

# Scrutiny Proposal

<b>Topic: Budget 2017/18 – Scrutiny Task Group</b>			
<b>Background to the issue</b> (what is it and why is it being considered for scrutiny)	<p>As in 2014 and 2015 a scrutiny task group will be set up as part of scrutiny of the 2017-18 budget.</p> <p>Overview and Scrutiny Panels and HOSC will hold discussions with Cabinet Members, service users and staff on budget proposals. This will be followed by the Chairman and Vice-Chairman of OSPB leading a cross party group of members who will aim to provide a more in-depth challenge to the Panel Chairmen on their findings.</p>		
<b>Terms of reference</b>	<ul style="list-style-type: none"> <li>• To examine how the Council is planning to meet funding reductions whilst delivering its Corporate Priorities.</li> <li>• To consider whether the proposed budget is achievable and realistic, and meets residents' needs in the medium term.</li> <li>• To consider the level of risk associated with the budget changes.</li> <li>• To understand the impact on residents of the budget proposals and how they are being managed and mitigated.</li> </ul>		
Scrutiny Officer & Scrutiny Liaison Officer	Samantha Morris/Alyson Grice Mark Sanders		
<b>Suitability for scrutiny.</b> Which of the following criteria does it meet?			
<i>Is the issue a priority area for the Council?</i>	Yes	<i>Does it examine a poorly performing service?</i>	maybe
<i>Is it a key issue for local people?</i>	Yes	<i>Has it been prompted by new Government guidance or legislation?</i>	No
<i>Will the scrutiny have a clear impact on services?</i>	Yes	<i>Will it result in improvements to the way the Council operates?</i>	Yes
<i>Are improvements for local people likely as a result?</i>	Yes		
<b>Scope of scrutiny</b> (what issues will it cover and what won't it cover)	<ul style="list-style-type: none"> <li>• What is the budget setting process</li> <li>• How much of the budget is fixed – what do we have discretion over?</li> <li>• What choices have been made? What choices were available?</li> <li>• Are Directorates effected equally?</li> </ul>		

	<ul style="list-style-type: none"> <li>• How are priorities determined?</li> <li>• Does the budget overall support the Council's priorities?</li> <li>• What is the anticipated impact of budget pressures on: <ul style="list-style-type: none"> <li>• services</li> <li>• performance</li> <li>• residents/service users</li> <li>• partnerships and joint working</li> <li>• staffing levels</li> </ul> </li> <li>• What is the anticipated impact of efficiencies on the budget and how is the council planning ahead to deal with the cumulative effects of savings?</li> <li>• What "invest to save" proposals are there?</li> <li>• What consideration has been given to maximising income?</li> </ul> <p><i>N.B. O&amp;S has committed to ensure that the following are considered in all scrutiny reviews as appropriate</i></p> <ul style="list-style-type: none"> <li>• <i>equality and diversity issues</i></li> <li>• <i>commissioning</i></li> <li>• <i>localism</i></li> </ul>
Advantages to conducting scrutiny & Indicators of success (ie how will you know a good scrutiny has been done?)	A holistic view of the budget and plans for the medium term is taken and there is some appreciation of its impact, and cumulative impact, on residents.
Has anyone else examined the issue?	
Any disadvantages or pitfalls to conducting this scrutiny?	
<b>INFORMATION NEEDS</b>	
Key Documents, Reports & Data required	<ul style="list-style-type: none"> <li>• Cabinet report 13 October 2015</li> <li>• FutureFit proposals</li> <li>• Summary of FutureFit proposals</li> <li>• Supporting papers for FutureFit proposals as necessary</li> <li>• Written evidence from public/stakeholders</li> </ul>
Is an expert adviser needed?	
Possible interviewees	<ul style="list-style-type: none"> <li>• Leader &amp; Chief Executive</li> <li>• Scrutiny Panel Chairmen</li> <li>• Stakeholders (incl attending the Council's budget consultation meetings/roadshows)</li> <li>• Unison</li> <li>• Sandy Bannister – Equalities and Diversity Manager</li> </ul>

	<ul style="list-style-type: none"> <li>• Partner organisations?</li> <li>• Service providers?</li> </ul>
Is this an issue that young people would be interested in? If so, ask Youth Cabinet for evidence.	
Site Visits	
Types of meeting/ consultation needed? (eg workshops/ focus groups/ public meetings/ questionnaires etc)	
Any meetings to be held outside of County Hall?	
Media & publicity needs?	Press release to request written evidence
<b>OUTLINE TIMETABLE</b>	
Proposal to OSPB	September 2016
Evidence Gathering	October - January
Scrutiny Report to OSPB	January 2017
Scrutiny Report to Cabinet	February 2017