

PROCEDURES COMMITTEE

20 April 2021

Present:-

Councillors S Barker (Chair), J Hart, S Hughes, F Biederman, A Connett and R Hannaford

Apologies:-

Councillors S Aves, N Way and C Wright

* **103** **Minutes**

RESOLVED that the minutes of the meeting held on 2 February 2021 be signed as a correct record.

* **104** **Items requiring urgent attention**

There was no item raised as a matter of urgency.

105 **Proposed changes to Financial Regulations**

The Committee considered the Report of the County Treasurer (CT/21/35) on proposed changes to Financial Regulations.

The Report outlined that some elements of part 5c of the Constitution (Financial Regulations) were in need of updating. The exact proposed changes and wording were highlighted in detail (in red) in the appendix to the Report.

The first change proposed related to Capital Expenditure and Leasing (B12) where it was proposed that the table of delegation be adjusted to clarify that changes in excess of £1Million that were externally funded be approved by the Chief Finance Officer/Deputy in conjunction with the Capital Programme Group and relevant Cabinet Member via FIN letter. Any match funding required would follow the normal approval route. Members asked that the word 'wholly' be added preceding the words externally funded.

The second proposed change related to Staffing (C17). Currently, any subsequent increase in staffing levels required the approval of the appropriate Cabinet Member. It was proposed that any increase in establishment levels for which funding existed would require the approval of the Chief Officer and the County Treasurer, but any increase in establishment levels which required additional funding would require the approval of the appropriate Cabinet Member.

It was **MOVED** by Councillor Hart, **SECONDED** by Councillor Biederman, and

RESOLVED that the proposed changes to the Constitution, as outlined in the Report, with the inclusion of the word 'wholly' preceding the words externally funded, be recommended to Council.

NOTES:

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.30 am and finished at 10.56 am