

## FM Code Action Plan

Code Ref	FM Standard	Action identified	Plan	Target Date	Result	Date completed
1A	The leadership team is able to demonstrate that the services provided by the authority provide value for money	Identify and use appropriate statistics and benchmarks for comparative analysis at a service level	Look at CIPFA Stats and other benchmarking to see whether it offers meaningful insight into VFM. Take to Transform.	Sep-23	CIPFA Stats has been of limited use. We have now subscribed to a new benchmarking facility through LG Futures from April 2023.	
1B	The authority complies with the CIPFA <i>Statement on the Role of the Chief Finance Officer in Local Government (2016)</i>	Continue to support and encourage professional development within the finance team.	Ensure team regularly complete CPD and attend relevant training courses	Ongoing	All finance team members keep up to date with training needs	Ongoing
2C	The leadership team demonstrates in its actions and behaviours responsibility for governance and internal control	Offer additional training for officers on the FPRs and CPRs.	FPR due to be updated in April (may take to July Council) so training will follow this. Procurement training due next year.	Sep-23	Financial Procedure Rules will be updated in 2023 when the new Council is in place following local elections.	
2E	The financial management style of the authority supports financial sustainability	Officers to review options for integrated financial and performance reports at a service level.	Qtr 3 report to Executive to include o/s debts, Treasury indicators and FTE vacancies	Mar-23	Quarter 3 financial update taken to Executive Committee on 1 March 2023 included these additional factors	01/03/2023
3F	The authority has carried out a credible and transparent financial resilience assessment	The CIPFA Financial Resilience index should be reported to members	The annual budget report includes this index however the data was incomplete on the CIPFA website for 2021-22.	Ongoing	Included within annual budget report	Ongoing
3F	The authority has carried out a credible and transparent financial resilience assessment	The medium-term Financial Strategy to be enhanced by direct reference to the resilience index, more detail around different financial scenarios and the inclusion of a sensitivity analysis	The current MTFS includes scenario planning and a sensitivity analysis on the deficit reduction plan to ensure savings are realistic	Jan-23	MTFS approved by full Council on 24 January 2023	24/01/2023
3G	The authority understands its prospects for financial sustainability in the longer term and has reported this clearly to members	A more robust understanding of long-term financial sustainability will only come when the current uncertainties and risks are reduced as part of the medium-term financial planning process. Longer term financial settlements and clarity over funding reform will enable the Council to prepare more meaningful longer-term plans.	The government still has not clarified local government funding over the longer term which is imperative for a robust longer term financial plan.	Unknown	Government policy still uncertain with no long term quantum of funding proposed.	
3I	The authority has a rolling multi-year medium-term financial plan consistent with sustainable service plans	The Council's Asset Management Plan requires refreshing to support the MTFS of the Council	Due to be refreshed next year	Mar-24	Asset Management plan is due next year.	
4K	The budget report includes a statement by the chief finance officer on the robustness of the estimates and a statement of the adequacy of the proposed financial reserves	Annual report to Executive Committee to approve the reserves should also contain commentary on the adequacy of reserves to meet any unexpected budget gaps.	Hierarchy of reserves now added to statement of accounts but will be incorporated into approval of reserves by Executive Committee in July 2023	Jul-23	The statement of accounts for 2021-22 included a hierarchy of reserves which outlined those which could be used or re-purposed for unexpected demands.	
5L	The authority has engaged where appropriate with key stakeholders in developing its long-term financial strategy, medium-term financial plan, and annual budget	Consider use of the Citizen Panel for specific financial engagement. When the Government are able to provide more financial certainty, the Council will consider earlier engagement of the public in budget consultations.	Nothing to consult on as one year rollover and late settlement announcement. Will do more once we can consult properly.	Unknown	Annual budget consultation was published on website for 2023-24 budget. Long term consultation will take place once government provide more certainty over the longer term.	
5M	The authority uses an appropriate documented option appraisal methodology to demonstrate the value for money of its decisions	Consideration should be given to compiling a standard set of option appraisal templates that comply with the guidance set out in the IFAC/PAIB publication <i>Project and Investment Appraisal for Sustainable Value Creation: Principles in Project and Investment Appraisal (2013)</i> .	This is currently being worked on but we do adhere to the guidance set out in the IFAC/PAIB publication. Options appraisals are evaluated in detail which mirrors the complexity of the decision.	Mar-24	Work is currently ongoing to design a fit for purpose options appraisal form.	
6O	The leadership team monitors the elements of its balance sheet which pose a significant risk to its financial sustainability	Officers are currently reviewing if other major balance sheet items can be made more visible in financial reporting. An annual report on the commercial property portfolio should be prepared and presented to the Commercial Investment Board.	Debts are starting to be monitored and will be part of a scheme to feed back to Management Team. The terms of reference for the Commercial Investment Board is being reviewed with an aim to produce 6 monthly reports to the board.	Mar-24	Formal debt monitoring now takes place with service managers and the level of old debt is reported as part of the quarterly financial monitoring report taken to Executive Committee. Regular reporting to the Commercial Investment Board should be in place by next year.	