

## **OVERVIEW AND SCRUTINY**

### **REPORTING AND MONITORING WORKING GROUP**

#### **Terms of Reference for 2017/2018**

##### **1. Purpose/Objectives of the Review**

The purpose of the Working Group is:

- To review the budget proposal, the Council's medium term financial plans and Efficiency Plan.
- 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 budget items for closer consideration by the Overview and Scrutiny Committee.
- To reflect the medium term approach being taken to financial planning.

##### **3. Timetable**

16 November 2017	Agree Terms of Reference
11 January 2018	Budget Review
29 January 2018	Report to the Overview and Scrutiny Committee

##### **4. Responsible Officers**

Lead Officer - Glenn Hammons, Head of Finance and Chief Finance Officer

Co-Ordinator - Tracy Tiff, Scrutiny Officer

##### **5. Resources and Budget**

Glenn Hammons, Head of Finance and Chief Finance Office and the Cabinet Member for Finance to provide internal advice

**6. Final report presented by:**

Presented to the Overview and Scrutiny Committee at its meeting on 29 January 2018

**7. Monitoring procedure**

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