

Strategic and Financial Planning Process 2017-18		
Target Date	Action	Responsibility
10 May 2017	Approval of the Strategic and Financial Planning timetable by Corporate Leadership Team (CLT)	Director of Resources (DoR)
May 2017	Director of Resources to attend all DMT meetings to commence joint CLT and managers meeting to commence the 16/17 budget setting process	Director of Resources
01 May 2017	Start detailed scrutiny of the base budget and the 2016/17 outturn position to report at June Finance and Corporate Services Committee (F&CS)	Corporate Leadership Team
31 May 2017	CLT discussion on fees and charges policy for 17/18	Corporate Leadership Team
13 June 2017	Strategic and Financial Planning Process (SFPP) approved by F&CS	Director of Resources
13 June 2017	F&CS to approve final 16/17 outturn position and receive progress report on budget scrutiny position.	Director of Resources
June MTFS update	June Medium Term Financial Statement (MTFS) update provided to Leader of the Council, Deputy Leader of the Council, CLT, Heads of Programme Committees	Director of Resources
01-Jul-17	Transformation Programme Official Launch	Corporate Leadership Team
05 July 2017	Asset Management Working Group to discuss 17/18 capital programme put forward as part of 16/17 budget setting process and include session from Cushman and Wakefield on property investment	Director of Resources
08 July 2015	CLT to consider draft MTFS (funding position incl. New Homes Bonus) and budget guidance	Corporate Leadership Team
July MTFS update	June MTFS update provided to Leader, Deputy Leader, CLT, Heads of Programme Committees	Director of Resources
July meeting cycle	Review of the fees and charges policy by the Community Services Committee	Director of Resources
July meeting cycle	Review of the fees and charges policy by the Planning and Licensing Committee	Director of Resources
July meeting cycle	F&CS to receive a MTFS update, approval of the fees and charges policy and also to set guidance on the principles of the 16/17 budget setting process (incl. savings target)	F&CS & DoR
25 July 2017	Member Seminar - Budget update	Director of Resources
31 July 2017	Issue of budget guidance including fees and charges to Directors and managers	Director of Resources
August MTFS update	August MTFS update provided to Leader, Deputy Leader, CLT, Heads of Programme Committees (by email)	Director of Resources

Target Date	Action	Responsibility
September meeting cycle	<i>Consideration by Community Services Committee regarding the capital schemes put forward as part of last year's budget setting process</i>	<i>Director of Resources</i>
Early September 2017	Return of detailed capital bids, revenue growth, savings, fees and charges	Corporate Leadership Team
Mid September	Budget challenge by CLT and members with further member stakeholder session	Corporate Leadership Team
September meeting cycle	<i>Consideration by F&CS Committee regarding the capital schemes put forward as part of last year's budget setting process</i>	<i>Director of Resources</i>
September MTFS update	September MTFS update provided to Leader, Deputy Leader, CLT, Heads of Programme Committees (by email)	Director of Resources
End of September 2017	Joint CLT and managers meeting to provide a budget update	Director of Resources
Early October	Meeting with relevant Committee Chairmen on Capital and Revenue proposals	CLT
Early October	New capital Proposals to be reviewed in details by the Asset Management Working Group	AMWG & Director of Resources
Mid October	Member Seminar - Budget Challenge	Director of Resources
Mid November	Member Seminar - Budget updates	Director of Resources
November meeting cycle	<i>New capital bids & Fees and charges to be considered by Planning and Licensing Committee</i>	<i>Director of Resources</i>
November meeting cycle	<i>New capital bids & Fees and charges to be considered by Community Services Committee</i>	<i>Director of Resources</i>
November meeting cycle	<i>Approval of the Capital bids by F&CS</i>	<i>F&CS & Director of Resources</i>

Target Date	Action	Responsibility
Early/Mid - December	Member Seminar - Budget updates (after the announcement of Provisional Finance Settlement)	Director of Resources
January 2018	Budget consultation with business ratepayers	Director of Resources
January meeting cycle	<i>F&CS to consider and approve:</i> <i>- 2018/19 revenue Budget, Fees and Charges, Growth and Savings</i> <i>- Medium Term Financial Strategy</i> <i>- Treasury Management and Investment Strategy</i> <i>- Recommendation of Council Tax for 2018/19</i>	<i>F&CS & Director of Resources</i>
February Council	<i>Council to receive:</i> <i>- 2018/19 Leader's Budget Speech</i> <i>Council to consider and approve:</i> <i>- 2018/19 budget, Council Tax Setting, fees and charges</i>	<i>Council & DoR</i>
March meeting cycle	<i>F&CS to approve final 18/19 Council Tax (incl. preceptors information)</i>	<i>F&CS & Director of Resources</i>