

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.