

**APPENDIX 1 - REVENUE BUDGET PLANNING 2025/26 - REPORTING TIMETABLE**

<b>MONTH</b>	<b>TOPIC</b>	<b>REPORT TO</b>	<b>OBJECTIVE</b>
<b>JULY 2024</b>	Provisional Financial Outturn for 2023/24	Strategy & Resources Committee	Report unaudited outturn figures for last year Agree year end transfers for 2023/24 to/from strategic reserves
	Financial Planning for 2025/26	Strategy & Resources Committee	Update Four Year Budget Forecast Set Budget Targets for 2025/26 Agree financial planning strategy Confirm budget reporting timetable
	Service Reviews	Strategy & Resources Committee	Agree schedule of services to be reviewed
<b>SEPT &amp; OCT 2024</b>	Budget Targets 2025/26	Policy Committees	Communicate budget targets for 2024/25 and guidance on the preparation of service budget reports
	2023/24 Audited Financial Statements & Audit Findings	Audit & Scrutiny Committee	Report audited financial position for the year ended 2023/24
	First Quarter Budget Monitoring for 2024/25	Audit & Scrutiny Committee	Report revenue and capital quarter 1 forecast outturn
<b>NOV 2024</b>	Second Quarter Budget Monitoring	Audit & Scrutiny Committee	Report revenue and capital quarter 2 forecast outturn
	Budget Update	Strategy & Resources Committee	Update on budget preparation and local government funding (if required)
<b>JAN 2025</b>	Service Estimates	Policy Committees	Recommend service budgets to Council
<b>FEB 2025</b>	Third Quarter Budget Monitoring	Audit & Scrutiny Committee	Report revenue and capital quarter 3 forecast outturn for 2024/25
	Local Govt. Finance Settlement 2025/26 Treasury Management Strategy	Financial Strategy Advisory Group Financial Strategy Advisory Group	Guidance on Council Tax Options following announcement of grant settlement / business rates Update of Financial Plan Recommend the Treasury Management Strategy to Full Council for approval

MONTH	TOPIC	REPORT TO	OBJECTIVE
	Budget Meeting	Full Council	Council Tax and Budget decisions

**CAPITAL PROGRAMME REVIEW 2025/26 - REPORTING TIMETABLE**

<b>MONTH</b>	<b>TOPIC</b>	<b>REPORT TO</b>	<b>OBJECTIVE</b>
<b>JUNE 2024</b>	Capital Programme	Member Briefing	To brief members on the capital programme and resources
<b>SEPT to NOV 2024</b>	2025/26 Capital Proposals	Financial Strategy Advisory Group	To assess 2025/26 capital proposals and an indicative programme for 2026/27 to 2029/30
<b>JAN 2025</b>	Capital Project Appraisals	Policy Committees	Recommend capital schemes to Council
<b>FEB 2025</b>	Budget 2025/26: Capital Programme	Full Council	Approve capital programme for 2025/26 and updated provisional programme 2026/27 to 2029/30
<b>MARCH 2025</b>	Publish Capital Programme		