

**Eden District Council
Accounts and Governance**

17 June 2020

Council

25 June 2020

Budget Planning Committee Terms of Reference

Report from:	Interim Director of Corporate Services
Wards:	All Wards
Open Public Item	

1 Purpose

- 1.1 To submit the Budget Planning Committee Terms of Reference for approval.

2 Recommendation

Accounts and Governance Committee:

It is recommended that the Accounts and Governance Committee:

1. endorse the Budget Planning Committee Terms of Reference as attached at Appendix 1

Council

It is recommended that Council:

1. approve the Budget Planning Committee Terms of Reference as attached at Appendix 1
2. That delegated authority be given the Assistant Director Governance to make any necessary changes to the Constitution.

3 Report Details

- 3.1 The current budget scrutiny arrangements call for a review group to undertake scrutiny on an annual basis.
- 3.2 The Budget Scrutiny Review Group 2020/2021 recommended that a Budget Planning Committee be set up from May 2020 onwards, in order to have a more strategic oversight of the Budget throughout the year.
- 3.3 On the 20 February 2020 the Scrutiny Co-ordinating Board endorsed this recommendation.
- 3.4 On the 27 February 2020 Full Council resolved to accept this recommendation.
- 3.5 The Terms of Reference are attached as Appendix 1 to this report.

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 the sustainable and healthy, safe and secure corporate priorities.

5 Consultation

5.1 The Terms of Reference have been developed in accordance with the resolution of Full Council on 27 February 2020.

No further consultation has taken place.

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.

6.1.2 There will be some costs involved in administering this committee, however those costs will be met through existing budgets.

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 Terms of Reference provide a framework for the Budget Planning Committee which will enable strategic oversight of the Council's Budget.

Background Papers: Report G10/20 Budget Scrutiny Review 2020/21

Appendices: Appendix 1 – Budget Planning Committee Terms of Reference

Contact Officer: Paul Sutton, Interim Director of Corporate Services