



**NORTHAMPTON BOROUGH COUNCIL**  
**OVERVIEW AND SCRUTINY COMMITTEE**

**25 November 2015**

**BRIEFING NOTE: REPORTING AND MONITORING WORKING GROUP**

**1 INTRODUCTION**

1.1 The Overview and Scrutiny Committee set up the Reporting and Monitoring Working Group to:

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

1.2 Membership of the Working Group comprises Councillor Jamie Lane (Chair); Councillor Brian Sargeant (Deputy Chair); Councillors Terrie Eales, James Hill, Dennis Meredith and Samuel Shaw.

1.3 At the first meeting of the Working Group on 12 October 2015, Councillors agreed the Terms of Reference; a copy is attached at Appendix A for the Committee's approval.

**2 BACKGROUND**

2.1 A similar Working Group met in previous years with comparable Terms of Reference. Overview and Scrutiny found it helpful for a small Working Group of Councillors to take a brief overview of all the budget proposals and bring a small selection to the Committee for detailed scrutiny.

2.2 Based on the selection of items short listed by the Working Group,

relevant Directors and Heads of Services will then be asked to attend a meeting of the Overview and Scrutiny Committee on 11 January 2016 to answer the questions that the Working Group has put forward on the selected proposals.

- 2.3 The budget item historically led to lengthy debate on all items whether large or small, controversial or not, and this approach, used in recent years, has helped Overview and Scrutiny to focus on key areas.
- 2.4 As appropriate, the Chair of the Reporting and Monitoring Working Group will provide written updates of the progress of the Group to the Overview and Scrutiny Committee.

### **3 RECOMMENDATION**

- 3.1 That the Overview and Scrutiny Committee approves the Terms of Reference of the Reporting and Monitoring Working Group, as attached at Appendix A.