

Leaders' Committee

Constitutional matters – Amendments to London Councils Financial Regulations

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Summary This report outlines changes necessary to London Councils Financial Regulations following the introduction of the Public Contract Regulations (PCR) 2015, which came into effect on 26 March 2015. The report also recommends other minor changes to the Financial Regulations, including an increase in the Director of Corporate Resources authority to write off small value debts up to the value of £1,000.

Recommendations Leaders' Committee is asked to:

- agree to the proposed amendments to the Financial Regulations.

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Introduction

1. The Financial Regulations were last reviewed in 2013 following the recommendations arising from a review of arrangements for making payments for commissioned services under the S.48 grants programme.
2. Appendix A to this report highlights the proposed changes, the most significant being in respect of revised contract and procurement arrangements necessary following the introduction of the Public Contract Regulations (PCR) 2015 in March 2015.
3. Attention is drawn to the specific changes as contained in Appendix A, indicated by track changes and summarised as follows:
 - Accounting and Document retention – paragraphs 5.5 to 5.8; retention period now to reflect HMRC guidance, plus a rewording of the arrangement for presenting the annual final accounts to members;
 - Contracts and Procurement – a number of revisions to Section 8 to reflect requirements of PCR 2015; and
 - Debt write offs – paragraph 15.1 – recommends increasing the limit to which the Director of Corporate Resources can write off low value debts from £500 to £1,000. For information, London Councils has written off 28 small value debts amounting to £3,891 in the past three financial years.
 - Travelling and Subsistence claims – paragraph 21.1 – clarification of the process for reimbursement of expenses claims.

Recommendations

4. Leaders' Committee is asked to agree to the proposed amendments to the Financial Regulations, as detailed in Appendix A.

Financial Implications for London Councils

None

Legal Implications for London Councils

None

Equalities Implications for London Councils

None