

**Report Title: Resource Planning Working Group – Timetable and Workplan 2011/12**

**Executive Member:** Councillor G Troughton

**Lead Officer:** Joanne Wagstaffe, Corporate Director – Resources and Transformation

**Report Author:** Angela Brown, Interim Finance Manager

**1. Introduction**

- 1.1 Attached to this report is the timetable of meetings and anticipated reports / issues to be considered at each meeting.

**2. Conclusions**

- 2.1 Members are asked to note the timetable and reports and comment as appropriate.

## Resource Planning Working Group – Timetable 2011/12

RPWG Date/Time	Planned Agenda Item	Responsible Officer	Executive Date/Time
7 <sup>th</sup> April – 2pm (Papers issued but meeting Canc)	<ul style="list-style-type: none"> <li>- Medium Term Financial Strategy (MTFS) – Financial Resilience and VFM criteria</li> <li>- Local Government Resource Review – Terms of Reference</li> <li>- Service Review Savings 2011/12 – Progress Template</li> </ul>	A Brown (AB)  AB  B Williams (BW)	
14 <sup>th</sup> June - 2pm	<ul style="list-style-type: none"> <li>- RPWG 2011/12 - Timetable and Work Programme</li> <li>- MTFS – update including Local Government Resource Review and budget timetable 2012/13</li> <li>- Out-turn reports 2010/11 (and consideration of issues arising for 11/12).</li> <li>- Closure of Accounts – Verbal Update</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Outline Service Review budget reduction proposals / methodology for 2012/13.</li> <li>- Choosing 2 Change update</li> </ul>	Jo Wagstaffe (JW) / AB  JW / BW  JW / C Edgar JW / BW P Walker (PW)  PW	28 <sup>th</sup> June – 5pm
13 <sup>th</sup> July – 5pm	<ul style="list-style-type: none"> <li>- MTFS – update including scenario planning and Local Government Resource Review</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Budget / Priorities Consultation proposals</li> </ul>	JW / AB  JW / BW PW PW PW / JW	26 <sup>th</sup> July – 10.30am
10 <sup>th</sup> Aug – 2pm	<ul style="list-style-type: none"> <li>- MTFS – update including Local Government Resource Review</li> <li>- Revenue Budget progress Q1 2011/12</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Capital Programme progress Q1 2011/12</li> <li>- Choosing 2 Change update</li> <li>- Consultation progress</li> </ul>	JW / AB  JW / BW JW / BW PW JW / AT PW PW	23 <sup>rd</sup> August – 2.30pm
13 <sup>th</sup> Sept – 5pm	<ul style="list-style-type: none"> <li>- MTFS – update including Local Government Resource Review</li> <li>- Review of Reserves and Sinking Funds</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Consultation progress</li> </ul>	JW / AB  JW / BW JW / BW PW PW PW	27 <sup>th</sup> Sept – 10.30am
11 <sup>th</sup> Oct – 2pm	<ul style="list-style-type: none"> <li>- MTFS – update including Local Government Resource Review</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Issues arising from Audit of Accounts and VFM conclusion 2010/11</li> </ul>	JW / AB  JW / BW PW PW JW / AB	25 <sup>th</sup> October – 5pm
8 <sup>th</sup> Nov – 5pm	<ul style="list-style-type: none"> <li>- MTFS – update including Local Government Resource Review</li> </ul>	JW / AB	22 <sup>nd</sup> Nov – 10.30am

	<ul style="list-style-type: none"> <li>- Revenue Budget progress Q2 2011/12</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Capital Programme progress Q2 2011/12</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Initial consideration of Budget 2012/13 <ul style="list-style-type: none"> <li>o Revenue Budget</li> <li>o Service Review proposals</li> <li>o Capital Programme</li> <li>o Consideration of initial Budget / Priorities</li> </ul> </li> </ul>	JW / BW JW / BW JW / AT PW PW PW / JW / Finance	
6 <sup>th</sup> Dec – 2pm	<ul style="list-style-type: none"> <li>- MTFS – update</li> <li>- Local Government Resource Review – Formula Grant Proposals</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Draft Budget 2012/13 for Consultation <ul style="list-style-type: none"> <li>o Revenue Budget</li> <li>o Service Review Proposals</li> <li>o Capital Programme</li> <li>o Treasury Management/ Inv Strategies</li> </ul> </li> </ul>	JW / AB JW / AB  JW / BW PW PW PW / JW / Finance	20 <sup>th</sup> Dec – 2pm (Draft Budget)
11 <sup>th</sup> Jan – 5pm	<ul style="list-style-type: none"> <li>- MTFS / Budget – update</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> </ul>	JW / AB JW / BW PW PW	24 <sup>th</sup> January – 10.30am
7 <sup>th</sup> Feb – 2pm?	<ul style="list-style-type: none"> <li>- MTFS – update</li> <li>- Revenue Budget progress Q3 2011/12</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Capital Programme progress Q3 2011/12</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> <li>- Final Budget Proposals 2012/13 <ul style="list-style-type: none"> <li>o Consultation feedback (Executive 3<sup>rd</sup>Feb?)</li> <li>o Revenue Budget Proposals</li> <li>o Capital Programme Proposals</li> <li>o Treasury Management/Inv Strategies</li> <li>o Formal setting of Council Tax (if available from County / Police)</li> </ul> </li> </ul>	JW / AB JW / BW JW / BW JW / AT PW PW PW / JW / Finance	3 <sup>rd</sup> February - 14 <sup>th</sup> February – 2pm <b>COUNCIL 23<sup>rd</sup> Feb - 5pm</b>
13 <sup>th</sup> March – 10am	<ul style="list-style-type: none"> <li>- MTFS – update for 2015/16 to Council</li> <li>- Service Review Savings 2011/12 - progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> </ul>	JW / AB JW / BW PW	27 <sup>th</sup> March – 10.30am
12 <sup>th</sup> April – 2pm	<ul style="list-style-type: none"> <li>- MTFS – update</li> <li>- Service Review Savings 2011/12 - final progress</li> <li>- Service Review Progress report 2012/13</li> <li>- Choosing 2 Change update</li> </ul>	JW / AB JW / BW PW	24 <sup>th</sup> April – 10.30am