

**NOTICE TO CHAIR OF THE
SCRUTINY COMMITTEE**

Report for Meeting of the Cabinet - 14 December 2015

The following reports, not included on the Forward Plan by the appropriate date but circulated 5 clear days before the meeting will be considered at the meeting of the Cabinet on 14 December 2015:

1) Matter to be decided

Executive items not included in forward plan with 28 days' notice:

Item	Decision to be taken
Collection Fund Report	To agree the estimated Collection Fund balance relating to Council Tax at 31 March 2016; To note the current estimated balance relating to NNDR at 31 March 2016 as zero (no surplus or deficit); To delegate to the Chief Finance Officer authority to amend these figures, should material new information, such as debt collection performance, come to light in the intervening period.

2) When decisions to be made

14 December 2015

3) Reason why it is impracticable to defer the decisions until it can be included on the forward plan.

As part of the Council Tax setting process for 2016/2017 the Council is required to estimate the amount of any surplus or deficit on the Collection Fund as at 31 March 2016. This must be done by 15 January 2016 in relation to Council Tax.

4) Reason why it is urgent and it is not possible to give five clear days' notice

n/a

Democratic Services Manager
