

OVERVIEW AND SCRUTINY

REPORTING AND MONITORING WORKING GROUP

Terms of Reference for 2014/15

1. Purpose/Objectives of the Review

The purpose of the Working Group is:

- To review the revenue budget proposals and the Council's medium term financial plans.
- To recommend a short list to the Overview and Scrutiny Committee for detailed consideration.
- To consider suggestions from the public and other Councillors for items to be included in the short list for scrutiny.

2. Outcomes Required

- The production of a short list of revenue budget items for closer consideration by the Overview and Scrutiny Committee.
- To reflect the medium term approach being taken to financial planning.

3. Timetable

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|-----------------|---|
| 2 October 2014 | Agree Terms of Reference |
| 5 January 2015 | Budget Review |
| 26 January 2015 | Report to the Overview and Scrutiny Committee |

4. Responsible Officers

Lead Officer - Glenn Hammons, Head of Finance and Chief Finance Officer
Phil Morrison, Assistant Head of Finance

Co-Ordinator - Tracy Tiff, Scrutiny Officer

5. Resources and Budget

Glenn Hammons, Head of Finance and Chief Finance Office, and Phil Morrison, Assistant Head of Finance, to provide internal advice.

6. Final report presented by:

Presented to the Overview and Scrutiny Committee at its meeting on 26 January 2015.

7. Monitoring procedure

Continuous, ongoing monitoring process by means of updates to the Overview and Scrutiny Committee.