




**Reigate & Banstead**  
BOROUGH COUNCIL  
Banstead | Horley | Redhill | Reigate

 <p><b>Reigate &amp; Banstead</b> BOROUGH COUNCIL Banstead   Horley   Redhill   Reigate</p>	<b>Signed off by</b>	Interim Head of Finance
	<b>Author</b>	Catriona Marchant, Democratic Services Officer
	<b>Telephone</b>	Tel: 01737 276066
	<b>Email</b>	catriona.marchant@reigate-banstead.gov.uk
	<b>To</b>	Overview and Scrutiny Committee
	<b>Date</b>	Thursday, 21 October 2021
	<b>Executive Member</b>	Deputy Leader and Portfolio Holder for Finance and Governance
<b>Key Decision Required</b>	N	
<b>Wards Affected</b>	(All Wards);	
<b>Subject</b>	Constitution of Budget Scrutiny Panel 2021/22	
<b>Recommendations</b>		
<p><b>1. To agree the membership of the Budget Scrutiny Review Panel and the timetable for scrutiny of the Budget for 2022/23 as set out in the report;</b></p> <p><b>2. To agree the scope of the Budget Scrutiny Review Panel's work during 2021/22.</b></p>		
<b>Executive Summary</b>		
To consider the membership, timetable and scope of work of the Budget Scrutiny Review Panel during 2021/22.		
<b>Background</b>		
<p>3. The Executive at its meeting on 25 March 2021 supported the Committee's request in the Overview &amp; Scrutiny Committee's annual work programme 2021/22 for the Budget Scrutiny Review Panel to be re-established for 2021/22.</p> <p>4. The Committee is therefore requested to agree activity for the Panel for the year 2021/22. This will focus on consideration of the draft budget proposals for 2022/23.</p>		

## Membership

5. The Budget Scrutiny Review Panel is a 7 Member panel. The political proportionality requirements do not apply to scrutiny panels. However, the Committee has always sought to apply the principles. Therefore, this year's membership is proposed as follows:

- Conservative 4
- Green 1
- Liberal Democrat 1
- Residents' Association 1

6. Meetings of the Panel are open to any Councillor to attend.

7. The Committee is asked to consider the nominations for Membership of the Panel, and the following have been received:

- Conservative Party: Nominations to be confirmed.
- Green Party: Councillor Essex
- Liberal Democrats: Councillor Elbourne.
- Residents' Association: Councillor Harrison

The remaining nominations will be confirmed at the meeting.

8. The Committee is requested to approve the nominations made.

## Timetable

9. The indicative timetable for development of budget proposals for the coming year is as follows:

Date	Meeting
<b>Thursday 18 November</b>	<b>Executive meeting</b> – to approve draft budget for 2022/23 for formal consultation.
<b>Wednesday 1 December</b>	<b>Budget Scrutiny Panel meeting</b> – to consider and review the draft budget proposals and review Members' Advance Questions and written responses.
<b>Thursday 9 December</b>	<b>Overview and Scrutiny Committee</b> – to receive the Budget Scrutiny Panel's report.
<b>Thursday 16 December</b>	<b>Executive meeting</b> – to receive O&S Budget scrutiny report and recommendations.

<b>Thursday 27 January</b>	<b>Executive meeting –</b> To approve a Proposed Budget for 2022/23 and Council Tax recommendation to Full Council.
<b>Thursday 10 February</b>	<b>Council meeting –</b> Council to consider the Budget and Council Tax recommendation from the Executive for 2022/23.

### **Role of the Overview and Scrutiny Committee**

10. The Panel's activity focuses on considering and responding to the draft budget proposals for 2022/23 published by the Executive at its meeting on 18 November. As in previous years this is expected to focus on providing an opportunity for Panel members to review the draft budget proposals, raise questions, receive written responses and have an opportunity to meet to discuss them.

11. The Overview and Scrutiny Committee will consider the report of the Budget Scrutiny Review Panel at its meeting on Thursday 9 December and make any comments on the draft budget for 2022/23, for consideration by the Executive in line with the Council's Policy Framework and Budget Procedure Rules.

### **Legal Implications**

12. There are no immediate legal implications arising from this report.

### **Financial Implications**

13. There are no financial implications arising from the recommendations set out in this report. Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications then these will be highlighted at that time.

### **Equalities Implications**

14. The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

15. The three parts of the duty applies to the following protected characteristics: age; disability; gender reassignment; pregnancy/maternity; race; religion/faith; sex and sexual orientation. In addition, marriage and civil partnership status applies to the first part of the duty.

16. The Committee, and the Review Panel, should ensure regard is given to these duties by considering them through the course of its work. This should include considering:

- How budget proposals impact on different groups within the community, particularly those that share the protected characteristics;
- Whether the impact on particular groups is fair and proportionate;
- Whether there is equality of access to services and fair representation of all groups within the Borough;
- Whether any positive opportunities to advance equality of opportunity and/or good relations between people, are being realised.

### **Background Papers**

[Overview and Scrutiny Annual Work Programme 2021/22](#) report and summary overview [Annex 1](#)