

BUDGET & RESOURCES SCRUTINY COMMITTEE

2019/20 DRAFT BUDGET CHALLENGE MEETINGS:

Wednesday 3 October 2018 (Council Chamber @ 7.00PM)

Tuesday 9 October 2018 (Council Chamber @ 7.00PM)

Tuesday 16 October 2018 (Room 1.02 @ 7.00PM)

Tuesday 23 October 2018 (Room 1.02 @ 7.00PM)

A G E N D A

Members of the Committee are asked to bring these papers with them to all of the above meetings.

<https://www.milton-keynes.gov.uk/your-council-and-elections/councillors-and-committees/overview-and-scrutiny>

Councillor R Bradburn (Chair)
Councillors P Geary and C Wilson (Vice-Chairs)
Councillors Cannon, Darlington, Ganatra, Gilbert, Rankine, and K Wilson

For more information about the meeting please contact Elizabeth Richardson on (01908) 252629 or e-mail: **Elizabeth.Richardson@milton-keynes.gov.uk**

Scrutiny – An Explanation

As Milton Keynes Council has a Cabinet (executive) system it is required by law to have a Scrutiny function to support and scrutinise its executive decision making arrangements.

Scrutiny committees and scrutiny task and finish groups are not “decision making” bodies, but are bodies which monitor and influence the decision makers. The committees and task and finish groups are made up of non-Cabinet members, and are designed to support the work of the Council in the following ways:

- Assisting the executive in research, policy review and development and thus helping drive improvements in public services;
- Reviewing and scrutinising decisions to be taken, or ones which have been taken by the Cabinet and officers, also known as acting as a “critical friend”, challenging policy and decision makers;
- Considering the Council’s performance;
- Reviewing the work of external organisations operating in the Borough to ensure that the interests of local people are enhanced by collaborative working; and
- Enabling the voice and concerns of the public to be heard and listened to.

Each scrutiny committee or task and finish group has its own terms of reference. The scrutiny committees / task and finish groups consider issues by receiving information in a number of ways including by receiving presentations and taking evidence from councillors, Council officers and external witnesses or partners to develop an understanding of proposals or practices. As scrutiny committees and scrutiny task and finish groups have no decision making powers they can present their recommendations to the Cabinet, full Council, Council officers, or external partners. The committees will often request a formal response and progress report on the implementation of recommendations that they have provided to various parties.

Attending Meetings of Scrutiny Committees / Task and Finish Groups

Meetings of scrutiny committees and task and finish groups are held in public and are generally open for everyone to attend. If you would like to attend then please just turn up.

If you would like to make a representation to councillors on behalf of yourself or others on one or more the items on the agenda, let us know you are attending before the meeting so that the Chair can be advised in advance, either by calling 01908 691691 (ask for the Scrutiny Team in Democratic Services) or by emailing scrutiny@milton-keynes.gov.uk. You will have up to 4 minutes to address the meeting.

On occasions there are specific issues that the meeting must consider in private so all but members of the committee / task and finish group and key officers will be asked to leave.

If you want to speak on a matter that is not scheduled to be discussed by a scrutiny committee or task and finish group then please either call or email the address above and we will contact you to discuss how best to take this forward.

Meetings are generally held at the Civic Offices, Central Milton Keynes, the Chair of the meeting will try and make the meeting as informal as possible, but, by their nature, local authority meetings must retain a degree of formality, with the meeting being controlled by the Chair.

If you are to speak on an agenda item you will be able to speak when the item is considered. The Chair of the meeting will either call out your name when it's your turn if you have given prior notice, or ask if any members of the public wish to speak.

You will either be invited to come forward to speak or remain in your seat – the Chair will let you know.

Depending on the room in which the meeting is being held the committee / task and finish group may be using microphones. If so and you are asked to come forward to sit at the table provided, a microphone will already be there, if you are asked to remain in your seat, a colleague will bring a hand held microphone to you.

When asked to speak, please give your name and let us know if you are representing any organisation or speaking in your own right.

The maximum time you will have to speak is four minutes. If there are lots of people wanting to speak, then the Chair might reduce the time per person to one or two minutes to enable everyone to have their say. Please try not to repeat what has been said before.

If you have been invited to give evidence to the scrutiny committee or task and finish group you will have been contacted by one of the Council's scrutiny officers who will have briefed you on what the committee and task and finish group would like you give evidence on and what to expect at the meeting. You will be allowed sufficient time to speak to give your evidence. You will not be limited to 4 minutes.

Dates for the Council's public meetings, together with the papers for the meetings, are available on the Council's website at:

<http://milton-keynes.cmis.uk.com/milton-keynes/Committees.aspx>

If you have any questions about the scrutiny process please send them to: scrutiny@milton-keynes.gov.uk, The Scrutiny Team, Democratic Services, Milton Keynes Council, 1 Saxon Gate East, Milton Keynes, MK9 3EJ or call 01908 691691 and ask for the Scrutiny Team in Democratic Services.

BUDGET AND RESOURCES SCRUTINY COMMITTEE

TERMS OF REFERENCE

1. To implement the work programme agreed by the Scrutiny Management Committee by:
 - (a) providing dedicated, cross-party consideration of the Budget and the Council's finances with a view to establishing and maintaining resources which are fit for purpose and address the needs and aspirations of the people of Milton Keynes and the Council Plan priorities;
 - (b) making recommendations on:
 7. Priority of Services
 8. Service efficiencies
 9. Value for money
 10. Financial strategies
 - (c) considering and commenting on Procurement, Workforce, ICT and Property issues in the light of the Council's Financial Strategy;
 - (d) monitoring the in-year progress of the Revenue and Capital Budgets;
 - (e) scrutinising and commenting upon annual out-turn reports for the Revenue and Capital Budgets, and identify learning points;
 - (f) being consulted during the preparation of the annual Revenue and Capital Strategies and Budgets;
 - (g) scrutinising the draft Revenue and Capital Budgets;
 - (h) making recommendations to the Cabinet on any of the above matters at any time, and to submit comments to the Council in relation to the Cabinet's proposed Revenue and Capital Budgets at the appropriate time;
 - (i) appointing a planning group to oversee the implementation of the Committee's work programme;
 - (j) appointing, subject to the agreement of the Scrutiny Management Committee, co-opt persons in a non-voting capacity, to add to the expertise, breath of knowledge and understanding of the work of the Committee; and
 - (k) inviting expert witnesses in respect of particular items to be considered by the Committee.
2. To establish a sub-committee to consider all called-in Cabinet, individual Cabinet member or officer decisions, as referred by the Scrutiny Management Committee in accordance with the Overview and Scrutiny Procedure Rules.

Health and Safety

Please take a few moments to familiarise yourself with the nearest available fire exit, indicated by the fire evacuation signs. In the event of an alarm sounding during the meeting you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

Mobile Phones

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

Agenda

Agendas and reports for the majority of the Council's public meetings can be accessed via the Internet at: <http://milton-keynes.cmis.uk.com/milton-keynes/> Wi-Fi access is available in the Council's meeting rooms.

Users of Windows 7 and above can simply click the link to any documents you wish to see. Users of Windows XP will need to right click on the link and select 'open in browser'.

Recording of Meetings

The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

Guidance from the Department for Communities and Local Government can be viewed at the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/14_0812_Openness_Guide.pdf

Comments, Complaints and Compliments

Milton Keynes Council welcomes comments, complaints and compliments from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please e-mail your comments to scrutiny@milton-keynes.gov.uk

If you require a response please leave contact details, ideally including an e-mail address. A formal comments / compliments / complaints form is available online at <http://www.milton-keynes.gov.uk/complaints/> .

AGENDA

1. **Welcome and Introductions**

The Chair to welcome councillors, officers of the Council, witnesses and the public to the meeting and introduce councillors, officers and witnesses who are present.

2. **Apologies**

3. **Disclosures of Interest**

Councillors to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered.

4. **Preparation of the Draft 2019/18 Budget - Pressures**

As members of the Committee will be aware, the Council has three main sources of funding: Council Tax, Retained Business Rates and the Revenue Support Grant. Council Tax and Retained Business Rates are raised locally, whereas the Revenue Support Grant comes from the Government.

Since 2011, Milton Keynes Council has had to make cuts of £144m, whilst government funding for Milton Keynes Council has reduced by £74m over the same period. By 2022/23 it is estimated that government funding will fall by a further £19m.

The Council is forecasting a financial gap of £33m from 2019/20 to 2022/23; including a gap of £4m in 2019/20. To date, budget reductions of £10m have been identified, helping to reduce this gap to £23m. The Council's goal is to achieve a sustainable medium term position against a backdrop of continued austerity, whilst actively delivering the Council's priorities as set out in the published Council Plan.

It is not possible to manage this scale of financial challenge without a fundamental transformation of service delivery which, in turn, is likely to necessitate difficult decisions being made on the shape and scope of Council services.

The Council's Budget and Resources Scrutiny Committee is holding a series of meetings in October to discuss the identified pressures on the 2019/20 budget with Cabinet Members and senior Council officers as follows:

03/10/18	Political Context and Place Councillor Marland will provide a brief overview of the political context for the 2019/20 budget	Committee to scrutinise and discuss the identified pressures on the 2019/18 budget with Cabinet Members and senior Council officers
09/10/18	People	
16/10/18	Resources and Corporate Core	
23/10/18	Review & Report	Committee to review and agree draft report and recommendations for referral to Cabinet

The relevant Cabinet Members are asked to present to the Committee for scrutiny:

- Any major budget pressures over £50k in their portfolio, or which is of political interest to the Cabinet Member. However, Cabinet Members should be aware that they may be asked to comment on any item in their schedule;
- An indication of any reductions they may be considering in order to mitigate the pressures; and
- The overall financial strategy in relation to their particular portfolio.

The Committee will discuss the identified budget pressures and proposed reductions, the policy context and consider whether they meet the 3 key principles of the Council's Transformation Programme:

Thinking Differently

- Long Term Planning
- Innovation
- New Technologies
- Reducing Failure Demand
- Commercialism

Being Smarter

- Cost Reduction
- Value for Money
- Managing Expectations
- Improving Customer Service

Working Together

- Co-operative Council
- Partnerships
- Integration
- Parishes and VCSE Sector
- Growth Deals

The Committee will also consider what recommendations it wishes to make as part of the development of the 2019/20 budget and the Financial Sustainability Plan. The Committee's recommendations will be presented to the Cabinet meeting scheduled for 6 November 2018 so that the Cabinet has time to consider the Committee's recommendations and feed them into the draft budget proposals which will be presented at the December Cabinet meeting.

The schedule of identified pressures for all service groups is included as Item 4 **(To follow)**.

The Committee may need to consider excluding the public and press in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, should it wish to discuss specific proposals which would identify individual members of staff.