

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Finance and Staffing Portfolio Holder's Meeting held on
Tuesday, 20 January 2015 at 6.00 p.m.

Portfolio Holder: Simon Edwards

Councillors in attendance:

Scrutiny and Overview Committee monitors: Roger Hickford

Opposition spokesmen: John Williams

Also in attendance: Kevin Cuffley and Lynda Harford

Officers:

Katie Brown

Revenues Manager

Alex Colyer

Executive Director, Corporate Services

Dawn Graham

Benefits Manager

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 21 October 2014

3. TREASURY MANAGEMENT QUARTERLY INVESTMENT REVIEW 2014/15

The Finance and Staffing Portfolio Holder considered a report on the Treasury Management function.

He said that the report, when presented to Cabinet, would clarify the extent of Parish Council investments as part of that function. The Scrutiny and Overview Committee Chairman regretted the fact that Parish Councils appeared so unwilling to take advantage of the process outlined in paragraph 6.5 of Appendix C. He suggested that a liaison meeting be convened so that the benefits of the process could be explained to them.

The Portfolio Holder was satisfied with overall Treasury Management performance.

The Finance and Staffing Portfolio Holder **recommended** to Cabinet and Council that the revised Borrowing and Investment Strategy be adopted.

4. REQUEST FOR AUTHORISATION TO WRITE OFF DEBTS IN EXCESS OF £25,000

The Finance and Staffing Portfolio Holder considered a report seeking his authority to write off a debt of £57,900.41 owed by Papworth Specialist Vehicles Limited (In Liquidation).

The Scrutiny and Overview Committee Chairman acknowledged the facts in this case, but argued that future practice should be to make sure that parent companies would assume liability for the debts of their subsidiaries.

The Finance and Staffing Portfolio Holder **agreed** to write off the debt of £57,900.41 owed

by Papworth Specialist Vehicles Limited (In Liquidation).

5. REVENUES QUARTERLY PERFORMANCE REPORT FOR QUARTER 2- JULY - SEPTEMBER 2014

The Finance and Staffing Portfolio Holder received and noted a report on the current performance of the Revenues & Benefits Section, using statistical information and further explanation where required.

Those present welcomed the positive conclusions in the report and, in particular, the Portfolio Holder described the level of rent collection as being excellent.

Those present discussed a number of issues arising from the report, including the impact of Revenues and Benefits staff answering phone enquiries directly, rather than relying on the Contact Centre.

6. SICKNESS ABSENCE 1 JULY 2014 - 30 SEPTEMBER 2014

The Finance and Staffing Portfolio Holder **received and noted** a report on sickness absence for the period from 1 July 2014 to 30 September 2014.

The Portfolio Holder welcomed the downward trend in the incidence of sickness absence, and attributed this in part to the Council's investment in enhancing the leadership skills of line managers.

7. WORK PROGRAMME

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

8. DATE OF NEXT MEETING

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

The Meeting ended at 6.50 p.m.
