Emergency Powers Decision Report

Income Maximisation Action Plan Update

Decision Maker: Chief Executive

Service Area: Revenues and Benefits
Directorate: Resources
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Date of Decision: 30.11.26

1. Power to make the decision

The decision is being taken under the authorisation contained in Section 9C – Delegations to Specific Officers of Part 3 (Responsibility for Functions) of the Council Constitution for the Chief Executive to take any emergency decisions in respect of the Council's executive functions which cannot be delayed until the next Cabinet meeting.

2. Decision Sought

Award contract for support with aged debt (Debt Assist) and review of Council Tax Single Person Discounts, as recommended in the report.

3. Reason for urgency

Additional income raised is vital to allow us to continue providing the essential services that we do.

4. Risk(s) of not taking the decision

There will be a delay in implementation, meaning reduced income for the council.

5. Financial impact if decision is not taken forward

It is estimated that implementing the Debt Assist program and conducting a Council Tax Single Person Discount Review will result in significant additional income to the council as detailed in the report.

6. Statutory Officer clearances

a. Section 151 Officer

Name Lee Walsh Director of Finance
Date 5 November 2026
Comments

The proposal supports the Council's Income and Debt Management Action Plan and is expected to deliver a positive net financial benefit. The aged debt recovery work will be undertaken on a payment-by-results basis, with no upfront cost to the Council and fees only payable on income successfully recovered, limiting financial risk to the Council.

The review of Council Tax Single Person Discounts is estimated to cost £28k and has the potential to generate additional Council Tax income. Whilst the projected annual benefit remains indicative, the proposal represents a strong return on investment and supports the Council's income maximisation objectives.
The proposals represent a prudent investment, support the Council's income maximisation objectives and have the potential to deliver positive net financial benefit.

b. Monitoring Officer

Name Alex Bougatef

Date 10 November 2026
Comments

The exercise of emergency powers should be undertaken in consultation with the Leader or Deputy Leader of the Council. However, the Council has not yet appointed a Leader or Deputy Leader for the current municipal year, so it is not possible to consult them. In addition, there is no certainty about when a Leader or Deputy Leader will be appointed as the Council has failed at successive meetings to do so. For the reasons given in the report an urgent decision relating to the report is required, and it cannot await the appointment of a Leader and Deputy Leader at some undetermined future date.