

# WIRRAL COUNCIL

## CABINET

21 JUNE 2012

<b>SUBJECT</b>	<b>AUTHORISATION OF OFFICERS FOR RECOVERY AND APPEALS</b>
<b>WARD/S AFFECTED</b>	<b>ALL</b>
<b>REPORT OF</b>	<b>ACTING CHIEF FINANCE OFFICER</b>
<b>RESPONSIBLE PORTFOLIO HOLDER</b>	<b>COUNCILLOR PHIL DAVIES</b>
<b>KEY DECISION</b>	<b>NO</b>

### 1.0 EXECUTIVE SUMMARY

- 1.1 This report seeks authority for named staff to initiate and conduct recovery of Local Revenues and Business Rates through the Magistrates' Court and to represent the Authority at Valuation Tribunal Hearings and Housing Benefits Tribunal Hearings.

### 2.0 BACKGROUND AND KEY ISSUES

- 2.1 Legal proceedings for the recovery of Council Tax and National Non Domestic Rates are initiated and conducted in the Magistrates' Court by officers authorised by Council. Council Tax appeals are also heard at the Valuation Tribunal and are conducted by officers of the Council. The Housing Benefit Review Board function is administered by the Appeals Tribunal run by the Appeals Service. Officers present appeals to this independent service and it is appropriate that they are authorised to appear at these appeals.
- 2.2 It is necessary to amend the list of officers authorised for recovery and appeals as follows:-
- (a) I request that the following Officers of the Council be authorised to institute and conduct proceedings on behalf of the Council in the Magistrates Court for the recovery of unpaid Council Tax, National Non Domestic Rates and the enforcement of associated regulations:

Mrs S Hutchison	Assistant Revenues Manager
Mrs. K. Chan	Assistant Revenues Manager
Mrs. J. Farrell	Revenues Team Leader
Mr. J. Fisher	Rating Officer
Mrs. J. Monks	Appeals Officer
Mr. B. Nulty	Council Tax Team Leader
Mr. N. Powell	Revenues Manager
Mr. I. Williams	Senior Rating Officer
Mr. P Macfarlane	Appeals Officer
Mrs. L. Roddan	Court Officer

- (b) I request that the following officers of the Council be authorised to attend Valuation Tribunals and represent the Authority in appeals relating to Council Tax

Mrs. K. Chan	Assistant Revenues Manager
Mrs S Hutchison	Assistant Revenues Manager
Mrs. J. Monks	Appeals Officer
Mr. N. Powell	Revenues Manager
Mr. P Macfarlane	Appeals Officer
Mrs. L. Roddan	Court Officer

- (c) I request that the following officers of the Council be authorised to attend the Benefits Appeals Tribunals and represent the Authority in such appeals.

Mr. M. Bailey	Appeals and Debt Recovery Team Leader
Mr. J. Cowan	Benefits Team Leader
Ms. N. Dixon	Benefits Manager
Mrs. D. Eusoof	Benefits Operational Manager
Ms. I. Hughes	Benefits Team Leader
Mrs. P. Hughes	Benefits Operational Manager
Mrs. S. Jones	Benefits Team Leader
Mrs. W. Neil	Benefits Team Leader
Mrs. K. Woods	Benefits Operational Manager
Mrs. V. O'Leary	Benefits Operational Manager
Mrs. H. Rostron	Benefits Team Leader
Mr. S. Rostron	Benefits Team Manager
Mr I. Abbinnett	Appeals Officer

### **3.0 RELEVANT RISKS**

- 3.1 That recovery, enforcement and appeal work would not be able to be taken if officers are not authorised by Members to undertake this action.

### **4.0 OTHER OPTIONS CONSIDERED**

- 4.1 There are no options considered in this report.

### **5.0 CONSULTATION**

- 5.1 No specific consultation has been undertaken with regard to this report.

### **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

- 6.1 There are no direct implications arising from this report.

### **7.0 RESOURCE IMPLICATIONS**

- 7.1 There are none arising directly from this report.

## **8.0 LEGAL IMPLICATIONS**

8.1 There are none arising directly from this report.

## **9.0 EQUALITIES IMPLICATIONS**

9.1 There are none arising directly from this report.

9.2 Equality Impact Assessment (EIA) is not required for this report.

## **10.0 CARBON REDUCTION IMPLICATIONS**

10.1 There are none arising directly from this report.

## **11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

11.1 There are none arising directly from this report.

## **12.0. RECOMMENDATIONS**

12.1 That in accordance with the provisions of Section 223 of the Local Government Act 1972, the following Officers of the Council be authorised to institute and conduct proceedings on behalf of the Council in the Magistrates' Court for the recovery of unpaid Council Tax, National Non Domestic Rates and the enforcement of associated regulations:

Mrs S Hutchison	Assistant Council Tax Manager
Mrs. K. Chan	Assistant Council Tax Manager
Mrs. J. Farrell	Council Tax Team Leader
Mr. J. Fisher	Rating Officer
Ms. J. Monks	Appeals Officer
Mr. B. Nulty	Council Tax Team Leader
Mr. N. Powell	Revenues Manager
Mr. I. Williams	Senior Rating Officer
Mr. P Macfarlane	Appeals Officer
Mrs. L. Roddan	Court Officer

12.2 in accordance with the provisions of Section 223 of the Local Government Act 1972, the following officers of the Council be authorised to attend Valuation Tribunals and represent the Authority in appeals relating to Council Tax and Community Charge:

Mrs. K. Chan	Assistant Council Tax Manager
Mrs S Hutchison	Assistant Council Tax Manager
Ms. J. Monks	Appeals Officer
Mr. N. Powell	Revenues Manager
Mr. P Macfarlane	Appeals Officer
Mrs. L. Roddan	Court Officer

- 12.3 That in accordance with the provisions of Section 223 of the Local Government Act 1972, the following officers of the Council be authorised to attend the Benefits Appeals Tribunals and represent the Authority in such appeals.

Mr. M. Bailey	Appeals and Debt Recovery Team Leader
Mr. J. Cowan	Benefits Team Leader
Ms. N. Dixon	Benefits Manager
Mrs. D. Eusoof	Benefits Operational Manager
Ms. I. Hughes	Benefits Team Leader
Mrs. P. Hughes	Benefits Operational Manager
Mrs. S. Jones	Benefits Team Leader
Mrs. W. Neil	Benefits Team Leader
Mrs. K. Woods	Benefits Operational Manager
Mrs. V. O'Leary	Benefits Operational Manager
Mrs. H. Rostron	Benefits Team Leader
Mr. S. Rostron	Benefits Intervention Manager Leader
Mr I. Abbinnett	Appeals Officer

### 13.0 REASON FOR RECOMMENDATIONS

- 13.1. That officers can act with the appropriate and timely authorisation.

FNCE/93/12

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### APPENDICES

None.

### REFERENCE MATERIAL

None.

### SUBJECT HISTORY

Council Meeting	Date
Cabinet	23 June 2011