

Appendix D

DRAFT SERVICE AND BUDGET PLANNING TIMETABLE FOR 2012/13

Date	Action
By 1 st Week in July	'State of the Nation' reports submitted by Directors to the Director of Finance considering impact of 2010/11 outturn; 2011/12 emerging issues; candidate areas for review / budget reduction; impact of One Council initiative.
13-14 July	First service and budget planning away-day
August	Meetings between Service Director and Director of Finance to consider 'State of Nation' reports in the light of Q1 figures and to set initial strategy.
August/ September	Work on formulating draft budgets
September	First stage budget meetings between F&CS and service areas
September	Report to Executive on Performance and Finance Review 2011/12 – 1 st Quarter
19-20 October	Second service and budget planning away-days - issues to be considered as part of First Reading debate
October/ November	Continue to develop proposals for achieving 4 year budget targets
November	Meetings between Service Director and Director of Finance to consider emerging budget proposals in the light of Q2 figures and to clarify strategy.
November	Budget and Finance Overview & Scrutiny Committee receives and discusses 1 st reading debate papers
21 November	Full Council. First reading of Policy Framework and Budget
December	Schools Forum meets to agree funding formula and budget issues
12 December	Report to Executive on Performance and Finance Review 2011/12 – 2 nd Quarter
Early December	Second stage 'star chamber' meetings
December/ January	Budget and Finance Overview & Scrutiny Committee collects evidence
Up to January	Consultation with residents, businesses, voluntary sector, partner agencies and trade unions on budget proposals.
Mid December	Confirmation of the following year's funding from central government
Mid December	Release of the Mayor's consultation draft GLA budget
16 January	Executive reviews budget position and sets Collection Fund

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Date	Action
	surplus/deficit
29 January	General Purposes Committee agrees Council Tax base
January	Budget and Finance Overview & Scrutiny Committee collects evidence and discusses 1 st interim report
January	Greater London Assembly considers draft consolidated GLA budget
End of January	PCG agree budget proposals to be presented to February Executive.
Early February	Schools Forum meets to agree the recommended Schools Budget
February	Budget and Finance Overview & Scrutiny Committee receives budget proposals prior to the Executive. Discusses second interim report.
13 February	Executive considers and announces administration's final budget proposals, agrees fees and charges for the following year and agrees savings/budget reductions for the HRA budget report as well as the overall average rent increase.
Mid February	GLA budget agreed
Late February	Budget and Finance Overview & Scrutiny Committee receives the outcome of Executive's budget report and agrees a final report
27 February	Full Council agrees budget