

**11 FINANCE DEPARTMENT - REVENUES DIVISION - ESTABLISHMENT OF POST (AN373-2004)**

The Personnel Committee, at its meeting of 10 February 2003 (Report No 137-2003), approved the establishment of the Revenues Division Enquiry Team. This Team provides the telephone contact centre for Council Tax and Benefits, the Revenues staff located in 6/7 City Square, and the Area Housing Offices.

The Enquiry Team currently has 36.5 staff at GS3/AP2 level, who are supervised by two AP5 staff. The Depute Chief Executive (Finance) and Assistant Chief Executive (Management) are of the opinion that this is an excessive number of staff to manage, and, accordingly, recommend the establishment of a further Supervisor post, grade AP5, £22,398 - £24,396, within the Enquiry Team.

The cost of this additional post is £12,908 in the current financial year, and £29,036 in a full financial year. These sums will be included in future years' Revenue Budgets.