

REPORT OF THE CHAIRMAN OF FINANCE AND PROPERTY COMMITTEE**REVISED FINANCIAL REGULATIONS****Purpose of the Report**

1. To approve revisions to the Authority's Financial Regulations.
2. To delegate authority to the Council's monitoring officer to make any consequential changes to the Council's constitution in consultation with the Leader of the Council.

Information and AdviceBackground

3. Financial Regulations are designed to ensure that the Authority's business and financial transactions are:
 - prudent and legal
 - conducted with probity and integrity
 - open and transparent
 - authorised in accordance with the scheme of delegated authority
 - processed in a consistent way
 - properly recorded and accounted for
 - providing Best Value for the Authority.
4. Financial Regulations also contribute to good corporate governance and are designed to protect the legitimate interests of officers and the Authority through the requirement to comply with effective controls and standards for all transactions.
5. Anyone who is involved with any of the following activities must be familiar with Financial Regulations and know the correct procedures to be followed:
 - purchasing goods and services
 - acquiring, managing or disposing of assets
 - receiving income
 - accounting for funds
 - paying out money on behalf of the Authority
 - managing projects.

6. Officers from Legal Services and Finance have been leading on a project to refresh and update the regulations. Key officers from within the Procurement, Internal Audit and Property areas have also been involved.
7. A revised financial regulations document has been developed which aims to:
 - Bring them into line with the Council's current organisational structure.
 - Remove duplication and inconsistency.
 - Ensure that they are easy to understand by the reader.

Consultation

8. The revised Financial Regulations document was circulated to key stakeholders across the Council for feedback. This feedback was reviewed and incorporated, where appropriate, into the final revised Financial Regulations document.

Revised Financial Regulations

9. The revised Financial Regulations are set out in Appendix A.
10. Appendix B sets out the key changes from the previous Financial Regulations.
11. Some consequential changes to the Constitution may be required if the revised Regulations are approved. It is proposed that authority is delegated to the Council's Monitoring Officer, in consultation with the Leader of the Council, to review the Constitution accordingly and make any required amendments.

Other Options Considered

12. Make no changes to the Financial Regulations. This was not felt to be appropriate as it was thought that changes are needed to improve effectiveness.

Reason/s for Recommendation/s

13. It is considered good practice to have the Authority's Financial Regulations revised on a regular basis to ensure that they remain effective and apply to the changing climate under which the Authority operates.

Statutory and Policy Implications

14. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the proposed revisions to the County Council's Financial Regulations be approved.
- 2) That the Council's Monitoring Officer be authorised to make any consequential amendments to the Council's Constitution in consultation with the Leader of the Council.

Councillor David Kirkham
Chairman of Finance and Property Committee

For any enquiries about this report please contact:

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Constitutional Comments (SLB 02/11/2016)

15. The County Council is the appropriate body to consider the content of this report.

Financial Comments (NS 14/11/2016)

16. No direct financial implications arising from this report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

Electoral Division(s) and Member(s) Affected

- All