

# Document Pack



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**WEDNESDAY, 26 OCTOBER 2016**

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR RESOURCES** WHICH WILL BE HELD IN **ROOM 72A - COUNTY HALL**, AT **2.00 PM**, ON **WEDNESDAY, 2ND NOVEMBER, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

*Mark James*

**CHIEF EXECUTIVE**



PLEASE RECYCLE

|                                 |   |
|---------------------------------|---|
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| <b>Ref:</b>                     | <b>AD016-001</b>                            |

# AGENDA

1. DECLARATIONS OF PERSONAL INTEREST.
2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON THE 22ND SEPTEMBER, 2016. 3 - 6
3. REPORTS NOT FOR PUBLICATION.  
FOLLOWING CONSIDERATION OF ALL THE CIRCUMSTANCES OF THE CASE AND FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST THE EXECUTIVE BOARD MEMBER MAY CONSIDER THAT THE FOLLOWING ITEMS ARE NOT FOR PUBLICATION AS THEY CONTAIN EXEMPT INFORMATION AS DEFINED IN PARAGRAPHS 14 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT, 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007.
4. FORMER TENANT DEBT WRITE-OFF. 7 - 14
5. IRRECOVERABLE ACCOUNTS. 15 - 20
6. NON-DOMESTIC RATES - DISCRETIONARY RELIEF. 21 - 30
7. COUNCIL TAX - DISCRETIONARY REDUCTIONS. 31 - 36

Agenda Item 2

**EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR  
RESOURCES**

**THURSDAY**, 22 September 2016

**PRESENT: Councillor:** D.M. Jenkins (Executive Board Member).

**The following officers were in attendance:**

P. Sexton, Head of Audit, Risk and Procurement;  
J. Gravelle, Revenue Services Manager;  
S. Lewis, Assistant Area Manager;  
M.S. Davies, Democratic Services Officer.

**1. DECLARATIONS OF PERSONAL INTEREST**

There were no declarations of personal interest.

**2. DECISION RECORD - 5TH AUGUST, 2016**

**RESOLVED** that the decision record of the meeting held on the 5<sup>th</sup> August, 2016 be signed as a correct record.

**3. OPT OUT OF NATIONAL PROCUREMENT SERVICE FOOD CONTRACTS**

The Executive Board member considered a report detailing concerns raised with the Director of the National Procurement Service in relation to the proposed arrangements for collaborative food contracts. These related to delays in running contract exercises, the lack of savings resulting from NPS Contracts and the potential threat to the local economy. It was considered that if the Authority did not opt out of the arrangement there would be serious concerns that it would not be able to comply with its legal responsibilities under EU Procurement Rules. Opting out of the NPS Food Contracts would allow the Authority more control over the procurement exercise.

**RESOLVED**, for the reasons indicated, that the Authority opts out of the current NPS Food Contracts and undertakes a tender process direct with the market.

**4. REPORTS NOT FOR PUBLICATION**

**RESOLVED** pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation)(Wales) Order 2007 that the following items were not for publication as the reports contained exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Act.

**5. FORMER TENANT DEBT WRITE-OFF**

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute 4 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act).

The public interest test in this matter related to the fact that the report included personal data relating to former council tenants, including details of their rent arrears. The publication of individual debts was unwarranted and would prejudice the rights and freedoms of the relevant data subjects. Accordingly, the public interest in disclosure was outweighed by the public

## **interest in maintaining confidentiality.**

The Executive Board Member considered a report prepared in accordance with the Council's Financial Procedure Rules seeking the write-off of former tenant debts in excess of £1,500. The Former Tenant Arrears Policy clearly detailed the criteria which needed to be met when determining whether it was uneconomical to pursue a former tenant debt any further.

The Executive Board Member considered a schedule of cases for write-off, all of which met the requirements of the policy.

### **RESOLVED**

**5.1 that the former tenant debt arrears detailed within the report be written-off as irrecoverable;**

**5.2 tenancy start dates be included in future reports.**

## **6. IRRECOVERABLE ACCOUNTS**

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 4 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act). The public interest test in this matter related to the fact that the report contained information about individuals' indebtedness and/or personal information. Although public disclosure of the report would promote accountability for public finances, it would release confidential financial information. On balance therefore, the public interest in disclosure at this time was outweighed by the public interest in maintaining confidentiality.

The Executive Board Member considered a report detailing Housing Benefit overpayment accounts which had been identified as being irrecoverable. Recovery procedures, where appropriate, had been exhausted and there was no likelihood of payment being secured. It was therefore considered appropriate to write off those accounts.

**RESOLVED** that the accounts detailed within the report be written off as irrecoverable.

## **7. NON-DOMESTIC RATES - DISCRETIONARY RELIEF**

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 4 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act). The public interest test in this matter related to the fact that the report contained information regarding the individual ratepayers' recent financial history and/or personal information. Although public disclosure of the report would promote accountability for public finances, it would release confidential financial information. On balance, therefore, the public interest in disclosure at this time was outweighed by the public interest in maintaining confidentiality.

The Executive Board Member considered two applications for Hardship Relief

under the provisions of Section 49 of Local Government Finance Act 1988 as amended.

## **RESOLVED**

- 7.1 That application reference 80020571 be awarded a 25% discount to March 2017;**
- 7.2 That application reference 80020974 be awarded a 25% discount in respect of the outstanding balance.**

### **8. COUNCIL TAX - DISCRETIONARY REDUCTIONS**

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 4 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act). The public interest test in this matter related to the fact that the report contained information regarding individuals that were liable to pay Council Tax. Although public disclosure of the report would promote accountability for public finances, it would release confidential financial information that was not in the public domain and would not normally be disclosed to third parties. On balance, therefore, the public interest in disclosure at this time was outweighed by the public interest in maintaining confidentiality.

The Executive Board Member considered a report detailing applications which had been received for discretionary reduction of Council Tax. It was noted that regulations had been introduced with effect from April 2004 giving local authorities discretionary powers to grant locally determined Council Tax discounts or reductions, over and above existing statutory reductions.

**RESOLVED that applications reference 60292371 and 40032658 be refused.**

\_\_\_\_\_  
**EXECUTIVE BOARD MEMBER**

\_\_\_\_\_  
**DATE**



# Agenda Item 4

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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# Agenda Item 5

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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# Agenda Item 6

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# Agenda Item 7

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