

**IMPLEMENTATION EXECUTIVE  
9 JULY 2008**

**IMPLEMENTATION EXECUTIVE BUDGET WORKING GROUP  
14 JULY 2008**

**JOSTB  
25 JULY 2008**

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**ROLE OF THE IMPLEMENTATION EXECUTIVE BUDGET WORKING GROUP**

**Purpose of Report**

1. To inform the Implementation Executive (IE) of proposals for the role and scope, of the Implementation Executive Budget Working Group.

**Background**

2. The IE of the Wiltshire Council has the responsibility for developing a revenue and capital budget for 2009-10 the first year of the new unitary Wiltshire Council.
3. To support this process the IE have agreed that a Budget Working Group (BWG) of the IE should be formed to oversee the budget preparation process and to consider and advise the IE on budget matters. This paper describes the suggested role of that budget working group (BWG). The first meeting of the BWG is expected to take place before the end of July.

**Main Considerations**

**Membership of the BWG**

4. The IE has asked for nominations for membership of the BWG. The IE is being asked in this report to agree the size and composition of the group.

**BWG role and reporting**

5. The proposed role of the BWG (subject to any National Regulations) includes:
  - a) To ensure the successful delivery of the revenue and capital budget process, proposals and options to the IE for 2009-10 in accordance with the agreed timetable.
  - b) To consider the new Council's priorities and their implications for resources.
  - c) To consider the overall resource available to the new Council in 2009-10, including one-off and recurrent capital and revenue resources.
  - d) To consider and make recommendations where existing services are achieving high Value for Money, where less so, and the implications for budgets in 2009/10.

- e) To consider the Value for Money of services where there are significant variations in cost and/or performance between the current four District Services and to make recommendations on future service delivery.
- f) To consider and make recommendations on opportunities which may exist to invest in service development and redesign in order to reduce costs and increase effectiveness (e.g. by prevention and early intervention).
- g) To develop recommendations to be considered by the IE in relation to budget resources, priorities and proposals for the revenue and capital budgets of the new Council.

#### Frequency of meetings

- 6. The BWG is expected to meet regularly and the frequency of the meetings will vary, but may be as often as every two weeks in periods of high activity up to the budget being agreed in February/ March 2009.

#### Environmental Impact of the Proposal

- 7. No specific environmental impact has been identified.

#### Equalities Impact of the Proposal

- 8. None have been specifically identified.

#### Risk Assessment

- 9. The BWG will increase member involvement in the budget preparation activities, increasing the robustness and visibility of the process

#### Financial Implications

- 10. Servicing an additional working group will have some small marginal costs which are expected to be contained within the existing budget provisions.

#### Proposal

- 11. That the IE determine the size and composition of the BWG;
- 12. to approve the initial role and scope of the BWG as set out above.

**Sandra Farrington, Chief Financial Officer**

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Report Author: Sandra Farrington  
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**Background Papers:** No unpublished documents have been relied on in the preparation of this report: