

HARBOROUGH DISTRICT COUNCIL  
MINUTES OF THE EXECUTIVE MEETING

held in the Council Chamber, The Symington Building, Adam and Eve St, Market Harborough

held on 7<sup>th</sup> March 2016,

commencing at 5.00p.m.

Present:

Cllr Pain (Chair),  
Councillors: Bannister, Hallam, King and Liquorish.

An apology for absence was received from Cllr Page

Officers:, B. Jolly, S. Riley and B. Murgatroyd.

491 MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 8 February 2016 be approved as a correct record.

492 DECLARATION OF MEMBERS' INTERESTS

Agenda item 6 refers

- i) Cllr Pain declared an interest as he is the Lead member for Waste at Leicestershire County Council. He announced that he would leave the room for consideration of agenda item 6
- ii) Cllr Liquorish declared an interest as he is a member of Leicestershire County Council

493 BAD DEBT WRITE-OFF ( REVENUES AND BENEFITS)

The Executive was advised on the debts which have been written off this financial year for the revenue and benefit service area

RESOLVED the the information contained within the report be received and noted.

Summary of Reasons

The Council's Constitution and supporting Financial Regulations delegates the responsibility for writing off individual debts up to and including £10k to the Senior Partnership Manager (Revenues and Benefits) under the scheme of delegation. Above this threshold debts (greater than £10k) are written off by the Executive.

The Council only writes off debt where it is irrecoverable for example where a customer has died and there are no assets, or a business is bankrupt and has no assets. The only exception to this is where a debt is not cost effective to recover.

The Council is prudent in managing debt and makes provision for them in its annual statement of accounts. This ensures that the writing off of bad debt has no detrimental affect on in year service provision or the council taxpayer. In the case of National Non Domestic Rates the Government

meets 50% of the cost of writing off bad debt and the remainder is met by the major precepting bodies through pooling arrangements.

The table below is for information on the amounts that have been written off for the period 1<sup>st</sup> April 2015 through to 29<sup>th</sup> January 2016.

Fund	Debts Written Off greater than £10k (Previously authorised)	Debts Written Off under £10k (Reported previously)	*Debts Written Off this period under £10k	Totals
Council Tax	£0.00	£30,311.98	£13,337.66	£43,649.64
Non Domestic Rates	£48,610.85	£45,135.05	£5,839.46	£99,585.36
Housing Benefit Overpayments	£0.00	£4,928.42	£497.17	£5,425.59

The table below is what this means as a percentage when compared with debt due against each heading as shown. Total collectable is the sum total of the net charge raised to include gross arrears outstanding as at 29th January 2016.

Position as at 29th January 2016	Net Charge raised in 2015/16	Arrears Position	Total Collectable	Amount written Off	Percentage shown below is derived from the amount written off when compared with Total Collectable
Council Tax (Net of Council Tax Support)	£50,385,449	£1,539,300	£51,924,749	£43,649.64	0.08%
Non Domestic Rates (Net of reliefs)	£38,599,833	£189,432	£38,789,265	£99,585.36	0.26%
		<b>Due inclusive of arrears</b>			
Housing Benefit Overpayments	£461,854	£795,418		£5,425.59	0.68%

The table below is an analysis of what has been written off in previous years.

This also shows the position for what has been written off this financial year.

Fund	Year 2012/13	Year 2013/14	Year 2014/15	Year 2015/16
Council Tax	£276,108.98	£118,303.47	£181,958.43	£43,649.64
Non Domestic Rates	£1,135,724.74	£81,496.64	£138,412.42	£99,585.36
Housing Benefit Overpayments	£9,922.96	£27,354.90	£16,001.15	£5,425.59

#### 494 REQUEST FROM DAVID WILSON HOMES FOR HARBOROUGH DISTRICT COUNCIL TO ACQUIRE A PUBLIC OPEN SPACE AT WISTOW ROAD KIBWORTH HARCOURT

It was reported that David Wilson Homes has requested that Harborough District Council acquire the public open space at Wistow Road, Kibworth Harcourt associated with the development. There is a s. 106 agreement relating to the land, however, there is no obligation to “acquire” the land. In the event of this Council acquiring the land, there could be a cost to the District Council in terms of ongoing Revenue and possibly Capital expenditure. The Executive received a communication from Kibworth Harcourt Parish Council containing a copy of the minute relating to this site from its January Parish Council meeting. The Executive considered the remaining options open to it.

RESOLVED that the land acquisition as requested by David Wilson Homes not be pursued

#### Summary of Reasons

To avoid further long term burden to the Council's budget.

#### 495 2015/16 REVENUE AND CAPITAL MONITORING QUARTER 3

The Executive was provided with high level budget monitoring information for the period 1 April 2015 to 31st December 2015. It was reported that the majority of the forecast underspend in 2015/16 arose from Service areas and especially forecast income in excess of the budget target. The key variance in 2015/16 relates to Development Management. The Council in 2015/16 is receiving high levels of planning applications and associated fees as developers submit applications ahead of the Council adopting a local plan and being able to demonstrate a 5 year supply. Large planning fees have been received for proposed logistic hubs in the Lutterworth Area. Development Management income is forecast to be £1.445 million in 2015/16). To process the applications, additional interim planning staff at an additional cost of approximately £103K have been employed. Arising from the Quarter 2 monitoring £250K of the increase in development management fees was transferred into a newly created earmarked planning reserve.

The high level of applications is forecast to continue into 2016/17, but potentially at a lower level than that experienced in 2015/16.

With regard to the Capital Programme at 31st December, the capital project managers were requested to forecast the potential for slippage and underspend from the approved programme. The assessment is there will be £1.013 million slippage with associated funding into 2016/17 and £54K underspend against the approved programme. Details of individual schemes were presented to the Executive. In particular, the majority of the slippage (£727K) relates to the Garage Site redevelopment. It is expected that the developments in Great Glen and Lubenham will take place in 2016/17. The Capital programme approved on 22nd February 2016 has already incorporated £313K of slippage into the approved capital programme.

The Council at its February meeting approved flexibility to move capital allocations between financial years as part of a four year capital programme. No transfers were required in the first three quarters of the year.

RESOLVED that

- i) the Capital Programme expenditure for the quarter to 31st December 2015 be noted
- ii) the net expenditure against the budget for the quarter to 31st December 2015 be noted

#### Summary of Reasons

The Council's financial performance up to 31st December 2015, together with known commitments for the remainder of the financial year, indicates that the General Fund Revenue Account is likely to outturn approximately (£902k) below the approved budget.

#### 496 NOTES AND RECOMMENDATIONS OF MEETINGS OF EXECUTIVE ADVISORY PANELS

The Executive received the notes of the Local Planning Executive Advisory Panel and agreed the recommendations therein. Draft letters were presented for the Executive to consider but it was requested that further work be carried out on the draft prior to despatch

RESOLVED that

- i) the record of the meeting of: Local Planning Executive Advisory Panel held on 9 December 2015 be noted.
- ii) the recommendations within the notes be agreed, however the draft letters circulated for Executive members attention required further work to be carried out on before they were signed off for despatch.

#### Summary of Reasons

The arrangements for the Executive Advisory Panels require that they report back to Executive with notes of their meetings.

#### 497 SECTION 100A LOCAL GOVERNMENT ACT 1972

RESOLVED that, except for those Members present not being Members of this Executive, the public and press be excluded from the following item on the grounds that the matters yet to be discussed involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972.

#### 498 DRY RECYCLING CREDITS RESPONSE TO LEICESTERSHIRE COUNTY COUNCIL CONSULTATION

The Executive considered a range of options open to it in relation to the above.

RESOLVED that option 2 as set out in Appendix D to the report be agreed as the response to the County Council regarding the future of recycling credits

#### Summary of Reasons

To respond to the consultation and seek to get the best outcome for residents of the district

The meeting closed at 5.45pm