

21 April 2020

Dear Councillor

During the emergency situation, we have adapted our processes so that **urgent** decisions can be made. We have introduced 'Individual Cabinet Member' decision making so that such decisions are taken transparently and with due accountability.

Please find attached details of individual Cabinet Member decisions that will be taken on Tuesday, 21 April 2020. If you have any representations please send them to Robert Robins, Democratic Services Manager by no later than Friday, 24 April 2020.

1 **DECLARATIONS OF INTEREST**

Purpose: To receive any declarations and advise Members accordingly.

STRATEGIC REPORTS

2 **BUSINESS RATES – WRITE OFFS** (Pages 3 - 8)

Report of Chief Officer (Governance) - Cabinet Member for Corporate Management and Assets

Purpose: To approve a recommendation to write off a Business Rate debt in excess of £25,000 in line with Finance Procedure Rules.

Yours sincerely



Robert Robins
Democratic Services Manager