Briefing Note
Budget Scrutiny Task Groups

August 2023

July/ August 2023

- Meeting dates decided and added to the Council calendar.
- Membership of the BSTG decided by Group Whips.

September 2023

- An informal briefing will be held to go through the budget assumptions and Medium-Term Financial Plan approach received at Cabinet on 10 July 2023, which sets the three-year framework. *Date - Monday 25 September.*
- All scrutiny Members to be invited to this session, with emphasis on attendance by the BSTG members.
- The informal session will not be livestreamed but minuted so questions, topics of discussion and any comments and recommendations can be captured and followed up on in November.

November 2023

- A budget/ finance scrutiny training session by GfGS will be held for all scrutiny members, with emphasis on attendance by the BSTG members. *Date – Thursday 16 November.*
- Formal, livestreamed, BSTG sessions will be held over three dates. *Dates - Tuesday 21 November, Thursday 23 November, Monday 27 November.*
- The sessions will be split by cabinet portfolio and Cabinet Members are requested to attend but will only be required to attend one.
- Each session will focus on budget options for both revenue and capital; only new capital proposals will be discussed because the existing capital programme was approved in March and any adjustments since then will be small.
- Comments and recommendations from the informal session in September should feed into these meetings.

January / February 2024

- One BSTG wrap-up session will be held in late January, which includes updates on government grants. *Date – Thursday 25 January.*
- An overall summary report will be written, published and sent to Cabinet Members in advance of the meeting of Cabinet on 19 February 2024.
- The Chair of the BSTG will attend Cabinet on 19 February 2024 to present overall findings.

March 2024

- The BSTG papers will be published with Full Council agenda.
- The Chair of the BSTG will present overall findings at Full Council on 6 March 2024.