

**From:** Scott, Alexander  
**Sent:** 21 May 2002 4:47 PM  
**To:** Councillors; COJ Directors  
**Cc:** COJ Directors  
**Subject:** Delay in Approving the Advertising of the 2002/03 Principal Activities Plan

In relation to the advertising of the draft Principal Activities Plan, Elected Members should be aware of the following:

- Section 5.56 of the LGA 1995, requires the City to prepare a Principal Activities Plan.
- Section 5.57 requires that a Principal Activities Plan is to be advertised for public comment for 42 days.
- If Council approves the plan on May 21, the plan will be advertised on Saturday May 25 and public submissions close on Friday July 5. This allows to review the public comments, prepare a report to Council regarding public comments, undertake final budget deliberations and to make appropriate budget amendments if deemed necessary.
- The LGA 1995 section 6.2 (1) requires a budget to be adopted by August 31 unless a special extension is sought from the Minister. This provision is used very **infrequently** in Local Government. The City obtained a special extension when the 1998/99 (at the time of the split of the City of Joondalup / Wanneroo).
- Working backwards from 31 August and allowing for 3 weeks to prepare any adjustments and to go through the budget approval process, means the very latest date for advertising will be Saturday 29 June 2002. Public comment would close on 9 August 2002. This would require special meetings of Council to fast track decisions and meetings to meet this late deadline.
- A delay in adopting the annual budget impacts upon the rates issue date and in turn impacts on the City's cashflows.

The Principal Activities Plan is a **PLAN**. Council's adopted budget is the critical element. By approving the Plan for advertising on 21 May 2002, allows sufficient time for Council to incorporate public comment and complete the budget adoption by end July 2002. Delaying the advertising of the plan shortens the available time to review public comment, undertake the required deliberations and achieve an adopted budget that meets the Statutory deadline.

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City of Joondalup

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