

**RESOURCES POLICY ADVISORY GROUP (SBDC)**  
**13 June 2018**

Present: B Gibbs (Chairman)  
S Chhokar, D Dhillon and P Kelly

Apologies for absence: R Bagge and J Jordan

**39. MINUTES**

The minutes of the Resources PAG held on 22 March 2018 were approved subject to an amendment to minute item 35 (para 5) to read: 'Members were informed that proposals for extra parking had the support of the Town Council and local businesses.'

**40. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**41. REDEVELOPMENT OF FORMER GERRARDS CROSS POLICE STATION SITE**

Members received the draft business case for the redevelopment project and an update on matters relating to construction costs. Revised proposed site plans were tabled at the meeting.

It was reported that the contractors cost estimates were within the target agreed with the contractor following a review of their initial feasibility cost estimates. Further, that a fixed cost was due to be received on 18 June 2018. Members enquired as to the rate of return, and were advised this was estimated at 3.67%.

It was noted that the first bat survey had been carried out, and a second survey was scheduled to be carried out July 2018, with the third and final survey provided to Natural England.

The PAG expressed thanks to the Head of Environment and the team for the work undertaken on the project to date in helping to meet the districts affordable housing needs.

Having considered the advice of the Policy Advisory Group, the Portfolio Holder agreed to **RECOMMEND** to Cabinet:

- 1. to note the current position;**
- 2. to note the final business case for the project;**

3. to note that the anticipated fixed cost of £7,831,569 is in line with the amount approved in the current Capital Programme; and
4. to increase the current approved pre-construction budget from £800,000 to £950,000 to allow detail design to be developed. However, this does not reflect an increase in the total estimated project cost but is merely a timing issue to allow the works to proceed to programme.

#### 42. **TREASURY MANAGEMENT ANNUAL REPORT 2017/18**

Members received the annual report on the Treasury Management performance of the Council for 2017/18, as required under the Code of Practice for Treasury Management. Members noted a modest underachievement of £37k from the budget during 2017/18 owing to market conditions and an anticipated further reduction in reserves as the Council's projects progress.

#### **RESOLVED:**

**that the Treasury Management performance for 2017/18 as required by the Code of Practice for Treasury Management be noted.**

#### 43. **WRITE OFFS 2017/18**

Members considered a report on the final position for write offs for the year 2017/18.

It was advised that the main area of write offs was sundry debts. Members were reassured that the higher figures were owing to the ongoing arrears collection project. It was noted that the project had been undertaken following the shared review in which large amounts of arrears were identified.

Certain circumstances were noted in which write offs are requested for instance, if a business is bankrupt, or if the Council is no longer able to trace a debtor.

Members were informed that a progress report on the arrears collection project would be considered by the Customer Services and Business Support Policy Advisory Group on 18 June 2018. It was noted that the Council had reduced debt significantly and that, at present, collection rates had improved and income was exceeding the projected figure set out in the business case. It was advised that the report would contain comparative information on write offs and collection rates.

Members raised a concern with regards to debts that were irrecoverable due to being outside the statutory time limit for recovery, and were assured that the Council would be taking additional recovery action on debts when the service is in house from November 2018.

Members of the PAG expressed thanks to the Customer Services and Finance Teams for their work on the project to date.

**RESOLVED:**

**That the write offs for 2017/18 be noted.**

The meeting terminated at 6.34 pm