

# Review of Financial Regulations

## Report of the Treasurer

For further information about this report please contact James Walton, Treasurer, on 01743 258915 or Joanne Coadey, Head of Finance on 01743 260215.

### 1 Purpose of Report

This report reviews the Fire Authority's Financial Regulations and asks Members to consider and approve the proposed amended version.

### 2 Recommendations

The Fire Authority is asked to consider and approve the amended Financial Regulations

### 3 Background

As part of its constitution the Fire Authority has in place the following documents:

- Scheme of Delegation to Officers;
- Standing Orders for the Regulation of Proceedings and Business;
- Standing Orders relating to Contracts; and
- Financial Regulations Standing Orders.

Although not a legal requirement, it is deemed good practice for local authorities to review these documents on a regular basis.

In order to reflect and support the Fire Strategic Alliance entered into by Shropshire and Wrekin Fire and Rescue Authority and Hereford & Worcester Fire and Rescue Authority, last year's review of the Authority's Financial Regulations took an integrated approach and aligned the regulations of both services. Care was taken to ensure that all aspects of the existing regulations were incorporated, and where contrasting regulations were evident across both services, these differences were also reflected. There are likely to be more required changes as the Alliance progresses and these will be brought back to the Authority for consideration.

## **4 Review of Financial Regulations**

The implementation of the Service's finance, human resources and payroll systems resulted in revisions to processes and procedures across departments. A number of small amendments were required to the Financial Regulations, and these have been made in this update.

In order to provide practical guidance on how the Regulations should be interpreted and applied, procedural regulations and detailed guidance notes are held within the Service. Officers should ensure that these procedure notes are updated to remain in line with the Regulations.

In order to save paper and postage, the Financial Regulations can be viewed on the link below.

<https://www.shropshirefire.gov.uk/meeting/16-december-2020>

Officers recommend that the revised Financial Regulations be adopted.

## **5 Financial Implications**

There are no financial implications arising from this report.

## **6 Legal Comment**

The Financial Regulations set out how the Authority meets its statutory responsibilities in relation to the administration of its financial affairs. All members and staff have a responsibility for resources under their control, ensuring that the use is legal, appropriately authorised, offers value for money and best value.

All staff in the Authority who have responsibility for financial management or who have control of budgets are to adhere to these Regulations.

## **7 Initial Impact Assessment**

An Initial Impact Assessment has been completed.

## **8 Equality Impact Assessment**

There are no equality or diversity implications arising from this report. An Equality Impact Assessment is not, therefore, required.

## **9 Appendices**

There are no appendices attached to this report.

## **10 Background Papers**

There are no background papers associated with this report.