

## WEST HERTFORDSHIRE HOSPITALS NHS TRUST

FINANCIAL PLANS 2009/10  
Budget Setting Timetable**End October**

Rollover budget setting commences	13 <sup>th</sup> Oct
<i>Initial PCT/PBC Demand forecasts and Commissioning Plan</i>	16 <sup>th</sup> Oct
M6 financial reports to Trust Board	23 <sup>rd</sup> Oct
Budget setting timetable issued	31 <sup>st</sup> Oct

**End November**

Budget setting timetable paper to Audit Committee issued	10 <sup>th</sup> Nov
Month 7 financial report issued	13 <sup>th</sup> Nov
Audit Committee	17 <sup>th</sup> Nov
Month 7 Financial reports to Trust Board	20 <sup>th</sup> Nov
Full PMO	24 <sup>th</sup> Nov
1 <sup>st</sup> cut budgets completed	28 <sup>th</sup> Nov
<ul style="list-style-type: none"> <li>• Rolled over</li> <li>• Fye of 08/09 ISP</li> <li>• Pre DaHF changes</li> </ul>	
<i>1<sup>st</sup> cut SLA schedules incorporating 09/10 Tariff Changes</i>	28 <sup>th</sup> Nov
<i>(NB Assess impact of operating framework / tariff once published)</i>	

**End December**

<b><i>LTFM internal development end date</i></b>	<b>1<sup>st</sup> Dec</b>
Assessment of unachieved ISP	5 <sup>th</sup> Dec
Audit Committee papers issued	8 <sup>th</sup> Dec
Month 8 Financial report issued	11 <sup>th</sup> Dec
Roll – over recurrent budget produced pre DaHF	12 <sup>th</sup> Dec
Audit Committee	15 <sup>th</sup> Dec
Month 8 financial reports to Trust Board	18 <sup>th</sup> Dec
Budgets incorporating DaHF produced	19 <sup>th</sup> Dec
Full PMO	22 <sup>nd</sup> Dec

**End January**

Budgets incorporating	9 <sup>th</sup> Jan
<ul style="list-style-type: none"> <li>• ISP projection for 09/10</li> <li>• <i>Latest available SLA position</i></li> <li>• Latest available Business Planning position</li> <li>• Latest available capital programme and RCCS</li> </ul>	
<b><i>LTFM SHA agreement end date</i></b>	<b>12<sup>th</sup> Jan</b>
Month 9 Financial report issued	15 <sup>th</sup> Jan

## APPENDIX 5

2009/10 1 <sup>st</sup> cut budgets paper issued	15 <sup>th</sup> Jan
Month 9 financial reports to Trust Board	22 <sup>nd</sup> Jan
1st Cut budget setting paper to Trust Board	22 <sup>nd</sup> Jan
<i>Final draft SLA schedules</i>	30 <sup>th</sup> Jan

### **End February**

<i>Agreed (subject to SLA Negotiations being completed)</i>	
<i>Activity plans</i>	6 <sup>th</sup> Feb
<i>Capacity Plans</i>	13 <sup>th</sup> Feb
M10 Financial report issued	12 <sup>th</sup> Feb
M10 financial reports to Trust Board	19 <sup>th</sup> Feb
Directorate review and Sign off	20 <sup>th</sup> Feb
<i>Agreed SLA schedules</i>	27 <sup>th</sup> Feb
2 <sup>nd</sup> cut Budgets	27 <sup>th</sup> Feb

### **End March**

M11 financial report issued	12 <sup>th</sup> Mar
Final budgets for 2009/10 paper issued	12 <sup>th</sup> Mar
M11 financial reports to Trust Board	19 <sup>th</sup> Mar
2009/10 budgets to Trust Board	19 <sup>th</sup> Mar
Revised LTFM. 3 years detailed plan, 10 years outlook	27 <sup>th</sup> Mar
Revised MTFP	27 <sup>th</sup> Mar

### **End of April**

2009/10 Budget Book;	completed	17 <sup>th</sup> Apr
	Reviewed and signed off	21 <sup>st</sup> Apr
	Published	24 <sup>th</sup> Apr
Incorporating;	Directorate activity plan	
	Directorate income plan	
	Directorate SLR view	
	Budgets	
	ISP plan	

### **Key**

*Italics* – Dates relating to SLA negotiations with the PCT

**Italics** – FT application key dates