

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

At the Meeting of the Finance and Management Committee held on Thursday, 25<sup>th</sup> July 2019, 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, 2<sup>nd</sup> August 2019.

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>
7.	<b><u>AGENDA ITEM</u></b> <b>TREASURY MANAGEMENT ANNUAL REPORT 2018/19</b>	
	<b>DECISION:</b> <b>1.1 The Committee approved the Treasury Management Annual Report for 2018/19.</b> <b>1.2 The Committee approved the Prudential Indicators and Limits for 2019/20 to 2023/24 updated for 2018/19 actuals.</b> <b>1.3 The Committee approved the updated counterparty (lending) list as at 1st April 2019.</b>	
8.	<b><u>AGENDA ITEM</u></b> <b>BUDGET OUT-TURN AND FINAL ACCOUNTS 2018/19</b>	
	<b>DECISION:</b> <b>1.1 The Committee approved the final out-turn position for:</b> <ul style="list-style-type: none"> <li>• <b>The General Fund Revenue Account 2018/19</b></li> <li>• <b>The Housing Revenue Account 2018/19</b></li> <li>• <b>Capital Expenditure and Financing 2018/19</b></li> <li>• <b>The Collection Fund 2018/19</b></li> <li>• <b>The Balance of Reserves and Provisions at 31<sup>st</sup> March 2019.</b></li> </ul> <b>1.2 The Committee approved a net appropriation of £2,951,610 in 2018/19 be made from the General Fund Reserve to other Earmarked Reserves as detailed in the report.</b> <b>1.3 The Committee noted the following contributions and adjustments have been made to Bad Debt and Appeal Provisions in 2018/19:</b>	

	<table> <tr> <td>Sundry Debtors</td><td>114,960</td><td>General Fund</td></tr> <tr> <td>Temporary Accommodation</td><td>-7,872</td><td>General Fund</td></tr> <tr> <td>Housing Benefit Overpayments</td><td>39,033</td><td>General Fund</td></tr> <tr> <td>Council Tax Arrears</td><td>27,975</td><td>General Fund</td></tr> <tr> <td>Business Rates Arrears</td><td>163,853</td><td>General Fund</td></tr> <tr> <td>Business Rates Appeals</td><td>169,324</td><td>General Fund</td></tr> <tr> <td>Planning Appeals</td><td>-37,500</td><td>General Fund</td></tr> <tr> <td>Housing Rent Arrears</td><td>17,113</td><td>HRA</td></tr> </table>	Sundry Debtors	114,960	General Fund	Temporary Accommodation	-7,872	General Fund	Housing Benefit Overpayments	39,033	General Fund	Council Tax Arrears	27,975	General Fund	Business Rates Arrears	163,853	General Fund	Business Rates Appeals	169,324	General Fund	Planning Appeals	-37,500	General Fund	Housing Rent Arrears	17,113	HRA	
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9.	<b><u>AGENDA ITEM</u></b> <b>ANNUAL REPORT ON SICKNESS ABSENCE</b>																									
	<b>DECISION:</b> <b>1.1 The Committee approved the planned actions detailed in section 4 of the report to improve attendance levels across the Council.</b> <b>1.2 The Committee approved to receive quarterly updates on the levels of absence in line with the corporate performance framework and any actions taken to ensure that attendance levels show continued and sustained improvement.</b> <b>1.3 That the Improving Attendance Working Group continues to meet to ensure that planned activities are implemented and other initiatives to improve the health and wellbeing of the workforce are progressed.</b>																									
10.	<b><u>AGENDA ITEM</u></b> <b>PAYMENT FACILITIES AT THE CIVIC OFFICES</b>																									
	<b>DECISION:</b> <b>1.1 The Committee approved that cash payment facilities at the Civic Offices be withdrawn with effect from 1 January 2020.</b> <b>1.2 The Committee approved for payment machines to be made available but be limited to card payments only.</b> <b>1.3 The Committee approved that in the intervening period, a communication plan be drawn up and publicity be provided regarding alternative payment methods, pay point locations and people are supported in using alternative facilities ahead of January 2020.</b>																									
11.	<b><u>AGENDA ITEM</u></b> <b>COMMITTEE WORK PROGRAMME</b>																									
	<b>DECISION:</b> <b>1.1 Members considered and approved the updated work programme.</b>																									

DATED: Friday, 26<sup>th</sup> July 2019

Chief Executive

<sup>1</sup> Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.

<sup>2</sup> 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.

<sup>3</sup> Insert both the agenda item number and its heading.