

SUPPLEMENTARY REPORT
TO AGENDA ITEM No 7

SERVICE AND FINANCIAL PLANNING WORKING PANEL

6th January 2006

PRESENT:-

Labour Group

Councillors Carroll, Southern, Taylor, Whyman, M.B.E. and Wilkins.

Conservative Group

Councillors Harrison and Mrs. Wheeler.

SFP/1. **APPOINTMENT OF CHAIR**

RESOLVED:-

That Councillor Whyman, M.B.E. be appointed Chair for the Meeting.

SFP/2. **BUDGET OVERVIEW**

The Panel received and discussed a draft copy of the report to the Special Finance and Management Committee to be held on 17th January 2006 regarding the Consolidated Budget Proposals and Financial Strategy 2006 to 2009.

SFP/3. **CORPORATE PLAN AND BUDGET PROCESS**

Members were reminded that a draft Corporate Plan 2006/09 had been agreed at the Special Council Meeting on 15th December 2005, which included an agreed long list of action areas following the first stage consultation process on the Plan. Officers had now developed specific proposals for each of the priority action areas and a list of these was circulated to Members. This list would be presented to the budget meeting of the Environmental and Development Services Committee on 10th January 2006 and to the Housing and Community Services Committee on 12th January 2006, prior to being agreed as a long list for consultation by the Finance and Management Committee on 17th January 2006. The consultation process on this list of proposals would commence with the Parish Council Forum on 18th January 2006 and would conclude with the Newhall Area Meeting on 7th February 2006. A list of the proposed consultation events was circulated to Members.

In line with the approach during the first stage of consultation, the next stage would also produce a prioritised list of proposals within each theme of the Plan. This information would be used later to determine the detailed Corporate Plan proposals and inform the scoring system for Service Development Proposals.

Where Corporate Plan proposals had a financial implication, Service Development Proposal forms had been completed by Heads of Service in order that they could be assessed and scored in accordance with the

established procedure. Service Development Proposals would need to be considered in more detail at future Meetings, but a number of process issues required approval at this stage.

The Council's established scoring system for both revenue and capital projects had been in operation for several years and had been reviewed and revised over that period. The new Corporate Plan used different words but in essence, the principles behind the existing system could be applied equally well to the new Corporate Plan as they were to the old Plan. The existing scoring schemes had been amended to take account of the revised wording of the new Plan and were attached to the report for consideration.

All Service Development Proposals would be considered by the Corporate Management Team on 11th January 2006, following which a finalised list of Service Development Proposals would be agreed. It was suggested that all proposals within this list were then scored by a Panel of five Members, in line with the practice adopted in previous years. It was suggested that this Panel could meet on 20th January 2006 and the resulting scores would be circulated to all Policy Committees at their next normal meetings during February. The Committees would consider those scores and make any comments they felt appropriate with regard to the relative priorities of proposals within the terms of reference of each Policy Committee. The finalised list, together with any comments from the Policy Committees, would then be considered at a further Meeting of the Service and Financial Working Panel on 22nd February 2006, which would recommend a final list to a Special Meeting of the Finance and Management Committee prior to submission to the Council on 2nd March 2006.

It was important that the consultation on the Corporate Plan themes and the priority proposals from that consultation were recognised within the scoring system. It was therefore recommended that the scoring system be modified to provide an extra weighting into the top three proposals within each of the themes following the next stage of consultation. It was suggested that this additional weighting should range from 30% for the highest ranking proposal in the most popular theme to 10% for the third ranked proposal in the least popular theme.

The timetable for consultation and finalising the Corporate Plan proposals within the constraints of the budget timetable remained very tight. The proposed process provided the best opportunity to determine a Corporate Plan which had been the subject of wide public consultation and could be delivered from April 2006.

RECOMMENDED TO FINANCE AND MANAGEMENT COMMITTEE:-

- (1) That the existing scoring system for revenue and capital proposals, as amended to take account of the revised wording of the revised Corporate Plan, be adopted for assessing Service Development Proposals.**
- (2) That a scoring Panel of five Members meet to assess the Service Development Proposals and Policy Committees be consulted on the ranked scores developed by the Panel.**

- (3) That, following the consultation on Corporate Plan proposals, the score of the top three proposals in each Corporate Plan theme be given an additional weighting ranging from 30% for the highest ranking proposal in the most popular theme to 10% for the third ranked proposal in the least popular theme.**
- (4) That the Service and Financial Planning Working Panel consider the scores for all proposals, the weightings from the Corporate Plan consultation and any comments from the Policy Committees and recommend proposals for the budget and Corporate Plan 2006/09.**

B. WHYMAN M.B.E.

CHAIR

The Meeting terminated at 11.45 a.m.

