

Budget and Policy Framework Timetable 2014/15

APPENDIX A

	SERVICES	SCRUTINY & CONSULTATION	CABINET	COUNCIL
On-going, throughout the process	<p>Revision of current year's budget and future years' draft base budgets underway, in context of service plans. Alongside this:</p> <ul style="list-style-type: none"> • Development of savings options (efficiencies, income generation, service reductions) • Identification of potential growth / redirection of resource needs. • Development of workforce strategy to support organisational change. 	<p>Consultation to be developed and undertaken as appropriate, for specific budget proposals. For example, council tax support scheme consultation to be undertaken during the autumn (exact dates to be confirmed).</p> <p>Budget and Performance Panel to consider Budget and Policy Framework matters as appropriate.</p>	<p>Reappraisal of proposed corporate priorities for spending and investment (and areas for reduction), in view of funding prospects.</p>	
03 September	Take forward decisions of Cabinet, subject to call-in.		Approve 2014/15 Budget & Policy Framework timetable.	
10 September		Budget and Performance Panel meeting.		
11 September	Take forward decisions of Council.			Consideration of Local Plan, in part.
17 September			Cabinet budget briefing.	
01 October			Cabinet briefing (including budget briefing).	
08 October	Take forward decisions of Cabinet, subject to call-in.		Cabinet meeting - budget/policy implications of any matters to be picked up.	
15 October			Cabinet budget briefing.	
22 October		Budget and Performance Panel meeting.		
29 October			Cabinet briefing (including Budget Briefing).	
05 November	Take forward decisions of Cabinet, subject to call-in.	Budget & Performance Panel meeting.	Half yearly Corporate Plan review.	
			Receive Budget update:	
			<ul style="list-style-type: none"> • MTFS half year review, including council tax targets. • Provisions and Reserves (incl. renewals). 	

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12 November			Cabinet budget briefing.	
13 November	Take forward decisions of Council.			Receive any Budget or Policy Framework updates.
Late November / Early December	Assumed timing for receiving and appraising provisional Local Government Finance Settlement (for General Fund).			
03 December	Take forward decisions of Cabinet, subject to call-in.		<p>Receive Budget and Policy Framework updates (General Fund and Council Housing):</p> <ul style="list-style-type: none"> • Draft revenue budget • Capital programme update • Draft corporate priorities and implications • Fees and Charges Policy <p>Consider other budget proposals (savings/efficiencies/redirection/growth) in context of any emerging policy or priority changes.</p> <p>Review Council Tax Support Scheme & Council Tax Charging Policies (incl. empty/second homes), for referral to Council.</p> <p>Consider Consultation Strategy/Plan updates.</p>	
10 December		Budget & Performance Panel meeting.	Specific Cabinet Budget Briefing.	
11 December	<p>Take forward any decisions of Council.</p> <p>Provide general budgetary update for staff, taking into account Provisional Settlement.</p>			<p>Approve MTFS review (including Capital Investment) and any changes to council tax targets.</p> <p>Determine Council Tax Charging Policies / Support Scheme.</p>

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By 31 December	Tax base calculated and notified to precepting authorities, taking account of Charging Policy & Support Scheme.		Detailed budget reviews undertaken by Chief Officers in conjunction with Cabinet Portfolio Holders.	
By 15 January	Collection Fund Surplus or Deficit position determined and notified to relevant major precepting authorities.			
21 January	Take forward decisions of Cabinet, subject to call-in.		Receive any recommendations from December's B&PP. Consider draft 2014/15 Corporate Priorities and their budgetary implications. Agree Housing Rents and recommend Housing Revenue Account (HRA) budget / MTFS proposals for Council. Agree council tax, General Fund Revenue Budget and Capital Programme proposals for initial consideration by Council.	
28 January	Assumed timescale for receiving final Local Government Settlement.	Leader presents budget proposals to Budget and Performance Panel, other Members and economic stakeholders.	Cabinet Budget Briefing.	
05 February	Implement decisions of Council.			Consider Cabinet's initial proposals regarding the Budget and Policy Framework: <ul style="list-style-type: none"> • Draft Corporate Priorities. • Capital and Revenue proposals for General Fund and Housing Revenue Account. • Any other Policy Framework updates (following review). • Approved City council tax increases.

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11 February	Implement resolutions of Cabinet and produce referral reports for Council.		Reconsider Budget and other Policy Framework proposals in light of feedback from Council, Budget and Performance Panel and any further consultation undertaken. Make full recommendations back to Council to complete Budget setting.	
14 February	Deadline completing council tax setting report (Final Settlement and all precept notices required head of this).			
18 February			Specific Cabinet Budget Briefing.	
26 February	Implement decisions of Council.			<p>Approve Budget: 3yr Revenue Budget and 5yr Capital Programme for both General Fund and Housing Revenue Account (latter if not already approved).</p> <p>Treasury Management Framework including Prudential Code Limits.</p> <p>Medium Term Financial Strategy (including future years' Council Tax Targets and incorporating future years' housing rents targets).</p> <p>Approve full Council Tax rates.</p>
By 31 March	Establish financial and performance reporting arrangements for new year.			

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22 April			Make recommendations to Council to complete the update of the Policy Framework and any supporting Strategy updates. In particular, consider Corporate Plan proposals for 2014 to 2017.	
12 May	Complete the updating of service business plans to fit with approved Budget and Policy Framework.			<p>Approve Policy Framework:</p> <p>3 year Corporate Plan.</p> <p>Any other Policy Framework Updates.</p>