

meeting COUNTY COUNCIL

date 22<sup>nd</sup> September 2011

agenda item number **18**

## **REPORT OF THE CHIEF EXECUTIVE**

### **FORMAL RESOLUTION TO APPOINT ASSISTANT CHIEF EXECUTIVE AS A NOMINEE FOR THE PURPOSES OF THE PROBATE REGISTRY**

#### **Purpose of the Report**

1. The purpose of the report is to make a formal resolution approving the appointment of the Assistant Chief Executive as the Council's nominee to apply for a grant from the Probate Registry.

#### **Information and Advice**

2. The Council needs to apply for a grant of probate in order to obtain an amount due from the estate of a deceased service user.
3. It is proposed that the Assistant Chief Executive acts on behalf of the County Council in this matter and in relation to any similar matters in future. In order to proceed the Probate Registry will require a formal resolution appointing the Assistant Chief Executive as the Council's nominee.

#### **Statutory and Policy Implications**

4. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, crime and disorder and those using the service and where such implications are material they have been described in the text of the report.

#### **RECOMMENDATION**

8. That the County Council's Assistant Chief Executive Jayne Francis-Ward be appointed nominee of Nottinghamshire County Council for the purpose of taking out letters of administration of any estate in relation to which the County Council is a creditor.

**MICK BURROWS**

**CHIEF EXECUTIVE**

**Comments of the Service Director – Finance**

**Legal Services Comments**

**Background Papers Available for Inspection**

None

**Electoral Division(s) and Member(s) Affected**

All