AUDIT AND GOVERNANCE COMMITTEE

DATE	17th July 2025
REPORT OF	Guy Lonsdale - Section 151 Officer
SUBJECT	CIPFA Financial Management Code of Practice
STATUS	Open

CONTRIBUTION TO OUR AIMS

The Council has two clear strategic priorities – Stronger Economy and Stronger Communities. In order to achieve these priorities, the Council needs to have robust financial management arrangements which support long-term financial sustainability, good governance and the delivery of value for money.

EXECUTIVE SUMMARY

The Chartered Institute of Public Finance & Accountancy ('CIPFA') Financial Management Code (the 'Code') sets out the standards of financial management for local government bodies. The attached self-assessment (Appendix 1 & Appendix 2) outlines how the Council meets the requirements of the Code.

RECOMMENDATIONS

That the Audit and Governance Committee:

- 1) Note the requirement to adhere to the Code
- 2) Consider the findings within the updated self-assessment

REASONS FOR DECISION

The report is important in informing the Audit and Governance Committee of the CIPFA Financial Management Code and the Council's compliance against the expectations outlined within it.

1. BACKGROUND AND ISSUES

The Chartered Institute of Public Finance & Accountancy ('CIPFA') Financial Management Code (The 'Code') came into effect from 1st April 2021. The Code sets out the standards of financial management expected for local government bodies.

The Code is designed to support good practice in financial management and to assist local authorities to demonstrate financial sustainability.

The Code was introduced in light of the exceptional financial pressures faced by local authorities in recent years and the challenges for some organisations to maintain services in the future. CIPFA's expectation is that the Code has the same standing as the Prudential Code for Capital Finance in Local Authorities.

The Code outlines CIPFA's understanding of how the Chief Financial Officer (CFO) should satisfy their statutory responsibility for good financial administration. However

CIPFA also considers the application of the Code to be the collective responsibility of the Council's leadership (elected members and senior officers).

Overall, the Council self-assessment indicates that the Council is compliant against the underlying six principles of the code. However, areas of improvement have been identified as part of the assessment.

The six principles and seventeen financial management standards are summarised in Appendix 1.

The self-assessment has concluded that:

- The Council has strong financial leadership and management which is underpinned by a clear financial strategy. The qualified VFM conclusion, as a result of issues within Children's services, have been acknowledged and progress on the identified improvement plan continues to be demonstrated. (NB. A qualified opinion arises in all cases where an inadequate OfSted judgement is present).
- Through the Council's system of internal control, there is a clear accountability framework in place for budgetary control with regular and clear financial reporting. An integrated approach to finance and performance reporting continued during 2024/25 with further developments being implemented in 2025/26 to ensure strengthened alignment between key priorities, financial performance and service sustainability.
- There is good engagement through the financial planning process which is underpinned by an integrated budget and business planning process.
- The Council complies with the CIPFA code for capital finance in local authorities and its statutory obligations in respect of budget setting. The Council has a clear and affordable capital investment strategy which is underpinned by robust business development framework. Ongoing challenging economic conditions have been acknowledged.
- Challenge and review processes are embedded through the audit and governance committee, scrutiny and the internal business case processes.
- Financial challenges linked to increasing social care demand are acknowledged and the Council's ability to deal with these challenges will be informed by the outcome of the new Local Government funding model, which is expected to align funding to local need. In addition, central government has committed to a multi-year settlement from 2026/27 onwards.

The detailed findings of the self-assessment against the 17 Financial Management Standards are detailed in Appendix 2.

2. RISKS AND OPPORTUNITIES

The key risks and opportunities are detailed within Appendix 1 and Appendix 2.

3. OTHER OPTIONS CONSIDERED

Councils are expected to demonstrate how they have complied with the Code.

4. REPUTATION AND COMMUNICATIONS CONSIDERATIONS

The financial environment in which the Council is operating remains challenging and significant financial issues are communicated externally through a variety of media.

5. FINANCIAL CONSIDERATIONS

As set out in the report.

6. CHILDREN AND YOUNG PEOPLE IMPLICATIONS

Strong financial management arrangements are necessary to manage the Council's resources including those allocated towards Children and Young people.

7. CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

No direct implications although climate change and environmental considerations are considered as part of all financial and resourcing decisions.

8. FINANCIAL IMPLICATIONS

As set out within the report

9. LEGAL IMPLICATIONS

The Council is required by the Local Government Act 2003, and other statutory provisions, to have proper regard to accounting and other practices.

By meeting the requirements of the Financial Management Code, the Council can demonstrate that it has efficient arrangements in place for the proper administration of the Council's financial affairs.

10. HUMAN RESOURCES IMPLICATIONS

No direct implications although human resource decisions are considered as part of all resource decisions.

11. WARD IMPLICATIONS

All wards affected

12. BACKGROUND PAPERS

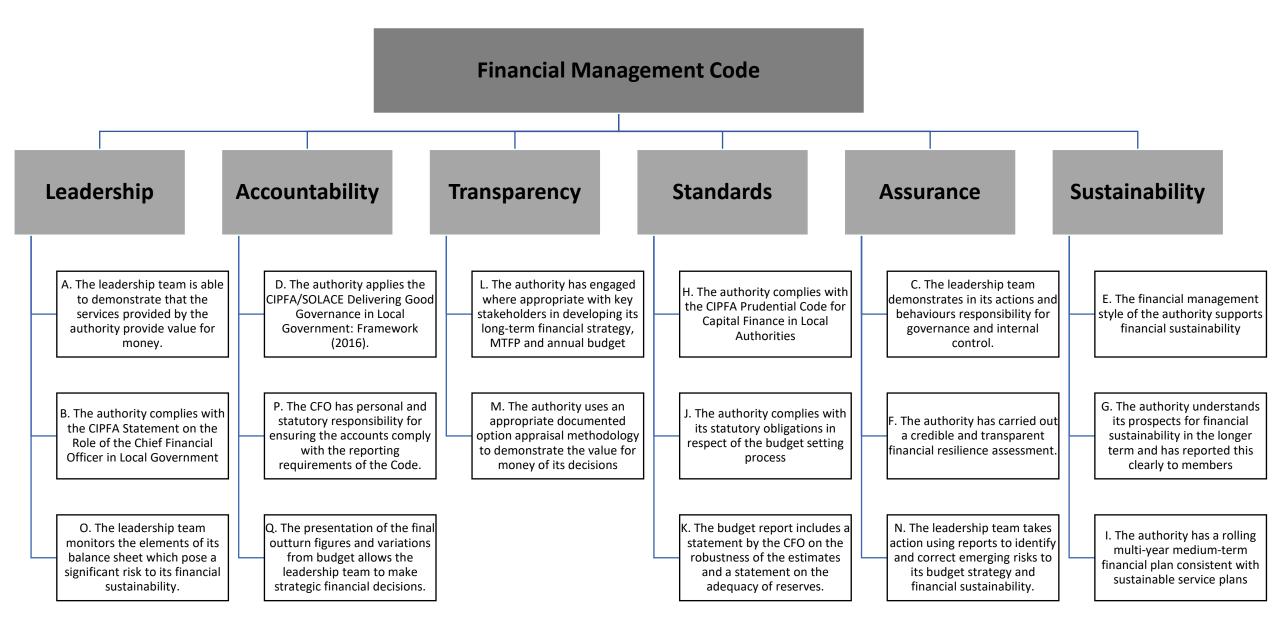
Budget and Medium Term Financial Plan 2025/26 – 2027/28 <u>4.-Budget-and-Medium-Term-Financial-Plan-Feb-25-1.pdf</u>

13. CONTACT OFFICER(S)

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GUY LONSDALE SECTION 151 OFFICER

Appendix 1 - Summary



SECTION 1 The responsibilities of th chief finance officer and	d	Expected	Assessment
Standard A	the services provided by the authority provide value for money.	The delivery of value for money will ultimately be dependent on decisions made by elected members. It is for the leadership team to ensure that the authority's governance arrangements and style of financial management promote financial sustainability. The leadership team must recognise that while statutory responsibility for the financial management of the authority rests with the CFO, the CFO is reliant on the actions of the leadership team, both collectively and individually as elected members and senior officers. A situation in which the CFO is forced to act in isolation is characteristic of	A Business Development Group comprised of managers from key discipline outline and full Business Cases for revenue, external funding and capital and financial impact, and risks. Highlight reports on key topics are received by Assistant Directors Group. Reports detailing the current years financial position in respect of Revenue A Major Projects Board oversees the progression of all large and complex p
	authorities in which financial management has failed and financial sustainability is threatened. Equally, the CFO must ensure that they fulfil their personal legal and professional responsibilities in the public interest and in recognition of the other statutory service responsibilities of the authority. In the leadership team the CFO must provide timely, relevant and reliable financial advice, in accordance with the law and professional standards.	Intelligence throughout budget planning including the production of service advance of the production of Business Plans. Engagement sessions with cabinet as part of budget setting process ensure closely to discuss and challenge budget decisions and the allocation of reso Service Area Business Plans now explicitly show the key priorities expected performance report for 2025/26 will include an update on how the key prior Plan.	
			Latest VFM conclusion provided by external audit was qualified due to inade Issues are acknowledged by the leadership team and reflected within the or A new senior management team within Childrens & Family Services has been improvement plans, with overall restructure and review of the service ongo The Council has numerous partnership agreements. Strategic and operation place to ensure that members and officers receive assurances that where ri address them. The Council's key partnership arrangements are subject to regular review th Financial risks are considered within the Council's overall risk register.
Standard B	Officer in Local Government	The Chief Financial Officer in a public service organisation is a key member of the Leadership Team, helping it to develop and implement strategy and to resource and deliver the organisation's strategic objectives sustainably and in the public interest. They must be able to bring influence to bear on all material business decisions to ensure immediate and longer term implications, opportunities and risks are fully considered, and alignment with the organisation's financial strategy; they must lead the promotion and delivery by the whole organisation of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively. To deliver these responsibilities the Chief Financial Officer must lead and direct a finance function that is	Section 151 is a member of Leadership Team. Governance arrangements ensure all key decisions have a appropriate S151 Regular updates on key aspects of financial management and administration Scrutiny. Focus on ensuring ownership, financial sustainability and collective timetable, informal scrutiny attendance and business plans. All key decisions taken by the organisation require S151 sign off and input (in Section 151 professional qualified with significant experience both within lon Experienced and well qualified Finance function.
SECTION 2 Governance and financia	ial	Expected	Assessment
management style Standard C The leadership team demonstrates in its action and behaviours responsibility for governance and internal control.	The leadership team demonstrates in its actions and behaviours responsibility for governance	The team must ensure that there are proper arrangements in place for governance and financial management, including a proper scheme of delegation that ensures that frontline responsibility for internal and financial control starts with those who have management roles. This delegation ensures that those responsible for the delivery of services are	Financial management arrangements are reviewed periodically to ensure the Reviews consider a range of issues including capacity, resourcing and training A specific review of financial management within children's services has been implementation of the new Childrens Services management team has stren governance and sound financial management.
	also explicitly held responsible for the financial management of the associated expenditure and income. Nonetheless, it is for the leadership team to demonstrate that the authority always meets exacting standards of probity, accountability and demonstrable efficiency in the use of public resources. All parts of the governance structure of an organisation play an important role, but the audit committee is a key component, providing independent assurance over governance, risk and internal control arrangements. It provides a focus on financial management, financial reporting, audit and assurance that supports the leadership team and those with governance responsibilities. Good governance is evidenced by actions and behaviours as well as formal documentation and processes. The tone and action at the top are critical in this respect, and rest with the leadership team – both senior officers and elected members. as well as the	The Audit and Governance committee has an independent chair external to An appropriate Training and development programme is in place for Comm Currently in the process of appointing a second independent member to fur There is a formal scheme of budget delegation. The financial procedure rules undergo annual review. There is guidance available to budget holders which includes a description of and a budget process timetable. Accountability letters issued annually and g Training is available to all budget holders and prioritised for key risk areas, in and the inclusion of specific budget monitoring training as part of the induct Action plans are developed and monitored when a material variance arises There is a line of professional accountability between Service Managers and professional standards and objectivity of advice on financial matters.	

nes and with appropriate skills, review and consider all and assess against a set of key tests covering strategic fit,

ue & Capital is regularly shared with the Leadership team.

ice prospectus supports the challenge of value for money in

res the administration and leadership team work together sources.

ed to deliver to Financial Benefits. The combined finance and riorities are helping to deliver the Medium Term Financial

adequate rating of children's services. ongoing Children's services improvement plan. eeen established from 23/24 to implement the service going.

ional governance plus monitoring arrangements are put in e risks are identified, mitigating actions are in place to

throughout the MTFP period.

151 sign off.

ion provided to Leadership, Members and informal ive responsibility for delivery. Evidenced through budget

t (including cabinet reports and officer decision records).

local government and within private sector.

that they remain fit for purpose.

ning needs.

been undertaken to improve governance in the area. The engthened and re-enforced the importance of good

to the Council.

mittee Members.

further strengthen the governance process.

n of their responsibilities, an outline of the budget process, d guidance available.

s, including the development of budget e-learning modules uction process.

es or a deficit is forecast.

nd Strategic Finance Leads to ensure compliance with

		CFO. A successful leadership team has a culture of constructive challenge that excludes an optimism bias in favour of a realism bias and is built on a rigorous examination of goals, underlying assumptions and implementation plans.	The Council regularly tests its financial systems to ensure that processes a ledger, debtors and creditors, budgetary control). Implementation of a new finance system in 2022 focused on improving int developed to improve reporting and monitoring efficiencies. The Council's targets for income collection and recovery of arrears stretch appropriate corrective action taken during the year to achieve the targets. Leadership team has specific focus on internal control and governance thr A review of the scheme of delegation within Childrens and family services team and is embedded Monitoring information is available that evaluates the effectiveness of recovering debt promptly for material categories of income. Aged sundry debt analysis considered as part of quarterly financial perform
Standard D	The authority applies the CIPFA/SOLACE Delivering Good Governance in Local Government: Framework (2016).	This CIPFA/SOLACE framework recommends that the review of the effectiveness of the system of internal control that local authorities in England, Wales, Scotland and Northern Ireland are required to undertake by their respective accounts and audit regulations should be reported in an annual governance statement	The Annual Governance Statement provides a commentary on the effection internal Audit Opinion.
Standard E	The financial management style of the authority supports financial sustainability	 Different styles of financial management are necessary. Financial sustainability will not be achieved by continuing with the behaviours of the past since these do not meet the demands of the present – or the future, which may be even more challenging. To remain financially sustainable authorities need to develop their financial management capabilities CIPFA believes that the strength of financial management within an organisation can be assessed by a hierarchy of three 'financial management (FM) styles': delivering accountability supporting performance enabling transformation This hierarchy of financial management styles loosely maps onto the now deeply embedded recognition of the necessity for economy, efficiency and effectiveness to achieve value for money. In delivering accountability the finance team ensures that their authorities spend less and so achieve economy. In supporting performance, the finance team works with the authority to spend well by maximising the output from goods or services and so achieves efficiency. Finally, in enabling transformation the finance team supports the effective use of public money 	A clear accountability framework exists. Budget holders are accountable f - Managing the performance of services - Ensuring that spend is targeted at the Council's stated outcomes - Delivering agreed service outcomes within Business Plan - Monitoring the budget (capital & revenue allocations) and performance - Managing resources in line with Council procedures and requirements. - Complying with Contract Procedure Rules and Financial - Ensuring financial transactions are properly authorised. - Delivering VFM through continuous improvement activity. - Ensuring decisions are made in a timely way, based on robust performance - Identifying and reporting overspends and underspends and performance - Service prospectus are issued annual and support the proposals put forwa - There is a business development framework which ensures investments a - The Business Development group consists of a multi disciplined team, wha and opportunities as part of the full business case submission. - From 2025/26 there will be a formal review process covering significant p - Further work has been undertaken to integrate financial and performance - Business Plans for the Service Areas now combine key delivery priorities v Improved Outcomes. - Going forward the combined quarterly Finance and Performance report w to deliver the Medium Term Financial Plan, with a view of strengthening s
SECTION 3		Evported	Accessment
Long to medium term finant	cial planning The authority has carried out a credible and transparent financial resilience assessment.	Expected Authorities must critically evaluate their financial resilience. It is possible that the existing strategy is financially sustainable, but this must still have been tested and demonstrated in a financial resilience assessment. In this financial resilience assessment the authority must test the sensitivity of its financial sustainability given alternative plausible scenarios for the key drivers of costs, service demands and resources. It will require an analysis of future demand for key services and consideration of alternative options for matching demand to resources. Testing will focus on the key longer-term revenues and expenses and the key risks to which the authority will be exposed	Assessment The Council's Finance and Business Planning process is underpinned by inf Financial risks are considered within the Council's overall risk register. Financial & Business plans are reporting into Leadership Team Significant overspends are assessed for service delivery impact and impact The budget reported to members includes a positive assurance statement proposed financial reserves, in accordance with the requirements of section The Council reports on the level and nature of its reserves and balances and longer term through the MTFP process. Where structural overspends are identified appropriate improvement planning rounds. Any additional resources through financial settlements and Finance and business plans highlight range of challenges and opportunities care demand; inflation and interest rate rises are the most significant issued The Council again received a one year financial settlement from central Got Government has now launched its Fair Funding Review consultation and heed.

s are secure, key systems reviewed by internal audit (e.g. internal control and quality of reporting. It continues to be ch performance and their achievement is monitored with ts. hrough separate assurance board meeting. es has been undertaken by the new senior management ecovery actions, associated costs, and the cost of not

ormance report. ctiveness of internal controls. Supported by the Head of

for:

ce on a regular basis.

ance information ce exceptions

vard as part the finance and business planning process.

are aligned to the priorities of the council. ho consider the Financial, Strategic and Economic impacts

project during the implementation stage.

ce reporting to drive accountability and sustainability. with Financial Benefits; Improved Performance and / or

will include an update on how the key priorities are helping service delivery and financial sustainability.

nformed risk assessments.

act on MTFP.

nt from the chief finance officer about the adequacy of the tion 25 of the LG Act 2003.

annually and through quarterly performance reports and

lans are put in place and considered as part of future sare aligned to these areas.

ies the Council is facing. Demographic pressures on social sues.

Government for the financial year 2025/26. However the l has committed to a multi year settlement for 2026/27

Standard G	The authority understands its prospects for financial sustainability in the longer term and has reported this clearly to members	A local authority needs an over-arching strategic vision of how it intends to deliver outputs and achieve outcomes for which it is responsible. This should include a statement that sets out both the vision and the underlying strategy, together with the mix of interventions that the organisation will adopt in delivering services to achieve the intended outcomes. In many cases a basis for this will already exist in a corporate plan.	The Council Plan documents and communicates the priority /outcome fram A refreshed Council Plan was approved by council in December 2024. Financial strategy picks up issues around financial resilience and the respor Business plans are risk assessed and subject to continuous monitoring by the also reflect the key priorities which will have a financial benefit. Well established budget monitoring processes are in place which include an implementation of remedial actions where necessary. Challenges are acknowledged in that there are currently gaps within years These gaps will be proactively challenged and options considered as part of
Standard H	The authority complies with the CIPFA Prudential Code for Capital Finance in Local Authorities	One of the requirements of the Prudential Code is a capital strategy. This capital strategy is a fundamental component of good financial management. It should set out how the organisation is currently managing its assets and more importantly its future plans linked to available resources. Balance sheet management in local authorities is about the better management of assets and liabilities to support service delivery and capital strategy	The Council keeps its treasury management strategy under review and mo requirements of the CIPFA Code of Practice for Treasury Management in the The Council undertakes cash-flow monitoring which is used to inform short A Capital investment Strategy underpins an affordable capital programme been agreed and the current and future funding of this is built into revenue Capital reprofiling continues to be actively monitored within each service a reflect the latest spend profiles.
Standard I	The authority has a rolling multi-year medium- term financial plan consistent with sustainable service plans	The MTFP should support financially sustainable decision making. Importantly, performance against the plan will enable recent success and/or failures in delivering financial objectives to be taken into account in the annual budget process. A symptom of financial stress is the emergence of unanticipated overspends in recent years from the MTFP. While the long- term strategy needs to be a stable point of reference, the MTFP needs to be rolled forward annually to ensure that it reflects the latest detailed information	Financial strategy is linked to key strategic priorities. Increasingly, the Cour investments are anticipated to make a significant contribution to the Counc and sustainable local economy in the longer term. The medium-term financial strategy models funding, income and expenditu
SECTION 4			
The Annual Budget	The such such second becaute the sheet down	Expected	Assessment
Standard J	The authority complies with its statutory obligations in respect of the budget setting process	The annual budget report sets out the proposed budget for the year ahead and demonstrates compliance with the Prudential Code. Budget Plans are owned by the whole of the Leadership Team not just the CFO.	resolution. Finance and business plans supporting the budget are complete
Standard K	The budget report includes a statement by the chief finance officer on the robustness of the estimates and a statement on the adequacy of the proposed financial reserves.	The budget report should include details of ear marked reserves.	Robustness of estimates and adequacy of reserves statements are complia the budget report.
SECTION 5		Fundated	A
Standard L	The authority has engaged where appropriate with key stakeholders in developing its long- term financial strategy, medium-term financial plan and annual budget.	Expected Stakeholder consultation helps to encourage community involvement not just in the design of services but in their ongoing delivery. This is especially the case when a local authority adopts an enabling approach to public service delivery which, along with the active involvement of the third sector, may facilitate future reductions in service costs.	Assessment The budget strategy and planning reports clearly outline the engagement fi business, voluntary sector and community groups including online public co
Standard M	The authority uses an appropriate documented option appraisal methodology to demonstrate the value for money of its decisions	Financial sustainability will be dependent upon difficult and often complex decisions being made. The authority's decisions must be informed by clear business cases based on the application of appropriation option appraisal techniques. It is the responsibility of the CFO to ensure that all material decisions are supported by an option appraisal which in its rigour and	A decision making framework exists for all business development proposals and full business cases for capital, revenue and external funding. Project ex contained within the Green book and is applied proportionally demand on Complex and business critical decisions have appropriate due diligence und Large material projects such as Freshney Place redevelopment and Towns I
		sophistication is appropriate for the decision being made. It is likely that the authority's documented option appraisal methodology will include a relatively simplistic approach for decisions of low value and/or low risk.	(external where specialist expertise required). A Wider Projects Group has now been established to provide oversight and management. From 2025/26 there will be a formal review process covering significant pro

ramework that sets the direction for the Council. Donse the Council is taking. If the Council's leadership throughout the year. They now e arrangements for the identification of variances and

rs 2 and 3 of the agreed MTFP.

t of a focus on transformational priorities. nonitors performance against it. The strategy reflects the

the Public Services.

ort and long-term investment and borrowing decisions.

ne designed to deliver the Council's strategic priorities has nue planning.

e area, with financing requirements updated regularly to

ouncil is taking a more commercial approach and uncil's strategic objective of enabling the growth of a strong

diture and resource requirements over three years and is

aries and reports.

h changes in allocations determined in accordance with

d plans. For example, funding is linked to growth ligned to economic strategy.

provement plan.

terms of pay, inflation, and known investment plans.

e addressed to ensure council meets its statutory obligations. t of a focus on transformational priorities.

tting a budget, issuing a Section 25 notice and Council tax etca and agreed with the relevant assistant director.

liant with legislation. Details of reserves held are included in

nt framework for the budget. Engagement includes members, c consultations.

sals The Business Development Group consider all outline evaluation is built around the Governments 5 case model on size and risk.

undertaken.

ns Fund investments have appropriate level of due diligence

and assurance on major projects inc. project and risk

projects during the implementation stage.

SECTION 6			
Monitoring Financia	al Performance	Expected	Assessment
Standard N		Early information about emerging risks to its financial sustainability will allow it to make a carefully considered and therefore effective response. Significant unplanned overspends and/or carrying forward undelivered savings into the following year might be a sign that an authority is not translating its policy decisions into actions. It also creates the conditions for further financial pressures and possible service reductions in subsequent	Regular monitoring provides information on financial performance to leade As part of the integrated business and financial planning process the budge for the Service Areas now combine key delivery priorities with Financial Ber Outcomes. With a view of strengthening service delivery and financial susta Ongoing challenges within Children's and family services acknowledged but delivery of medium and long term financial sustainability.
Standard O	The leadership team monitors the elements of its balance sheet which pose a significant risk to its financial sustainability.	It is a requirement of this code that authorities should more closely monitor the material elements of their balance sheet that may give indications of a departure from financial plans. This is especially important for local authorities with significant commercial asset portfolios. Contingencies and commitments are monitored to identify any items where a balance sheet provision may have crystallised. Key drivers of provisions (e.g. asset decommissioning decisions, legal claims, reorganisation activities) should be monitored to identify whether an actual	The leadership team receives monthly finance, performance and council plakey balance sheet areas including borrowing, treasury management, reserve In relation to reserves, the S151 Officer provides statement on adequacy of process. All leadership team members briefed. There are regular financial updates to Assistant Director group.
SECTION 7			
External financial re	porting	Expected	Assessment
Standard P	The chief finance officer has personal and statutory responsibility for ensuring that the statement of accounts produced by the local authority complies with the reporting requirements of the Code of Practice on Local Authority Accounting in the United Kingdom.	The statutory and professional frameworks for the production and publication of the accounts underpin their importance and demonstrate how public money is used.	Production and publication of accounts undertaken in accordance with stat 2023/24 accounts have been formally signed off, with the quality of the accreceived through external audit process.
Standard Q	variations from budget allows the leadership	effectively its resources have been utilised during the year, including a process which explains how material variances from initial and revised budgets to the outturn reported in the financial statements have arisen and been managed. The success of these arrangements will be demonstrated	The Outturn report is reported to Leadership and Cabinet. Financial monitoring reports are fed into budget planning processes to iden Assistant directors play a key role in mitigation and recovery action plannin. Performance information continues to be integrated into financial monitori commentary for both financial and operational performance by service area Further development of the report continues, with the 2025/26 report refle priorities and commentary on the key transformational activities required t This approach continues to improve reporting efficiency and provide wider

adership dget envelopes are aligned to priority areas. Business Plans Benefits; Improved Performance and / or Improved Istainability.

but work continues through improvement plan to support

plan updates. Quarterly financial reports include details of erves, provisions and capex.

y of reserves as part of the finance and commissioning plan

tatutory and professional frameworks. accounts being assessed as good, based upon feedback

dentify key pressures and investment priorities. ning.

toring reports, with 2024/25 reporting combining data and area.

eflecting performance data aligned to the council planed to support the MTFP.

der context to the challenges faced in delivery of services.