

**Redditch Borough Council**

As part of the audit of our Final Accounts 2014/15, our auditors, Grant Thornton, issued a number of recommendations as per s11 Audit Commission Act 1998. This is our response:

**Update as at 6th September 2016**

Recommendation	Action	Owner	Deadline
<p>3</p> <p>The Council should put in place robust arrangements to ensure that the budget preparation processes are based on sound assumptions which enable forecast to be made of budget out-turn, including realistic assessments of demand factors, service and demographic changes as well as sound assumptions around turnover and vacancy rates.</p>	<p>Robust arrangements for budget preparation were put in place during the 2016/17 budget setting process and this work is being continued during the 2017/18 budget process.</p>	<p>Senior Business Support Accounting Technicians</p> <p>Business Support Accounting Technicians</p>	<p>complete</p> <p>complete</p>
<p>4 The Council should ensure that budget monitoring processes are timely to enable an accurate forecast to be made in-year of the likely year-end out-turn and action to be taken, where necessary, to address budget variances.</p>	<p>New Financial Planning module to be implemented, giving managers more control and flexibility of their budgets.</p> <p>Quarterly monitoring statements are sent out to budget-holders within 5 working days of period end. Projections and explanations are required within a week of draft Committee reporting.</p> <p>Compilation of Monitoring reports for Members.</p> <p>Large variances to budget to be addressed with Head of Service prior to Committee with details of cause and plans to mitigate any overspends</p>	<p>Senior Business Support Accounting Technician</p> <p>Business Support Accounting Technicians and budget-holders</p> <p>Senior Business Support Accounting Technician</p> <p>Exec Director of Finance</p>	<p>30/06/2016</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>