

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Corporate Governance Committee 20 December 2007
AUTHOR/S: Chief Executive / Corporate Manager, Finance and Support Services

REVISION OF FINANCIAL REGULATIONS

Purpose

1. The purpose of this report is for the Corporate Governance Committee's to consider revisions of the Council's financial regulations and to recommend these changes to the Council for adoption.

Background

2. The Council has financial regulations set out for officers as part of the Constitution and in support of the governance and administration arrangements in which it operates.
3. These regulations were last revised in 2005. Due to the organisational changes to the Council there has been a requirement to review and update these to ensure that they are fit for purpose and incorporate the new organisational structure.
4. In addition, it is also a requirement of the Audit Commission's 'Use of Resources' assessment that financial regulations are reviewed and updated appropriately.

Considerations

5. Appendix A sets out the revised financial regulations. The changes are highlighted in blue so that the members of the Corporate Governance Committee can see clearly the changes made to the regulations.
6. The revised regulations now include:
 - (a) Officers to increase the use of the electronic ordering within the Council (paragraph 8.6);
 - (b) Officer to reduce the number of payments processed across all services (paragraph 9.2)
 - (c) Changes to the scheme of delegation to the Chief Executive (paragraphs 11.5);
 - (d) Incorporate the Council's new approach and process for risk management as already endorsed by this committee (section 23);
 - (e) Incorporates the new organisational structure of the Council (various paragraphs).

Implications

7.	Financial	There are no immediate financial implications resulting from this report.
	Legal	There are no immediate legal implications resulting from this report.
	Staffing	SCDC staff will need to follow the new regulations once approved.
	Risk Management	These changes will ensure that the Council has adequate and appropriate financial and risk management arrangements in place.
	Equal Opportunities	The report has no inherent equal opportunities implications.

Consultations

8. The following officers were consulted regarding the revised financial regulations:

Chief Executive / Chief Finance Officer
Finance Project Officer

Effect on Annual Priorities and Corporate Objectives

9.	Affordable Homes Customer Service Northstowe and other growth areas Quality, Accessible Services Village Life Sustainability Partnership	The proposals in this report contribute to the Council's efficient use of resources and effective governance.
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Conclusions/Summary

10. The Council's current Financial Regulations need to be updated to ensure they are fit for purpose and reflect the new organisational structure.
11. Appendix A sets out the changes that are appropriate to the current regulations.

Recommendations

12. The Corporate Governance Committee to recommend the changes to the Financial Regulations to Council for adoption at the Council's meeting on the 31 January.

Background Papers: the following background papers were used in the preparation of this report:

South Cambridgeshire District Council's Financial Regulations

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