



KEMPSEY
Shire Council

DIRECTOR CORPORATE SERVICES REPORT

14th March 2006

DCS8	MEETING SCHEDULE TO CONSIDER DRAFT 2006 - 2007 BUDGET AND MANAGEMENT PLAN
FILE: 339	PJH {Folio No. * }

SUMMARY:

Reporting on the need to adopt a meeting schedule to consider the 2006 - 2007 Draft Budget and Management Plan.



DESCRIPTION:

The preparation of the draft budget for 2006 - 2007 is well advanced and Council should determine its meeting schedule so as to allow itself sufficient time to adopt the draft management plan and budget for 2006 - 2007 prior to 30th June 2006.

The determining of the budget meeting dates will also allow time for advertising of these Council meetings.

Council is also advised that within the Department of Local Government Best Practice review report one of the recommendations was that:-

"Council should review its current meeting practices with a view to providing a more planned approach to ensure its meeting schedule reflects the needs of Council."

This was particularly related to the number of "extra-ordinary" meetings held in the past and recommends that these should be included as scheduled Council meetings when our meeting dates are set (usually at the October Council meeting each year).

Experience of the last few years has shown that at least two (2) Council meetings will be required on the budget deliberations. Sufficient time needs to be allowed for the preparation of the draft management plan for exhibition after completion of the budget deliberations by Council.

In 2005 Council held Council meetings related to the budget on: -

Wednesday 23rd March 2005

Monday 4th April 2005

Tuesday 26th April 2005

Monday 20th June 2005 (Final adoption after exhibition and receipt of submissions)

The following schedule is suggested for 2006 to allow the final management plan and budget to be adopted prior to 30th June 2006.

- Tuesday 28th March 2006 – Council meeting to consider draft budget.
- Monday 10th April 2006 – Council meeting on draft budget (if necessary).
- Tuesday 9th May 2006 – Draft Management Plan to be adopted at 9th May Council meeting and placed on exhibition for 28 days.
- Tuesday 30th May 2006 – public meeting at Civic Centre on draft management plan and budget.
- Tuesday 13th June 2006 – public exhibition period closes.
- Tuesday 20th June 2006 – Council meeting to consider submissions and adopt draft management plan and budget.

REPORT IMPLICATIONS:

▪ Environmental

The draft management plan (including budget documents) will have a number of items related to the environment.

▪ Social

The draft management plan and budget will have a number of items that have social implications. The budget and management plan preparation involves the community in the process through submissions and the holding of a public meeting.

▪ Economic (Financial)

Council has an obligation to its community to undertake good financial management, particularly in the budget process. The 2006 - 2007 budget should be balanced or preferably in surplus to increase the level of working funds. The level of working funds should be maintained at

\$650,000 but it is anticipated that working funds at 30th June 2006 will be \$450,000.

- *Policy or Statutory*

Council must place its Draft Management Plan (including draft budget) for 2006 - 2007 on public exhibition for 28 days, consider any submissions and formally adopt the management plan and budget before 30th June 2006.

- *Director's Review*

As per report.

RECOMMENDATION:

That the schedule for consideration of the 2006 - 2007 draft Management Plan be as follows:-

Tuesday 28th March 2006 – Council meeting to consider draft budget.

Monday 10th April 2006 – Council meeting on draft budget (if necessary).

Tuesday 9th May 2006 – Draft Management Plan to be considered at Council meeting and placed on exhibition for 28 days.

Tuesday 30th May 2006 – public meeting at Civic Centre on Draft Management Plan and budget.

Tuesday 13th June 2006 – public exhibition period closes.

Tuesday 20th June 2006 – Council meeting to consider submissions and adopt draft Management Plan and budget.

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G B Snape
DIRECTOR CORPORATE SERVICES