



CABINET (FINANCE) SUB COMMITTEE

***Immediately Following Scrutiny Committee on
WEDNESDAY, 3 OCTOBER 2018***

COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE

1. Appointment of Chairperson
2. Declarations of Interest
3. Minutes of Previous Cabinet (Finance) Sub Committee Meeting held on 12 September, 2018 (*Pages 3 - 6*)
4. Forward Work Programme (*Pages 7 - 10*)
5. Urgent Items
Any urgent items (whether public or exempt), at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended)
6. Access to Meetings
That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 or Part 4 of Schedule 12A to the Local Government Act 1972.
7. Housing Benefits Write Offs (*Pages 11 - 14*)
Private Report of the Head of Finance
8. Sundry Debtor Write Offs (*Pages 15 - 18*)
Private Report of the Head of Finance

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Wednesday 26 September, 2018

Cabinet Board Members:

Councillors: C.Clement-Williams and D.Jones

Notes:

- (1) *If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise Democratic Services staff.*
- (2) *The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process).*

EXECUTIVE DECISION RECORD
CABINET - 12 SEPTEMBER 2018
CABINET (FINANCE) SUB COMMITTEE

Cabinet Board Members:

Councillors: C.Clement-Williams and D.Jones

Officers in Attendance:

H.Jenkins and N.Headon

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor C. Clement- Williams be appointed as Chairperson.

2. **MINUTES OF PREVIOUS CABINET (FINANCE) SUB COMMITTEE MEETING HELD ON 1 AUGUST, 2018**

Noted by Committee.

3. **FORWARD WORK PROGRAMME OCTOBER 2018**

Noted by Committee.

4. **EDUCATION TRUST FUNDS SIGNATORIES**

Decision:

That approval be granted for Huw Jones to replace Dave Rees as authorised signatory to the investment funds relating to charities, as detailed in the circulated report.

Reason for Decision:

To formally confirm authorised officers to administer and be signatories to the funds.

Implementation of Decision:

The decision will be implemented, after the three day call in period.

5. **MISCELLANEOUS GRANT FUND APPLICATION**

Decision:

That the application for grant assistance of £2,000 for Celtic Credit Union (formerly NPT Credit Union), towards the assistance of a Christmas Loans Leaflet Campaign (100,000 homes) across Neath Port Talbot and Swansea prior to Christmas 2018, be approved.

Reason for Decision:

To decide on providing financial support in respect of the grant application received.

Implementation of Decision:

The decision will be implemented, after the three day call in period.

6. **ACCESS TO MEETINGS**

That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 or Part 4 of Schedule 12A to the Local Government Act 1972.

7. **SUNDRY DEBT WRITE OFF**

Decision:

That the write off of Sundry Debt amounts contained within the private circulated report, be approved.

Reason for Decision:

The amount due is irrecoverable.

Implementation of Decision:

The decision will be implemented, after the three day call in period.

8. **HOUSING BENEFITS WRITE OFFS**

Decision:

That the write off amounts of Housing Benefit contained within the private circulated report, be approved.

Reason for Decision:

The accounts are irrecoverable.

Implementation of Decision:

The decision will be implemented, after the three day call in period

9. **COUNCIL TAX WRITE OFFS**

Decision:

That the write off amounts of Council Tax as contained within the private circulated report, be approved.

Reason for Decision:

The accounts are irrecoverable.

Implementation of Decision:

The decision will be implemented, after the three day call in period

CHAIRPERSON

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**2018 FORWARD WORK PLAN
CABINET (FINANCE) SUB COMMITTEE**

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
24 October 2018	Council Tax / Private Write Offs	Decision	Monthly	H.Jones
	Sundry Debt Write Offs	Decision	Monthly	H.Jones

Cabinet (FINANCE) Sub Committee - Forward Work Programme

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
31 October 2018	Council Tax / Private Write Offs	Decision	Monthly	H.Jones
	Sundry Debt Write Offs	Decision	Monthly	H.Jones

Cabinet (FINANCE) Sub Committee - Forward Work Programme

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
21 November 2018	Council Tax / Private Write Offs	Decision	Monthly	H.Jones
	Sundry Debt Write Offs	Decision	Monthly	H.Jones

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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A
of the Local Government Act 1972.

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