JOINT ORGANISATION CALENDAR OF COMPLIANCE AND REPORTING REQUIREMENTS 2021-22

	JULY 2021	AUGUST 2021	SEPTEMBER 2021	OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021	JANUARY 2022	FEBRUARY 2022	MARCH 2022	APRIL 2022	MAY 2022	JUNE 2022
FINANCE		7 Proposed loan borrowings return to be submitted to TCorp				5 Last day for meeting to be held to present audited financial statements [LGA s418(2); LGReg cl 413G]						
				17 Request for extension to lodge financial statements to be submitted in writing to OLG [LGA s416(2); Code]								
	31 GST Certificate to be submitted to OLG [Commonwealth Constitution s114]			31 Audited Financial Statements to be lodged with OLG [LGA s417(5); Code]		28 Last day for annual performance statement to be published [LGReg cl 397J(2)]						
						31 Last day to provide report detailing delivery progress of the Capacity Building project						
	Joint Organisations to notify OLG throughout the year when loans are drawn (LGReg cl 230)											
GOVERNANCE			4 REMINDER: Election of the chairperson at the first meeting of the JO after the ordinary election of councils (give member councils time to elect mayors who make up the JO board)				1					
				30 Annual Report of obligations under PIDA to the Minister and the Ombudsman [PIDA s31]								
	30 Public interest disclosures report due to the NSW Ombudsman [PIDA s6CA]		30 Lodge completed written returns of interest for voting representatives and designated persons who held office at 30 June [MCC cl 4.21(b)]. Executive Officer to table returns at next JO Board meeting [MCC cl 4.25]	30 Annual Report of obligations under GIPA to the Minister and the Information Commissioner [GIPA s125]	30 Annual Performance Statement due [LGReg cl 397J(1)]	31 Report to JO Board [MCCP cl 11.2] and OLG [MCCP cl 11.2] on code of conduct complaint statistics	30 Public interest disclosures report due to the NSW Ombudsman [PIDA s6CA]					30 Last day to adopt Statement of Revenue Policy and Budget [LGReg cl 397I]
GENERAL	Local Government Directory - Joint Organisations should notify the OLG (olg@olg.nsw.gov.au) of any senior staff or address changes via email to enable updating of the directory											
	Elections: Requirements within 12 months after the elections: Amend Local Policy (s.165(4)); Re-determine Organisation Structure (s.333); Review delegations (s.380); Review JO adopted Code of Conduct (s.440(7)); Adopt a code of meeting practice that incorporates the mandatory provisions of the model code and a policy concerning the payment of expenses (LGA s360 (3) and s252(1) LGReg cl 397M)											
	Joint Organisations must review its publication guide in relation to the Government Information (Public Access) Act 2009 and adopt a new publication guide at intervals of not more than 12 months; An agency may update and amend its publication guide at any time											
	Joint Organisation Circulars are emailed to Joint Organisations. Please advise OLG (olg@olg.nsw.gov.au) of any change of JO email address. Joint Organisation Circulars can be downloaded from OLG webpage at www.olg.nsw.gov.au											
	OLG = Office of Local Government. LGA = *Local Government Act 1993.* LGReg = *Local Government (General) Regulation 2005.* Code = *Local Government Code of Accounting Practice and Financial Reporting, Update No. 28, March 2020* . MCC = *Model Code of Conduct for Local Councils in NSW, 2018* . MCCP = *Procedures for the Administration of The Model Code of Conduct for Local Councils in NSW, 2018* . PIDA = *Public Interests Dislosures Act 1994* . GIPA = *Government Information (Public Access) Act 2009* .											