

ABERDEEN CITY COUNCIL

COMMITTEE	Finance, Policy & Resources
DATE	1 December 2016
INTERIM DIRECTOR	Richard Ellis
TITLE OF REPORT	Finance Regulations, Management & Control – Local Code of Practice Update
REPORT NUMBER	CG/16/132
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

Following approval of the Aberdeen City Council Procurement Regulations on 7th June 2016 (“ACC Procurement Regulations”) this report addresses the necessary changes to Aberdeen City Council’s Financial Regulations.

2. RECOMMENDATION(S)

It is recommended that Committee approves the updated Aberdeen City Council Financial Regulations as appended to this report.

It is also recommended that Committee agree to further changes as highlighted through internal and external audit reports without further Committee approval.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

4. OTHER IMPLICATIONS

The proposed amendments to the Council’s Financial Regulations will ensure that they comply with the ACC Procurement Regulations approved by Finance, Policy and Resources Committee on 7th June 2016.

5. BACKGROUND/MAIN ISSUES

- 5.1 The proposed revised Financial Regulations are circulated as Appendix A. The code of practice was last updated in 2014.
- 5.2 A number of internal audits have highlighted minor changes. Committee approval is sought to make these amendments as required.
- 5.3 Some further minor changes have been made, for example, to reflect changes to job titles in the structure since the previous update (October 2014) and several links to policies have been updated as required.

6. IMPACT

Improving Customer Experience –

The proposals outlined will enable customers to follow the details as laid down in the Financial Regulations and link them with the ACC Procurement Regulations to ensure procedures can be followed.

Improving Staff Experience –

The updated procedures will ensure staff have appropriate procedures to follow, and enable them to provide an outstanding service to their customers.

Improving our use of Resources –

By updating the Financial Regulations the Council is ensuring that all information is up-to-date and accurate to ensure the Council is open, transparent and accountable for spending public funds.

Corporate -

Financial Regulations are an integral part of the stewardship of Council Funds. Adhering to the Regulations ensures that all financial transactions of the Council are conducted in a manner which demonstrates openness, integrity and transparency. They form a significant part of the Corporate Governance of the Council. The amendments to these governance documents will improve decision making and accountability across the Council.

Public –

This report may be of interest to the public wishing to be informed of the procedures we have in place around procurement. It will provide a clearer understanding of the Financial Regulations and how they align with the new ACC Procurement Regulations.

Neither the Equality and Human Rights Impact Assessment and Privacy Impact Assessment were required during completion of this report.

7. MANAGEMENT OF RISK

By revising the Financial Regulations to align with the ACC Procurement Regulations, there is consistency, increased transparency in decision making and a reduced risk of challenge. Commercial & Procurement Services and Legal Services have both been consulted on, and are satisfied with, the proposed changes.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

Lesley Fullerton
Senior Accountant
lfullerton@aberdeencity.gov.uk
Tel: (34) 6402