

## **8. Functions delegated to the strategic director of resources**

1. To make arrangements for the proper administration of the council's financial affairs.
2. To carry out any responsibilities assigned to the 'chief finance officer' under the council's financial regulations and under the constitution generally.
3. To approve the detailed format of the financial plan and the revenue budget prior to approval by the council.
4. To determine the annual treasury strategy and carry out all treasury management activities.
5. To raise money for revenue purposes and to make suitable arrangements for investment of surplus council funds.
6. To administer the council's revenue, including council tax, business rates and any bid levy, and to recover any payments due.
7. To determine applications for business rates hardship relief, following consultation with the portfolio holder.
8. To approve the carry forward into the ensuing year of expenditure on approved projects included in the revenue estimates, but which have not either been started or completed in the year for which expenditure has been approved.
9. To raise loans for capital requirements.
10. To agree maximum limits for departments' cash holdings.
11. To approve leasing arrangements to finance capital expenditure.
12. To effect all insurance cover.
13. To determine entitlement to housing and council tax benefits and reliefs and pay such amounts as are due.
14. To determine entitlement to discretionary housing payments and pay such amounts as are due.
15. To account for all payroll transactions, calculate benefits and make appropriate arrangements for their payment.
16. To pay obligatory gratuities to statutorily transferred ex-ilea staff upon retirement, in cases where the employee is not a member of the relevant pension scheme.
17. To select and appoint external fund managers in respect of the superannuation fund.
18. To extend the time limit for the repayment or refund of pension fund contributions for local authority service beyond the statutory six-month time limit.

19. To approve supplementary estimates required to meet additional expenditure caused by salary and wage awards, and other inflationary allowances.
20. To set interest levels for staff loans.
21. To approve the form of the council's accounting records.
22. To make arrangements for an internal audit system.
23. To approve departments' policies for the retention or destruction of financial records.
24. To declare the council's local interest rate and to apply the relevant rate of interest to borrowers' accounts.
25. To apportion and certify the rateable value of partly occupied hereditaments.
26. To open and close bank accounts and sign bank mandates.
27. To authorise cash transfers.
28. To authorise exceptions to the council's contract procedure rules.
29. To approve the calculation of council's council tax base each year.
30. To issue and pursue legal proceedings in respect of council tax benefit and housing benefit overpayments or council tax outstanding.
31. To authorise early access to pension benefits under the provisions of the local government pension scheme for non-chief officers, following consultation with the director of workforce and organisational development.
32. To exercise the council's discretionary powers under the local government pension scheme and related legislation in respect of non-chief officers, following consultation with the director of workforce and organisational development.
33. To exercise the power to reduce the amount of council tax payable by an individual and agree the council's policy in relation to the exercise of this power.
34. To make any first instance decision on any question concerning the rights or liabilities of any person in connection with the local government pension scheme.
35. To make decisions in relation to disputes between the council and any other person in connection with the local government pension scheme.
36. To make all decisions in relation to requests for reconsideration of disagreements arising in connection with the local government pension scheme, including determining the procedure to be followed by the council in dealing with such requests, and including the power to nominate a decision-maker.
37. To issue and pursue legal proceedings in respect of sundry debts & the collection of miscellaneous income or in respect of any other council debt.
38. To issue and pursue legal proceedings (including appearing and taking proceedings in any relevant court) in respect of council tax benefit and

housing benefit overpayments, business rates, and any business improvement district levy or council tax outstanding including any associated penalties or costs.

39. Housing fraud investigation: authorised officers pursuant to regulation 3 of the social housing fraud (power to require information) act 2014, to authorise or withdraw authorisation to an individual to exercise the powers to require information set out under regulation 4 of the same statute.

40. To make minor amendments to the council's financial regulations, following consultation with the director of legal and democratic services, as necessary to ensure consistency with legislative changes, operation, reorganisation, or other structural changes to the management of the council.