

REPORT TO: FINANCE COMMITTEE – 14 AUGUST 2006

REPORT ON: SCHEME OF ADMINISTRATION ON DELEGATED POWERS

REPORT BY: DEPUTE CHIEF EXECUTIVE (FINANCE)

REPORT NO: 471-2006

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform the elected members of a proposed change to delegated authority as a result of the retirement of the Head of Revenues.

2 RECOMMENDATION

- 2.1 It is recommended that the Head of Income and Recovery and the Head of Accounts and Benefits, both Finance Department have delegated authority to take all necessary actions with regard to billing, collection and recovery of any Community Charge, Council Tax, Non Domestic Rate Income and Miscellaneous Income due to the Council and that it be remitted to the Depute Chief Executive (Support Services) to make the necessary amendments to the Scheme of Administration on Delegated Powers.

3 FINANCIAL IMPLICATIONS

- 3.1 None

4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 None.

5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 None.

6 BACKGROUND

- 6.1 Due to the retirement of the Head of Revenues various duties and delegated authorities have been reviewed to ensure that the two new Heads of Service in Revenues can continue to undertake their roles effectively.

7 CONSULTATION

- 7.1 The Chief Executive and Depute Chief Executive (Support Services) have been consulted on this report and concurred with its contents.

8 BACKGROUND PAPERS

- 8.1 None

DAVID K DORWARD
DEPUTE CHIEF EXECUTIVE (FINANCE)