

### Work Programme – Finance Sub Committee – 2023/24

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
FSC/1/23-24	7 <sup>th</sup> June 2023	Procurement Pipeline	To receive an update on the procurement pipeline of the Council, procurement activity to date and progress with the Council's procurement system implementation.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	Yes in part, paras 1, 2 & 3
FSC/2/23-24	7 <sup>th</sup> June 2023	Extra Care Housing PFI Schemes	To receive an oral update on the Extra Care Housing PFI schemes. – Part 2	Director of Finance and Customer Services (s151 Officer)/Jo Sutton Verbal Update	No	No	Yes	An open and enabling organisation	Yes, paras 3 and 5
FSC/3/23-24	7 <sup>th</sup> June 2023	Proposed Company Matters	To receive an oral update. – Part 2	Director of Governance and Compliance (Monitoring Officer) Verbal Update	No	No	Yes	An open and enabling organisation	Yes, paras 3 and 5
FSC/4/23-24	7 <sup>th</sup> June 2023	Medium Term Financial Planning Assumptions and Financial Planning and Reporting Cycle 2023/24	To set out the Financial Cycle reporting timetable for 2023/24 for approval by Finance Sub Committee. The timetable includes all in year monitoring and decision reports for both Cheshire East and Companies finances.  To set out the current financial assumptions underpinning the four year MTFS that was approved at full Council in February 2023. The report will allow members to review and comment on the assumptions for the coming MTFS period 2024-28.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No
FSC/5/23-24	7 <sup>th</sup> June 2023	Companies Draft Financial Statements 2022/23	The purpose of this report is to present the financial outturn of Ansa Environmental Services Ltd and Orbitas Bereavement Services Ltd for the year 2022/23	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/6/23-24	7 <sup>th</sup> June 2023	Local Government Pension Scheme and Cheshire Pension Fund	The purpose of this report is to inform the Sub Committee about the Local Government Pension Scheme, its importance in respect of the Council's financial planning and reporting, and to introduce the first in a series of briefing notes of items presented to the Cheshire Pension Fund Committee.	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/7/23-24	7 <sup>th</sup> June 2023	Draft Statement of Accounts 2022/23	The purpose of this report is to present the pre-audited Statement of Accounts for 2022/23, the report also provides confirmation that the accounts will be published on the Council's website . The report provides committee members with an early summary of the accounts, which will help them in advance of any formal responsibility to approve the accounts.	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/8/23-24	7 <sup>th</sup> June 2023	Appointments to Working Groups and Wholly-owned Company Boards	To invite the Finance Sub-Committee to agree its appointments to working groups and to appoint shareholder representatives/observers to the boards of the Council's wholly-owned companies.	Director of Governance and Compliance (Monitoring Officer)	No	No	No	An open and enabling organisation	No
FSC/9/23-24	6 <sup>th</sup> Sept 2023	Asset Acquisition and Disposal	To receive a report on the Council's acquisitions and disposals of property.  To note or approve activity as required by the Constitution.  To note the impact of this activity on the MTFS.  To note the development of the Council's Asset Management Plan via the Economy and Growth Committee	Director of Growth and Enterprise/Peter Skates & Andy Kehoe	Internal Only	No	Yes	An open and enabling organisation	Yes, part exempt, para 3

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FSC/10/23-24	6 <sup>th</sup> Sept 2023	Debt Management - Annual	To provide Members with an update on the current debt position across the Council and to provide assurance on debt management	Director of Finance and Customer Services (s151 Officer)		No	Yes	An open and enabling organisation	
FSC/11/23-24	6 <sup>th</sup> Sept 2023	Business Rates Discretionary Relief Review	To agree membership and TOR for the Business Rates Discretionary Relief working Group	Director of Finance and Customer Services (s151 Officer)		No	Yes	An open and enabling organisation	
FSC/12/23-24	6 <sup>th</sup> Sept 2023	Procurement Pipeline	To receive an update on the procurement pipeline of the Council, procurement activity to date.  To establish a Working Group to review several completed procurements over the past 12 months. The purpose of the group will be to analyse several past procurements and report back to the Committee on their observations and any proposals for change.	Director of Finance and Customer Services (s151 Officer)/Lianne Halliday	No	No	Yes	An open and enabling organisation	Yes in part, paras 1, 2 & 3
FSC/13/23-24	6 <sup>th</sup> Sept 2023	Subsidy Control	TBC	Director of Governance and Compliance (Monitoring Officer)					
FSC/14/23-24	6 <sup>th</sup> Sept 2023	First Financial Review of 2023/24	To note and comment on the First Financial Review and Performance position of 2023/24, including progress on policy proposals and material variances from the MTFS and (if necessary) approve Supplementary Estimates and Virements.  The Committee will be asked to: - Note the financial performance in 2022/23 as it relates to: income and expenditure of Revenue and Capital budgets; movement in reserves; achievement of MTFS proposals.. - Note or Approve any mitigating action as a consequence of the performance in 2022/23 - Note or Approve financial management transactions, such as virement and supplementary estimates, as required by the Constitution.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No
FSC/15/23-24	6 <sup>th</sup> Sept 2023	s.106 / CIL Oversight	Consider the impact of Developer Contributions (s.106 and Community Infrastructure Levy) on the MTFS.  <i>(Note: Final structure of report dependent upon activity in this area by the Environment and Communities Committee)</i>						
FSC/16/23-24	6 <sup>th</sup> Sept 2023	Financial Management Code	The purpose of this report is to inform the Sub Committee of the current status of the Council's compliance with CIPFA's Financial Management Code and to advise on next steps.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No
FSC/17/23-24	6 <sup>th</sup> Sept 2023	Medium Term Financial Planning Assumptions – Feedback from Task Group	To set out the current financial assumptions underpinning the four year MTFS that was approved at full Council in February 2023. The report will allow members to review and comment on the assumptions for the coming MTFS period 2024-28	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No

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FSC/18/23-24	1 <sup>st</sup> Nov 2023	Second Financial Review of 2023/24	<p>This report outlines how the Council is managing resources to provide value for money services during the 2023/24 financial year. The purpose of the report is to note and comment on the Second Financial Review and Performance position of 2023/24 and approve Supplementary Estimates and Virements.</p> <p>The Committee will be asked to:</p> <ul style="list-style-type: none"> <li>- Note the financial performance in 2022/23 as it relates to: income and expenditure of Revenue and Capital budgets; movement in reserves; achievement of MTFS proposals..</li> <li>- Note or Approve any mitigating action as a consequence of the performance in 2022/23.</li> <li>- Note or Approve items to be considered as part of the 2023 to 2027 MTFS</li> </ul> <p>Note or Approve financial management transactions, such as virement and supplementary estimates, as required by the Constitution.</p>	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No
FSC/19/23-24	1 <sup>st</sup> Nov 2023	Medium Term Financial Strategy Consultation 2024/25 - 2027/28	<p>All Committees were being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation would be reported to the Corporate Policy Committee to support that Committee in making recommendations to Council on changes to the current financial strategy.</p> <p>The Sub-Committee will be asked to:</p> <ul style="list-style-type: none"> <li>- Note the 2023 to 2027 MTFS proposals as related to the Committee responsibilities.</li> <li>- Provide feedback on the proposals as consultees</li> </ul>	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	An open and enabling organisation	No
FSC/20/23-24	1 <sup>st</sup> Nov 2023	Feedback from Business Rates	Feedback from Business Rates Discretionary Relief working group	Director of Finance and Customer Services (s151 Officer)		No	Yes	An open and enabling organisation	
FSC/21/23-24	1 <sup>st</sup> Nov 2023	Companies Business Plans	The purpose of this report is to enable the Sub Committee, as representing the Council as Shareholder, to consider the medium term business plans of the Council's wholly owned companies	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/22/23-24	1 <sup>st</sup> Nov 2023	Cheshire Pension Fund Briefing (Financial Review 1)	The purpose of this report is to present the latest in a series of briefing notes in respect of key items being presented to the Cheshire Pension Fund Committee	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/23/23-24	17 <sup>th</sup> Jan 2024	Medium Term Financial Strategy Consultation 2024/25 - 2027/28 Provisional Settlement Update	<p>All Committees were being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation would be reported to the Corporate Policy Committee to support that Committee in making recommendations to Council on changes to the current financial strategy.</p>	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	Yes	No	Yes	An open and enabling organisation	No

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FSC/24/23-24	17 <sup>th</sup> Jan 2024	MTFS Strategies -Investment Strategy	To note and comment on the Council's Investment Strategy in light of the ongoing budget consultation document and to set out the Council's approach to managing investments in 2024/25.  The Sub-Committee will be asked to: - Consider the appropriateness of the current strategy in light of associated performance and emerging guidance. - Consider and comment on any proposed amendments to the Strategy as part of the development of the MTFS	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	An open and enabling organisation	No
FSC/25/23-24	17 <sup>th</sup> Jan 2024	MTFS Strategies - Treasury Management Strategy	The Treasury Management Strategy details the activities of the Treasury Management function in the forthcoming year 2024/25. To review the draft Treasury Management Strategy as part of the performance management framework.	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	An open and enabling organisation	No
FSC/26/23-24	17 <sup>th</sup> Jan 2024	MTFS Strategies - Capital Strategy	The Capital Strategy is a key document for the Council and forms part of the authority's integrated revenue, capital and balance sheet planning. It provides a high level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services. It also provides a framework within which the Council's capital investment plans will be delivered.  The Sub-Committee will be asked to: - Consider the appropriateness of the current strategy in light of associated performance and emerging guidance. - Consider and comment on any proposed amendments to the Strategy as part of the development of the MTFS	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	An open and enabling organisation	No
FSC/27/23-24	17 <sup>th</sup> Jan 2024	MTFS Strategies - Reserves Strategy	To provide information about the requirements to maintain financial reserves and to provide statements on the types of reserves and current and predicted balances.  The Sub-Committee will be asked to: - Consider the appropriateness of the current strategy in light of associated performance and emerging guidance. - Consider and comment on any proposed amendments to the Strategy as part of the development of the MTFS	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	An open and enabling organisation	No
FSC/28/23-24	17 <sup>th</sup> Jan 2024	Asset Acquisition and Disposal	To receive a report on the Council's acquisitions and disposals of property.  To note or approve activity as required by the Constitution.  To note the impact of this activity on the MTFS.  To note the development of the Council's Asset Management Plan via the Economy and Growth Committee	Director of Growth and Enterprise/Peter Skates & Andy Kehoe	Internal Only	No	Yes	An open and enabling organisation	Yes, pat exempt, para 3

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FSC/29/23-24	17 <sup>th</sup> Jan 2024	Third Financial Review for 2022/24	<p>To provide information on the Council's performance against the financial strategy during the 2022/23 Financial Year.</p> <p>The Sub-Committee will be asked to:</p> <ul style="list-style-type: none"> <li>- Note the financial performance in 2022/23 as it relates to: income and expenditure of Revenue and Capital budgets; movement in reserves; achievement of MTFS proposals across all Committees..</li> <li>- Note or Approve any mitigating action as a consequence of the performance in 2022/23 in relation to the Committees responsibilities.</li> <li>- Note or Approve items being considered as part of the 2023 to 2027 MTFS</li> <li>- Note or Approve financial management transactions, such as virement and supplementary estimates, as required by the Constitution.</li> </ul>	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	An open and enabling organisation	No
FSC/30/23-24	17 <sup>th</sup> Jan 2024	Cheshire Pension Fund Briefing (Financial Review 2)	The purpose of this report is to present the latest in a series of briefing notes in respect of key items being presented to the Cheshire Pension Fund Committee.	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/31/23-24	17 <sup>th</sup> Jan 2024	Procurement Pipeline	<p>To receive an update on the procurement pipeline of the Council, procurement activity to date.</p> <p>To receive feedback from the Procurement Working Group on their observations and any proposals for change</p>	Director of Finance and Customer Services (s151 Officer)/Lianne Halliday	No	No	Yes	An open and enabling organisation	Yes in part, paras 1, 2 & 3
FSC/32/23-24	6 <sup>th</sup> March 2024	Service Budgets 2024/25	The purpose of the report is to set out the allocation of budgets for 2024/25, for all Committees, following Council's approval of the Medium Term Financial Strategy in February 2024	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No
FSC/33/23-24	6 <sup>th</sup> March 2024	Procurement Pipeline	To receive an update on the procurement pipeline of the Council, procurement activity to date.	Director of Finance and Customer Services (s151 Officer)/Lianne Halliday	No	No	Yes	An open and enabling organisation	Yes in part, paras 1, 2 & 3
FSC/34/23-24	5 <sup>th</sup> June 2024	Cheshire Pension Fund Briefing (Financial Review 3)	The purpose of this report is to present the latest in a series of briefing notes in respect of key items being presented to the Cheshire Pension Fund Committee	Director of Finance and Customer Services (s151 Officer)/Paul Goodwin	No	No	Yes	An open and enabling organisation	No