

**Vale of White Horse DC Draft Budget Timetable 2008/09**

<b><u>INDICATIVE DATE</u></b>	<b><u>FORUM/RELEVANT PERSONS</u></b>	<b><u>ACTION</u></b>
<p><b>STAGE 1</b> - Base Data <i>Up to 12 October 2007</i></p>	Deputy Directors (DDs) and Finance support	<ul style="list-style-type: none"> <li>• With support from finance using the Template Working Papers, prepare detailed draft revenue estimates (standstill budget) and capital programme for review at officer level</li> <li>• Develop Cash Reduction Ideas and discretionary growth bids</li> </ul>
<p><b>STAGE 2</b> - Consolidate the standstill budget and share with the Executive <i>15 October 2007 – early December 2007</i></p>	Meetings of the Senior Management Team (SMT) and the Strategic Management Group (SMG)	<ul style="list-style-type: none"> <li>• The Head of Finance briefs SMT and SMG</li> <li>• SMT/SMG consider and challenge the standstill budget, CRI and growth bids</li> <li>• The Executive formulates its initial budget proposal</li> </ul>
<p><b>Stage 3</b> - Budget proposals issued for consultation <i>Early December 2007 – Mid January 2008</i></p>	Members/Business community	<ul style="list-style-type: none"> <li>• The Executive issues its initial budget proposals</li> <li>• Political lobbying</li> <li>• Business breakfast</li> </ul>
<p><b>Stage 4</b> - Final budget proposed and approved <i>February 2008</i></p>	Executive/Council	<ul style="list-style-type: none"> <li>• The Executive proposes its final budget to Council</li> <li>• Council approve a budget for 2008/09</li> </ul>