

Draft Inquiry Scope

Title	Budget Scrutiny 2019
Signed-off by	FPR Select Committee
	Claire Hawkes, Interim Head of Democratic Services (Statutory Scrutiny Officer)
Author	Kelly Sutherland, Committee and Governance Manager
Date	13 November 2018
Inquiry Group Membership	FPR Select Committee Members and the Chairmen of all other Select Committees
Member Services Resource	<p>Democratic Services will provide the following officer support:</p> <p>Claire Hawkes, Interim Head of Member Services –Report Quality Assurance</p> <p>Kelly Sutherland, Committee & Governance Manager – Policy Advice & Project Oversight</p> <p>Fazeelat Bashir - Policy Lead and Project Management</p> <p>Committee Assistant – Administrative support (as needed)</p>
Lead Cabinet Member	<p>Martin Tett, Leader</p> <p>John Chilver, Cabinet Member for Resources</p>
Lead HQ/BU Officer	Richard Ambrose, Director of Finance and Procurement/ Sarah Ashmead, Executive Director for Resources and Assistant Chief Executive Officer
What is the problem that is trying to be solved?	<p>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.</p> <p>The Finance, Performance and Resources Select Committee will conduct hearings in January 2019 in order to develop the conclusions and recommendations of its 2019/20 Budget Scrutiny Inquiry.</p> <p>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.</p> <p>This will include a business as usual budget and a transition budget.</p>
Is the issue of significance to Buckinghamshire as a whole?	Yes - Budget proposals for the County Council will have an impact on Buckinghamshire as a whole.
Is the topic of relevance to the work of BCC?	Yes, see above
Is this topic within the remit of the	Scrutiny of the budget is a priority within the Select Committee's remit. The subject falls within the remit of the Leader and the

Select Committee?	Cabinet Member for Resources but involves all Cabinet Members.
What work is underway already on this issue?	<p>See key timing considerations</p> <ul style="list-style-type: none"> On 11th September 2018 the Committee received a 6-month update on progress against the 2018 Budget Scrutiny recommendations. On 11th December 2018 the Committee will receive a briefing from Richard Ambrose, the Director of Finance and Procurement, on the draft budget and key financial issues.
Are there any key changes that might impact on this issue?	<ul style="list-style-type: none"> The Modernising Local Government agenda within the County and any unforeseen changes to government funding. Possible implications of Brexit.
What are the key timing considerations?	<p>Timings of budget consultation:</p> <p>10th December 2018 – Cabinet agrees draft budget 11th December 2018 – FPR budget scrutiny preparatory briefing Budget Scrutiny – 8th to 11th January 2019 11th February 2019 – Cabinet recommends final budget 21st February 2019 – Council agrees final budget</p>
Who are the key stakeholders & decision-makers?	<ul style="list-style-type: none"> Cabinet Members Corporate Management Team Public (in terms of consultation)
What might the Inquiry Achieve?	The Inquiry will result in recommendations to Cabinet to ensure that the Budget for 2019/20 is robust.
What media/communications support do you want?	<ul style="list-style-type: none"> Press release and social media communications to launch Budget Scrutiny Week Questions invited from Public via social media during Budget Scrutiny Week Link with Communications team regarding Council's consideration of the Budget Press release and social media communications to promote the report once published

Evidence-gathering Methodology

What types of methods of evidence-gathering will you use?
<ul style="list-style-type: none"> Information provided by the Director of Finance and Procurement Business Unit Commercial Plans Equality Impact Assessments Three days of meetings with Cabinet Members Consultation feedback Questions from the Public via social media
How will you involve service-users and the public in this inquiry?
<ul style="list-style-type: none"> Meetings with each individual Cabinet Member held in public and webcast

- Feedback will be fed through from the Public via budget consultation
- Public can pose questions via social media during Budget Scrutiny Week meetings

Outline Inquiry Project Plan

Stage	Key Activity	Dates
Scoping	Inquiry Scope Agreed by Select Committee	13 November 2018
Evidence-gathering	Pre-Budget briefing	11 December 2018
	Budget Inquiry Meetings with individual Cabinet Members	8 - 10 January 2019
Developing Recommendations	Inquiry Group/SC meeting – Key Findings Report & Possible Areas of Recommendations considered	11 January 2019
	Testing & developing recommendations with stakeholders	21 - 24 January 2019
Reporting	Draft Inquiry Group report with recommendations completed (signed-off by SC Chairman)	27 January 2019
	LAG meeting	28 January 2019
	Select Committee agrees report to go forward to decision-makers (either at Committee Meeting or via email)	29 January 2019
	Cabinet papers published	1 February 2019
	Cabinet considers recommendations	11 February 2019
	Full Council Report	21 February 2019