



24 February 2023

## **MANAGING COUNCIL TAX ARREARS TASK GROUP – 6 MARCH 2023**

A meeting of the Managing Council Tax Arrears Task Group will be held at 6pm on Monday 6 March 2023 in Committee Room 1 at the Town Hall, Rugby.

Mannie Ketley  
Chief Executive

### **A G E N D A**

1. Minutes – to approve the minutes of the meeting held on 16 February 2023.
2. Apologies - to receive apologies for absence from the meeting.
3. Declarations of Interest

To receive declarations of:

(a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

***Note: Members are reminded that they should declare the existence and nature of their interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest the Member must withdraw from the room unless one of the exceptions applies.***

***Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.***

4. Review Progress and next steps:

- Review of the one-page strategy (attached).
- To consider any further evidence.
- Draft review findings and recommendations.
- Report to Scrutiny Committee.

**Membership of the Task Group:**

Councillors Willis (Chair), Mrs Brown, Ms Livesey, Mrs New and Roodhouse

*If you have any general queries with regard to this agenda please contact Linn Ashmore, Democratic Services Officer (01788 533522 or e-mail [linn.ashmore@rugby.gov.uk](mailto:linn.ashmore@rugby.gov.uk)). Any specific queries concerning reports should be directed to the listed contact officer.*

# MANAGING COUNCIL TAX ARREARS TASK GROUP

## ONE-PAGE STRATEGY

### **What is the broad topic area?**

The broad aim of the is to find ways of supporting people who are in arrears.

### **What is the specific topic area?**

To explore what options are services are currently available to people in financial hardship and who are in arrears with their council tax in order that they can be offered early and appropriate support or advice.

### **What should be considered?**

The following areas are relevant to discussions:

Understand the current situation and practices that are in place, including for potentially vulnerable customers.

What financial support and advice is currently available.

The level of capacity that is available to deal with a potential increase in demand for assistance due to the impact of Covid-19.

Whether a formal protocol or policy should be introduced.

### **Who shall we consult?**

Revenues officers.

Cabinet Portfolio Holder.

External charities, partner agencies and debt advice organisations.

### **How long should it take?**

The Task Group will report to the Scrutiny Committee in September 2021. An interim progress report will be submitted to the Committee in June 2021.

### **What will be the outcome?**

Recommendations on the timely support and advice that can be offered to people in council tax arrears.

The creation of a flow chart or advice sheet outlining targeted sources of support depending on the individuals' circumstances and detailing what payment or discount options are available.