

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	FINANCE AND DEMOCRACY COMMITTEE	7 OCTOBER 2021	4
<b>TIMETABLE FOR DEVELOPING BUDGET PROPOSALS 2022/23</b>			

### 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 2022/23 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 2022/23

#### SUMMARY OF PREVIOUS DECISIONS

This is the first item that relates to the budget setting process for 2022/23 and marks the commencement of that process.

#### CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	√
Environment – To deliver services customers expect	√
Efficiency – By spending money in the most efficient way	√
Tourism – To create a great place to live and visit	√

## 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 precept requirements.
- 1.2 The statutory deadline by which all the precepting authorities have to determine their budget requirements is 28<sup>th</sup> February 2022. Currently the dates of the relevant meetings of each body are yet to be confirmed.
- 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.
- 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 3<sup>rd</sup> March 2022.
- 1.5 If the budget cannot be set and Council Tax charges determined by 3<sup>rd</sup> March 2022, it is likely that a Council Tax instalment date of 1<sup>st</sup> April 2022 may not be achieved with a resultant financial loss to the Council. The statutory deadline to set the Council Tax amounts for 2022/23 is 11<sup>th</sup> March 2022. 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 there will be a period of consultation on budget proposals ahead of the annual council tax setting meeting, including with representatives of business rate payers as required by the Local Government Finance Act 1992. 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 2022/23 is set with statutory and legislative guidelines
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Paul O'Donoghue Chief Financial Officer	01253 658566	September 2021

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
N/a	N/a	N/a

Attached Documents:

Appendix A - TIMETABLE FOR DEVELOPING BUDGET PROPOSALS 2022/23

## TIMETABLE FOR DEVELOPING BUDGET PROPOSALS 2022/23

Meeting Dates	Detail
May 2021 – Feb 2022	Consideration of draft revenue budget growth options / capital bids by Budget Working Group
Sept, Nov, and Jan cycles of meetings	Consideration of draft revenue budget options and capital bids by programme committees
22 <sup>nd</sup> Nov 2021	Finance & Democracy Committee - Updated Financial Forecast 2021/22 to 2025/26
6 <sup>th</sup> Dec 2021	Council - Updated Financial Forecast 2021/22 to 2025/26
Nov 2021/Feb 2022	Independent Group Briefings
Nov 2021/Feb 2022	Budget consultation exercise with stakeholders, including Town & Parish Councils and Business Rate Payers
8 <sup>th</sup> Feb 2022	Finance & Democracy Committee - Budget Proposals Meeting - expected publication date of Budget & Policy Proposals
3 <sup>rd</sup> Mar 2022	Budget Council Meeting
11 <sup>th</sup> Mar 2022	Statutory Deadline for Council to set Council Tax