



OPERATIONAL PLAN 2021/22

June 2021

Version	1.0
Date	June 2021
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) 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)
- c) A ‘User Pays’ pricing model for the provision of works associated with special projects/activities approved by the Board
- d) 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 2021/22:

a) Member council contributions

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)
Armidale	31,500	8,500	19,080	27,580	740	28,320	566	28,886
Glen Innes	8,800	8,500	5,330	13,830	370	14,200	284	14,484
Inverell	17,300	8,500	10,479	18,979	510	19,489	390	19,879
Moree	13,750	8,500	8,328	16,828	450	17,278	346	17,624
Narrabri	13,400	8,500	8,116	16,616	450	17,066	341	17,407
Tenterfield	7,150	8,500	4,331	12,831	350	13,181	264	13,445
Uralla	6,350	8,500	3,846	12,346	330	12,676	254	12,930
TOTALS	103,508	68,000	59,510	127,510	3,200	130,710	2,445	133,155

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: 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 – 2021/22 BUDGET

NEW ENGLAND JOINT ORGANISATION 2021-2022 BUDGET

AS AT 1/7/2021

Income	NOTE	2021-2022 Original Budget
Income from Continuing Operations		
Council Contributions	1	133,155
Interest & Investment Revenue		500
Other Revenue		
Grants & Contributions provided for Operating Purposes	2	384,790
Total Income from Continuing Operations		518,445
EXPENSES	NOTE	2021-2022 Total Budget
Expenses from Continuing Operations		
Employee Benefits & On-Costs	3	80,392
Administrative Expenses	4	34,580
Other Expenses	5	17,800
JO Grant Funded Projects	6	370,000
JO Council Funded Projects	7	14,790
Total Expenses from Continuing Operations		517,562
Sub Total		883
Transfers to Cash Reserves		
Net Operating Profit / (Loss) for the Year		883

NOTES	NOTE	2021-2022 Total Budget
Council Contributions	1	
Armidale Regional Council		28,886
Glen Innes Severn Shire Council		14,484
Inverell Shire Council		19,879
Moree Shire Council		17,624
Narrabri Shire Council		17,407
Tenterfield Shire Council		13,445
Uralla Shire Council		12,930
Gwydir Shire Council		8,500
		133,155
Grants & Contributions provided for Operating Purposes	2	
OLG - Joint Organisation Capacity Building Fund 2021		150,000
Bushfire Resilience and Recovery Fund		220,000
Council Contributions - Smart Water Subscription		14,790
		384,790
Employee Benefits & On-Costs	3	
Salaries - Executive Officer		63,860
Superannuation		6,386
Leave Entitlements Provisions		7,368
Workers Compensation Insurances		2,777
		80,392
Administrative Expenses	4	
Bank Fees		160
Advertising		500
Accountancy Software		1,200
Audit Fees		6,500
Financial Statement Templates		5,000
Printing & Stationary		2,500
Telephone		720
Web Site Expenses		1,300
Email Hosting		1,200
Information Technology		2,500
Contingency Funds		10,000
Training/ Conferences		3,000
		34,580
Other Expenses	5	
Travel Expenses - OLG Meetings		10,500
Travel Expenses - EO		7,300
		17,800
JO Grant Funded Projects	6	
Capacity Building Fund 2021 Projects		150,000
<i>Bushfire Resilience and Recovery Fund</i>		
Economic Development Plan - Project Management Costs		15,000
Economic Development Plan		91,000
Communication Campaign - Project Management Costs		15,000
Communication Campaign		99,000
		370,000
JO Council Funded Projects	7	
Smart Water Subscription		14,790
		14,790