

Annual Plan Review 2020-21

Pre-Oct 2019 Oct Nov Dec 2020 Jan Feb Mar Apr May Jun

STEP 1:

Seminars - purpose is to enable time for elected members to discuss and set direction on any changes from the LTP

STEP 2: Decision

STEP 3:

Community Consultation
07 Apr-13 May

STEP 4: Decision

Elected Members

(Set direction and make decisions)

Seminars

Overview of process to develop annual plan

Context to budget LTP Year 3 (cost drivers, state of special funds, limits as set out in Financial Strategy)

Context of proposed budget changes including risk, what is currently unfunded and changes to project timing

Seminars

Set direction on rates limit

Consider prioritisation and trade-offs

Consider funding sources

Set direction on consultation matters

Revenue and financing policy review commences

Seminars

Set direction on consultation document and consultation approach

10 Mar Meeting

Adopt consultation matters and draft budget

31 Mar Meeting

Adopt consultation document and adopt supporting information for budget

Community Events

Attendance as required

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08 Jun Meeting

Consideration of public feedback and Council decision to develop the annual plan based on the decisions at this meeting

26 Jun Meeting

Administrative process to adopt final annual plan based on the decisions that were made at 05 Jun meeting. No further changes are made

Officers

(Provide advice to Council and community to consider)

Review

- Review LTP Year 3 budget for 20/21 based on:
 - likelihood of a project being ready to deliver in 20/21
 - emerging risks/ unfunded work
 - rates impact within rates limit
- Identify significant and material changes from LTP Year 3

Run numbers against budget

- Provide any further information or clarification to Elected Members

Finalise Budget

- Finalise budget
- Present budget and supporting documents for 10 Mar Council meeting

Engagement Plan

- Present report on consultation matters
- Draft consultation document
- Prep for consultation period

After 10 Mar Meeting

- Finalise consultation document
- Finalise supporting documents including fees and charges, draft budget 20/21
- Projection of capital spend for remaining years of LTP
- Major projects update

Consultation and Analysis

- Run consultation with community
- Collect and analyse public feedback (including identify key themes)

Analysis and Response

- Draft report for Council including overview of public feedback, management response, any changes to budget
- Run any proposed changes through budget

After 08 Jun Meeting

- Finalise budget and annual plan document based on Councillors decisions at this meeting
 - Present final annual plan for Council to adopt
- After 26 Jun Meeting**
- Staff distribute annual plan after Council approval