

## DELEGATED/URGENT DECISION RECORD

Name and Title of Officer: Karen Henriksen, Head of Resources		Service: Resources – Revenues (Debt Recovery)	
Delegated Power Being Exercised: Temporary amendments to Debt Recovery Policy during Covid-19 Pandemic			
Subject of Decision:	Those in receipt of council tax support	Ref.	RES/2020/02
Decision Taken(specify precise details):	<p>To amend the Council's policy to suspend recovery action during the Covid-19 pandemic initially to 30 June 2020.</p> <p>This will include allowing payees to amend their instalment plans to defer payments until later in the financial year.</p>		
Consultation Identify nature of any consultation undertaken or required as part of this decision and attach responses.	<p>Consultation with the Chair and Vice Chair of Governance &amp; Resources Committee Consultation with the Chair and Vice Chair of Governance &amp; Resources Committee – Cllrs Bull and Chapman, who both approved the proposal. (Cllr Chapman by email 27/03/20 and Cllr Bull by telephone 30/03/20).</p>		
Budget implications. State value of decision and budget used. Decision to be taken without budgetary provision will need the consent of the Head of Service and Head of Resources	Value: Not known at this time – impact will be on cash flow and possibly write offs due to delays in collecting income.		Budget Head: Council Tax
	Within budgetary provision?  No	If no. Identify budget head Council Tax	Approved by: (Initials.) KH Head of Resources
Reasons for the Decision (specify all reasons for taking the decision including where necessary reference to Council policy, Contract Standing Orders, Financial Regulations)	To support economically vulnerable residents and businesses in the local area during the coronavirus pandemic.		

Alternative Options Considered (if appropriate)	Not to amend the policy – this would not help residents and businesses that are most in need of the financial support at this time and would be contrary to government advice. There could be reputational damage for the Council.
List all background/reports/information considered and attached (Legal, Personnel, Financial Implications etc)  <a href="#">Revenues Debt Recovery Policy</a>	
Decision:	Amend the Council’s Debt Recovery Policy to suspend recovery action during the Covid-19 pandemic initially to 30 June 2020.
Signature of Officer and Date: 30 March 2020	