

Meeting of:	COUNCIL
Date of Meeting:	15 JANUARY 2025
Report Title:	AMENDMENT TO THE CONSTITUTION – FINANCIAL PROCEDURE RULES
Report Owner / Corporate Director:	MONITORING OFFICER
Responsible Officer:	LAURA GRIFFITHS GROUP MANAGER LEGAL AND DEMOCRATIC SERVICES
Policy Framework and Procedure Rules:	The revised Constitution will require approval by Council and will be published on the Council’s website.
Executive Summary:	Members are requested to note the suggestions made in relation to amendments to the Constitution to reflect changes to the Financial Procedure Rules.

1. Purpose of Report

- 1.1 The purpose of this report is to seek approval from Council to amend the Constitution in relation to the Financial Procedure Rules.

2. Background

- 2.1 The Council is required to ensure that the Constitution remains fit for purpose.

3. Current situation/ proposal

Financial Procedure Rules

- 3.1 The management of the Council’s financial affairs are conducted in accordance with the Financial Procedure Rules (FPRs) set out in Section 17 of the Constitution. The FPRs have not been revised since 2021, during which time new financial processes and procedures, and new legislation and guidance, have come into effect, changing the way in which the Council operates.
- 3.2 Following the meeting of Council on 20 November 2024, the FPRs have been further reviewed by officers and Cabinet Members.
- 3.2 On 14 January 2025, Cabinet approved the further revisions to the FPRs as shown below and attached at **Appendix 1**.

Paragraph	Original	Amended
5.7	Each Chief Officer shall, as soon as practical, report to Cabinet the total of extras or variations to any contract which exceeds 10% of the original contract sum, or £100,000 whichever is the greater.	Added 'subject to a maximum of £500,000'.
9.3	Any changes to authorisation limits should be notified to the Business Support Manager promptly.	Changed 'promptly' to 'within a month'.
9.4	There are a small number of exceptions where some payments are permitted to be paid in advance without prior approval. These include:	Added in: <ul style="list-style-type: none"> • Advance payments to Third Sector organisations will be considered in line with the Welsh Government Third Sector Scheme and guidance set out in the Code of Practice for Funding the Third Sector, where financial hardship can be evidenced.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

6. Climate Change Implications

- 6.1 There are no climate change implications arising from this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no safeguarding or corporate parent implications arising from this report.

8. Financial Implications

8.1 There are no financial implications arising from this report.

9. Recommendation

9.1 Council is recommended to approve the amendments to the Constitution in relation to the revised Financial Procedure Rules attached as **Appendix 1**.

Background documents

None