

**BROMSGROVE DISTRICT COUNCIL**

**EXECUTIVE CABINET**

**1<sup>st</sup> OCTOBER 2008**

**INTEGRATED FINANCIAL AND PERFORMANCE TIMETABLE**

Responsible Portfolio Holder	Geoff Denaro, Portfolio Holder for Finance Mike Webb, Portfolio Holder for Customer Care, Service and Revenue Generation.
Responsible Head of Service	Jayne Pickering, Head of Financial Services Hugh Bennett, Assistant Chief Executive
Non-Key Decision	

**1. SUMMARY**

1.1 To provide Members with the detailed integrated financial and performance timetable for the Council's forthcoming budget round.

**2. RECOMMENDATION**

2.1 Cabinet note the timetable and consider whether any amendments are required.

**3. BACKGROUND**

3.1 This integrated timetable brings together the Council's work on customer feedback, strategic performance management and strategic financial management, to ensure we work together, both at a Member and officer level, to deliver an affordable budget that reflects our customers' priorities.

3.2 Most of the stages should now be familiar to both Members and officers and reflect the improvements to the management processes of the Council. These include the use of the Customer Panel, business cases for budget bids, consideration of the Council's financial and performance outturn, a three year medium term financial plan, service business planning and the Council Plan.

3.3 Two changes for the 2009/2010 cycle are a pilot budget jury and two briefings for Members prior to Full Council debates on the budget. These changes are in response to feedback on last year's process from Members and the Acting Joint Chief Executive.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The integrated timetable should ensure appropriate links between customer feedback and budget decisions. Also, the timetable enables sufficient time for proper deliberation for the budget.

#### **5. LEGAL IMPLICATIONS**

- 5.1 The Council has a statutory duty to consult rate payers.

#### **6. COUNCIL OBJECTIVES**

- 6.1 The report links to all the Council's Objectives.

#### **7. RISK MANAGEMENT**

- 7.1 The main risks associated with the details included in this report are:

- Failure to deliver the Council Plan.
- Ineffective business cycle.
- Failure to consult properly.
- Failure to deliver the Improvement Plan and prepare for CPA and CAA

- 7.2 These risks are being managed as follows:

- Failure to deliver the Council Plan:

Risk Register: CCPP  
Key Objective Ref No: 08  
Key Objective: Delivery of Council Plan

- Ineffective business cycle:

Risk Register: CCPP  
Key Objective Ref No: 10  
Key Objective: Effective business cycle.

- Failure to consult properly:

Risk Register: CCPP  
Key Objective Ref No: 12  
Key Objective: Delivery of Council's Consultation Strategy.

- Failure to deliver the Improvement Plan and prepare for CPA and CAA:

Risk Register: CCPP

Key Objective Ref No: 5  
 Key Objective: Improvement Plan, CPA and CAA

**8. CUSTOMER IMPLICATIONS**

8.1 The timetable should ensure a close match between our customers' priorities and our strategic plans for next year.

**9. EQUALITIES AND DIVERSITY IMPLICATIONS**

9.1 The Equalities and Diversity Forum will be holding a special meeting on the 18 September to consider what community bids to make.

**10. VALUE FOR MONEY IMPLICATIONS**

10.1 The Use of Resources assessment by the Audit Commission would expect the Council to have a robust timetable in place, with which to allow sufficient time for budget deliberations and integrate our customer, financial and performance processes.

**11. OTHER IMPLICATIONS**

Procurement Issues None
Personnel Implications None
Governance/Performance Management None.
Community Safety including Section 17 of Crime and Disorder Act 1998 None
Policy None
Environmental None

**12. OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	<b>At Leader's Group</b>
Chief Executive	<b>Yes</b>
Executive Director - Partnerships and Projects	<b>Yes</b>
Executive Director - Services	<b>Yes</b>

Assistant Chief Executive	<b>Yes</b>
Head of Service	<b>Yes</b>
Head of Financial Services	<b>At CMT</b>
Head of Legal, Equalities & Democratic Services	<b>At CMT</b>
Head of Organisational Development & HR	<b>At CMT</b>
Corporate Procurement Team	<b>No</b>

**13. WARDS AFFECTED**

All Wards

**14. APPENDICES**

Appendix 1 Integrated Financial and Performance Timetable

**15. BACKGROUND PAPERS**

Council Plan Part 1 2009/2012 Cabinet (03 September 2008).

**CONTACT OFFICER**

Name: Hugh Bennett  
E Mail: h.bennettl@bromsgrove.gov.uk  
Tel: (01527) 881430