

(For Democratic Services use)

Decision Number: 41 (2013/14)

## Portfolio Holder Executive Decision Statement

The Local Authority (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

### The Decision:

Approval of Business Rates Discretionary Relief and Hardship Relief Guidelines

**Date the decision was made: 3 February 2014**

### Reason for Decision *(please set out in full)*

Clear guidelines setting out how the Council will exercise its discretionary powers aids transparency and ensures consistency and equality in the decision-making process. The Business Rates team has been working to these guidelines since 1 April 2013.

### Details of any alternative options considered and rejected by the Member when making the Decision:

Not applicable

### Local Member (s), other Portfolio Holders and/or Directors/Heads of Service Consulted

Adrian Rowbotham  
Meryl Young

### Details of any conflicts of interest

#### a) declared by any executive member who is consulted by the Decision Taker

N/a

#### b) and any details of dispensations granted by the Chief Executive in respect of any declared conflict

N/a

**Decision taken by:** Portfolio Holder for Finance and Resources

**Signed by Portfolio Holder**

**Record made by:**

CHRIS SCUTT

**Date of record:** 03/02/14