



Name of meeting: Council (Annual)  
Date: 25<sup>th</sup> May 2016

Title of report: Proposed Amendments to Financial Procedure Rules 2016

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the <a href="#">Council's Forward Plan</a> ?	No
Is it eligible for "call in" by <a href="#">Scrutiny</a> ?	Yes
Date signed off by Director & name	David Smith: 28 April 2016
Is it signed off by the Director of Resources?	As above
Is it signed off by the Assistant Director- Legal , Governance & Monitoring?	Yes; 12 April 2016

Electoral [wards](#) affected: All  
Ward councillors consulted: Not applicable

## Public report

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### 1. Purpose of report

This report sets out proposed changes to Financial Procedure Rules (FPR) starting from 1<sup>st</sup> June 2016.

### 2. Key points

Each year the Council, taking advice from the Corporate Governance & Audit Committee consider revisions to Financial Procedure Rules (FPRs)

### Financial Procedure Rules

There are a number of areas recommended for change. Most of these are of a minor nature, but a large part of the control mechanism for Capital Investment Planning (part3) Expenditure is substantially simplified, and procedures aligned more closely with the arrangements designed to control the revenue budget.

The texts that are amended are shown in track changes in the attached appendix

### **3. Implications for the Council**

These changes maintain an appropriate control environment for the operation of the council's activities.

### **4. Consultees and their opinions**

The Director of Resources and Assistant Director (Legal, Governance & Monitoring) have had an opportunity to comment and their views have been incorporated in the text.

The meeting of Corporate Governance and Audit Committee considered the proposed amendments at its meeting of 22 April 2016 and endorsed the changes subject to the retention of the current words at paragraph 2.10/3.16 (now 3.14) of the report, as is reflected in the attached appendix. This retained the obligation for the cabinet to report summary information to Cabinet at least twice each year

### **5. Next steps**

If approved, the changes will be operational from 1st June 2016.

### **6. Officer recommendations and reasons**

That the recommended changes to Financial Procedure Rules(FPRs), as set out in the report, be approved.

### **7. Cabinet portfolio holder recommendation**

Not applicable

### **8. Contact officer and relevant papers**

Martin Dearnley  
Head of Audit & Risk  
01484 221000

Appendices to this report:  
Draft Financial Procedure Rules 2016

Relevant papers;  
Current (April 2015) FPRs

### **9. Director/Assistant Director responsible**

David Smith Director of Resources  
Debbie Hogg Assistant Director Financial Management, Risk, Performance and IT.

