

HARROW COUNCIL

OVERVIEW AND SCRUTINY-COMMITTEE

DATE

BUDGET STANDING REVIEW - DRAFT SCOPE2

VERSION HISTORY

Initial draft

Version 2 – comments from the Corporate Director of Finance

Version 3 – comments from the review group meeting 29th September

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| 1 | SUBJECT | Budget |
| 2 | COMMITTEE | Overview and Scrutiny committee |
| 3 | REVIEW GROUP | Councillors Cllr Chana Cllr Ferrari Cllr Gawn Cllr Macleod-Cullinane (Chairman) Cllr Osborn Cllr Phillips Cllr Wright Co-optees Rita Jourdan Elizabeth Hugo Owen Cock Julian Maw Abigail Matsika Cliff Lichfield Seamus English |
| 4 | AIMS/ OBJECTIVES/ OUTCOMES | To support the council to develop a robust 3-year balanced Medium Term Financial Strategy (MTFS) Specifically to examine: <ul style="list-style-type: none">• the process for setting the budget• budget and savings proposals for each year• the determination and management of the Council's capital budget• the changing local government and public sector financial environment, the changing policy environment and the Council's response to these changes• the impact of savings proposals on residents• whether or not 'in year' savings are being delivered |
| 5 | MEASURES OF SUCCESS OF REVIEW | <ul style="list-style-type: none">• Budget setting process is informed of impending policy changes• Long term budgetary implications are flagged up, risks are mitigated and opportunities exploited• Cabinet acknowledge the support of the standing review |

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| 6 | SCOPE | <ul style="list-style-type: none"> To consider the policy and financial framework within which the budget is being prepared To consider the long term implications of the decisions made in-year |
| 7 | SERVICE PRIORITIES (Corporate/Dept) | |
| 8 | REVIEW SPONSOR | Julie Alderson, Interim Corporate Director of Finance |
| 9 | ACCOUNTABLE MANAGER | From relevant service area |
| 10 | SUPPORT OFFICER | Service Manager Scrutiny |
| 11 | ADMINISTRATIVE SUPPORT | From within Scrutiny Team |
| 12 | EXTERNAL INPUT | <ul style="list-style-type: none"> External expert briefings Other local authorities Public sector partners |
| 13 | METHODOLOGY | <ul style="list-style-type: none"> Policy briefings and comment from internal professionals Consideration of the financial ambition and robustness of budget proposals Consideration of actual financial performance Consideration of experience in other boroughs and alternative models Engagement with residents |
| 14 | EQUALITY IMPLICATIONS | The council is entering a phase of unprecedented financial reduction. The council must be able to assure itself that, in addressing these challenges, adverse equalities implications for staff or on residents are identified and where possible, mitigated. The review will monitor this. |
| 15 | ASSUMPTIONS/ CONSTRAINTS | The review will consider the financial impact of projects being designed to support the council's transformation programme and MTFS |
| 16 | SECTION 17 IMPLICATIONS | |
| 17 | TIMESCALE | This is a long term project |
| 18 | RESOURCE COMMITMENTS | The project will be resourced from within the scrutiny budget |
| 19 | REPORT AUTHOR | Lynne Margetts |
| 20 | REPORTING ARRANGEMENTS | <p>Outline of formal reporting process:</p> <p>Interim reports to O&S [√] Quarterly</p> <p>To Service Director [√] TBC</p> <p>To Portfolio Holder [√] TBC</p> <p>To CMT [√] TBC</p> <p>To Cabinet [√] TBC</p> |
| 21 | FOLLOW UP ARRANGEMENTS (proposals) | |