

(To be agreed by the Board in accordance with the Reservation of Powers and Scheme of Delegation)

TERMS OF REFERENCE

MEMBER/OFFICER WORKING GROUP – BUDGET DEVELOPMENT

Purpose:

- To consider the development of the Care Inspectorate budget options in line with its Financial Strategy and Corporate Plan
- To report its work and make recommendations to the Board of the Care Inspectorate

Accountability

The Group is accountable to the Board of the Care Inspectorate.

Remit

To support the objectives of the Care Inspectorate's Financial Strategy by considering budget options and efficiency reasons for inclusion in short-term budgets and long-term financial plans.

The Group will report and make recommendations to the Board no more than six months from the date of its inception.

Membership

In accordance with section 3.3.1 of the Reservation of Powers and Scheme of Delegation, the Member/Officer Working Group shall have no less than two members, at least one member being a member of the Care Inspectorate's Board and one member who is a member of its executive. The membership of the Member/Officer Working Group – Budget Development will comprise:

- the Executive Director of Corporate and Customer Services
- the Head of Finance and Corporate Governance
- the Staff-side Chair of the Partnership Forum (or deputy)
- three members of the Care Inspectorate Board

Other members of staff will be invited to attend where it is required for specific agenda items.

Frequency of Meetings

[Note: to be determined – RoP&SoD provides that any working group shall not subsist for longer than six months. An extension to this period must be subject to specific authority by the Board.]

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