



# Information Briefing Session

**6 March 2024**



# DISTRICT COUNCIL OF MOUNT REMARKABLE

## ANNUAL BUSINESS PLAN & BUDGET 2024/25

### SUMMARY TIMELINE

#### **November 2023:**

Prepare draft budget timeline and proposed meeting dates

Elected Member Finance Training

#### **December 2023:**

*Council Briefing - 8/12/2023 - Budget Objectives, Priorities & Parameters, Service Level data  
(re-scheduled due to extreme weather)*

#### **January 2024:**

Prepare draft departmental budget and Long Term Financial Plan (LTFP) templates

*Council Briefing - 12/1/2024 - Budget Objectives, Priorities & Parameters, Service Level Information,  
Long Term Financial Plan Models - including increased depreciation*

*Council Meeting - 19/1/2024 - Long Term Financial Plan Models - including increased depreciation,  
Budget Submissions, Capital Works Budget Allocation*

**February 2024:**

*Audit & Risk Committee Meeting - 9/2/2024 - Report to provide budget update and timeline*

Commence development of draft Annual Business Plan and Budget

Commence development of draft capital works budgets

Commence review of Fees and Charges Register

Community Information Sessions held

**March 2024:**

Continued development of draft Annual Business Plan and Budget, and LTFP

*Council Briefing - 8/3/2024 - Provide budget update and review of timeline*

Valuation data received from the Valuer General, and commence rate modelling

Commence Service Charges Modelling

Commence Rebate process

## **April 2024:**

Continued Rate Modelling

*Council Briefing - 5/4/2024 - Update of valuations, review of rate modelling results, service charges and rebates*

Prepare final draft Annual Business Plan and Budget, and Long Term Financial Plan

Prepare Audit and Risk Committee reports

*Council Briefing - 19/4/2024 - Final draft budget and LTFP update*

## **May 2024:**

Continued Rate Modelling

*Audit & Risk Committee Meeting - 10/5/2024 - Review final draft Annual Business Plan and Budget and LTFP*

Prepare any updates to the Annual Business Plan and Budget, and LTFP following Audit & Risk Committee Review

*Council Meeting - 21/5/2024 - Council to adopt draft Annual Business Plan and Budget and LTFP for community consultation*

**June 2024:**

Community consultation period

Facilitate community forum

*Council Meeting - x/6/2024 - Council to receive report of written submissions, and hear verbal submissions registered*

*Council Briefing - x/6/2024 - Discuss any final changes to the Annual Business Plan and Budget, and LTFP*

**July 2024:**

Prepare final Annual Business Plan and Budget, and LTFP for adoption

*Special Council Meeting - x/7/2024 - Council to adopt:*

*Final Annual Budget & Business Plan (including the declaration of rates)*

*Final Long Term Financial Plan*

*Discretionary rebates (and note mandatory rebates)*

*Fees and Charges*

Declaration of Rates published in the Gazette and newspaper

Rates and Service Charges are generated in software system, and data provided for Rates Notice

**August 2024:**

First quarter rate notices received by ratepayers