

ANGUS COUNCIL

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE – 11 MARCH 2003

MEMBERS' ALLOWANCES SCHEME – 2002/03

REPORT BY THE DIRECTOR OF FINANCE

ABSTRACT

This report advises members of the submission date of their claims at the end of the financial year.

1. INTRODUCTION

So that Members' allowances can be accounted for in the correct financial year and properly reported it is necessary to apply an appropriate cut-off date for the receipt of claims.

2. RECOMMENDATION

The following procedure is recommended:-

All claims for travel, subsistence and other expenses for the year ending 31 March 2003, to be submitted to the Director of Finance on or before 11 April 2003.

Claims for travel, subsistence and other expenses for the year ending 31 March 2003, which are not submitted to the Director of Finance by 11 April 2003 will lapse.

For the avoidance of doubt the claim to be submitted by 11 April 2003 **should not include** any item in respect of a day after 31 March 2003.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising as a result of this report.

4. HUMAN RIGHTS IMPLICATIONS

There are no human rights implications arising as a result of this report.

5. CONSULTATION

The Chief Executive and the Director of Law and Administration have been consulted on the contents of this report.

D.S. SAWERS
Director of Finance

NOTE: No background papers, as defined by Sections 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

RM/AD/02/17
18 February 2003

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