

## **FINANCE AND SCRUTINY COMMITTEE | AGENDA**

8 July 2021, 11:00 – 13:00- via zoom

### **1. Apologies for absence and note changes in representation**

- 1.1. That apologies are noted.

### **2. Minutes of previous meeting and matters arising**

- 2.1. To approve the minutes of the meeting held on 23 February 2021 and to note any matters arising not covered elsewhere on the agenda. Appendix 2.1

### **3. Accounts**

- 3.1. To receive reports from the head of finance and administration Appendix 3.1
- 3.2. To receive draft management accounts for the year 2020/21. Appendix 3.2
- 3.3. To receive timetable to completion and sign-off of year-end accounts in liaison with Milton Avis.
- 3.4. Final accounts submission to National Assembly.
- 3.5. To receive the headline figures for Q1 of the 2021/22 financial year to 30<sup>th</sup> June 2021. Appendix 3.5
- 3.6. To note any significant spending approvals or plans -
- 3.7. To note any significant income updates.

### **4. Budget**

- 4.1. To receive the NALC budget for next three years to 2024/25 including the recommendation by this year's AGM an affiliation fee proposal for 2022/23, as per budget plans, of 7.64p per elector capped at £1960 for the largest councils. Appendix 4.1

## **5. Bank Matters**

- 5.1. To review current bank arrangements, bank balances and deposits. Verbal update

## **6. County association debtors**

- 6.1. To receive an update on county association debtors from the head of finance and administration indicating action taken on late payments. Appendix 6.1

## **7. Update General Data Protection Regulation**

- 7.1. To receive an update on breaches and/or near misses. Appendix 7.1

## **8. Governance**

- 8.1. Governance revised draft reviews for agreement of the following procedural documents: Appendices 8.1
- a) Pensions Explained
  - b) Financial regulations
  - c) The Constitution
  - d) Risk Assessment and Business Recovery
  - e) Financial Treasury Management

## **9. IT and Website Review**

- 9.1. Review of current IT and Website support – Current contracts and annual costs to be attached.

## **10. NALC risk register**

- 10.1. To receive an updated risk register since Covid 19. Appendix 10.1.

## **11. Date and time of next meeting**

- 11.1. To note the next meeting of the finance and scrutiny committee will be held on 7 September 2021.