

<b>Council</b>			
<b>Report Title</b>	Financial Regulations and Directorate Schemes of Delegation		
<b>Key Decision</b>	No	<b>Item No.</b>	
<b>Ward</b>	All Wards		
<b>Contributors</b>	Executive Director for Resources and Regeneration		
<b>Class</b>	Part 1	<b>Date:</b>	20 January 2016

## **1. EXECUTIVE SUMMARY**

- 1.1 The financial controls of the Authority set out the framework and guiding principles for managing the Authority's financial affairs. They are applicable to all members of staff, elected Members, and anyone acting on behalf of the Council.
- 1.2 The Council's Financial Regulations and the Directorate Schemes of Delegation form part of the financial controls and are included in the Constitution.
- 1.3 Financial Regulations are approved as a schedule to the Constitution and are therefore subject to similar approval requirements. The regulations lay down the overriding financial procedures to be followed by officers in discharging their financial duties.
- 1.4 The Directorate Schemes of Delegation set out the post titles of those officers to whom the relevant Executive Director has delegated authority to take decisions on the areas from the Mayoral Scheme of Delegation where responsibility has been delegated to that Executive Director. The Mayoral scheme forms part of the constitution, and these directorate schemes are approved as a schedule to the Constitution.

## **2. PURPOSE OF THE REPORT**

- 2.1 To present the updated Financial Regulations and Directorate Schemes of Delegation to Members for approval and inclusion in the Constitution.

## **3. RECOMMENDATIONS**

- 3.1 Members are asked to approve the latest version of the Financial Regulations (Appendix 1);
- 3.2 Members are asked to approve the Directorate Schemes of Delegation (Appendix 2) as they relate to non-executive functions; and
- 3.3 Members are asked to note that the Mayor has approved the Directorate Schemes of Delegation as they relate to executive functions.

## **4. BACKGROUND**

- 4.1 The key financial control documents require updating as and when necessary or at least once a year in order for them to remain relevant and take in to account organisational and constitutional changes that may have occurred.
- 4.2 The Financial Regulations have mainly been updated with organisational changes, however there is a notable change in the Assets and Records section (paragraphs C23 to C32). Assets have been separated into corporate assets and directorate assets for clarity purposes with the corporate assets being clearly identified.
- 4.3 The Directorate Schemes of Delegation have been updated by each Executive Director to reflect changes in delegated authority to post holders and to reflect the transfer of services from one directorate to another.

## **5. FINANCIAL IMPLICATIONS**

- 5.1 There are no additional financial implications to those contained in the previous savings report.

## **6. LEGAL IMPLICATIONS**

- 6.1 The approval of the financial regulations is a matter for Full Council. The Directorate Schemes of Delegation, to the extent that they relate to non-executive functions, are also matters for Full Council. Delegations within these Schemes relating to executive functions are for the Mayor to make.
- 6.2 Council is asked to note that the Mayor approves those Delegations appearing within the Directorate Scheme of Delegations appendices to this report which fall within his remit.

## **7. CONCLUSION**

- 7.1 This report provides members with the most up to date version of the Financial Regulations and Schemes of Delegation for inclusion in the Constitution.

## **8. BACKGROUND DOCUMENTS AND FURTHER INFORMATION**

For further information on this report, please contact:  
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