

High level MTFs process

| When | Activity | Function |
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| May | Consolidation of existing plans | Consolidation of existing MTFP including identifying issues to delivery of savings plans. |
| End May / Early June | Process agreed and published Strategic plan and high level business plans Corporate modelling | Agree the political and officer building blocks Develop and issue a detailed timetable. Review existing approaches and plans. Draft suggested approach for Strategic Plan and high level business plans to CIG. Update funding model for latest estimates. Update growth and inflation assumptions for key service budgets. Identification of any likely funding gap. |
| June / July | Members and Officers identify threats and opportunities | Agree Council Tax equalisation approach. Review of robustness of current consolidated MTFP proposals. Member information sessions. Consideration of unexpected service pressures which may need to be mitigated. Identification of potential opportunities to deliver savings. Initial equality impact assessments (EIAs) submitted alongside budget proposal. |
| Sept / Oct | Initial proposals reviewed / challenged | Leadership scrutiny of proposals and pressures to ensure alignment to the Strategic Plan / political acceptability. |
| Oct / Nov | Consultations Corporate Governance Review | Draft Service budgets available and budget upload tested. Agree Council Tax base. Undertake general consultation with residents and stakeholders. Review the decision around the creation of a Town Council on the budget proposals. |

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| December | Local Government Settlement | Defines the external funding envelope. Update draft budget as required. |
| First week of January | Draft Budget set | Revenue budget and capital programme agreed at Shadow Exec for further consultation / scrutiny. Full EIAs to be submitted. |
| Week 2 or 3 January | Budget Scrutiny Committee | Check and challenge of the draft budget proposals business plans and EIAs. |
| By 3 rd week in February | Final Budget set | Strategic Plan, high level business plans, revenue budget and capital programme agreed at Shadow Exec and Shadow Authority. |