

## Agenda Item 4

### For decision – Changes to Financial Regulations

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#### Summary

Financial Regulations are reviewed by Council annually at this time of year. It is proposed to make minor amendments shown in the tracked changes in [Appendix 4.1, which can be viewed on the website here](#), and some specific changes detailed below.

1. Oversight Committee has been changed to Operations & Assets Committee throughout
2. 9.4 - Due to less use of cash, staff are enabled to use debit or credit cards for small expenses to be reimbursed by cash where the VAT amount is negligible (and therefore not claimable) such as biscuits & milk for meetings. This also reduces transaction time and frequency.
3. All other changes enhance the need for staff to adhere to the procurement processes.

#### Recommendation

Approve the proposed changes to the Financial Regulations 2025