

## **FINANCIAL PROCEDURE RULES**

### **Summary of Changes from April 2014**

#### **INTRODUCTION:**

The Financial Procedure Rules have been updated to reflect changes to procedures and other operational requirements.

Other changes have been made across the whole document for example changes to post titles such as the Head of Finance is now the Statutory Finance Officer and the Chief Accountant being the Deputy Statutory Finance Officer.

#### **Specific Changes to Financial Procedure Rules:**

Relevant paragraph

#### **SUMMARY OF FINANCIAL LIMITS:**

- Inserted specific provision for dealing with events that could necessitate emergency payments being made : Table
  - Introduced a limit of £20,000

#### **5.1 ORDERING GOODS, WORKS AND SERVICES:**

- Specifying the procedure for the employment of agency staff including the use of the framework agreement 5.1.29

#### **5.3 INCOME:**

- The setting of limits on the number of coins that can be used to make payments 5.3.6

#### **5.6 INVENTORIES:**

- A new section inserted to deal with matters of returning IT equipment when either staff leave or it is no longer required and the lines manager's responsibilities to ensure such equipment is returned. 5.6.4 to 5.6.6

#### **7.7 EMERGENCY PAYMENTS:**

- A new section inserted to allow officers who are dealing on behalf of Council with an emergency incident the power to spend up to a maximum of £20,000 without reference to Members. 7.7

