

## LANCASHIRE COMBINED FIRE AUTHORITY

### AUDIT COMMITTEE

Meeting to be held on 24 July 2018

### **SCHEME OF DELEGATION – PROPOSED AMENDMENTS (Appendix 1 refers)**

Contact for further information:

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#### **Executive Summary**

The attached Scheme of Delegation sets out the powers delegated to the Chief Fire Officer (CFO), Treasurer and Clerk to act on behalf of the Authority.

These have been reviewed and updated to reflect current legislation and recent changes to contract standing orders and financial regulations.

#### **Recommendation**

The Audit Committee is asked to agree the proposed changes.

#### **Information**

In line with best practice the Scheme of Delegation is reviewed on a regular basis.

The latest review has updated references to relevant legislation, as well as updating the scheme to tie in to recent changes on contract standing orders and financial regulations, approved by the Committee in March.

A proposed revised version is attached as appendix 1. The most significant changes are as follows:-

- Section 2.5 and 2.10 to amend the thresholds for approval of contract variations to reflect the higher of £50,000 or 15% of contract value, as per agreed financial regulations;
- Section 2.7, to align the value at which the CFO and Treasurer can grant exemptions to the contract procedures to £100k, as agreed in contract standing orders. This ensures consistency of contract thresholds at £100,000 thereby reducing the level of confusion that currently occurs whereby three separate thresholds are in place, under the revisions the following will apply:-
  - - the CFO and Treasurer can grant exemptions up to this figure, with any which exceed this requiring Authority approval;
    - the CFO and Treasurer can enter into contracts up to this figure, with any which exceed this requiring Authority approval;
    - any contracts which exceed this value are reported to the authority.

- Section 4.12 to increase threshold for writing off debt to £10,000, as per agreed financial regulations;
- Section 7.7 to increase threshold for writing off stock to £10,000, as per agreed financial regulations;
- Section 7.8 and 7.9 updated in line with agreed financial regulations to reflect disposal arrangements for fire appliances, where it is proposed to either:-
  - dispose of these, at below market value, for humanitarian purposes, linked to the organisational objectives, priorities and values of the Service;
  - or to crush/sell them as scrap in order to minimize the risk of them being bought at auction and used inappropriately, thereby minimizing any reputational risk.

**Financial Implications**

None

**Business Risk**

The Scheme of Delegation forms a key element of the control framework within which the Authority operates.

**Environmental Impact**

None

**Equality & Diversity Implications**

None

**HR Implications**

None

**Local Government (Access to Information) Act 1985  
List of Background Papers**

Paper	Date	Contact
Reason for inclusion in Part II, if appropriate:		