

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key and other decisions made by individual Portfolio Holders and key decisions made by Chief Officers. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

Portfolio	Finance Portfolio Holder
Subject Matter	Amendment to Discretionary Business Rate Relief Policy
Ward(s) Affected	All Wards
Date Taken	Thursday, 2 August 2018
Contact Officer	Katie Kelly, Revenues Manager 01954 713335 (katie.kelly@scamb.gov.uk)
Date Published	Thursday, 2 August 2018
Call-In Expiry	Thursday, 9 August 2018
Key Decision?	Yes Is likely to be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards.
In Forward Plan?	Yes
Urgent?	No

Purpose / Background
<p>In the Budget on 8th March 2017, the Chancellor announced that the Government would establish a £300m discretionary fund over four years from 2017/18 to support those businesses that face the steepest increases in the business rates bills as a result of the revaluation. Local Authorities were required to design and implement their own local relief scheme to best meet the needs of their local businesses.</p> <p>The Business Rates Discretionary Rate Relief scheme was amended at the Portfolio Holder Meeting in August 2017, setting out the key features of a local scheme. A further amendment was made by in January 2018, allowing for the amounts of relief awarded to be increased once all applications had been considered, in order to maximise the benefit to ratepayers.</p> <p>Funding for the scheme is reduces annually, and in line with this the policy requires an amendment to reflect that amounts of relief awarded will reduce broadly in line with the reduction in funding in future years.</p> <p>Further small amendments to the rest of the policy are also required to ensure accuracy and consistency. Details of the changes required can be found in the accompanying report.</p>

Declaration(s) of Interest
<i>Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.</i>
None

Dispensation(s) <i>In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.</i>
None

Consultation <i>Record below all parties consulted in relation to the decision.</i>
None.

Other Options Considered and Reasons for Rejection
None.

Final decision	Reason(s)
To adopt the updated version of the Discretionary Business Rate Relief Policy, shown in Appendix B.	The adoption of a formal policy ensures that billing and collection is carried out in accordance with the law and government requirements. It will benefit and support businesses who meet the criteria, whilst minimising the risk of legal challenge.

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder	Signed copy available upon request from Democratic Services (democratic.services@scambs.gov.uk)		
Chief Officer			

Further Information