

ANGUS COUNCIL

ENVIRONMENTAL AND LEISURE SERVICES COMMITTEE- 16 OCTOBER 2003

DELEGATED AUTHORITY TO CHIEF OFFICER – STAFF CAR LEASE SCHEME

REPORT BY DIRECTOR OF ENVIRONMENTAL AND CONSUMER PROTECTION

**Abstract**

This report seeks Council delegation to the Chief Officer for the signing on behalf of the Council, car lease agreements with individual staff members.

**1. RECOMMENDATION**

It is recommended that the Committee delegate authority to the Director of Environmental and Consumer Protection as regards arrangements for the signing on behalf of the Council, car lease agreements with staff leasing a car under the Council's car lease scheme.

**2. BACKGROUND**

The Environmental and Consumer Protection Department recently took over responsibility from the Personnel Department for the Council's car lease scheme for staff. From 1 October 2003 a revised scheme will come into operation following a tender process which resulted in the award of a new contract by the Council to three leasing companies.

As this is a new scheme with changed conditions a revised lease agreement for staff taking on the lease of a car, has been prepared. This is a legal agreement which requires to be signed by both an individual member of staff and the Council.

Currently delegated authority to sign such an agreement rests with the Personnel Services Manager. As the responsibility for car leasing has passed to the Director of Environmental and Consumer Protection, it is now necessary for the Council to delegate the arrangements for signing individual agreements on behalf of the Council.

**3. FINANCIAL IMPLICATIONS**

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

**4. HUMAN RIGHTS**

There are no Human Rights issues arising from this report.

**5. CONSULTATION**

The Chief Executive, Director of Finance, Director of Law and Administration and Personnel Services manager have been consulted on the content of this report.

**S.R.Heggie**  
**Director of Environmental and Consumer Protection**

No background papers, as defined by Section 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.

IW/HA  
29.09.03