

### Action Plan for Improved Budgetary Control

Action / Task	Milestone	Implemented
1. Communication of 2007/08 budgets and savings targets to managers	Budgetary Control reports and Budget Book circulated, plus savings targets summary	√
2. Evaluation of financial information needs of managers to manage 2007/08 budgets	Currently information has been discussed with managers as part of recent re-budgeting exercise. Some adjustments are required and will be actioned, but basic information is considered sound	√
3. Promotion of opportunities for improved procurement via Procurement Hub	Meetings have taken place between Hub staff and UDC main buyers. Procurement plan in place and will continue to promote the Hub	√
4. Analysis of year end 2006/07 budget outturn, looking for insights into potential budgetary control issues for 20087/08	Report to Operations Committee 28 <sup>th</sup> June  Dialogue with managers early July	
5. Pro-active approach by accountants in helping with budgetary control	Accountants have discussed budgets with managers during re-budgeting exercise. Accountants will re-focus on budgetary control once 2006/07 Statement of Accounts completed. Recruitment to vacant finance posts is intended shortly and will increase resources available.	

Appendix 1

<p>6. Provision of financial training to budget managers and members</p>	<p>Training programme being prepared for delivery to managers in September 2007 as part of Financial Management System changes. Members sessions to be consulted on and arranged within the same timescale.</p>	
<p>7. Regular reporting on overall budgetary control, including forecasting position to Strategic Management Board (SMB) and Members.</p>	<p>Report to Operations Committee 28<sup>th</sup> June</p> <p>Monthly reports to SMB</p> <p>Reports to Committees during each cycle</p> <p>Consideration of possibilities of routinely available information on the Council's finances to individual members and/or member bulletins.</p>	
<p>8. Major improvements to Financial Management System, including adoption of new coding structure and recharging structure, profiling and commitment accounting</p>	<p>Work commencing August 2007</p> <p>Live date 1<sup>st</sup> April 2008</p>	
<p>9. Value for money training, support and improved processes to be provided to managers</p>	<p>Plan being developed</p>	
<p>10. Update of Medium Term Financial Strategy</p>	<p>Report to Operations Committee 28<sup>th</sup> June</p> <p>Updates to each Operations Committee</p>	

## Appendix 1