

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Finance and Staffing Portfolio Holder's Meeting held on
Tuesday, 21 April 2015 at 6.00 p.m.

Portfolio Holder: Simon Edwards

Councillors in attendance:

Opposition spokesmen: John Williams

Also in attendance: Tom Bygott and Kevin Cuffley

Officers:

Katie Brown	Revenues Manager
Alex Colyer	Executive Director, Corporate Services
Dawn Graham	Benefits Manager
Ian Senior	Democratic Services Officer
Sally Smart	Principal Accountant Financial & Systems

1. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

2. MINUTES OF PREVIOUS MEETING

The Finance and Staffing Portfolio Holder confirmed as a correct record the Minutes of the meeting held on 20 January 2015.

3. SHARED PARENTAL LEAVE POLICY

The Finance and Staffing Portfolio Holder considered a report about the Council's new Shared Parental Leave Policy.

Members observed that certain parts of the Policy document needed clarification. They focussed in particular on the wording of paragraph 10. The Portfolio Holder was concerned that the Policy could be open to abuse as there was no requirement for *different* employers to liaise with each other. However, the Executive Director (Corporate Services) said that Her Majesty's Revenues and Customs had systems in place that would quickly detect abuse of the Policy.

The Finance and Staffing Portfolio Holder **approved** the new Shared Parental Leave Policy attached to the report.

4. TREASURY MANAGEMENT REVIEW

The Finance and Staffing Portfolio Holder **received and noted** a report on the performance of the treasury management function.

The Principal Accountant highlighted paragraph 9 of the report.

In response to a question, the Executive Director (Corporate Services) undertook to present to the next Finance and Staffing Portfolio Holder meeting a list detailing the ethical status of the funds that are currently, or could potentially be, invested in by South Cambridgeshire District Council.

5. REVENUES QUARTERLY PERFORMANCE REPORT FOR QUARTER 3: OCTOBER - DECEMBER 2014

The Finance and Staffing Portfolio Holder received and noted a report on the current performance of the Revenues and Benefits Section.

The Revenues Manager highlighted key aspects of the report. She updated the report with provisional end-of-year figures, which were expected to be 99.1% collection for Council Tax and 99.3% for Non-Domestic Rates.

The Finance and Staffing Portfolio Holder welcomed the continuing good performance of the Revenues and Benefits Service.

6. WORK PROGRAMME

The Finance and Staffing Portfolio Holder received and noted the Work Programme attached to the agenda.

Review of the Discretionary Housing Payments Policy would be reported to the next meeting.

7. DATE OF NEXT MEETING

The next Finance and Staffing Portfolio Holder meeting had been scheduled, provisionally, for Tuesday 21 July 2015, starting at 6.00pm.

The Meeting ended at 6.35 p.m.
