

**RECORD OF OPEN DECISIONS****FINANCE AND MANAGEMENT COMMITTEE**

At the Meeting of the Finance and Management Committee held on 29<sup>th</sup> April 2021, the following decisions were taken.

Urgent decisions or those exempt from call-in are indicated in the third column of the table. These decisions cannot be called in and are effective immediately.

All other decisions may be called in until 5.00pm on Friday, 7<sup>th</sup> May 2021.

A request to call in a decision must be made by at least three Members, including at least one Member of the controlling group. The request must be made in writing to the Chief Executive<sup>1</sup>.

If no request to call in a decision is received within this time limit then the decision becomes effective immediately.

<b><u>Agenda Item No.</u></b>	<b><u>OPEN REPORTS</u></b>	<b><u>Urgent/ Call-in Exempt</u></b>
6	<b><u>AGENDA ITEM</u></b> <b>COUNCIL TAX HARDSHIP FUND &amp; SECTION 13A POLICY 2021 - 2022</b>	
	<b>DECISION:</b>  <b>1.1 The Committee approved that the balance on the 2020/2021 Covid Hardship Fund of £141,800.13 be carried forward to the 2021/2022 financial year.</b>  <b>1.2 The Committee approved that £59,093 of the carry forward be used to support new claims from residents in 2021/2022, and that £40,000 be held back to support changes/new claims that date back to 2020/2021.</b>  <b>1.3 The Committee approved the proposals to support residents in 2021/2022 using combined funds (totalling £99,093) through the variety of local Hardship measures as detailed in the report.</b>  <b>1.4 The Committee delegated authority to approve the Section 13A policy that provides the Council with the framework to make the awards/deliver the Council Tax reduction schemes as detailed in the report to the Strategic Director (Corporate Resources).</b>	

7	<b>AGENDA ITEM</b> <b>DISCRETIONARY HOUSING PAYMENT FUND 2021 - 2022</b>	
	<b>DECISION:</b>  <i>The Committee approved the sum of £40,000 be transferred from the Council's COVID-19 fund to top up the Council's Discretionary Housing budget for 2021/2022. This was due to the fact that this year's allocation from the Government was 44.7% lower than 2020/2021's allocation, which was fully spent in year to support local residents in need.</i>	
8	<b>AGENDA ITEM</b> <b>TRANSFORMATION AND BUSINESS CHANGE PLAN:</b> <b>FINANCING AND MILESTONES</b>	
	<b>DECISION:</b>  <b>1.1</b> <i>The Committee considered progress as set out in the Transformation and Business Change Plan 2020 to 2024 and Annual Work Programme 2020-21.</i>  <b>1.2</b> <i>The Committee approved the funding of Business Change and Transformation project, agreed by the Transformation Steering Group and outlined in the report.</i>  <b>1.3</b> <i>The Committee approved that the General Fund capital costs associated with implementing new systems be financed from the ICT/Business Change and Transformation Earmarked Reserves.</i>  <b>1.4</b> <i>The Committee approved that the HRA capital costs associated with implementing the upgrade to the Housing systems be funded from a specific Earmarked Reserve and the HRA General Reserve.</i>  <b>1.5</b> <i>The Committee approved that on-going license and maintenance costs be funded from within existing budgets in the General Fund as detailed in the report.</i>  <b>1.6</b> <i>The Committee approved an increase to the HRA revenue expenditure for on-going license and maintenance costs.</i>  <b>1.7</b> <i>The Committee approved that a fixed term post be recruited to help support the Housing system upgrades and be funded from the HRA General Reserve.</i>  <b>1.8</b> <i>The Committee approved the recruitment to vacant posts, in services where investment in transformation was being implemented, be subject to the consideration of the Senior Leadership Team in accordance with the Vacancy Management Procedure. Opportunities would be considered on a case by case basis, as they arise.</i>	

	<p><b>1.9 The Committee agreed that subsequent efficiencies and budget savings from transformation projects be recorded and reported to Committee as part of quarterly performance reporting.</b></p> <p><b>1.10 The Committee agreed the appointment of Councillor Dan Pegg as the Committee's Representative to sit on the Transformation Steering Group.</b></p> <p><b>1.11 The Committee agreed that following the roll out of Laptops to all Councillors that the tablets being replaced be donated to a local authority school in the District.</b></p>	
9	<p><b><u>AGENDA ITEM</u></b>  <b>COMMITTEE WORK PROGRAMME</b></p>	
	<p><b>DECISION:</b>  <b><i>The Committee considered and approved the updated work programme.</i></b></p>	

DATED: Friday, 30<sup>th</sup> April 2021  
Chief Executive

- 1 Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.
- 2 NOTE – this gives an outline of the committee decision for call-in purposes but it does not necessarily reflect the final wording for minute purposes.
- 3 Insert both the agenda item number and its heading.