

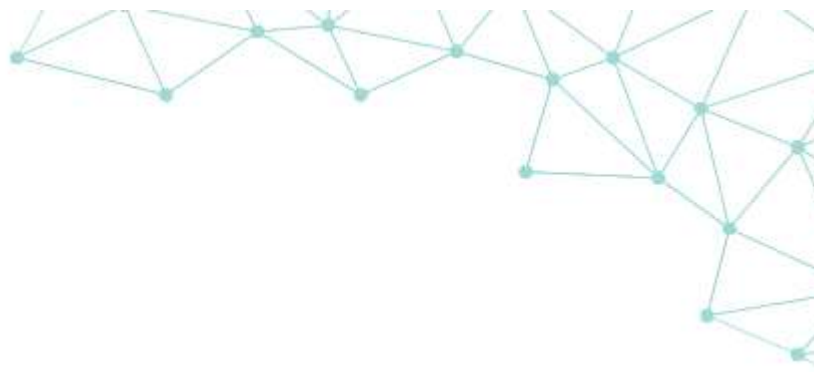
## TASK AND FINISH GROUP TERMS OF REFERENCE

### West Shadow Authority

<b>BUDGET AND MTFP</b>	
<b>Purpose of the Group</b>	
	To oversee the budget preparations and Medium Term Financial Plan for the West Unitary Authority.
<b>Description of the Task to be completed (Scope)</b>	
	To oversee the budget preparations and Medium Term Financial Plan for the new West Northamptonshire Council. This will include revenue budget (expenditure and income), capital budget, the housing revenue account, collection fund and treasury management.

<b>Key Activities</b>	<b>Outcomes Sought</b>
Consolidate the NCC disaggregated budget and existing District and Borough baseline budgets.	Baseline net budget requirement for West Northamptonshire.
Model government funding and other income resources.	Baseline resource envelope for West Northamptonshire.
Adjust baseline budgets for known pressures and changes.	Agree budget gap.
Model future funding, spending, and income. Adjust for agreed transformation savings.	Medium Term Financial Plan.
Amalgamate capital Programmes.	Capital Strategy.
Amalgamate Housing Revenue Accounts.	HRA Business Plan.

Start date:	<b>August 2020</b>
Key dates:	
August 2020	Develop baseline revenue budget. Develop Resource base. Aggregate Capital Programmes. Aggregate HRA.
September 2020	Agree budget gap. Develop MTFP.
October	Develop additional budget proposals – investment/savings.
November 2020	Draft Revenue Budget to Shadow Executive.
Finish date:	<b>November 2020</b>
<b>FREQUENCY OF MEETINGS</b>	



<b>How will we know when the Task is finished?</b>
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The draft budget and MTFP report is presented to the Shadow Executive.
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<b>Task Group Members</b>	
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Chair:	Rebecca Breese
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Deputy Chair:	
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Member:	
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Member:	
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Member:	
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<b>Task Group Officers</b>	
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Enabling Lead / Lead Officer:	Barry Scarr/Audra Statham
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Interim Statutory Officer:	S151 Officer
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Support Officer:	
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SME:	James Smith
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SME:	District S151 TBA
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<b>Any external Support or Input required</b>	
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<b>External Support / Input</b>	<b>Output</b>
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<b>Dependencies</b>
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Council Tax Harmonisation Task and Finish Group.
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Disaggregation Task and Finish Group.
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Document owner: Barry Scarr

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Approved: DATE

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