

### Local Authority Lending Checklist (Internal use only)

Date:	
Prepared by:	
Checked by:	

Recommended decision:
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Loan details	
Authority:	
Loan Amount:	
Period:	
Rate:	

Review of financial Standing			
Indicator	Checks	Value	Notes
1. General Review of CIPFA resilience index	<ul style="list-style-type: none"> <li>- Check for any high risk indicators.</li> <li>- Anything in highest risk quartile to be flagged and will require further investigation and explanation for loan to proceed</li> </ul>		
2. Debt and reserve checks <i>(indicators to be used as part of overall context - failure in one does not automatically exclude a counterparty)</i>	<i>Indicators:</i> Total Debt Total Debt / Net cost of services (NCS) Interest / NCS General fund (GF) / NCS > 3% (Total usable reserves / Loan Amount) > 2		
3. In year budget monitoring	<ul style="list-style-type: none"> <li>- Review to assess most recent position</li> <li>- Running at under or over spend?</li> <li>- if over how big? What is plan to fix?</li> <li>Will this impact reserve positions above?</li> </ul>		

Review of Key documents			
Indicator	Checks	Value	Notes
4. Review of latest published accounts	<ul style="list-style-type: none"> <li>- These may be more up to date than resilience index</li> <li>- Check for any large movements from previous period</li> </ul>		
5. Review of latest Value for Money (VFM) assessment	<ul style="list-style-type: none"> <li>- Published in Auditor's Annual Report</li> <li>- Review report, especially recommendations and direction of travel</li> </ul>		
6. Review of Medium Term Financial strategy (MTFS)	<ul style="list-style-type: none"> <li>- Assess budget gap identified and approach to closing (focus on next 2 years).</li> <li>- Review S151 statement of robustness</li> </ul>		

7. Review of Treasury Management Strategy Statement (TMSS)	<ul style="list-style-type: none"> <li>- Assess approach to borrowing (short v long, Internal v external)</li> <li>- If Internal borrowing is significant further review may be required</li> </ul>		
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Review of Press coverage / adverse publicity			
Indicator	Checks	Value	Notes
8. Review of press coverage local and national	Review of coverage of authority. Any red flags raised?		
9. Name check with senior officers	Name check with senior officers to verify if there is any industry knowledge that hasn't reached the press yet		

Other factors			
Indicator	Checks	Value	Notes
10. Latest Audited accounts	<ul style="list-style-type: none"> <li>- are these unqualified/qualified</li> <li>- date of latest signed accounts</li> </ul>		
11. Section 114 notice	has 114 been issued?		