

**MINUTES OF THE MEETING OF THE POLICY, FINANCE & DEVELOPMENT COMMITTEE  
HELD AT THE COUNCIL OFFICES, BUSHLOE HOUSE, STATION ROAD, WIGSTON,  
LEICESTERSHIRE, LE18 2DR ON TUESDAY, 28 MARCH 2023 COMMENCING AT 7.00 PM**

**PRESENT**

M H Charlesworth                      Chair



**Meeting ID: 2304**

**COUNCILLORS**

L A Bentley  
G A Boulter  
D A Gamble  
S Z Haq  
J Kaufman  
Mrs L Kaufman  
K J Loydall

**OFFICERS IN ATTENDANCE**

S J Ball	Legal & Democratic Services Manager / Deputy Monitoring Officer
T Bingham	Strategic Director / Section 151 Officer
B Bull	Head of Finance / Deputy Section 151 Officer
C Eyre	Housing Manager
P Fisher	Strategic Director
D M Gill	Head of Law & Democracy / Monitoring Officer
T Hatton	Head of Customer Service & Transformation

**OTHERS IN ATTENDANCE**

J W Boyce

**70. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillors N Alam, L M Broadley, F S Broadley, H E Darling, P Joshi, D W Loydall, S B Morris and I K Ridley.

J W Boyce attended the meeting remotely, but in accordance with the provisions in the Local Government Act 1972, was not considered present for the purposes of voting.

**71. APPOINTMENT OF SUBSTITUTES**

None.

**72. DECLARATIONS OF INTEREST**

None.

**73. MINUTES OF THE PREVIOUS MEETING**

By affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

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**The minutes of the previous meeting held on 7 February 2023 be taken as read, confirmed and signed.**

**74. ACTION LIST ARISING FROM THE PREVIOUS MEETING**

There was no Action List arising from the previous meeting.

**75. PETITIONS AND DEPUTATIONS**

None.

**76. CORPORATE DEBT POLICY (MARCH 2023)**

The Committee gave consideration to the report and appendix (as set out at pages 9 – 45 of the agenda reports pack) which presented a revised Corporate Debt Policy for Oadby and Wigston for approval.

It was moved by the Chair, seconded by K J Loydall and

**UNANIMOUSLY RESOLVED THAT:**

**The revised Corporate Debt Policy be approved.**

**77. COLLECTION RATE IMPROVEMENT PLAN UPDATE (MARCH 2023)**

The Committee gave consideration to the report and appendix (as set out at pages 46 – 58 of the agenda reports pack) which provided an update on the progress of the Collection Rate Improvement Plan.

By affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

**The content of the report and appendix be noted.**

**78. COLLECTION AND WRITE-OFF OF MISCELLANEOUS DEBTORS (Q3 2022/23)**

The Committee gave consideration to the report (as set out at pages 59 – 64 of the agenda reports pack) which sought approval to write off debts above £10,000 and to provide a status update on the status of debts written off under delegated powers.

It was moved by the Chair, seconded by K J Loydall and

**UNANIMOUSLY RESOLVED THAT:**

**The Committee note the contents of the report and approve the Non Domestic Rates and Housing Benefit Overpayment write-offs that are above £10,000.**

**79. APPROVAL OF GARAGE MANAGEMENT, HOUSING ALLOCATIONS AND REPAIRS & MAINTENANCE POLICIES (MARCH 2023)**

The Committee gave consideration to the report and appendices (as set out at pages 2 – 66 of the agenda update reports pack) which sought the Committee's approval to adopt and bring into effect an updated Housing Allocations Policy, Garage Management Policy

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and a new Repairs and Maintenance Policy.

It was moved by the Chair, seconded by D A Gamble

**UNANIMOUSLY RESOLVED THAT:**

**The Council adopts and brings into effect the following new/updated Housing Allocations Policy, Garage Management Policy and Repairs and Maintenance Policy subject to the comments raised by Members being incorporated into the same.**

**80. CUSTOMER EXPERIENCE STRATEGY & ACTION PLAN (2023-26)**

The Committee gave consideration to the report and appendices (as set out at pages 65 – 98 of the agenda reports pack) which asked Members to approve the Council's Customer Experience Strategy and Action Plan for the next three years covering 2023 – 2026.

It was noted that the Strategy and the Action plan would be reported periodically to the Service Delivery Committee under its delegated remit should it remain in budget.

It was moved by the Chair, seconded by L A Bentley and

**UNANIMOUSLY RESOLVED THAT:**

**The Council's Customer Experience Strategy and Action Plan for 2023-26 (at set out at Appendix 2 and Appendix 3) be approved.**

**81. PROPOSED EMPTY HOMES STRATEGY (2023-2028)**

The Committee gave consideration to the report and appendix (as set out at pages 67 – 87 of the agenda update reports pack) which outlined the property strategy to engage and manage empty dwellings within the Borough.

It was moved by the Chair, seconded by L Kaufman and

**UNANIMOUSLY RESOLVED THAT:**

- (i) The contents of the report be noted; and**
- (ii) The Proposed Empty Homes Strategy (2023-2028) (set out at Appendix 1 to this report) be approved.**

**82. ETHICAL STANDARDS AND INDICATORS (Q3 2022/23)**

The Committee gave consideration to the report and appendix (as set out at pages 99 – 109 of the agenda reports pack) which provided the figures for local determination of complaints and ethical indicators for Q3 2022-23.

By affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

**The content of the report and appendix be noted.**

**83. COMMITTEE WORK PLAN (2022 - 2023)**

There was no Committee Work Plan for remainder of 2022-2023.

**THE MEETING CLOSED AT 8.32 pm**

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