

Financial Services Service Plan 2012/13

Action Plan				Connections	
Action Code	ACTION	Description (Target, Outcome, Critical Success Factors and Environmental Impacts)	Due Date	Lead Officer	If the action impacts on another service in terms of support/input, please specify below: Resources
Prosperity					
12-	Production of 2011/12 (IFRS) compliant annual accounts including changes in the 2011 Code.	Target: Produce 2011/12 accounts in line with statutory timescales Outcome: Unqualified external audit report Critical Success Factors: Availability of key staff resources, corporate input in a timely manner Environmental Impacts: None Identified	30 June 2012 and 30 September 2012	Head of Financial Support Services (FSS) / Accountancy Manager	All Heads of service to meet deadlines in line with the closure of accounts process and respond to requests for information in a timely fashion
12-	Implementation of financial system upgrades.	Target: Achieve system upgrades in line with the implementation plan Outcome: Continued control of the Council's finances and provision of financial information in line with statutory (S151) requirements Critical Success Factors: Availability of key accountancy resources, IT staff input and external consultancy support Environmental Impacts: None Identified	systems substantially updated and tested by October 2012 with a live date by 31 March 2013	Accountancy Manager	IT resources available to support the process. Training needed for staff across the Funding agreed for external support authority.
12-	Accountancy support for the Revenues and Benefits shared service	Target: provide accounting information in line with the shared service and external reporting requirements Outcome: unqualified accounts for partner organisations, timely management information to Board Critical Success Factors: availability of key accountancy resources and agreement of funding arrangements between partner organisations Environmental Impacts: None Identified	monthly management information. Year end accounts in line with statutory reporting (June and Sept 2012)	Principal Accountant	Head of Revenues and Benefits, Chief Finance Officers of Partner organisations. Head of Finance SBC.
12-	Support for Rural Development Project in Council's role as accountable body	Target: Meet financial objectives Outcome: Funding stream secured Critical Success Factors: Availability of staff resources and support processes Environmental Impacts: TBA	31 March 2013	Principal Accountant	Accountancy role is in support of the Rural Development Project being led by the Customer and Community Services Team A £5k income stream to Accountancy Services is anticipated from the overall administration income available to the Council
12-	Procurement action	Target: XXX Outcome: XXX Critical Success Factors: XXX Environmental Impacts: XXX			
12-	Performance action	Target: XXX Outcome: XXX Critical Success Factors: XXX Environmental Impacts: XXX			
Strapline:					
Corporate Priority:					
12-		Target: XXX Outcome: XXX Critical Success Factors: XXX Environmental Impacts: XXX			
12-		Target: XXX Outcome: XXX Critical Success Factors: XXX Environmental Impacts: XXX			
12-		Target: XXX Outcome: XXX Critical Success Factors: XXX Environmental Impacts: XXX			