

REPORT TO CABINET

REPORT BY CHIEF EXECUTIVE

DATE: 4 March 2003

SUBJECT: INSTALMENT DATES - COUNCIL TAX AND NATIONAL
NON-DOMESTIC RATES

1 DECISION SOUGHT

Instalment dates for the financial year 2003-04 and delegation to the Chief Executive of decisions on instalment dates for future years.

2 REASON FOR SEEKING DECISION

To enable bills for 2003-04 to be despatched following the Council's decisions about the budget and council tax.

3 POWER TO MAKE THE DECISION

Schedule 1 to the Council Tax (Administration and Enforcement) Regulations 1992 No 613 (as amended).

4 COST IMPLICATIONS

Nil.

5 FINANCIAL CONTROLLER STATEMENT

The granting of this delegation will ease the administrative process in the future.

6 CONSULTATION CARRIED OUT

None, although the proposed instalment dates were included in the report to be considered by Council on 4 March and follow the pattern of instalment dates used in earlier years.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

Provision of a range of payment methods, and prompt billing for council tax and business rates, assist the council's cash flow.

8 RECOMMENDATIONS

8.1 That the instalment dates for Council Tax and NNDR payments for the 2003/2004 financial year be as follows :-

Direct Debit

4th, 15th &
30th

Other Payment Methods

5th & 10th

8.2 That decisions on the instalment dates for Council Tax and NNDR payments for financial years beginning in and after 2004 be delegated to the Chief Executive.