chair)

Councillor S Rackett (Vice-Chair)

Councillors J Aron, S Counter, G Derbyshire, S Greenslade, R Martins, P Taylor and M Turmaine

## AGENDA

### PART A - OPEN TO THE PUBLIC

1. **APOLOGIES FOR ABSENCE/COMMITTEE MEMBERSHIP**
2. **DISCLOSURE OF INTERESTS (IF ANY)**
3. **MINUTES**

The minutes of the meeting held on 10 July 2013 to be submitted and signed. *(All minutes are available on the Council's website.)*

4. **REVENUES AND BENEFITS FINANCE** (Pages 1 - 8)

Report of the Head of Revenues and Benefits

This report provides an overview of the Financial aspects of Revenues and Benefits, with particular reference to Benefit Subsidy, Council Tax and Business Rate Collection Rates.

5. **NON DOMESTIC RATES - REVIEW OF DISCRETIONARY RATE RELIEF**  
(Pages 9 - 22)

Report of the Revenues Manager

This report sets out the various types of relief available to businesses to help them towards their business rates.

6. **REVISED MEDIUM TERM FINANCIAL STRATEGY 2013 / 2018** (Pages 23 - 36)

Report of the Shared Director of Finance

This report provides an overview of financial issues affecting the Council over the period up till March 2018 and enables a strategy to be developed to achieve a sustainable budget and set a Council Tax for 2014/15.

**7. FINANCE DIGEST** (Pages 37 - 56)

Report of Finance

The Finance Digest monitors the Council's expenditure and income throughout the financial year. It includes the budgetary variances as at the end of July 2013.

Budget Panel is asked to review the Finance Digest.

**8. WORK PROGRAMME AND TRAINING** (Pages 57 - 58)

Budget Panel is asked to review the work programme and discuss any training requirements.

**9. DATES OF NEXT MEETINGS**

- Tuesday 29 October 2013
- Tuesday 26 November 2013
- Wednesday 15 January 2014