



OPERATIONAL PLAN 2022/23

May 2022

Version	1.0
Date	May 2022
Prepared by	Executive Officer
Adopted by Board	##/##/####
Reviewed	
Amended	

PART A – REVENUE POLICY

1 INTRODUCTION

In accordance with the *Local Government Act 1993* and General Regulations 2005, Joint Organisations must provide a statement of the Joint Organisations Revenue Policy and the basis in which charges will be made.

The Joint Organisation’s Revenue Policy goal is to ensure that the approved activities of the organisation are funded in a manner that ensures the operational effectiveness and financial sustainability for the organisation.

In pursuit of this goal, the following financial strategies will be followed:

- To raise sufficient revenue to match the approved activities of the Joint Organisation
- To generate revenue in a fair and equitable manner over time, to ensure there is sufficient capacity to meet operational costs and project expenses
- To establish reserves sufficient to meet obligations to staff, stakeholders and member Councils

2 PRICING PRINCIPLES

The following principles will be utilised when establishing a price for services:

- a) A flat fee of \$8,500 plus a per capita fee for all member Councils in order for the Organisation to perform the principle functions of delivering on strategic regional priorities, regional leadership and intergovernmental cooperation,
- b) A flat fee of \$8,500 for associate member Councils,
- c) Member contributions will increase each year by the maximum permissible amount for general rate increases as determined by the Independent Pricing and Regulatory Tribunal (IPART)
- d) A ‘User Pays’ pricing model for the provision of works associated with special projects/activities approved by the Board
- e) Should the organisation seek to compete in a market, where private business is a competitor, the notion of competitive neutrality will be observed – the organisation will not seek to gain a net competitive advantage simply by virtue of its public sector membership.

3 CONTRIBUTION AND CHARGES

The following contributions and charges shall be applied in 2022/23:

a) Member council contributions

2022-2023											
LGA	2016 Census	Flat Fee	Per Capital Contribution @ \$0.6057	Total	Rate Peg 2.7%	2020/2021 Total (Ex GST)	2021/2022 Rate Peg 2%	2021/2022 Total (Ex GST)	2023/2023 Rate Peg 0.7%	2022/2023 Total (Ex GST)	2022/2023 Total (Inc GST)
Armidale	31,500	8,500	19,080	27,580	740	28,320	566	28,886	202	29,088	31,996
Glen Innes	8,800	8,500	5,330	13,830	370	14,200	284	14,484	101	14,585	16,044
Inverell	17,300	8,500	10,479	18,979	510	19,489	390	19,879	139	20,018	22,019
Moree	13,750	8,500	8,328	16,828	450	17,278	346	17,624	123	17,747	19,522
Narrabri	13,400	8,500	8,116	16,616	450	17,066	341	17,407	122	17,529	19,282
Tenterfield	7,150	8,500	4,331	12,831	350	13,181	264	13,445	94	13,539	14,893
Uralla	6,350	8,500	3,846	12,346	330	12,676	254	12,930	91	13,021	14,323
Gwydir*	5,258	8,500	3,185	11,685	320	8,500	x	8,500	x	8,500	9,350
TOTALS	103,508	68,000	62,695	130,695	3,520	130,710	2,445	133,155	932	134,027	147,430

*Associate Member

b) Associate Membership

Associate Membership is set at \$8,500 per year

Associate Members included

1. Gwydir Shire Council

c) GIPA (*Government Information (Public Access) Act 2009*)

A processing charge based on hourly Staff Services fee is applied where applicable. Subject to notes 1 to 4.	\$30 per application
NOTE: <ol style="list-style-type: none"> 1. Application fee covers costs of receiving application including registration and initial discussions with applicants. Any applications requiring more than ½ hour file research will involve processing charges (subject to note 4). 2. An advance deposit may also be required in accordance with Section 68 and 69 of the <i>Government Information (Public Access) Act 2009</i>, if Council's costs are likely to exceed the application fee. 3. A 50% reduction in fees applies for eligible pensioners and non-profit organisations under financial hardship. 4. First 20 hours free of processing charge for person accessing documents relating to their personal affairs. 	
Research and Processing	\$30 per hour
Application for review of determination	\$40 per application

PART B – 2022/23 BUDGET

NEW ENGLAND JOINT ORGANISATION 2022-2023 BUDGET

Income	NOTE	2022-2023 Original Budget
Income from Continuing Operations		
Council Contributions	1	134,087
Interest & Investment Revenue		
Other Revenue		
Grants & Contributions provided for Operating Purposes	2	0
Total Income from Continuing Operations		134,087
EXPENSES		
	NOTE	2022-2023 Total Budget
Expenses from Continuing Operations		
Employee Benefits & On-Costs	3	76,047
Administrative Expenses	4	40,240
Other Expenses	5	17,800
JO Grant Funded Projects	6	0
JO Council Funded Projects	7	0
Total Expenses from Continuing Operations		134,087
Sub Total		0
Transfers to Cash Reserves		
Net Operating Profit / (Loss) for the Year		0

NOTES	NOTE	2022-2023 Total Budget
Council Contributions	1	
Armidale Regional Council		29,088
Glen Innes Severn Shire Council		14,585
Inverell Shire Council		20,018
Moree Shire Council		17,747
Narrabri Shire Council		17,529
Tenterfield Shire Council		13,539
Uralla Shire Council		13,021
Gwydir Shire Council		8,560
		134,087
Grants & Contributions provided for Operating Purposes	2	
		0
		0
Employee Benefits & On-Costs	3	
Salaries - Executive Officer		61,003
Superannuation		6,405
Leave Entitlements Provisions		7,039
Workers Compensation Insurances		1,600
		76,047
Administrative Expenses	4	
Bank Fees		290
Advertising		400
Accountancy Software		1,150
Audit Fees		6,500
Financial Statement Templates		5,000
Printing & Stationary		2,500
Telephone		700
Web Site Expenses		1,000
Email Hosting		1,200
Information Technology		2,500
Contingency Funds		10,000
Training/ Conferences		3,000
ARIC Expenses		6,000
		40,240
Other Expenses	5	
Travel Expenses - OLG Meetings		10,500
Travel Expenses - EO		7,300
		17,800
JO Grant Funded Projects	6	
		0
		0
JO Council Funded Projects	7	
		0