

SELECT COMMITTEE REVIEW PLAN

Overview and Scrutiny



SELECT COMMITTEE TOPIC

BUDGET SCRUTINY 2020/21

Raised by - Scrutiny Management Board

Date - 28 / 29 January 2020

Purpose of Review

This Select Committee will consider whether the Cabinet has an effective plan for setting the budget for the next financial year, taking into account the Medium Term Financial Plan which sets out how the Council will fund its services and invest in buildings and infrastructure over the next three years.

Budget Scrutiny provides the opportunity to test assumptions, examine risks and challenge priorities; this is with a view to establishing and maintaining resources that are fit for purpose, meet the council's obligations and priorities and address the needs and aspirations of the people of Plymouth.

Select Committee Membership – politically proportional (Five Labour; four Conservative)

The Select Committee for Budget Scrutiny will be comprised of the Chairs and Vice Chairs of the Council's four Overview and Scrutiny Committees, along with two additional members from Labour Group to satisfy political proportionality.

Councillor Kelly (Chair)
 Councillor Mrs Aspinall (Vice-Chair)
 Councillor Mrs Linda Bowyer
 Councillor Mrs Andrea Johnson
 Councillor Pauline Murphy
 Councillor Darren Winter
 Councillor Nigel Churchill
 Councillor Sarah Allen
 Councillor Jeremy Goslin

Process

Methodology/Approach	<p>Select Committee to take place on 28 and 29 January (AM only) 2020</p> <p><u>28 January 2020</u></p> <p>Session one:</p> <p><u>Overview</u></p> <p>09:30 – 10:45 Plymouth City Council Financial Position</p> <p>Introductory session from the Service Director for Finance, including background as to how the Council's Budget is constructed. Also to provide outline of:</p> <ul style="list-style-type: none"> • Corporate Plan
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- Corporate Performance
- Revenue and capital spending plans to deliver priorities and savings
- Treasury management
- Capital Programme
- Council Tax and Business Rates
- Draft 2020/21 Budget
- Budget assumptions

10:45 – 11:00 Break

Session two:

People Directorate

11.00 – 12: 15 Community Connections & Integrated Commissioning (Adult Social Care)

Cabinet Member(s) outline priorities and challenges for the forthcoming year

- Revenue Budget for 2020/21, to include main changes from 2019/20 and highlight impact/risk
- 19/20 business plans with a commentary which highlights:
 - what has been delivered so far/any challenges;
 - what is still to be delivered and level of confidence;
 - with reference to the MTFP and draft 20/21 service budget, what the areas of focus will likely be for 2020/21 and any associated risks to service delivery

12:15 – 12:45 Lunch

Session three:

Children's Services Directorate

12:45 – 15:00 Education, Participation and Skills

- Cabinet Member(s) outline priorities and challenges for the forthcoming year
- Revenue Budget for 2020/21, to include main changes from 2019/20 and highlight impact/risk
- 19/20 business plans with a commentary which highlights:
 - what has been delivered so far/any challenges;
 - what is still to be delivered and level of confidence;
 - with reference to the MTFP and draft 20/21 service budget, what the areas of focus will likely be for 2020/21 and any associated risks to service delivery

15:00 – 15:15 Break

Session four:

Children's Services Directorate

15:15 - 16:30 Children, Young People and families

- Cabinet Member(s) outline priorities and challenges for the forthcoming year
- Revenue Budget for 2020/21, to include main changes from 2019/20 and highlight impact/risk
- 19/20 business plans with a commentary which highlights:
 - what has been delivered so far/any challenges;

	<ul style="list-style-type: none"> ○ what is still to be delivered and level of confidence; ○ with reference to the MTFP and draft 20/21 service budget, what the areas of focus will likely be for 2020/21 and any associated risks to service delivery <p><u>29 January 2020</u></p> <p>Session five:</p> <p><u>Children’s Services Directorate</u></p> <p>09:00 – 11:15 Children, Young People and families (cont.)</p> <ul style="list-style-type: none"> ● Cabinet Member(s) outline priorities and challenges for the forthcoming year ● Revenue Budget for 2020/21, to include main changes from 2019/20 and highlight impact/risk ● 19/20 business plans with a commentary which highlights: <ul style="list-style-type: none"> ○ what has been delivered so far/any challenges; ○ what is still to be delivered and level of confidence; ○ with reference to the MTFP and draft 20/21 service budget, what the areas of focus will likely be for 2020/21 and any associated risks to service delivery <p>11:15 - 11:30 Break</p> <p>Session six:</p> <p>11:30 – 12:30 Allocated time for any other areas as identified by the committee for further consideration</p> <p>12:30 – 13:00 Lunch</p> <p>13:00 – 14:00 Summary/recommendations</p>
<p>Sources of Information/Evidence</p>	<ul style="list-style-type: none"> ● Strategic Risk Register ● Operational risks (red) ● Corporate plan ● Performance reports ● Service Business Plan progress updates/draft service budgets ● Capital Programme Summary ● Treasury Management Strategy ● Overarching Cabinet Paper ● Budget assumptions ● Technical briefing document on how the budget is constructed ● A chart showing the percentage of the total budget (by expenditure) that the areas being focussed on for budget scrutiny comprise. ● A summary showing clearly by directorate and main department: <ul style="list-style-type: none"> ○ 2018/19 outturn ○ 2019/20 current projected outturn position ○ 2020/21 forecast budget

Witness/Expert Participation	Cabinet Members and their nominated Officers.
Site Visits	None identified.
Resource Requirements	Will be met through existing support for scrutiny by Democratic Support.

Post Review	
Reporting Process	The Select Committee will make recommendations directly to Cabinet
Anticipated Completion Date	29 January 2020
Report Deadline	Recommendations to be submitted for Cabinet 31 Jan 2020
Meeting Frequency	Six sessions across two days
Dates of Meetings	28/29 January 2020