

JO Calendar of Compliance & Reporting Requirements 2023-2024

July 2023

Aug 2023

Sept 2023

Oct 2023

Nov 2023

Dec 2023

Jan 2024

Feb 2024 – May 2024

June 2024

Finance

Financial statements to be audited within 4 months [LGA s416(1)]

7 Proposed borrowing return to be submitted to TCorp

17 Request for extension to lodge financial statements due in writing to OLG [LGA s416(2), Code]

31 Financial Statements to be audited [LGAs416(1), Code] and lodged to OLG [LGA s417(5)] with Financial Data Return

5 Last day for financial statements to be presented to the public [LGA 418(2)]

Governance

30 Public Interest Disclosures Report due to NSW Ombudsman (PIDA s6CA)

30 Written returns of interest due for voting representatives and designated persons who held office at 30 June [MCC cl4.21(b)] to be lodged

EO to table returns at next JO Board meeting [MCC cl 4.25]

30 Annual Report of obligations under GIPA due to the Minister and the Information Commissioner [GIPA s125]

30 Annual Report of obligations under PIDA due to the Minister and Ombudsman [PIDA s31]

30 Annual Performance Statement is to be prepared [Checklist is available on the OLG website]

30 Model Code of Conduct Complaints Statistics to be reported to Board [MCC 11.1]. Collection form due to OLG [MCC 11.2]

30 Annual Performance Statement is to be placed on the JO website

30 Public Interest Disclosure Report due to the NSW Ombudsman [PIDA s6CA]

30 Last day to adopt Statement of Revenue Policy and Budget 2023-24 [LG Reg cl 397I]

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General

JO should notify OLG (olg@olg.nsw.gov.au) of any senior staff or address changes via email to enable updating of the directory

JO 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

Circulars are emailed to council. Please advise OLG (olg@olg.nsw.gov.au) of any change of council email address. Council Circulars can be downloaded from OLG website at www.olg.nsw.gov.au

OLG = Office of Local Government

LGA = Local Government Act 1993.

LG Reg = Local Government (General) Regulation 2005

Code = Local Government Code of Accounting Practice and Financial Reporting

PIDA = Public Interests Disclosures Act 1994

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

GIPA = Government Information (Public Access) Act 2009

IP&R G/L = Integrated Planning and Reporting Guidelines Sept 2021