

FINANCE COMMITTEE

Decisions from the meeting held on Tuesday 5 December 2023 at 12.15 pm

Members present:

Mrs Sharon Hodgson (in the Chair)

Mr Clive Betts
Mr Nigel Evans
Marion Fellows

Nigel Mills
Mary Robinson
David Simmonds

Apologies: Craig Mackinlay, Mark Tami, Dame Rosie Winterton.

1. Matters arising and informal notes

The Committee agreed the informal notes of the meeting held on 14 November.

2. Environmental targets and policy

The Committee took note of the proposed policy and targets and provided feedback on cost considerations for any earlier target.

3. Cleaning Services Re-Procurement

The Committee took note of the likely award of the contract and agreed to pass feedback to the Accounting Officer.

4. Catering Services Finance Update and Proposal

The Committee agreed to recommend an option to the Commission to manage the finances of the catering operation in 2024/25 and asked for further information on venue-by-venue costs for a further discussion in February 2024.

5. 2023–26 Estimate and 2023–24 Supplementary Estimate

The Committee:

- a. **Agreed the proposed Supplementary Estimate for 2023/24, and to recommend to the Commission that final adjustments can be delegated to the Accounting Officer, following the expected updates to the non-cash requirements from property valuations in January;**
- b. **Noted the proposed transfers from the central provision into team budgets for 2024/25 and 2025/26;**
- c. **Noted the position on grant funded bodies;**
- d. **Noted the remaining risks and opportunities for 2024/25 and 2025/26 which were not being funded at this stage;**
- e. **Agreed the proposed Main Estimate for 2024/25 and to recommend it to the Commission.**
- f. **For the Members Estimate, noted that there was no requirement for a Supplementary Estimate for 2023/24, and**
- g. **Agreed the proposed Members Estimate for 2024/25 and to recommend it to the Members Estimate Committee.**

6. Fees and Charges – Policy and Schedule for 2024/25

The Committee agreed to recommend a schedule of fees and charges for 2024/25 to the Commission, including a 10% increase in nursery fees.

7. Papers to note

The Committee took note of the following papers:

- **Letter from the Managing Director of the Select Committee Team to the Chair of the Finance Committee**
- **P7 Financial Management Report, October 2023**
- **Quarterly Portfolio Report – Q2**
- **Update on Education Centre Location**

8. Date and time of next meeting

The Committee agreed that its next meeting would be on Tuesday 16 January at 12.30 pm.