

FINANCE AND SCRUTINY COMMITTEE | AGENDA

Date: 30 January 2024

Time: 11.00 – 15.00

Location: Meeting Room 9, Bloomsbury Building, London, WC1A 2SL

Catering: Lunch will be provided

DECISION ITEMS (11-11.30)

1. Apologies for absence

- 1.1. To note apologies to the meeting

2. Minutes of the previous meeting and matters arising

- 2.1. To approve and note minutes of the meeting held on 21 November 2023. (Appendix 2.1).
- 2.2. To approve and note minutes of the meeting held on 12 December 2023. (Appendix 2.2).

(If members have comments on the accuracy of the draft minutes, please contact Claire FitzGerald at nalccommittees@nalc.gov.uk before the meeting)

3. Accounts

- 3.1. To receive an update on county association debtors from the head of finance and administration (Appendix 3.1)
- 3.2. To receive the cashflow estimate for 2023/24 from the head of finance and administration. (Appendix 3.2)

DISCUSSION ITEMS

4. Scrutiny role – with heads of service if available (11.30 – 12.30)

- 4.1. To consider how the committee can develop into its scrutiny role.
- 4.2. To identify possible areas of scrutiny

6. Accounts reporting workshop 12.30 – 14:00 (inc lunch)

- 6.1. The head of finance and administration to brief members on the accountancy system and approach and members to identify how they would like the format of reporting to be developed for implementation from 1 April 2024. (Appendix 6.1).

7. Work programme for 2024/26 (14:00 – 14:45)

- 7.1. To identify scrutiny and other items to include in the work programme
7.2. To agree when to spec contract for external audit. AGM 2022 agreed to invite Milton Avis to provide this service for 2022/23 to 2024/25.
7.3. To agree when to look at the investment policy
7.4. To agree what external speakers to invite
7.5. To set out a timetable to review NALC governance documents.

The following time table is proposed:

12 March 2024

- Member expenses policy <https://www.nalc.gov.uk/library/members-library/corporate-information-and-members-handbook/1416-9-nalc-members-expense-policy/file>

10 September 2024

- Financial regulations <https://www.nalc.gov.uk/library/members-library/corporate-information-and-members-handbook/1415-8-nalc-financial-regulations/file>
- NALC committee terms of reference <https://www.nalc.gov.uk/library/committees/member-list/3928-nalc-terms-of-reference-2023/file>

2025

- Pensions Explained.
- NALC Constitution <https://www.nalc.gov.uk/library/committees/member-list/3926-nalc-constitution-2023/file>
- NALC standing orders <https://www.nalc.gov.uk/library/members-library/corporate-information-and-members-handbook/1417-7-nalc-standing-orders/file>

INFORMATION ITEMS (for noting).

8. Date and time of next meeting:

To note that the next meeting will be held on Tuesday, 12 March 2024 via Zoom.

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