

Minutes of a meeting of the **CABINET** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 10 September 2019 at 10.00 am.

PRESENT

G A Porter (Leader)
C N Worth (Deputy Leader)
G J Taylor (Deputy Leader)

T A Carter

P E Coupland

R Gambba-Jones
C J Lawton

Cabinet Support Members: H Drury and R Grocock

The Chief Executive, the Executive Director Commercialisation (S151), the Executive Manager Governance, the Strategic Finance and Compliance Manager, the Place Manager, the Housing Landlord Services Manager, the Head of Revenues and Benefits, the Recovery and Support Team Leader, the Deputy Head of Finance and the Democratic Services Officer.

Apologies for absence were received from or on behalf of Councillors A Casson, A M Newton and A R Woolf, together with South Holland Citizens Advice Bureau, Parish Councils and Welland Seniors Forum.

In Attendance: Councillor B Alcock (Chairman, Performance Monitoring Panel)

24. MINUTES

The minutes of the Cabinet meeting held on 23 July 2019 were signed by the Leader as a correct record.

25. DECLARATIONS OF INTEREST.

Councillor Drury informed the meeting that in relation to agenda item 8, and exempt agenda item 12, in the interests of transparency, he wished it to be recorded that one of the businesses was a tenant of a property that he let.

Councillor Carter informed the meeting that in relation to agenda item 8, and exempt agenda item 12, in the interests of transparency, she wished it to be recorded that one of the individual listed, she knew personally.

Action By

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26. QUESTIONS RAISED BY THE PUBLIC UNDER THE COUNCIL'S CONSTITUTION (STANDING ORDERS).

No questions were raised under the Council's Constitution (Standing Orders).

27. TO CONSIDER ANY MATTERS WHICH HAVE BEEN SUBJECT TO CALL-IN.

There were no matters subject to call-in.

28. MATTERS ARISING FROM THE POLICY DEVELOPMENT AND PERFORMANCE MONITORING PANELS

There were no matters arising from the Policy Development and Performance Monitoring Panels.

29. QUARTER 1 FINANCE REPORT 2019/20

Consideration was given to the report of the Portfolio Holder for Finance and the Executive Director – Commercialisation (S151) which provided information on the forecast full year financial position of the Council as at 30 June 2019.

The Chairman of the Performance Monitoring Panel advised that he had questions with regard to information within confidential Appendix B to the report, and it was agreed that these would be addressed following exclusion of the Press and Public.

DECISION:

- a) That the report and Appendix A be noted;
- b) That the estimated position with regard to the contributions to and use of Reserves be noted; and

RECOMMENDED TO COUNCIL:

- c) That funding of £131,000 from the Growth and Commercialisation reserve, and the associated adjustment to capital and revenue budgets in respect of asset works, be approved.

(Other option considered:

- *To do nothing.*

Reasons for decision:

- *To provide timely information to Members on the overall financial position of the Council.)*

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30. DEBT WRITE OFF

Consideration was given to the report of the Portfolio Holder for Finance and the Executive Director Commercialisation (S151) which sought approval for the write off of uncollectable Business Rates debt.

Members noted that the report contained details of individual debts within the confidential appendices (Appendix A – Business Rates Debts). A copy of the Operational Debt Write Off Policy was also provided at Appendix B. These appendices were not for publication by virtue of Paragraphs 1 (Information relating to any individual), 2 (Information which is likely to reveal the identity of any individual) and 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)).

It was agreed that the content of the appendices be discussed in more detail in private session.

DECISION:

a) That the following debt be written off:

- Business Rates - £127,481.26

b) That the amounts written off under delegated powers be noted.

(Other options considered:

- *To do nothing.*

Reasons for decision:

- *All recovery methods available had been considered and where appropriate pursued before making the decision to write off;*
- *Officer time can be maximised on greatest returns, at the same time as ensuring robust procedures for debt management are in place across all revenue streams.)*

31. ANY OTHER ITEMS WHICH THE LEADER DECIDES ARE URGENT.

There were no urgent items.

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32. EXCLUSION OF PRESS AND PUBLIC

DECISION:

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph(s) 1,2 and 3 of part 1 of Schedule 12A of the Act.

33. QUARTER 1 FINANCE REPORT 2019/20

The Chairman of the Performance Monitoring Panel raised questions, and requested more detail on the information provided within exempt Appendix B to the Quarter 1 Finance Report 2019/20. It was agreed that he liaise with the Place Manager, who would be able to provide him with the information required.

34. DEBT WRITE OFF

Officers provided more detail relating to the circumstances around some of the larger debts detailed within exempt Appendix A to the Debt Write Off report.

Members were advised that a review of the collection and recovery procedures for Business Rates was planned. During discussion of the amounts for write-off, it was agreed that the following areas should be included within the review:

- Use of local knowledge and intelligence;
- The potential for earlier intervention in certain cases;
- Information on how other authorities successfully undertook enforcement should be sought, and used to inform SHDC's practice in the future.

(The meeting ended at 10.28 am)

(End of minutes)

These minutes are published on Friday 13 September 2019. In accordance with the Council's Constitution the DECISIONS detailed above will, unless otherwise stated, come into force and may then be implemented on Monday 23 September 2019 (i.e. after the expiry of 5 working days from the date of publication of these minutes), unless during that period a notice which is signed by either a Ward Representative (in relation to a matter in their ward) or two members of the Performance Monitoring Panel or any three members, and complies with the requirements of the Council's Constitution is served on the Executive Manager Governance requesting that the decision be called-in and the Executive Manager Governance approves the request

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for call-in. Where a decision is called-in it will firstly be considered by the Performance Monitoring Panel on a date to be fixed.

Any FINAL DECISIONS and any URGENT DECISIONS take effect immediately.

Any RECOMMENDATIONS TO COUNCIL detailed above will be submitted for consideration to the meeting of the full Council on Wednesday 18 September 2019.