

Date: 8 July 2020



District Council

Town Hall, Penrith, Cumbria CA11 7QF

Tel: 01768 817817

Email: cttee.admin@eden.gov.uk

Dear Sir/Madam

Budget Planning Committee Agenda - 16 July 2020

Notice is hereby given that a meeting of the Budget Planning Committee will be held at 6.45 pm on Thursday, 16 July 2020.

This meeting will be a virtual meeting and therefore will not take place in a physical location following guidelines set out in Section 78 of the Coronavirus Act 2020.

[This meeting will be held virtually on Microsoft Teams](#)

1 Apologies for Absence

2 Minutes

To sign the minutes BPc/01/06/20 to BPc/07/06/20 of the meeting of this Committee held on 30 June 2020 as a correct record of those proceedings (copies previously circulated).

3 Declarations of Interest

To receive any declarations of the existence and nature of any private interests, both disclosable pecuniary and any other registrable interests, in any matter to be considered or being considered.

4 Quarter 1 - Budget Monitoring 2020/2021 (Pages 5 - 12)

To consider report F21/20 from the Interim Director of Corporate Services which is attached and which summarises the Council's current Revenue and Capita position and full year projections for the first quarter of 2020/2021.

RECOMMENDATION that the Budget Planning Committee review the projected revenue and capital position at June 2020 and make any comments to Executive.

5 Medium Term Financial Plan Review (Pages 13 - 20)

To consider report F20/20 from the Interim Director of Corporate Services which is attached and which reviews the implications of the Covid-19 pandemic on the Council's Term Financial Plan (MFTP) and any actions that need to or ought to be

made.

RECOMMENDATION that the Budget Planning Committee review the MTFP update and make any comments to Executive.

6 Work Programme Update *(Pages 21 - 24)*

To consider report F23/20 from the Interim Director of Corporate Services which asks Members to note the work programme for the Budget Planning Committee.

RECOMMENDATION that the Work Programme as attached at Appendix 1 be noted.

7 Any Other Items Which the Chairman Decides are urgent

8 Date of Next Scheduled Meeting

The next scheduled meeting of this Committee be confirmed as 30 September 2020.

Yours faithfully



R Rouse
Chief Executive

Democratic Services Contact: Vivien Little

Encs

For Attention

All members of the Council

Chairman – Councillor N McCall (Liberal Democrat Group)

Vice Chairman – Councillor P G Baker (Liberal Democrat Group)

Councillors

K Beaty, Conservative Group
M Eyles, Liberal Democrat Group
M Hanley, Labour Group
S Lancaster, Independent Group

G Nicolson OBE, Conservative Group
D Ryland, Independent Group
A Todd, Conservative Group

Standing Deputies

I Chambers, Conservative Group
L Harker, Liberal Democrat Group
D Holden, Liberal Democrat Group
R Orchard, Conservative Group

W Patterson, Independent Group
A Ross, Green Group
H Sawrey-Cookson, Independent Group
D Wicks, Conservative Group

Please Note:

- 1. Section 78 of the Coronavirus Act 2020 and the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020 mean that this meeting of Eden District Council is classed as a virtual meeting.**
- 2. Under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a public meeting (unless stated otherwise) and as such could be filmed or recorded by the media or members of the public**

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Report No: F21/20

**Eden District Council
Budget Planning Committee
16 July 2020**

**Executive
21 July 2020**

Quarter 1 – Budget Monitoring 2020/21

Portfolio:	Resources
Report from:	Interim Director of Corporate Services
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 This report summarises the Council's current Revenue and Capital position and full year projections for the 1st Quarter 2020/21.

2 Recommendations

The Budget Planning Committee is recommended to:

- 2.1 Review the projected revenue and capital position at June 2020 and make any comments to Executive.

The Budget Executive is recommended to:

- 2.2 Note the projected revenue and capital position at June 2020.

3 Introduction

- 3.1 In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue and capital position is formulated in conjunction with the Corporate Leadership Team and formally to the Budget Planning Committee on a quarterly basis. This report will go to Budget Planning Committee on 16 July 2020 and Executive on 21 July 2020.
- 3.2 It is critical that the Council has accurate and timely budget monitoring information to help inform in year decision making, to ensure the best use of resources and that value for money is being achieved at the highest level.
- 3.3 This in turn enables the Council to plan in the medium term with the maximum amount of confidence. Whilst, the current scenario with the Covid19 pandemic generates significant uncertainty having the best understanding of our financial position will give us the best chances of successfully navigating our way through.

4 Background

- 4.1 The key to the above is in the timely provision of accurate financial information, which should be up to date expenditure and income and properly considered projections to the year-end.

- 4.2 Up until the quarter 3 - 2019/20 report to Executive in December 2020 monitoring reports focussed solely on year to date expenditure and income compared to budget profile. This presents an extremely short term view of the financial position and clearly isn't fit for planning purposes.
- 4.3 This is largely due to the limitations of the current Financial Management System, which is well beyond its useful life. Its reporting functionality is extremely poor and most reports are adapted outside the system making it is very time consuming to produce the type of reports that are needed.
- 4.4 With no forecasts for outturn to help guide, the trend has been to use supplementary estimates when budget pressures arise. This increases the overall budget when historically it is significantly underspent.
- 4.5 The provisional outturn for 2019/20 reflects an underspend of £356k, which is in line with previous years. The reason for the underspend lies in both the budgeting, which has been incremental and not adjusted to reflect the real levels of spending and income.
- 4.6 In order to better inform decision making, work has been undertaken to produce up-to-date forecast projections for Quarter 1. This has been additionally complicated by Covid19 and Q1 is generally more difficult to project due to how early it is in the year.
- 4.7 Further work will be undertaken to refine budget profiles and projections at Q2 and Q3 to continuously improvement to the information currently presented.
- 4.8 The summary Revenue budget monitoring report for quarter 1 is set out at Appendix A.
- 4.9 The overall year to date position reflects an underspend of £76k, which is expected to increase to £1.5m at year end. The projections are based upon the impact of Covid and show that the impact on the Council's budgets currently is minimal however it is anticipated that there will be issues around a number of key budget areas. These are set out in the table below:

	£000
Increased Costs	
Leisure Contract	1,200
Homelessness	90
ICT - Home Working Setup	20
Total Increased Costs	1,310
Reduced Income	
Car Parking	50
Commercial Income	107
Planning Fees	94
Total Reduced Income	251
Grand Total	1,561

- 4.10 The summary Capital budget monitoring report for quarter 1 is set out at Appendix B.
- 4.11 The current level of spend on the programme is £0.5m which equates to around 8.5% of the overall budget. This is significantly lower than would be expected at this stage in the financial year and whilst there are larger schemes that are expected to have significant spend later in the year the projections need additional work.
- 4.12 The capital programme therefore needs a full review of each individual project and its deliverability in year. This will be undertaken with budget holders before the end of September and reported as part of the Quarter 2 report.
- 4.13 The review will also feed into the budget setting process where we need to ensure that schemes are profiled realistically and then managed during the life of the scheme. Capital projects can be difficult to manage and are often influenced by factors that cannot be controlled, however we need to ensure that better management of schemes is achieved.
- 4.14 A new officer Capital Working Group is in the process of being set up, which will be led by the Interim Director of Corporate Services and will feed into the quarterly monitoring reports.

5 Policy Framework

- 5.1 The Council has four corporate priorities which are:
- Sustainable;
 - Healthy, Safe and Secure;
 - Connected; and
 - Creative.
- 5.2 The annual budget forms an essential part of the Council's budgetary and policy framework.

6 Consultation

- 6.1 The Executive have been consulted on the report and the Budget Scrutiny group convened to consider a presentation on its content. The report forms the first part of the formal budget setting process and the budget will be consulted upon publicly once approved.

7 Implications

7.1 Financial and Resources

- 7.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023, as agreed at Council on 7 November 2019.
- 7.1.2 The nature of the report means that Financial and Resources implications are dealt with throughout the body of the report.

7.2 Legal

- 7.2.1 There are no direct Legal implications.

7.3 Human Resources

- 7.3.1 There are no direct Human Resources implications.

7.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are no implications
Health, Social Environmental and Economic Impact	There are no implications
Crime and Disorder	There are no implications
Children and Safeguarding	There are no implications

7.5 Risk Management

Risk	Consequence	Controls Required
A funding gap remains on the Council's MTFP although the position is has improved since last February. The lack of forecast information, pressure on budgets and flexibility in local tax setting continue to make maintaining a sustainable budget in the medium term difficult. Specific risks are dealt with throughout the report	Lack of fiscal control. Decline in reserves. Poor External Audit VFM Conclusion.	Budget Setting process needs to be robust and include all stakeholders. Budget monitoring must be accurate and timely and lead to proactive decision making.

8 Other Options Considered

8.1 No other options have been considered.

9 Reasons for the Decision/Recommendation

9.1 To keep Members updated on the work of the External Auditor.

Background Papers: None

Appendices: **Appendix A – Revenue Budget Monitoring Q1 2020/21**
 Appendix B – Capital Budget Monitoring Q3 2020/21

Contact Officer: **Paul Sutton, Interim Director of Corporate Services,**
 01768 212207

SUMMARY BY SERVICE AREA 2020/21 - QUARTER 1

	Actual vs Profile - April to June 2020					Current Budget vs Projected Outturn 2020/21				
	Budget YTD	Virements	Current YTD	Actual YTD	Variance	Original Budget	Virements	Current Budget	Projected Outturn	Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Chief Executive										
Executive & Support	62	10	52	51	(0)	188	10	198	198	0
Policy, Performance & HR	34	(41)	76	48	(28)	331	(41)	290	290	0
Transformation & Customers	194	(7)	202	218	17	783	(7)	776	776	0
Total - Chief Executive	290	(39)	329	317	(12)	1,302	(39)	1,263	1,263	0
Director of Corporate Services										
Corporate Services	24	0	24	33	9	98	0	98	98	0
Finance	60	0	60	109	49	142	0	142	142	107
ICT	178	0	178	261	83	633	0	633	653	20
Legal & Governance	145	(109)	254	256	2	1,026	(109)	917	917	0
Revenues & Benefits	202	15	187	187	0	620	15	635	635	0
Total - Corporate Services	609	(94)	703	846	143	2,519	(94)	2,425	2,445	127
Director of People & Place										
Commissioning & Tech Services	1,203	(5)	1,208	1,213	5	4,170	(5)	4,165	5,415	1,250
Community Services	329	1	328	322	(6)	1,173	1	1,174	1,264	90
People & Place	24	0	24	10	(14)	97	0	97	97	0
Planning & Economic Development	171	26	145	105	(40)	517	26	543	637	94
Total - People & Place	1,727	22	1,705	1,650	(55)	5,957	22	5,979	7,413	1,434
Grand Total	2,626	(111)	2,737	2,813	76	9,778	(111)	9,667	11,121	1,561

Capital Programme Budget Monitoring to Quarter 1 2020/21

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Scheme	Owner	Original Budget	Brought forward	Virements	Current Budget	YTD Spend	Projected Outturn	Projected Variance
		£000	£000	£000	£000	£000	£000	£000
EXPENDITURE								
IT Renewals	Ben Wright	70			70	21	70	0
Eden Business Park Ph1	Jane Langston		59		59		59	0
Castle Park Vision	Jane Langston		187		187		187	0
Old London Rd - Depot site development	Jane Langston				0		0	0
Parish Footway Lighting	Jane Langston		439		439	60	439	0
Mansion House staff facilities	Jane Langston		32		32		32	0
Leisure Centre Equipment & Maintenance	Jane Langston	438	98		536		536	0
Appleby Leisure Centre Refurbishment	Jane Langston				0		0	0
Land and Property Acquisition	Les Clark		2,300		2,300	5	2,300	0
Loans to Heart of Cumbria	Paul Sutton	870	25		895	322	895	0
Cash Receipting system	Paul Sutton				0		0	0
Delivering Digital Innovation	Paul Sutton				0		0	0
Discretionary Renovation Grants	Robert Docherty	0	100		100		100	0
Disabled Facility Grants	Robert Docherty	440	124		564	90	564	0
Housing Innovation fund	Robert Docherty		358		358		358	0
Newton Rd Extra Care Facility	Robert Docherty		288		288		288	0
Total		1,818	4,010	0	5,828	498	5,828	0

FUNDING	Original Budget	Brought forward	Virements	Current Budget	YTD Spend	Projected Outturn	Projected Variance
	£000	£000	£000	£000	£000	£000	£000
Capital Receipts	0	630	0	630	60	630	0
Direct Revenue/Reserves	1,378	956	0	2,334	343	2,334	0
Capital Grants	440	124	0	564	90	564	0
Borrowing	0	2,300	0	2,300	5	2,300	0
	1,818	4,010	0	5,828	498	5,828	0

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Report No: F20/20

**Eden District Council
Budget Planning Committee
16 July 2020**

**Executive
21 July 2020**

Medium Term Financial Plan Review

Portfolio:	Resources
Report from:	Interim Director of Corporate Services
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 This report reviews the implications of the Covid19 pandemic on the Council's Medium Term Financial Plan (MTFP) and any actions that need to or ought to be made.

2 Recommendation

The Budget Planning Committee is recommended to:

- 2.1 Review the MTFP update and make any comments to Executive.

The Executive is recommended to:

- 2.2 Note the MTFP update.

3 Introduction

- 3.1 The Covid19 pandemic is having a significant financial impact globally, nationally and locally. It is affecting the majority of businesses including local authorities. We have been working hard to support other businesses in need, recognising our role within the Community. We must also though make sure that we consider our own financial position and actions required to manage our way through this difficult period.
- 3.2 At this time of the year the Council would have usually closed its Accounts and be focussing upon 1st Quarter Monitoring. The pandemic has meant a delay to the timescales for the Accounts and so both are being reported together. It is therefore an opportune time to report on the financial impacts of Covid thus far and to try and project what they might be this for this financial year and beyond.
- 3.3 The current scenario creates a huge amount of uncertainty, which has added to the already uncertain landscape following Austerity and Brexit. The Government has announced financial support for local authorities, which is welcome, although it is currently still unclear what the extent of the help is and whether it will be sufficient to cover the all of the Council's additional costs and lost income.

4 Short Term/High Level Implications

- 4.1 Given the uncertain nature of the future it's important to understand the position in the short-term. With some local authorities considering immediate action through an emergency budget or section 114 notice, I would like to clarify the Council's current position.
- 4.2 The Council currently has significant cash or equivalent balances around £14m in total. This means that cash flow isn't a concern for the Council in the short or medium term.
- 4.3 The Council also maintains a General Fund balance and Earmarked Reserves, which are held to provide funding for unforeseen circumstances and specific projects respectively. The level of funding currently held is as follows:

	2019/20 Outturn	2020/21 Estimate	2021/22 Forecast
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	General Fund Balance		
Balance B/Fwd	7,574	3,180	3,180
Net Transfers In Year	(4,394)	0	0
Balance C/Fwd	3,180	3,180	3,180

	Earmarked Reserves		
Balance B/Fwd	6,442	10,044	7,654
Net Transfers In Year	3,602	(2,390)	(1,468)
Balance C/Fwd	10,044	7,654	6,186

	Total Revenue Reserves		
Balance B/Fwd	14,016	13,224	10,834
Net Transfers In Year	(792)	(2,390)	(1,468)
Balance C/Fwd	13,224	10,834	9,366

- 4.4 This again provides sufficient funding for the Council in both the short and medium term. The action of an emergency budget to reduce spending in year or a section 114 notice to stop spending altogether are not required.

5 Government Support

- 5.1 Since the pandemic began the Government has been working with Local Authorities to understand the financial implications that are being suffered in order to provide a support package to assist authorities through the pandemic.
- 5.2 The Council has completed and submitted financial data forms to help provide the Government with both actual and projected data to assist in refining the support.
- 5.3 There have currently been two tranches of non-ringfenced support provided to Local Authorities. The first was £1.6bn nationally and our share was £30k. It was accepted that at the point in time this was announced the main focus was upon managing in care homes and the vast majority went to top tier authorities.
- 5.4 The second was also £1.6bn nationally but was split according to population, this isn't the most beneficial to a sparse authority, however we received £525k a total of £555k.

- 5.5 In recent weeks the Government has made a further announcement, which contains both additional non-ringfenced funding and specific support around income, council tax and business rates. The package is set out below:
- A further £500 million of funding to cover local authority spending pressures;
 - A co-payment mechanism for irrecoverable Sales, Fees and Charges income, with the Government covering 75% of losses beyond 5% of planned income;
 - Phased repayment of Collection Fund deficits over the next 3 years;
 - A commitment to determine what support is needed to help councils meet the pressures of irrecoverable tax income at the Spending Review.
- 5.6 At the time of writing the detailed guidance still hasn't been published, so it's unclear what our share of the £500m might be. If it's in line with the previous allocation it would be around £165k. In addition to this the Government has announced that it's still considering specifically financial arrangements regarding operation of Leisure Centres and something further is expected on this in a future announcement.
- 5.7 It is also unclear whether the sales, fees and charges mechanism is to be funded from within the existing 3 tranches or whether separate funding will be made available.
- 5.8 The phased repayment of collection fund deficits (Council Tax and Business Rates) will be helpful. These are shared with the other preceptors (County, Police and Parish) for Council Tax and with the County and Government for Business Rates.
- 5.9 The premise is that the larger deficits, which are expected from non-payment in 2020/21, which would normally be recovered, from revenue, in 2021/22 can be partially deferred across the three years.
- 5.10 The Council as billing authority manages the Collection Fund. The non-payment of Council Tax and Business Rates is projected to be significant, but it is particularly difficult to model to revenue given the sharing arrangements through the Collection Fund. Work had started on scenario's for the collection fund and once the detailed guidance is received this will be factored in.

6 Current Projections for the Council

- 6.1 The Quarter 1 Budget Monitoring report sets out the current budget projections for 2020/21. The table below sets out the high level expected variances.

	£000
Increased Costs	
Leisure Contract	1,200
Homelessness	90
ICT - Home Working Setup	20
Total Increased Costs	1,310
Reduced Income	
Car Parking	50
Commercial Income	107
Planning Fees	94
Total Reduced Income	251
Grand Total	1,561

- 6.2 The largest projected variance is in relation to the operation of Leisure Centres, which is still being considered by Government. The projections take account of a phased re-opening of Centres, however there is still a level of uncertainty about the level of income the contractor will be able to achieve, which will have an impact upon the overall level of the variance.
- 6.3 Without the Leisure Centres the level of projected variance would be able to be managed through the Government support (£555k) already of provided. It is therefore critical to both our in year monitoring and medium term forecasting to understand what additional support may or may not be awarded.
- 6.4 At this stage we will need to presume that any additional funding will be limited and we will need to find the additional funding from our own resources. To that end it is recommended that an additional £200k be earmarked from the underspend in 2019/20.
- 6.5 Given the Government changes announced regarding Collection Fund more work will need to be completed to establish what the position will be regarding funding for Council Tax and Business Rates both in year and in to the medium term. A further update will be provided on at the MTFP review at quarter 2.
- 6.6 It is clear therefore that in the short term i.e. this financial year and next the Councils finances remain in a strong position. There are sufficient reserves to manage the projected impacts even without further Government support.

7 Medium Term Factors

- 7.1 Whilst, the short-term outlook remains can be managed there are a number of medium term factors, which need to be taken into account.
- 7.2 The first relates to the ongoing impacts that of those variances we've already discussed. At this stage the uncertainty makes projecting past this year

extremely difficult as there is no definitive financial data in the first quarter. This will again be reviewed substantially at Q2 with a view to providing more accurate projections in to the medium term.

- 7.3 The second relates to future Local Authority Funding settlements and other related income streams such as Rural Services Delivery Grant and New Homes Bonus. The Government has already announced its plans to further defer the introduction of the change to the Retained Business Rates system, but nothing as yet for the others.
- 7.4 These are key to the level of resources within the MTFP and if they are retained at their existing level will provide additional funding as they have been projected to decline.
- 7.5 The main conclusions around the medium term is the uncertainty across the Council's expenditure, income and funding. At this stage projecting past this financial year is difficult as we simply don't have enough information in the majority of areas. This will be further updated at Q2.

8 One Eden Transformation Programme

- 8.1 Whilst, making accurate projections is currently difficult what is absolutely clear is that the Councils resources are under pressure and look likely to remain so for some time.
- 8.2 This was also the reflection when the Budget was set in February and whilst the pressures through Covid are different the method for dealing with them is already in place.
- 8.3 The One Eden Transformation Programme is designed to drive Customer and Service improvements and the financial savings to ensure a sustainable medium term financial position.
- 8.4 What Covid therefore emphasises is the need to continue to deliver the Programme. Work has continued and whilst Covid has had an impact on some of the timescales the project remains on target to be delivered in this financial year.
- 8.5 To support the continuation of the project and additional £156k has been earmarked from the underspend in 2019/20 to support the transformation programme.
- 8.6 In overall terms the reserves maintained by the Council will allow the work to be completed and the ongoing savings will impact positively regardless of the ultimate impacts of Covid. Continuous management and monitoring will be undertaken to ensure that this results in a rolling sustainable medium term forecast of the Council.

9 Policy Framework

- 9.1 The Council has four corporate priorities which are:
 - Sustainable;
 - Healthy, safe and secure;
 - Connected; and
 - Creative

- 9.2 The annual budget forms an essential part of the Council's budgetary and policy framework.

10 Consultation

- 10.1 The Executive have been consulted on the report and the Budget Scrutiny group convened to consider a presentation on its content. The report forms the first part of the formal budget setting process and the budget will be consulted upon publicly once approved.

11 Implications

11.1 Financial and Resources

- 11.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023 as agreed at Council on 7 November 2019.
- 11.1.2 The nature of the report means that Financial and Resources implications are dealt with throughout the body of the report.

11.2 Legal

- 11.2.1 There are no direct Legal implications.

11.3 Human Resources

- 11.3.1 There are no direct Human Resources implications.

11.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are no implications
Health, Social Environmental and Economic Impact	There are no implications
Crime and Disorder	There are no implications
Children and Safeguarding	There are no implications

11.5 Risk Management

Risk	Consequence	Controls Required
A funding gap remains on the Council's MTFP although the position is has improved since last February. The lack of forecast information, pressure on budgets and flexibility in local tax setting continue to make maintaining a sustainable budget in	Lack of fiscal control. Decline in reserves. Poor External Audit VFM Conclusion.	Budget Setting process needs to be robust and include all stakeholders. Budget monitoring must be accurate and timely and lead to

Risk	Consequence	Controls Required
the medium term difficult. Specific risks are dealt with throughout the report		proactive decision making.

12 Other Options Considered

12.1 No other options have been considered.

12 Reasons for the Decision/Recommendation

13.1 To keep Members updated on the work of the External Auditor.

Background Papers: **None**

Appendices: **None**

Contact Officer: **Paul Sutton, Interim Director of Corporate Services,
01768 212207**

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Report No:

**Eden District Council
Budget Planning Committee**

16 July 2020

Budget Planning Committee Work Programme

Report from:	Interim Director of Corporate Services
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 To note the work programme for the Budget Planning Committee.

2 Recommendation

- 2.1 It is recommended that the Budget Planning Committee note the Work Programme as attached at Appendix 1.

3 Report Details

- 3.1 The work programme for the Budget Planning Committee is set out at Appendix 1.
- 3.2 The work programme sets out the timeline for the business for the Committee throughout the municipal year.
- 3.3 The Covid-19 pandemic and recovery are having a significant impact upon global economies. It creates significant levels of uncertainty around the Councils budget, although the Council has sufficient cash and reserves to manage in the short term.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:
- Sustainable;
 - Healthy, safe and secure;
 - Connected; and
 - Creative
- 4.2 This report meets sustainable and Health, safe and secure corporate priority

5 Consultation

- 5.1 The Work Plan was put in front of the Budget Planning Committee at its first meeting on 30 June 2020.

6 Implications

6.1 Financial and Resources

- 6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023 as agreed at Council on 7 November 2019.

There are no proposals in this report that would reduce or increase resources.

6.2 Legal

6.2.1 There are no legal implications arising from this report.

6.3 Human Resources

6.3.1 Additional resource will be required to service the meetings of the Committee, this can be met within existing budgets.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	None arising from this report.
Health, Social Environmental and Economic Impact	None arising from this report.
Crime and Disorder	None arising from this report.
Children and Safeguarding	None arising from this report.

6.5 Risk Management

Risk	Consequence	Controls Required
Reputational risk to Council – scrutiny of the Council's budget is a vital part of transparent governance.	Inadequate Terms of Reference could undermine public confidence in the effectiveness of the Council	Approval by the Accounts and Governance Committee and Full Council

7 Other Options Considered

7.1 No other options were considered.

8 Reasons for the Decision/Recommendation

8.1 The Forward Plan sets out the work programme of the Committee for the municipal year.

Background Papers: **None**

Appendices: **Appendix 1 – Budget Planning Committee Work Programme**

Contact Officer: **Paul Sutton, Interim Director of Corporate Services**

Budget Planning Committee – Work Programme

Committee Date	Report Title	Public/ Private
16 July 2020	Quarter 1 – Revenue and Capital Budget Monitoring	Public
16 July 2020	Medium Term Financial Plan Review	Public
16 July 2020	Work Programme Update	Public
30 September 2020	Medium Term Financial Strategy Review	Public
30 September 2020	Budget Process and Timeline	Public
30 September 2020	Work Programme Update	Public
15 October 2020	Quarter 2 – Revenue and Capital Budget Monitoring	Public
15 October 2020	Medium Term Financial Plan Review	Public
15 October 2020	Half Year – Review of Treasury Management	Public
15 October 2020	Work Programme Update	Public
10 December 2020	Revenue and Capital Budget 2020/21 Progress	Public
10 December 2020	Medium Term Financial Plan Review	Public
10 December 2020	Work Programme Update	Public
14 January 2021	Quarter 3 – Revenue and Capital Budget Monitoring	Public
14 January 2021	Revenue and Capital Budget 2020/21 and MTFP	Public
14 January 2021	Treasury Management Strategy 2020/21	Public
14 January 2021	Work Programme Update	Public
February TBA	Revenue and Capital Budget 2020/21 and MTFP	Public
February TBA	Work Programme Update	Public

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