



**Accountancy  
Team Plan 2013/14**

**BRO MORGANNWG**

Team Manager	Carolyn Michael and Robert Ingram
Service Plan	Resources
Date signed off	23 <sup>rd</sup> July 2013
Signed off by	Alan Jenkins

<b>Outcome 1 :</b>	The Council's corporate objectives are achieved with the assistance of high quality support services.
--------------------	---

<b>Objective 4 :</b>	To optimise our assets, exercise robust financial management and provide efficient, sustainable services and facilities.
----------------------	--

<b>Context for this objective:</b>	<p>The Accountancy Support function operates under strict statutory deadlines for the preparation of estimates leading to the setting of the annual budget, closure of accounts (including publication of the Annual Statement of Accounts) and is subject to close scrutiny by the Council's external regulators (the Wales Audit Office). A key function of the service is the provision of financial and management information and advice to assist services in monitoring their budgets and achieving their performance and savings targets. This has been undertaken at a time of increased demands on the finance function due to the economic climate, efficiencies agenda, legislative changes (carbon trading and the introduction of International Financial Reporting Standards) which required a significant change in the way that financial information is collated and reported</p> <p>Treasury Management and Cash Control are a crucial part of the Council's financial management process and they ensure that day-to-day decisions on cash flow, investments and borrowing are in accordance with legislation and the Council's own Treasury Management Strategy. As such, security and liquidity of investments are of primary consideration at a time of significant uncertainty in the financial and money markets both nationally and internationally</p>
------------------------------------	---

<b>Ref.</b>	<b>During 2013-14 we plan to:</b>	<b>Outcomes we'll achieve from this action are:</b>	<b>High , medium or low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>How will the work be resourced?:</b>	<b>Progress</b>
RS04/A034	Set the annual budget for the authority	Ensure the Council complies with all statutory requirements and timeframes	High	Robert Ingram	July 2013	March 2014	Accountancy Section staff	Budget Strategy 2014/15 report to Cabinet - 29 <sup>th</sup> July 2013

	Complete the closure of accounts	Ensure the Council complies with all statutory requirements and timeframes	High	Robert Ingram	April 2013	Sept 2013	Accountancy Section staff	Unaudited Statement of Accounts 2012/13 report to Audit Committee – 8 <sup>th</sup> July 2013
	Comply with internal strategy and external legislation relating to Treasury Management processes	Ensure the Council complies with all statutory requirements and timeframes	High	Robert Ingram	April 2013	March 2014	Accountancy Section staff	

<b>Outcome 2 :</b>	The Vale community benefits from the Council's transparent decision making and good governance.
--------------------	---

<b>Objective 5 :</b>	To support and develop the structures, resources and systems needed to deliver and monitor the Council's decision making and governance process.
----------------------	--

<b>Context for this objective:</b>	Accountancy plays an essential role in supporting the Council to achieve its objectives and outcomes by the provision of financial information and advice. It supports managers and budget holders in delivering efficient and effective use of resources.
------------------------------------	--

<b>Ref.</b>	<b>During 2013-14 we plan to:</b>	<b>Outcomes we'll achieve from this action are:</b>	<b>High , medium or low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>How will the work be resourced?:</b>	<b>Progress</b>
RS05/A048	Work with council services to deliver required efficiency savings targets	Services demonstrate effective & efficient use of existing resources. Achievement of required efficiencies	High	Carolyn Michael	April 2013	March 2014	Accountancy Section staff	