

Integrated Planning and Reporting Timetable - 2023/24

Details	Type	2022	2023						
		Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
New FTE and Fleet New/Replacement Business Cases Released	Payroll	Mon,12							
Boxing Day		Mon,26							
Boxing Day Public Holiday Observed	Public Holiday	Tues,27							
New Years Day Public Holiday	Public Holiday		Mon,2						
Public Service Day	Public Holiday		Tue,3						
Councillor Workshop - Community Perception Survey	Capital/Operating	TBA	TBA	TBA					
SUBMISSION DATE: New FTE and Fleet and Plant Business Cases	Capital		Fri, 13						
Payroll Budget to be Loaded	Payroll		Fri, 20						
Release: Fleet Budget Worksheet	Operating		Mon, 23						
Release: Parks, Building and Engineering Budget Worksheets.	Operating		Mon, 23						
Australia Day Public Holiday	Public Holiday		Thurs, 26						
Load non-controllable operating costs into OneComm	Operating		Tues, 31						
Operating Packs Released to Managers	Operating			Wed, 1					
Fees and Charges Open to Managers	Fees & Charges			Wed, 1					
SUBMISSION DATE: Operating Packs - Managers	Operating			Wed, 15					
SUBMISSION DATE: Fleet Budgets	Operating			Wed, 15					
SUBMISSION DATE: Parks, Building and Engineering Budget	Operating			Wed, 15					
SUBMISSION DATE: Operating Packs - Directors	Operating			Wed, 22					
SUBMISSION DATE: Fees and Charges Due	Fees & Charges			Wed, 22					
Finance to Review 1st Pass Budget and Generate 1st Cash Required	Operating			Mon, 27					
Finance Meeting with Managers to discuss Operating Budget & make changes	Operating			Mon, 27	Fri, 3				
EMG Workshop- CBP Direction Setting / New FTE and Fleet	CBP				Wed, 1				
Labour Day Public Holiday	Public Holiday				Mon, 6				
EMG Workshop- Manager Operating Budget Presentations and Fee's and Charges	Operating				7-9 March				

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Release: Business Cases - Capital and Strategic Operating Projects	Capital/Non Recurrent				Mon, 13				
SUBMISSION DATE: Business Cases - Capital and Strategic Operating Projects	Capital/Non Recurrent				Fri, 24				
SUBMISSION DATE: Business Cases - Directors Review	Capital/Non Recurrent				Fri, 31				
Compile Capital Budget	Capital					Fri, 1 - Fri, 8			
Easter Break	Public Holiday					Fri, 7 - Tue, 11			
Finalise Interim Rates	Rates					Fri, 7			
Commence Rates Modelling	Rates					Wed, 12			
ANZAC Day Public Holiday	Public Holiday					Tue, 25			
EMG Workshop- Capital and Non-Recurrent	Capital					Wed, 26			
EMG Workshop - Rates LTFP & Fees and Charges Pre Workshop meeting	All						Wed, 3		
Councillor Workshop - Rates, LTFP & Fees and Charges	Capital						Wed, 10		
EMG Workshop - Operating Workshop Pre-discussion	All						Wed, 17		
Carryforward Estimates	Carryforwards						Mon, 15 - Fri 26		
EMG Workshop - CBP	All						Tue, 23		
Councillor Workshop - Operating	Operating						Wed, 24		
Agenda Due - Resolution to Advertise Rates & Fees and Charges	Rates						Mon, 29		
EMG Workshop - Capital/CBP Workshop Pre-discussion	All						Wed, 30		
WA Day Public Holiday	Public Holiday							Mon, 5	
Councillor Workshop - Capital & CBP	Capital							Wed, 7	
OCM - Resolution to Advertise Rates	Rates							Mon, 19	
Advertise Rates (21 days before = 14 July)	Rates							Fri, 23	
Prepare Statutory Reports	Statutory							Wed, 8	Fri, 7
EMG Workshop - Statutory Budgets, Fees and Charges, Capital and Carryforward + Agenda Item (except rates)	Statutory								Wed, 12

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		Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Closing Date for Rates Feedback	Rates								Fri, 14
Statutory Budgets, Fees and Charges, Capital and Carryforward + Agenda Item ready for Council	Statutory								Mon, 17
Q&A - Pre SCM Budget Adoption									Wed, 19
Special Council Meeting - Adoption of Budget, CBP, LTFP	Statutory								Wed, 26
Move Draft to Active Budget and release to organisation	All								Thur, 27