

## The Executive – 7 September 2016

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Minutes of the meeting of **The Executive** held on **7 September 2016** when there were present:-

Chairman: Cllr T G Cutmore  
Vice Chairman: Cllr M J Steptoe

Cllr Mrs J R Lumley  
Cllr Mrs C E Roe  
Cllr S P Smith

Cllr D J Sperring  
Cllr I H Ward

### **APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr G J Ioannou.

### **OFFICERS PRESENT**

S Scrutton - Managing Director  
J Bostock - Assistant Director, Democratic Services  
M Petley - Principal Finance Officer

### **187 MINUTES**

The Minutes of the meeting held on 13 July 2016 were approved as a correct record and signed by the Chairman.

### **188 PROGRESS ON DECISIONS MADE BY FULL COUNCIL/THE EXECUTIVE**

The Executive received the Progress on Decisions Schedule.

With regard to the provision of public toilets (minute 126/14) it was agreed that it would be of value for the Portfolio Holder for Environment to review all possible options, including those already considered, in relation to provision across the District and report back so that proposals could be in place for the next financial year. Factors included demand in main shopping areas and the possibilities for partnership working. (ADES)

With regard to Highway Ranger Functions (minute 150/14) it was agreed that consideration should be given to all Members receiving advance notice of forthcoming Ranger work plans so that Members could suggest additional activity that could usefully be undertaken within Wards. (MD)

It was noted that the draft action plan in relation to air quality management in Rayleigh Town Centre (09/01/15) would be submitted to the October Review Committee meeting. It was also noted that Parliament was currently considering air quality arrangements from a national perspective. The District Local Highways Panel was due to hear from County Highways in relation to questions that had been raised on traffic flow.

### **189 QUARTER 1 2016/17 FINANCIAL MANAGEMENT REPORT**

The Portfolio Holder for Finance, Cllr S P Smith, presented the Quarter 1 2016/17 Financial Management Report.

Reference was made to a recently identified homelessness overspend. Whilst this had arisen due to factors beyond the Council's control, there was a need for detailed consideration of the possibilities for mitigation given that a worst case position could be in the region of £200,000. Work and proposals in relation to this subject would be reported into the October Executive meeting within the Quarter 2 Financial Management Report.

#### **Resolved**

- (1) That, subject to revision to reflect recently identified homelessness overspend and detail on associated mitigation plans being presented to the 5 October Executive meeting, the Quarter 1 2016/17 revenue budget and capital position, as contained within paragraphs 3 and 4 and shown in appendices 1 and 2 of the officer report, be noted.
- (2) That the Quarter 1 2016/17 Capital Monitoring Report, as shown in appendix 2 of the officer report, be noted and agreed.
- (3) That the current financial performance on key revenue financial indicators, as shown in appendices 3 and 4 to the officer report, be noted. (S151O)

### **EXCLUSION OF THE PRESS AND PUBLIC**

#### **Resolved**

That the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

### **190 HOUSING BENEFIT WRITE-OFF**

The Executive considered the exempt report of the Section 151 Officer on the writing-off of an overpayment sum.

#### **Resolved**

That the sum of £25,845.29 in respect of overpayment of housing benefit, as detailed in the exempt report, be written off. (S151O)

### **191 BUSINESS RATES WRITE-OFF**

The Executive considered the exempt report of the Section 151 Officer on the writing-off of a business rates sum.

**Resolved**

That the sum of £19,434.88 in respect of business rates, as detailed in the exempt report, be written off. (S151O)

The meeting closed at 7.50 pm.

Chairman .....

Date .....

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