

Appendix 2:
Budget Setting Timetable

Date	Action
10 October 2025	Deadline to submit CTB1 return to MHCLG .
21 October 2025	Cabinet approve the budget strategy - guidelines, timetable and estimated funding gap for 2026/27 and the Cabinet's approach to the budget / MTFS
October and November 2025	Leadership Team work with the Cabinet Member for Finance & Assets to identify options for efficiencies and additional income.
10 November 2025	Treasury Management Panel to consider budget estimates for treasury management budget assumptions.
26 November 2025	Government Autumn Statement announcement.
3 December 2025	Deadline for preparation of the draft budget, including proposals for savings / income and growth to be identified for the council and its partner organisations.
5 December 2025	Calculate taxbase figure for Section 151 Officer. Sign off under delegated powers and production of briefing note for Lead Member after council decision on 16 December re council tax support scheme
15 December 2025	Council approves council tax support scheme.
16 December 2025	S151 Officer to sign off the Council tax base
16 December 2025	Cabinet present interim budget proposals for consultation incorporating partner organisations budgets including proposals for growth, savings and levels of fees and charges.
16 December 2025 to 16 January 2026	Cabinet consult on interim budget proposals including the public and the business community
Throughout January 2026	Trade Union meetings on draft budget proposals.
	Budget Working group - review consultation and make recs to O&S committee on budget
	O&S Committee consider recommendations from budget working group and forward to Cabinet/Council
	Treasury Management Panel – consider final recommendations to Cabinet in respect of treasury management activity
20 January 2026	Deadline for submission of alternative budget proposals to Financial Services for validation.
20 January 2026	Deadline for preparation of final council budget incorporating final proposals for savings / income and growth from partner organisations.
27 January 2026	Deadline for Cabinet/Council papers on final budget proposal and consultation exercise
30 January 2026	Approve final NNDR1 estimate and advise County Council and DLUHC
3 February 2026	Police & Crime Panel notify level of precept
18 February 2026	County Council due to approve budget and set Council Tax level

Date	Action
24 February 2026	Cabinet present final budget proposals including response to consultation exercise
27 February 2026	Council meet to approve Cheltenham Borough Council budget - approve proposed Cabinet or alternative budget (approved in principal) and the Council tax resolution (includes GCC and police tax)
27 February 2026 – 2 March 2026	Council tax bill processing
3 March 2026 - 13 March 2026	Council tax bills printed/packed
By 16 March 2026	Council Tax Bills to be issued (14 days notice required before first payment - some payments due on 1st April)