

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
FINANCE	FINANCE AND DEMOCRACY COMMITTEE	28 SEPTEMBER 2015	4

TIMETABLE FOR DEVELOPING BUDGET PROPOSALS 2016/17

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

A budget timetable needs to be approved which complies with the budget and policy framework rules, statutory deadlines, and if possible which facilitates early billing for Council Tax.

Attached at Appendix A is a draft budget timetable for the period October 2015 to March 2016 for consideration. The timetable may need further consideration if there are any significant changes, for example if the timetables of precepting authorities change.

RECOMMENDATIONS

The Committee is recommended to:

1. Adopt the timetable as shown at Appendix A for the budget setting process for 2016/17

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)		To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

This is the first item that relates to the budget setting process for 2016/17 and marks the commencement of that process.

REPORT

1. INFORMATION

- 1.1 The setting of the composite Council Tax can only be agreed after Lancashire County Council, the Police and Crime Commissioner for Lancashire and the Lancashire Combined Fire Authority have arrived at their respective Band D requirements.
- 1.2 The statutory deadline by which all the precepting authorities have to determine their requirements is 28th February 2016. Currently the dates proposed for the relevant meetings are:
 - 11th February 2016 for Lancashire County Council;
 - 15th February 2016 for the Lancashire Combined Fire Authority; and
 - 19th February 2016 for Police and Crime Commissioner for Lancashire.
- 1.3 The timetable set out in Appendix A includes key budget decision dates and proposed timescales for a budget consultation process to be undertaken. Dates for budget briefings with the Opposition Group are yet to be determined.
- 1.4 In light of the above it is proposed that if all information on precepts is available, the Budget decision will be taken at Budget Council on 2nd March 2016. Please note that this meeting will commence at 5:00pm.
- 1.5 If the budget cannot be set and Council Tax charges determined by 2nd March 2016, it is likely that a Council Tax instalment date of 1st April 2016 may not be achieved with a resultant financial loss to the Council. The statutory deadline to set Council Tax is 11th March 2016. Failure to set a Council Tax by the deadline is likely to have a financial impact on the Council and will be in breach of the statutory process.

2 CONSULTATION

- 2.1 As in previous years the Council will consult in respect of strategic budget issues. There will be a period of consultation with interested parties when any budget proposals are published. It is a requirement to consult with business rate payers over any proposed budget. There should also be meaningful consultation with those people who may be affected by any proposals in particular where they involve the discontinuance of a service. Detailed or specific consultation may be part of a proposal and follow after an in principle decision is made.

IMPLICATIONS	
Finance	The financial implications are contained within the body of the report.
Legal	Timetable in place to ensure annual budget for 2016/17 is set with statutory and legislative guidelines
Community Safety	N/A
Human Rights and Equalities	N/A
Sustainability and Environmental Impact	N/A
Health & Safety and Risk Management	N/A

LEAD AUTHOR	TEL	DATE	DOC ID
Paul O'Donoghue Chief Financial Officer	01253 658566	Date of report	September 2015

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
N/A		N/A

Attached documents

1. Appendix A – Meeting dates

TIMETABLE FOR DEVELOPING BUDGET PROPOSALS 2016/17

Meeting Dates	Detail
November cycle of meetings	Consideration of draft revenue budget position and capital bids by programme committees
30 th Nov 2015	Finance & Democracy Committee - Updated Financial Forecast 2015/16 to 2019/20
14 th Dec 2015	Council - Updated Financial Forecast 2015/16 to 2019/20
Nov 15 to Feb 2016	Consideration of revenue budget options/capital bids by Budget Working Group
Nov 15/Feb 16	Opposition Briefings - to be arranged
Nov 15/Feb 16	Budget consultation exercise with stakeholders, including Town & Parish Councils and Business Rate Payers
22 nd Feb 2016	Finance & Democracy Committee - Budget Proposals Meeting - expected publication date of Budget & Policy Proposals
2 nd Mar 2016	Budget Council Meeting (5pm start)
11 th Mar 2016	Statutory Deadline for Council to set Council Tax