

**Summary Timeline for the Period August 2021 – June 2022**

<b><u>Date</u></b>	<b><u>Action</u></b>
<b>2021</b>	
Mid August	Director of Finance issues Provisional Revenue Budget Guidance to Directors and Finance Service Contacts.
Start of September	Payroll information available to finance service contacts to assist in budget preparation
9 September	Report to Council on timetable/approach for 2022/23 budget
End of August	Agree process, timings and approach on IJB and ANGUSalive budgets.
2 September	Director of Finance issues capital budget guidance to Services.
End of September	Corporate energy and property maintenance budgets to be returned to Corporate Support Team 2
September	Directors/Budget Holders & Finance Service contacts prepare draft Provisional Base Revenue Budgets 2022/23.
<b>30 September</b>	<b>Directors &amp; Finance Service Contacts return 2022/23 Provisional Revenue Budget submissions to Finance.</b>
1-7 October	Budget validation process undertaken on budget submissions by Corporate Finance officers.
8 October	Directors and Finance Service contacts submit draft 2021/2026 Capital Plans and new priority project bids to Finance.
21 October	Policy & Budget Strategy (PBSG) meet to review budget submissions (revenue only), delivery progress and budget strategy.
26 October	Report to Council on timeline/approach for 2022/23 budget
28 October	SBG meet to review budget submissions (revenue only), delivery progress, and budget strategy.
29 October & 4 November	CLT sub group meetings held to discuss in more detail the new priority project bids submitted for capital and make recommendations to PBSG / SBG.
4 November	Medium Term Budget Strategy (2022/23 to 2024/25) reported to Angus Council
Mid November	Revenue Budget Sub-group meetings held to discuss and make recommendations on budget issues and savings proposals submitted to PBSG/SBG.
19 November	PBSG meet to review capital budget submissions and look at Council Tax options prior to Grant Settlement announcement.
29 November	SBG meet to review capital budget submission and look at Council options prior to Grant Settlement announcement.
Early December	Line by line review of draft capital plans to be conducted with service directors.
Mid December	2022/23 LG Finance Settlement announcement anticipated (Scottish Budget 9 Dec 2021, Council level figures possibly take a few more days before received)

<b>2022</b>	
12 January	PBSG meet to review and agree provisional budget packages (Revenue & Capital) following grant settlement and final consideration to Council Tax intentions etc
19 January	SBG meet to review & agree provisional budget packages (Revenue & Capital) following grant settlement. Final consideration given to Council Tax intentions, etc
Mid February	Setting of Housing rents report to Communities Committee
End of February (tbc)	Special Meeting of Angus Council to approve Provisional Revenue & Capital Budgets, budget savings proposals and agree the level of 2022/23 Council Tax.
March - May	Finance co-ordinate the preparation of the Final Revenue Budget Volume (incorporating Provisional Capital Budget). Including any realignments to be processed through Integra Budget Module.
June / July	Final Capital Budget Volume (incorporating capital monitoring budgets for 2022/23) prepared, taking into account final actuals for 2021/22.