

# finance

BUSINESS PLAN 2016/17 – 2018/19

# About Finance

An overview of our services

Finance

Business Plan 2016/17 – 2018/19

**Total Budget: £3.587m**

**Total FTE: 83**

<b>Stewardship &amp; Accountability</b>	<ul style="list-style-type: none"><li>• Monitor SBC's budget and manage financial reserves and investments</li><li>• Make sure we comply with and report our finances appropriately to meet legislative requirements</li><li>• Manage the pension fund</li><li>• Support SBC's capital programme e.g. building of new schools</li></ul>	<b>Budget: £3.587M</b>
		<b>FTE: 83</b>
<b>Financial &amp; Performance Management</b>	<ul style="list-style-type: none"><li>• Deliver the Council's Financial Strategy</li><li>• Assist services to manage their budgets effectively and efficiently</li><li>• Manage and develop the Council's financial systems</li><li>• Management of the process from initial purchase decision to final payment for goods and services.</li></ul>	
<b>Supporting Corporate Transformation</b>	<ul style="list-style-type: none"><li>• Help SBC make effective decisions about projects by providing financial advice and support</li><li>• Quantify the potential financial benefits and "Return on Investment" of projects</li><li>• Supporting the Council by developing an approach to acquiring and engaging services in the most appropriate and effective way</li></ul>	

**FTE** = Full Time Equivalent employee

# Our Successes and Areas for Improvement

An overview of our recent successes and areas of service delivery that could be improved or require further development

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	Successes	Areas for Improvement
Finance Service	<ul style="list-style-type: none"><li>• Clear Financial Strategy with 5 year revenue plan and 10 year Capital Investment Plan has help to place SBC in a healthier financial position than some other authorities in Scotland</li><li>• Strong pension investment returns and a 101% funding level at 2014 valuation</li><li>• Further improved procurement service, with performance above the Scottish average</li><li>• Track-record of strong financial monitoring ensuring the balancing of service delivery pressures with available funding</li><li>• Strong financial management and control processes, validated by External and Internal Auditors</li><li>• Nationally recognised good practice in areas of communicating financial information and Procurement</li><li>• Dedicated, experienced, stable team with good staff retention</li><li>• Strong links to Council services and partners</li></ul>	<ul style="list-style-type: none"><li>• Implementation of the new Business World Enterprise Resource Planning (ERP) system which integrates HR and Finance and will improve reporting</li><li>• Develop specific skills and knowledge in specialist areas focusing on the value added role</li><li>• Work across departments more effectively, and share financial and procurement expertise</li><li>• Making it easier for our customers to get to the <i>right</i> person for the <i>right</i> type of advice within our service</li><li>• Look at what other councils are doing to improve our performance</li></ul>

# Transforming the way we work

An overview of how the Directorate is changing the way it works

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Key Corporate Transformation Programmes	<b>ICT: Business World ERP System</b>
	Deliver financial transformation through the new Business World ERP system
	<b>Energy Efficiency</b> Implement spend to save energy efficiency schemes across the Council estate
	<b>Business Process Re-engineering</b> Agreed approach to process improvement applied across a range of service areas
Critical Dependencies	<ul style="list-style-type: none"><li>• Implementation of Business World ERP (as part of CGI contract for IT)</li><li>• Review of IT and new contract with CGI</li></ul>



[Click here](#) to find out more about our Corporate Transformation Programme

**Objective:**

To promote sound stewardship and accountability

- Keep the Council's finances in order
- Ensure that the pension fund is managed effectively
- Ensure that the Common Good, Trust and Charity Funds under the trusteeship of the Council are managed effectively

**Objective:**

To enable more effective financial and general performance management across SBC

- Deliver financial transformation through the new Business World ERP system
- Further integrate the financial performance monitoring and planning processes within SBC and with our partners
- Deliver quality financial and procurement information
- Deliver the "Procurement & Payment" Services Strategy to support effective management of expenditure through our suppliers

**Objective:**

To provide specialist support and financial advice to enable change and transformation

- Make sure our staff have the skills we need into the future
- Engage with staff and partners on projects
- Provide financial advice to support change within the Council
- Support the delivery of challenging financial plan savings