

## 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 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.

The Authority's Financial Regulations were completely revised in 2015 and reviewed in October 2017. Based on the CIPFA model regulations, a comprehensive and detailed document was adopted which sets out the responsibilities and processes for the sound financial management and control of the Authority. These regulations are reviewed annually by officers to ensure that they remain up to date.

## **4 Review of Financial Regulations**

In order to reflect and support the Strategic Alliance entered into by Shropshire and Wrekin Fire Authority and Hereford and Worcester Fire and Rescue Authority, this review of the Authority's Financial Regulations has taken an integrated approach and aligned the regulations of both services. Care has been taken to ensure that all aspects of the current regulations have been incorporated, and where contrasting regulations are evident across both services, these differences are 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.

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

Recent implementation of the service's finance, human resources and payroll systems will inevitably result in further revisions to processes and procedures across departments. Where these changes affect the Financial Regulations, updates and amendments will be brought to members for further consideration and approval.

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

<https://www.shropshirefire.gov.uk/meeting/26-june-2019>

Officers recommend that the revised Financial Regulations be adopted.

## **5 Financial Implications**

There are no financial implications arising from this report.

## **6 Legal Comment**

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

## **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 Appendix**

Hereford & Worcester Fire Authority and Shropshire and Wrekin Fire Authority  
Financial Regulations

The Appendix to the report can be accessed via the following link:

<https://www.shropshirefire.gov.uk/meeting/26-june-2019>

## **10 Background Papers**

There are no background papers associated with this report.