

Finance Business Plan 2010/2011

<u>Vision</u>	To provide accurate, relevant, timely financial information and ensuring the timely and accurate payment of staff, councillors and creditors enabling effective management
Business Development	Continual updating of relevant standards, guidelines, legislation, best practice Reports provided by deadlines All returns completed on time Implement and update internal financial controls Accurate payment of wages and salaries Ensure accurate payment of creditors within 30 days Recover all outstanding debt Maximise return from investments Replacement of clock cards with electronic system (in conjunction with IT) – JDLC and Knock Road Implementation of IFRS
Staff	4 full-time and 2 part-time 2010/2011 Budget £279,197 Attend courses/seminars as and when required to keep up to date with latest standards/practice Train staff in latest standards/legislation
External Liaison	Maintain membership of Local Government Finance Officers Group Maintain membership of Local Government Benchmarking Group Regular communication with external Auditor CIPFA guidance
Resource Management	Work within budgetary limits Accurate completion of statutory returns
External Standards	Compliance with GAAP Meet external deadlines Implementation of new accounting guidelines
Results	Continual updating of relevant standards, guidelines, legislation, best practice – ongoing Reports provided by deadlines - ongoing All returns completed on time - ongoing Implement and update internal financial controls - ongoing Accurate payment of wages and salaries - ongoing Ensure accurate payment of creditors within 30 days - ongoing Recover all outstanding debt - ongoing Maximise return from investments – ongoing Single status back pay completed Sept 2009