

## Draft Inquiry Scope

<b>Title</b>	Budget Scrutiny 2017
<b>Signed-off by</b>	FPR Select Committee
	Sara Turnbull, Head of Member Services (Statutory Scrutiny Officer)
<b>Author</b>	Kelly Sutherland, Committee and Governance Adviser
<b>Date</b>	1 November 2016
<b>Inquiry Group Membership</b>	FPR Select Committee Members and the Chairmen of all other Select Committees
<b>Member Services Resource</b>	Member Services will provide the following officer support:  Sara Turnbull, Head of Member Services –Report Quality Assurance Clare Capjon, Committee & Governance Manager – Policy Advice and Project Oversight Kelly Sutherland, Committee & Governance Adviser – Policy Lead & Project Management Committee Assistant – Administrative support (as needed)
<b>Lead Cabinet Member</b>	Martin Tett, Leader John Chilver, Cabinet Member for Resources
<b>Lead HQ/BU Officer</b>	Richard Ambrose, Director of Assurance/Sarah Ashmead, Director of Strategy & Policy
<b>What is the problem that is trying to be solved?</b>	Members require assurance each year that the Council's proposed budgets are realistic, deliverable and in line with the Council's priorities as outlined in its Strategic Plan.  The Finance, Performance and Resources Select Committee conducts hearings in mid-January in order to develop the conclusions and recommendations of its 2017/18 budget scrutiny inquiry.  As in previous years, Cabinet Members will be questioned by members of the inquiry group on their planning, assumptions and budgetary proposals for the period of the Medium Term Plan, with their responses forming the evidence base for the recommendations that will be presented to Cabinet.
<b>Is the issue of significance to Buckinghamshire as a whole?</b>	Yes - Budget proposals for the County Council will have an impact on Buckinghamshire as a whole.
<b>Is the topic of relevance to the work of BCC?</b>	Yes see above
<b>Is this topic within the remit of the Select Committee?</b>	Scrutiny of the budget is a priority within the Select Committee's remit. The subject falls within the remit of the Leader and the Cabinet Member for Resources but involves all Cabinet Members.
<b>What work is underway already</b>	See key timing considerations

<b>on this issue?</b>	<ul style="list-style-type: none"> <li>• Presentations to FPR throughout the year, which have included information updates on issues regarding the Children's Social Care, Education and Skills, Communities, Health and Adult Social Care budgets, future shape savings, and the use of preventative spend</li> <li>• The Committee's recent Inquiry into income generation</li> <li>• The Committee will receive a briefing in December from the Director of Assurance on the draft budget and key financial issues</li> </ul>
<b>Are there any key changes that might impact on this issue?</b>	The Modernising Local Government agenda within the County and any unforeseen changes to government funding.
<b>What are the key timing considerations?</b>	<p>Timings of budget consultation</p> <p>12<sup>th</sup> December 2016 – Cabinet agrees draft budget</p> <p>13<sup>th</sup> December 2016 – FPR budget scrutiny preparatory briefing</p> <p><b>Budget Scrutiny – 10<sup>th</sup> to 13<sup>th</sup> January 2017</b></p> <p>13<sup>th</sup> February 2017 – Cabinet recommends final budget</p> <p>16<sup>th</sup> February 2017 – Council agrees final budget</p>
<b>Who are the key stakeholders &amp; decision-makers?</b>	<ul style="list-style-type: none"> <li>• Cabinet Members</li> <li>• One Council Board</li> <li>• Public (in terms of consultation)</li> </ul>
<b>What might the Inquiry Achieve?</b>	The Inquiry will result in recommendations to Cabinet to ensure that the Budget for 2017/18 is robust.
<b>What media/communications support do you want?</b>	<ul style="list-style-type: none"> <li>• Press release and social media communications to launch budget scrutiny week</li> <li>• Link with communications regarding Council's consideration of the Budget</li> <li>• Press release and social media communications to promote the report once published</li> </ul>

### Evidence-gathering Methodology

<b>What types of methods of evidence-gathering will you use?</b>
<ul style="list-style-type: none"> <li>• Information provided by the Director of Assurance</li> <li>• Business Unit Commercial Plans</li> <li>• Equality Impact Assessments</li> <li>• Three days of meetings with Cabinet Members</li> <li>• Consultation feedback</li> </ul>
<b>How will you involve service-users and the public in this inquiry?</b>
<ul style="list-style-type: none"> <li>• Meetings with each individual Cabinet Member will be held in public and webcast</li> <li>• Feedback will be fed through from Public via budget consultation</li> </ul>

### Outline Inquiry Project Plan

Stage	Key Activity	Dates
Scoping	Inquiry Scope Agreed by Select Committee	1 <sup>st</sup> November

		2016
Evidence-gathering	Pre-Budget briefing	13 <sup>th</sup> December 2016
	Budget Inquiry Meetings with individual Cabinet Members	10th-13th January 2017
Developing Recommendations	Inquiry Group/SC meeting – Key Findings Report & Possible Areas of Recommendations considered	13 <sup>th</sup> January 2017
	Testing & developing recommendations with stakeholders	19-26 <sup>th</sup> January 2017
Reporting	Draft Inquiry Group report with recommendations completed (signed-off by SC Chairman) Report published for Select Committee (if ready ) Report will probably need to go to follow in this week to allow stakeholder comments	26th January or after
	Select Committee agrees report to go forward to decision-makers	31 <sup>st</sup> January or 1 <sup>st</sup> February 2017
	Cabinet papers published	3rd February
	Cabinet/Partner considers recommendations	13th February
	Council Report	16 <sup>th</sup> February 2017