



Lewes District Council

Meeting: Full Council
Date: 25 September 2019
Subject: Financial Procedure Rules
Report of: On behalf of Cabinet and Audit and Standards Committee

The Council is asked to note the minute and resolution of the Cabinet held on 1 July and the Audit and Standards Committee held on 16 July 2019 in response to the Financial Procedure Rules.

The Council is recommended to:-

Approve the draft Financial Procedure Rules (see Appendix 2 to covering report).

Minute Extracts

Cabinet – 1 July 2019.

The Cabinet considered the report of the Chief Finance Officer presenting updated financial procedure rules.

Ahead of its submission to Full Council, the updated rules would be considered by the Audit and Standards Committee on 16 July 2019 and would include an appendix that would detail the changes made.

Recommended to Council (Budget and policy framework):

To review the draft Financial Procedure Rules before they are submitted to Council for approval.

Reason for decision:

It is the duty of the Chief Finance Officer (CFO) to maintain an up to date set of Financial Procedure Rules to ensure the Council has effective governance of finances in place.

Audit and Standards – 16 July 2019.

The Chief Finance Officer presented the report, which provided a 'blueprint' for the Council's financial procedures which formed part of the Council's Constitution. A draft version of the Rules were considered by the Cabinet in 1 July 2019 and would be presented to Full Council for approval on 25 September.

The opportunity has been taken to ensure that there was a single financial procedure

rule for both Lewes and Eastbourne Council. The review allows the Council to operate more effectively. The review allows for control measures to be identified and strengthened if necessary.

Section 3 of the draft rules (appendix 2 to the report) – Financial Management, is a key area and includes a supplementary budget that recognises the dynamic financial environment in which the Council works. It provides a limit and structure for decision making.

Members asked in view of the frequency of Full Council meetings, how urgent decisions, that need the approval of Full Council, will be dealt with in the future? Officers advised that there were constitutional procedures in place for dealing with urgent decisions. It also depends on the reasons for the urgency. The provisions for one-off financial decisions and any ongoing decisions will need to be included in the Budget process.

RESOLVED: That the recommendations in the report be noted.

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