



From mountain to sea

Scheme of Governance

Part 4D – Financial Delegations

Tables

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1 Financial Delegation Tables

The following table shows the delegation of approval of a purchase of goods, works or services in **principle** and which are contained within the approved annual budget (with the exception of the extension of an existing contract for a period of up to twelve months).

Value	Delegated To
Where the value of the matter is up to £50,000	Chief Officers
Where:- <ul style="list-style-type: none"> a. the value of the matter exceeds £50,000 and is up to £1,000,000 and b. the officer has been appointed lead Officer if a cross service matter and c. the Business Case has not been reserved for approval by a committee 	Chief Officers
Where:- <ul style="list-style-type: none"> a. the value of the matter exceeds £50,000 and is up to £1,000,000 and b. the approval of the Business Case has been reserved and c. relates exclusively to their Area and d. the decision is in accordance with Officer recommendations 	Area Committees
Where:- <ul style="list-style-type: none"> a. the value of the matter exceeds £50,000 and is up to £1,000,000 and b. the approval of the Business Case has been reserved and c. relates to more than one Area or d. the decision of an Area Committee is contrary to Officer recommendations 	Appropriate Policy Committee
Where:- <ul style="list-style-type: none"> a. the value of the matter exceeds £1,000,000 and b. relates exclusively to their Area and c. the decision is in accordance with Officer recommendations 	Area Committees

Where:-

- | | |
|---|---------------------------------|
| <ul style="list-style-type: none"> a. the value of the matter exceeds £1,000,000
and b. relates to more than one area or c. the Committee has been appointed lead
Committee or d. the decision of an Area Committee is contrary
to Officer recommendations | Appropriate Policy
Committee |
|---|---------------------------------|
-

The following table shows the delegation of approval of a purchase of goods, works or services at **tender stage** and which are contained within the approved annual budget (with the exception of the extension of an existing contract for a period of up to twelve months).

Value	Delegated To
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Where:-

- | | |
|--|----------------|
| <ul style="list-style-type: none"> a. the value of the matter exceeds £50,000 and b. the officer has been appointed lead Officer if a
cross service matter and c. the Business Case is approved and d. the contract award has not been reserved for
approval by a committee | Chief Officers |
|--|----------------|
-

Where:-

- | | |
|--|-----------------|
| <ul style="list-style-type: none"> a. the value of the matter exceeds £1,000,000
and b. relates exclusively to their Area and c. the decision is in accordance with Officer
recommendations and d. the contract award has been reserved for
approval by Committee or e. the original estimated value of the contract in
the Business Case has increased by 25% or
more | Area Committees |
|--|-----------------|
-

Where:-

- | | |
|---|---------------------------------|
| <ul style="list-style-type: none"> a. the value of the matter exceeds £1,000,000
and b. relates to more than one area or c. the decision is contrary to Officer
recommendations and d. the contract award has been reserved for
approval by Committee or | Appropriate Policy
Committee |
|---|---------------------------------|
-

- e. the original estimated value of the contract in the Business Case has increased by 25% or more
-

2 Table of Delegation for writing off Bad Debt

The following table sets out the level of delegation in relation to writing off irrecoverable debts other than Council Tax.

Value of Debt	General Debts Delegated to:-	Rent Arrears Delegated to:-	Local Taxes Arrears Delegated to:-	Debts where the Debtor is Bankrupt Delegated to:-
Up to £10,000	Officers	Officers	Officers	Officers
£10,000 or more	Policy Committee responsible for finance	Policy Committee responsible for housing	Policy Committee responsible for finance	Officers

3 Guidance on Procurement in the form of an Approval Flowchart is contained in Part 4C of the Scheme of Governance.