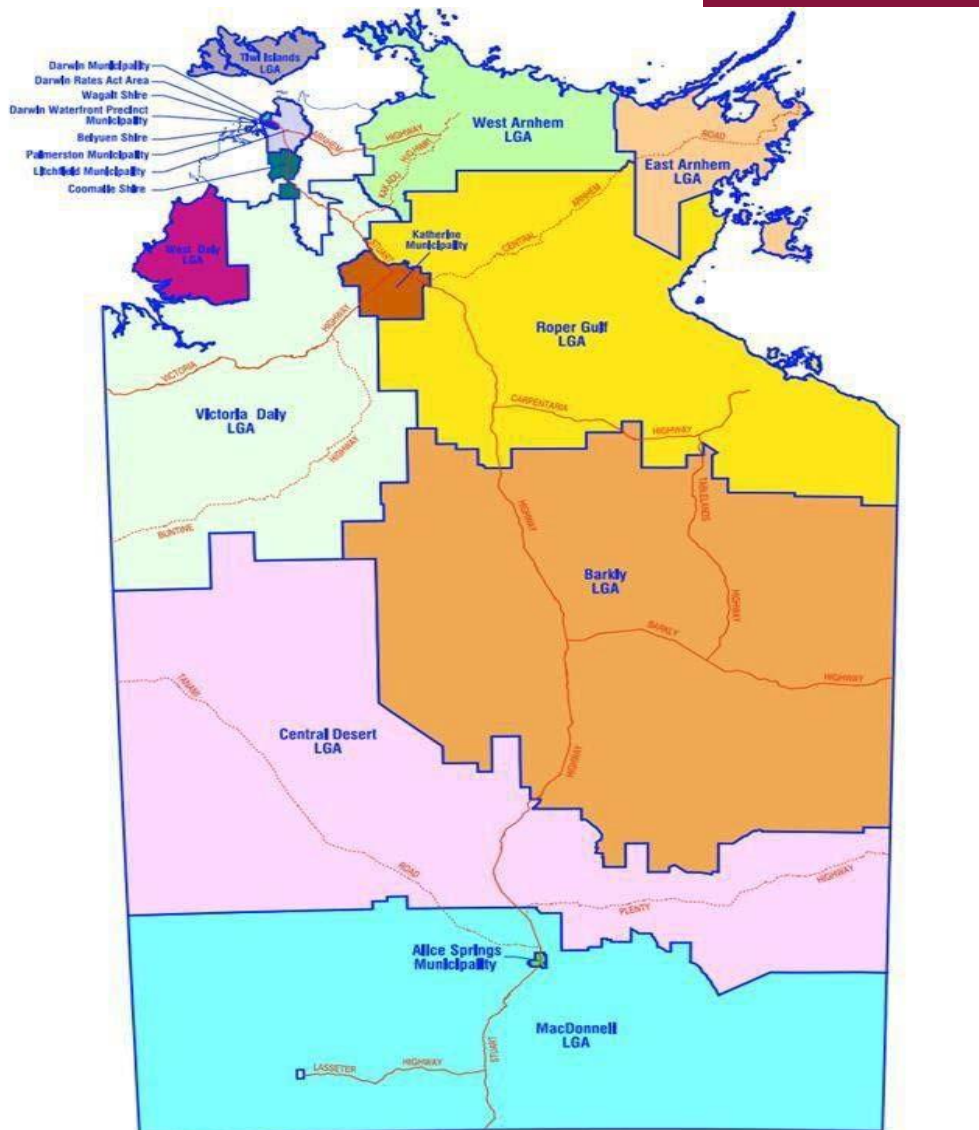


# councilBIZ

Annual Plan

2021-22



**VERSION CONTROL**

<b>Version</b>	<b>Decision Number</b>	<b>Adoption Date</b>	<b>History</b>
1	TBA	8 June 2021	Board approved 2021/22 Annual Plan

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## **Introduction**

This document is the 2021/22 Annual Plan and Budget which was adopted by the Board on 8 June 2021.

## **Governance Meeting Schedule**

<b>Board Meetings:</b>	October 2021 to adopt the Annual Report.  February 2022 to review progress and consider the draft Annual Plan.  June 2022 to adopt an Annual Plan, Budget and set fees.
<b>Executive Committee:</b>	Third Thursday of odd numbered months except January.
<b>Audit and Risk Management Committee:</b>	Four meetings per annum (Q1, Q2, Q3 and Q4) to deliver on the adopted 2021/22 ARMC Work Plan. Meeting dates will be as determined by ARMC.
<b>Meeting Papers:</b>	Meeting papers will be emailed two (2) weeks in advance of the Board, Executive Committee and Audit and Risk Management Committee meetings.

## CouncilBIZ Overview

### Strategic Plan

## CouncilBIZ 2025

### Our Vision

Inspiring and enabling members and customers through creativity, innovation and enterprise.

### Our Mission

We work in a collaborative partnership across our member Councils, delivering value based high quality service.

We do this by actively engaging with our customers, supporting each other and being alert, flexible and future focused in a rapidly changing environment.

### Our Values

<b>Integrity</b>	We will display integrity in our dealings and in our work
<b>Responsiveness</b>	We will be responsive and focused to the current and future needs of our customers
<b>Innovation</b>	We will foster and support innovation in all aspects of our work
<b>Accountability</b>	We will be accountable and open in all of our dealings
<b>Respect</b>	Everyone will be treated with respect

## Strategy 1: Service

Goal: Deliver services using innovation and creativity.

Objectives		Actions	Measures
1.1	Agreed core services and user pay service offerings are established	1.1.1 Shared services options paper for Board consideration and approval	Shared Services option paper developed and considered by the Board in October 2019
		1.1.2 Cost/benefit value analysis for core, outsourced and potential shared services	Cost/Benefit analysis completed and considered by the Board in June 2021
1.2	Deliver exceptional customer service with strong customer and stakeholder relationships	1.2.1 Develop Service Level Agreements with clear performance measures for each Customer	SLA's developed and in place by December 2020
		1.2.2 Develop Relationship Management, Marketing & Communications Plan	Relationship Management, Marketing and Communications Plan(s) developed by June 2020
		1.2.3 Conduct exercise to understand what Members and Customers consider "exceptional" service	Exercise conducted and Annual Customer Satisfaction Survey > 80% satisfaction

## Strategy 2: Innovation

Goal: Foster and support innovation.

Objectives		Actions	Measures	
2.1	Board and organisational culture of creativity and teamwork	2.1.1	Align Job Descriptions and KPI's with Strategic Plan	Job Descriptions reviewed and updated by June 2021
		2.1.2	Develop Staff Recognition System	Staff Rewards and Recognition System developed by December 2020
		2.1.3	Develop initiatives that foster and support innovation	Ongoing with Innovation Manager appointed by March 2020 Annual Culture Survey > 80%
2.2	Dedicated resource for innovation	2.2.1	Board approval for budget allocation	Budget approval in June 2019 and Innovation Manager appointed in March 2020
		2.2.2	Constructively challenge and review existing systems and processes	System and process review schedule developed by December 2020 All reviews completed by June 2025
		2.2.3	Actively scan and research new developments in technology	Ongoing
2.3	Share and showcase best practice solutions and products	2.3.1	Ongoing report to the Board	Ongoing report to the Board in place by Dec 2020
		2.3.2	Ongoing update to Users on new developments and innovation	Ongoing Update in place by December 2020

## Strategy 3: Technology

Goal: Assess and implement new solutions that use appropriate technology.

Objectives		Actions		Measures
3.1	Flexible technology that is simple and fast	3.1.1	Develop ICT Strategic Plan	Plan developed by October 2020 and updated annually
		3.1.2	Benchmark current technology against alternative products	Benchmarking report completed by December 2020 and updated annually
		3.1.3	Continuously engage with customers to understand needs and wants	>80% Customer Satisfaction



## Strategy 4: People

Goal: Organise for success

Objectives		Actions	Measures
4.1	Be service delivery experts	4.1.1 Establish Training and Development Plan	Training and Development Plan established by June 2020 and reviewed annually
			>80% Customer Satisfaction
		4.1.1 Improve problem resolution, including reporting on open issues and escalation process	In place by Dec 2020
4.2	Recruit and retain highly motivated and skilled staff	4.2.1 Develop HR/IR policies and procedures	Policies and Procedures developed and approved by October 2020
		4.2.2 Establish Staff Development and Performance Review System	Staff Development and Performance Review System established by June 2020
			Engagement Survey results > 80%
			HR Data Analytics - Management of Annual and Personal Leave, Turnover, Absenteeism

## Strategy 5: Governance

Goal: Do the right thing in the right way

Objectives		Actions	Measures	
5.1	Governance System that enhances our culture	5.1.1	Develop Governance framework	Governance framework developed by December 2019
		5.1.2	Develop/review governance policies and delegations	Policies and delegations developed/reviewed by December 2020
		5.1.3	Review organisational structure and resources	Organisational Structure Review complete by Dec 2020
		5.1.4	Establish Risk Management Framework (RMF)	RMF developed by June 2020
		5.1.5	Establish Long Term Financial Plan (LMF) including Asset Management Plan	LTFP developed by June 2020
		5.1.6	Develop Business Continuity and IT Disaster Recovery Plan	Plan developed by December 2020, tested and updated annually
		5.1.7	Establish compliance checklist	Compliance checklist developed by December 2019
5.2	An engaged Board	5.2.1	Develop Board performance report(s) (financial and non-financial)	Board Performance report(s) format developed by June 2020
		5.2.2	Assess Board and GM performance	Annual Board and GM performance reviews commenced by February 2022.
5.3	Constitution reflects a true shared service	5.3.1	Review Constitution	Constitution reviewed by June 2021, then every two years

## Historical Perspective

CouncilBIZ was created in 2008 to provide Financial, HR, Admin and Information Technology (IT) services to the newly created 8 super Shires. West Daly was added in 2014 when Victoria Daly was divided.

## Governance and Management Model

CouncilBIZ is a Local Government Subsidiary as defined in the Local Government Act.

CouncilBIZ is governed by a committee ("*Board*") consisting of a Nominated Representative from each member of CouncilBIZ pursuant to the CouncilBIZ Constitution.

### Financial members:

- Barkly Regional Council
- Central Desert Regional Council
- East Arnhem Regional Council
- MacDonnell Regional Council
- Roper Gulf Regional Council
- Tiwi Island Regional Council
- Victoria Daly Regional Council
- West Arnhem Regional Council
- West Daly Regional Council

### Non-financial member:

Local Government Association of Northern Territory (LGANT)

### Executive Committee (EC):

CouncilBIZ has an Executive Committee established pursuant to Rule 26.1 of the Constitution.

The roles, functions and procedures of the Executive Committee are set out in the Executive Committee Policy.

The committee comprises four members of Board, one of whom is the Chair and another is the Deputy Chair. All appointments to this committee are made by the Board. The committee operates under delegation from the Board.

Audit and Risk Management Committee (ARMC):

ARMC is an advisory committee to the Board established pursuant to Rule 18.3 of the Constitution.

ARMC consists of two independent Members and a representative from the Board.

The two Independent Members are Carolyn Eagle (Chair) and Danny Moore.

All appointments to ARMC are made by the Board.

# CouncilBIZ 2021

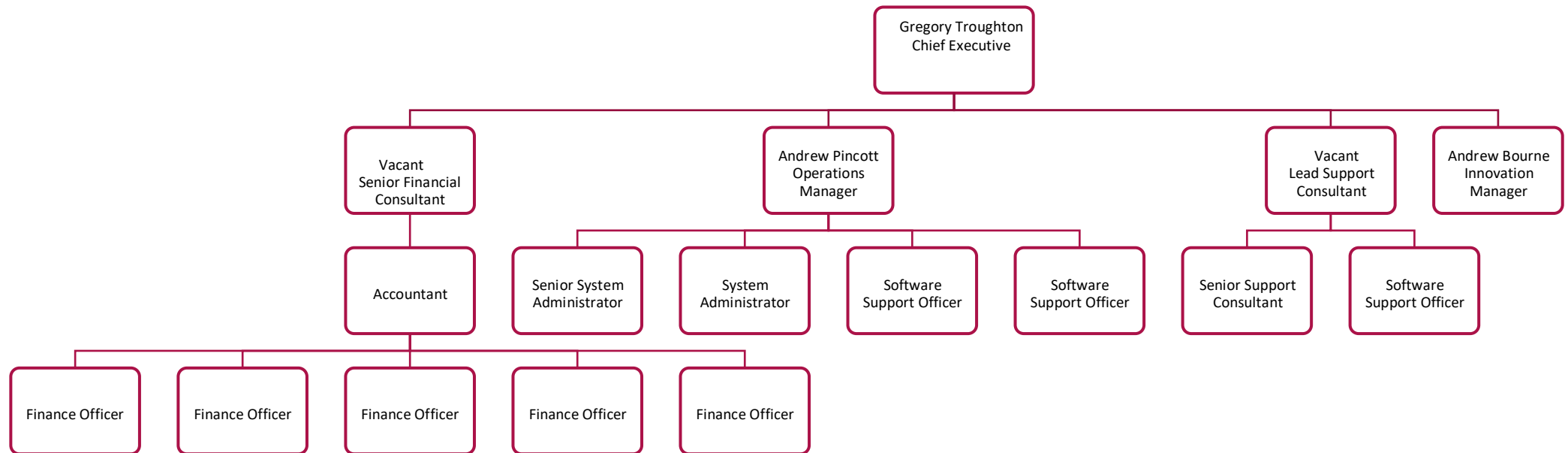
## Board Members as at 1st July 2021.

<p>Member, Chair of Board and Chair of Executive Committee</p> <p><b>NAME:</b> Daniel Findley</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> West Arnhem Regional Council</p> <p><b>Email:</b> <a href="mailto:daniel.findley@westarnhem.nt.gov.au">daniel.findley@westarnhem.nt.gov.au</a></p>	<p>Member</p> <p><b>NAME:</b> Steven Moore</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Barkly Regional Council</p> <p><b>Email:</b> <a href="mailto:steve.moore@barkly.nt.gov.au">steve.moore@barkly.nt.gov.au</a></p>
<p>Member, Audit and Risk Management Committee</p> <p><b>NAME:</b> Diane Hood *</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Central Desert Regional Council</p> <p><b>Email:</b> <a href="mailto:diane.hood@centraldesert.nt.gov.au">diane.hood@centraldesert.nt.gov.au</a></p>	<p>Member, Executive Committee and Alternate Member Audit and Risk Management Committee</p> <p><b>NAME:</b> Shane Marshall</p> <p><b>Position:</b> Director – Technical Services</p> <p><b>Council:</b> East Arnhem Regional Council</p> <p><b>Email:</b> <a href="mailto:shane.marshall@eastarnhem.nt.gov.au">shane.marshall@eastarnhem.nt.gov.au</a></p>
<p>Member</p> <p><b>NAME:</b> Jeff MacLeod</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> MacDonnell Regional Council</p> <p><b>Email:</b> <a href="mailto:jeff.macleod@macdonnell.nt.gov.au">jeff.macleod@macdonnell.nt.gov.au</a></p>	<p>Member</p> <p><b>NAME:</b> Phillip Luck</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Roper Gulf Regional Council</p> <p><b>Email:</b> <a href="mailto:phillip.luck@ropergulf.nt.gov.au">phillip.luck@ropergulf.nt.gov.au</a></p>
<p>Member</p> <p><b>NAME:</b> Valerie Rowland</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Tiwi Island Regional Council</p> <p><b>Email:</b> <a href="mailto:valerie.rowland@tiwiislands.nt.gov.au">valerie.rowland@tiwiislands.nt.gov.au</a></p>	<p>Member</p> <p><b>NAME:</b> Russell Anderson</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Victoria Daly Regional Council</p> <p><b>Email:</b> <a href="mailto:ceo@vicdaly.nt.gov.au">ceo@vicdaly.nt.gov.au</a></p>
<p>Non-Financial Member</p> <p><b>NAME:</b> Sean Holden</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> Local Government Assoc NT (LGANT)</p> <p><b>Email:</b> <a href="mailto:sean.holden@lgant.asn.au">sean.holden@lgant.asn.au</a></p>	<p>Member, Executive Committee, Audit and Risk Management Committee</p> <p><b>NAME:</b> Matthew Eastham</p> <p><b>Position:</b> CEO</p> <p><b>Council:</b> West Daly Regional Council</p> <p><b>Email:</b> <a href="mailto:matthew.eastham@westdaly.nt.gov.au">matthew.eastham@westdaly.nt.gov.au</a></p>

\*Pending a formal decision form Central Desert Regional Council (CDRC), Leslie Manda will become the Nominated Representative for CDRC. In taking up this position Leslie Manda will be the Deputy Chair of the CouncilBIZ Board and Deputy Chair of Executive Committee.

## Organisational Chart

As at 1 July 2021 the organisational chart is:



Employees are covered by the CouncilBIZ Enterprise Agreement 2017 and any subsequent agreement(s).

## **Limits of Authority**

Limits of Authority are contained within the Board approved Delegation's Manual.

# Services Provided by CouncilBIZ

## What CouncilBIZ Plans to Deliver in 2021-22

CouncilBIZ delivers services to its Members in four core areas.

### 1. INFORMATION TECHNOLOGY

#### Server Infrastructure

- Rack space in the GDC for CouncilBIZ and member equipment
- Server Hardware in the GDC and CouncilBIZ office
- VMWare virtual server infrastructure
- Virtual Appliances
- Routers & Switches
- Data backup
- Desktop Citrix environment
- External application access via the portal

#### IT Support

- 1<sup>st</sup> Level email & phone help desk support
- 2<sup>nd</sup> Level help desk support
- 3<sup>rd</sup> Level IT server support

#### Application Hosting

- Server Operating Systems in the GDC
- Microsoft Office
- Citrix
- TechnologyOne Financials
- InfoCouncil
- Magiq Documents
- E-Tools
- PropertyWise and Water Billing

In 2021/22 the IT section will focus on:

### ICT (Information Communication Technology) Strategic Plan

Continue delivery of the ICT Strategy focusing on aligning business objectives with technology with emphasis on emerging trends and mobile/cloud first technologies.



## Network Redesign

Opportunities will continue to be sought to improve network design, infrastructure and management, improve network security and centralise billing with the objective of increasing services to Members at or below existing costs.

## ICT Service Level Agreement (SLA)

Ensure the ICT SLA remains current and appropriate and that CouncilBIZ continues to provide relevant and high quality service. The SLA is reviewed annually and will be referred to the Board for review and endorsement in February.

## Office 365

Continue efforts towards transitioning Councils onto the Microsoft Office 365 platform. When in place, this will give CouncilBIZ simplified licensing, more effective collaboration tools, greater resiliency for email services and promote a mobile first environment. The O365 platform will be the stepping stone to transition and leverage more cloud based products.

## Citrix

Upgrades to the Citrix infrastructure will be undertaken to ensure CouncilBIZ continues to provide up to date software and services with relevant security requirements. This would include Windows server upgrades, Office suit upgrades and upgrades to the underlying Citrix deployment software and configuration.

## MagiQ

The MagiQ software is currently residing on depreciated server software and as such raises a high security risk and needs to be migrated. The plan is to resolve this issue by the end of the financial year.

## 2. BUSINESS SOFTWARE SUPPORT (BSS)

BSS provides application implementation, support and training, with vendor assistance when required, in the following business applications:

- TechnologyOne
- Magiq and
- Infocouncil

In the 2021/22 financial year BSS will continue adding Manuals, Webinars, Videos, How-to-Processes, Seminar notes and other relevant information to the new CouncilBiz website that will act as Centralised Knowledge Management System for Member Council's.

BSS will continue with roll out of TechnologyOne modules as per Council needs.

BSS will also continue with the training calendar and provide at least 3 days of training/consulting to Member Councils.

Importantly, the first BSS SLA will be deployed and monitored throughout the year.

Magiq end user training and project management help for Magiq implementation will continue to be provided. BSS will undertake projects for system changes to comply with Local Government Act (2019) and Local Government (General) Regulations 2021.

In 2021/22 , BSS will continue to evaluate Enterprise Resource Planning (ERP) system opportunities, benefits, costs and risks.

## 3. PROCESSING

The Processing Section within the Finance Section provides processing (Outsourced) services utilising the provided CouncilBIZ applications upon request from a Member on a fee for service basis. These services are provided separate from the core Members Fees and each service has an SLA with an agreed set of key performance indicators.

Services currently provided are;

West Daly Regional Council – Finance, AP, AR, Rates, Payroll, Records

Victoria Daly Regional Council – Rates, Payroll

Barkly Regional Council – Payroll

Tiwi Islands Regional Council – Rates

In 2021/22, the Financial Processing Team will continue to implement the Board approved Long Term Financial Plan (LTFP) which focuses on long term financial sustainability.

CBIZ has and will continue to advocate for suppliers and Member Council's to use electronic methods for communication. CouncilBIZ uses electronic methods for receiving all invoices except for Telstra.

Following the conclusion of the term of BDO (Darwin) as the CouncilBIZ External Auditor, Merit Partners have been appointed as the CouncilBIZ External Auditor for the 2020/21, 2021/22 and 2022/2023 financial years, with provision for two one-year extensions.

#### 4. PROCUREMENT

The focus will be on developing a recommended IT hardware suite for Member Councils and on investigating options for joint IT hardware procurement.

#### 5. INNOVATION

Innovation at CouncilBIZ will continue its focus on utilising best practice solutions and the technology available to deliver an exceptional customer experience to Member Councils. In conjunction with the deployment of a new website that will provide additional functionality and the ability for greater communication with Member Councils, the website will enable real-time access of an online library of best practice solutions and how-to guides.

Providing a platform for greater communication with Member Councils aims to strengthen relationships and provide better quality information to other, customers and stakeholders and create greater opportunities for collaboration.

To ensure that CouncilBIZ meets the needs of the Member Councils we will continue to expand on the foundations that have been laid in 2020/2021. Focus points include;

- Education to Member Councils on the new website and the additional services it will assist CouncilBIZ to provide.
- Focus on full implementation of the Communications Plan developed by CouncilBIZ.
- Review of the IT ticketing system currently being used and associated reporting available.
- Implementation of projects associated with the ICT Strategic Plan.

A target for CouncilBIZ in the 2021/2022 year will be to provide the Board with a roadmap of the steps required to meet a number of goals which have been raised by Member Councils in the past which includes, but not limited to;

- What would be required for CouncilBIZ to operate without Citrix

- What are the advantages, challenges, opportunities and risks associated with operating within a public or hybrid Cloud?
- What would be required for CouncilBIZ to introduce O365 for Member Councils?  
Effective innovation at CouncilBIZ will improve communication and value for Member Councils in 2021/2022.

## 6. MANAGEMENT

In 2021/22 management focus will include:

### Strategy

- Redevelop CouncilBIZ Strategic Plan in conjunction with the Board and until this is completed, continue implementation of *CouncilBIZ 2025*.
- Develop and grow CouncilBIZ

### Policy

- Undertake ongoing review of all organisational policies and refer for Board endorsement
  - (where appropriate).
- Develop new policies where required.

### Compliance

- Ensure compliance with the Local Government Act (2019), the Local Government (General) Regulations 2021 and the CouncilBIZ Constitution.

### Governance

- Update CouncilBIZ Constitution in conjunction with the Board.
- Review governance and operating model (including organisational structure) of CouncilBIZ.
- Market CouncilBIZ to external customers, develop a customer base and return a material financial to CouncilBIZ.
- Finalise Network Consolidation and Management options.
- Continue focus on innovation.
- Focus on Organisational Development.
- Test Business Continuity and IT Disaster Recovery Plans.
- Implement a Staff Training Plan.
- Increase focus on Risk Management.
- Focus on relationship development with Members, customers and other stakeholders.

## 2021-22 Finances

The FY2021/22 Budget has been prepared on a steady state basis, however, the following points are drawn to the attention of Members:

- Services fees are proposed to be increased by 2.50% which will result in \$69K additional revenue. This increase will reduce the impact on depleted reserves and assist with financial sustainability. Under this scenario, \$68K will be surplus if depreciation of \$404K is excluded from the budget.
- CBIZ plans to generate income of \$3.3M comprising Service Fees \$2.8M, Financial Processing Fees \$415K, Cost Recovery \$32K (Admin Cost for Processing Outsourced Financial Services) and Interest Income \$7K.
- CBIZ payroll is approximately \$1.7M, Councils that receive Financial Processing Services contribute \$415K. Pay increment of 1.5% as per EBA for FY2021.
- Depreciation of \$404K is not funded.
- Chief Executive's total employment cost is estimated at \$180K for 12 months and is part of CBIZ payroll cost (for FY2020/21, such cost was included in Consulting Fees).
- No budget allocation for the Chief Executives' recruitment in FY 2021/22. Estimated expenses of \$25K in FY2020/21.
- Consulting budget is \$120K.
- TechnologyOne consulting budget increased from \$25K to \$90K, due to AMS agreement with TechnologyOne costing \$67K per year.
- Training Cost including accommodation and travel budgeted to \$53K.
- Total communication cost budgeted at \$170K
- Hosting cost is \$59K.
- Insurance cost is \$34K.
- Licence costs increased from \$706K to \$827K due to upgrade for MagiQ Docs and currency fluctuations.
- Office expenses decreased from \$161K to \$135K due to reduction in office lease cost (due to AASB 16)

- ICT Capital purchases - \$80K.

## Commentary: Statement of Financial Performance

### Significant Changes for 2021/22

#### a) Depreciation

Depreciation is not funded from members but CouncilBIZ should build up reserves to replace and purchase assets and applications for future need.

Due to the AASB 16, lease property will be recorded as Right to Use (ROU) assets and lease liability in balance sheet.

Due to AASB 16, additional depreciation expenses on ROU for 2019/20 is \$38,442 and for FY 2020/21, estimated at \$57,663 and will continue till the life of the lease assets.

#### b) Employee

With approved enterprise agreement, 1.5% increment in July 2021.

Subject to Financial Processing agreement, some position may increase or decrease during the year.

#### c) Data Centre Costing

CouncilBIZ pays approximately \$5,060 per month (from April 2021, CouncilBIZ is renting two rack space), and despite ongoing efforts, no contract in place with Northern Territory Government. Payment is undertaken on monthly invoice.

#### d) US\$

The software maintenance contract for the various devices within the Data Centre are all priced in US\$ and as such, are subject to currency fluctuations. This particularly impacts the software licensing portion of the solution.

## Commentary: Statement of Financial Position

During 2016/17 the Board established three Reserves from the accumulated equity to better reflect the planned use of the funds. The three reserves were funded to \$2M, made up of \$700,000 for Asset Replacement, \$300,000 for Productivity Software, and \$1M for Business Applications.

During 2016/17 \$250,000 was spent from the Business Reserve acquiring Technology One licenses, and \$35,000 from the Asset Replacement Reserve for additional disk storage.

In 2017/18 new hardware was acquired at a little over \$500,000 together with \$250,000 expenditure on server and desktop software licenses.

In 2018/19 and 2019/20, each year Microsoft was paid \$220,000 for software licenses. The cost has been capitalized.

The total reserve balance in 2019/20 was \$1,027,400 comprising \$195,038 in the Assets Replacement Reserve, \$752,482 in Business Reserve and \$79,880 in the Productivity Reserve.

The FY2019/20, the comprehensive loss was \$35,283 including the depreciation expenses of \$357,054.

## Statement of Revenue Sought from Members

Revenue is sought from the Members using the agreed formula:

- Direct financial processing costs for an individual Member is paid by that Member.
- 50% of the remaining revenue sought is divided equally between the nine Regional Councils
- 50% of the remaining revenue sought is divided between the nine Regional Councils on the ratio of user accounts, including generic accounts.
- (accounts that purely access the CiAnywhere application, and have no email or Office applications are excluded from the user accounts)

<i><b>Council</b></i>	<i><b>Number of Chargeable</b></i>	<i><b>% of Total Network</b></i>
BRC	175	11.61%
CDRC	227	15.06%
EARC	193	12.81%
MRC	230	15.26%
RGRC	228	15.13%
TIRC	135	8.96%
VDRC	108	7.17%
WARC	161	10.68%
WDRC	50	3.32%
<b>TOTAL</b>	<b>1,507</b>	<b>100.00%</b>

(Most recent numbers April 2021)

The actual user numbers are collected during the end of July, October, January and March for use in the quarter billing.

Accounts that purely access the TechnologyOne application and have no email or Office applications are excluded from the user accounts.

## CouncilBIZ Insurance Schedule

Workers' Compensation – QBE

Public Liability - JLT – NT Councils Discretionary Trust

Industrial Special Risks - JLT – NT Councils Discretionary Trust

Personal Accident - Chubb through Key Underwriting

Motor Vehicle - TIO

Director and Officer Liability – CGU

Cyber Crime – Chubb

Travel - Chubb through Key Underwriting



**2021-22 Finances**

**CouncilBIZ**  
**Budget 2021/22**

Balance Sheet	Sum of 2020/21	Sum of 2021/22	Sum of 2022/23	Sum of 2023/24	Sum of 2024/25	Sum of 2025/26	Sum of 2026/27
<b>Assets</b>	3,104,350	2,927,061	2,744,140	2,539,224	2,335,237	2,230,400	2,046,000
<b>Fixed Assets</b>	1,237,250	1,201,079	1,710,495	1,430,788	1,185,576	1,054,958	924,000
Intangibles	410,893	352,858	282,286	225,829	180,663	144,531	104,000
Infrastructure	209,000	287,200	918,159	741,041	582,757	526,089	475,000
Furniture	108,000	102,600	97,470	92,597	87,967	83,568	80,000
Right to Use Assets	509,357	458,421	412,579	371,321	334,189	300,770	265,000
<b>Current Assets</b>	1,867,100	1,725,982	1,033,645	1,108,436	1,149,661	1,175,442	1,122,000
Cash	716,056	694,938	752,601	827,392	868,617	894,398	850,000
Investments	922,008	802,008	52,008	52,008	52,008	52,008	52,000
Receivables							
Prepayments	229,036	229,036	229,036	229,036	229,036	229,036	220,000
Accrued Revenue							
<b>Equity</b>	2,153,345	2,567,674	2,359,265	2,147,045	1,935,613	1,823,188	1,628,500
<b>Equity</b>	1,025,945	1,560,274	2,101,865	1,889,645	1,678,213	1,565,788	1,361,100
Accumulated Funds	1,025,945	1,560,274	2,101,865	1,889,645	1,678,213	1,565,788	1,361,100
<b>Reserves</b>	1,127,400	1,007,400	257,400	257,400	257,400	257,400	267,400
Asset Replacement Reserve	295,038	175,038	175,038	175,038	175,038	175,038	175,038
Productivity Reserve	79,880	79,880	79,880	79,880	79,880	79,880	89,880
Business Reserve	752,482	752,482	2,482	2,482	2,482	2,482	2,482
<b>Liabilities</b>	951,005	877,744	851,396	812,048	777,506	747,306	722,500
<b>Current Liabilities</b>	312,886	295,977	320,196	326,207	332,332	338,575	347,500
Creditors	32,901	29,949	30,547	31,158	31,781	32,417	35,000
AL Provision	189,799	193,088	196,431	200,360	204,367	208,454	212,000
LSL Provision	39,142	39,925	40,723	41,538	42,369	43,216	45,000
Accrued Expenses	51,044	33,015	52,495	53,151	53,816	54,488	55,500
<b>Non Current Liabilities</b>	638,119	581,767	531,200	485,841	445,174	408,731	375,000
LSL Provision Non Current	62,167	63,410	64,679	65,972	67,292	68,637	70,000
Lease Liability - Rental Building	575,952	518,357	466,521	419,869	377,882	340,094	305,000

**CouncilBIZ**

**Budget 2021/22**

<b>Ratio</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>
1. Consolidated Member Funds to Total Assets	0.694	0.877	0.860	0.846	0.829	0.817	0.796
2. current Ratio	5.967	5.831	3.228	3.398	3.459	3.472	3.229
3. Reserves to cover Asset Replacement (Hardware)	1.833	1.330	0.157	0.153	0.152	0.151	0.152
1. Consolidated Member Funds to Total Assets Required by constitution							
Member Funds (equity)	2,153,345	2,567,674	2,359,265	2,147,045	1,935,613	1,823,188	1,628,500
Total Assets	3,104,350	2,927,061	2,744,140	2,539,224	2,335,237	2,230,400	2,046,000
Ratio	0.694	0.877	0.860	0.846	0.829	0.817	0.796
2. Current Ratio							
Current Assets	1,867,100	1,725,982	1,033,645	1,108,436	1,149,661	1,175,442	1,122,000
Current Liabilities	312,886	295,977	320,196	326,207	332,332	338,575	347,500
Ratio	5.967	5.831	3.228	3.398	3.459	3.472	3.229
3. Asset Replacement							
asset replacement reserve balance to accumulated depreciation - ability to replenish assets							
Asset, productivity and Business Reserve balance	1,127,400	1,007,400	257,400	257,400	257,400	257,400	267,400
Asset Cost	1,809,006	1,929,006	2,679,006	2,679,006	2,679,006	2,679,006	2,679,006
WDV	589,385	548,596	433,557	306,538	243,969	229,699	0
Accumulated Depn	1,219,622	1,380,410	2,245,449	2,372,468	2,435,038	2,449,307	2,679,006
Asset Cost IT	914,987	914,987	914,987	914,987	914,987	914,987	914,987
WDV IT	310,571	291,943	309,871	221,803	174,020	174,000	0
Accumulated Depn IT	604,417	623,044	605,116	693,184	740,967	740,987	914,987
Accumulated Asset Cost	894,019	1,014,019	1,764,019	1,764,019	1,764,019	1,764,019	1,764,019
Accumulated WDV	278,814	256,653	123,686	84,735	69,948	55,699	0
Accumulated Depn	615,205	757,366	1,640,333	1,679,284	1,694,071	1,708,320	1,764,019
Ratio	1.833	1.330	0.157	0.153	0.152	0.151	0.152

**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
<b>Income</b>								
<b>Interest</b>								
Interest	(14,758)	(6,000)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
<b>Interest Total</b>	<b>(14,758)</b>	<b>(6,000)</b>	<b>(7,500)</b>	<b>(7,504)</b>	<b>(7,508)</b>	<b>(7,511)</b>	<b>(7,515)</b>	<b>(7,519)</b>
<b>Member Fees</b>								
Service fees	(1,339,520)	(1,372,942)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
Management Fees	(1,339,389)	(1,372,941)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
<b>Member Fees Total</b>	<b>(2,678,909)</b>	<b>(2,745,883)</b>	<b>(2,814,530)</b>	<b>(2,884,893)</b>	<b>(2,957,015)</b>	<b>(3,030,941)</b>	<b>(3,106,714)</b>	<b>(3,184,382)</b>
<b>Others</b>								
Other Income	(1,184)	(350)	0	0	0	0	0	0
Proceed from Sales/Disposal	3,655	0	0	0	0	0	0	0
<b>Others Total</b>	<b>2,471</b>	<b>(350)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Outsourced Fees</b>								
Outsourced (Processing) Fees	(532,991)	(554,556)	(415,158)	(421,385)	(427,706)	(434,121)	(440,633)	(447,243)
<b>Outsourced Fees Total</b>	<b>(532,991)</b>	<b>(554,556)</b>	<b>(415,158)</b>	<b>(421,385)</b>	<b>(427,706)</b>	<b>(434,121)</b>	<b>(440,633)</b>	<b>(447,243)</b>
<b>Cost Recovery</b>								
Admin Cost Recovery	0	(43,255)	(32,382)	(32,899)	(33,425)	(33,959)	(34,501)	(35,052)
<b>Cost Recovery Total</b>	<b>0</b>	<b>(43,255)</b>	<b>(32,382)</b>	<b>(32,899)</b>	<b>(33,425)</b>	<b>(33,959)</b>	<b>(34,501)</b>	<b>(35,052)</b>
<b>Expenses</b>								
<b>Employee</b>								
Allowances	10,833	11,802	3,200	3,264	3,329	3,396	3,464	3,533
Annual Leave	177,756	189,407	195,275	199,180	203,164	207,227	211,372	215,599
Long Service Leave	(10,268)	17,463	18,004	18,364	18,731	19,106	19,488	19,878
Overtime	7,118	7,500	10,000	10,200	10,404	10,612	10,824	11,041
Personal Leave	42,428	53,732	55,397	56,505	57,635	58,788	59,964	61,163
Recruitment	3,485	2,500	5,000	5,100	5,202	5,306	5,412	5,520
Salary	1,090,070	1,142,121	1,218,736	1,243,111	1,267,973	1,293,332	1,319,199	1,345,583
Superannuation	123,278	138,142	146,941	149,880	152,877	155,935	159,053	162,234
Uniforms	1,553	2,000	2,000	2,040	2,081	2,122	2,165	2,208
Work Cover Insurance	17,411	41,332	27,919	28,477	29,047	29,628	30,220	30,825

**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Outsourced IT S	-	15,300	-	-	-	-	-	-
Market Allowance	-	1,500	15,000	15,300	15,606	15,918	16,236	16,561
<b>Employee Total</b>	<b>1,463,663</b>	<b>1,622,799</b>	<b>1,697,471</b>	<b>1,731,421</b>	<b>1,766,049</b>	<b>1,801,370</b>	<b>1,837,397</b>	<b>1,874,145</b>

Licenses								
Backup Software	4,519	4,870	4,870	4,967	5,067	5,168	5,271	5,377
Citrix Desktop	79,925	81,375	100,000	102,000	104,040	106,121	108,243	110,408
Email Archiver	4,351	4,593	5,000	5,100	5,202	5,306	5,412	5,520
Firewall	0	5,000	5,000	5,100	5,202	5,306	5,412	5,520
InfoCouncil	74,439	81,375	80,000	82,000	84,050	86,151	88,305	90,513
Magiq Docs	132,761	137,709	237,709	143,652	147,243	150,924	154,697	158,565
Software - Helpdesk	11,261	10,950	12,000	12,240	12,485	12,734	12,989	13,249
Software - Other	1,044	10,000	10,000	10,200	10,404	10,612	10,824	11,041
SSL Certificates	0	0	0	0	0	0	0	0
TechOne Software	317,652	324,005	324,005	333,725	343,737	354,049	364,670	375,611
Virus Protection	29,056	33,240	33,240	33,905	34,583	35,275	35,980	36,700
VMWare	9,779	13,000	15,000	15,300	15,606	15,918	16,236	16,561
<b>Licenses Total</b>	<b>664,786</b>	<b>706,117</b>	<b>826,824</b>	<b>748,189</b>	<b>767,618</b>	<b>787,565</b>	<b>808,042</b>	<b>829,064</b>

Communications								
CBIZ Mobile Dongles	2,028	2,750	2,500	2,525	2,550	2,576	2,602	2,628
CBIZ Phone System	6,434	7,944	7,944	8,103	8,265	8,430	8,599	8,771
Fax Services	8,950	9,000	12,000	12,240	12,485	12,734	12,989	13,249
Mobile Phones	2,618	2,700	2,700	2,727	2,754	2,782	2,810	2,838
Telstra Managed Services	0	0	0	0	0	0	0	0
Telstra 100Mb Internet	13,750	13,200	13,200	13,464	13,733	14,008	14,288	14,574
Telstra Network DATA Centre	39,637	41,360	41,360	42,187	43,031	43,892	44,769	45,665
Dark Fibre Office-DATA Centre	66,213	69,709	70,000	71,400	72,828	74,285	75,770	77,286
Telstra Equipment DATA Centre	20,816	20,000	20,000	20,400	20,808	21,224	21,649	22,082
<b>Communications Total</b>	<b>160,447</b>	<b>166,663</b>	<b>169,704</b>	<b>173,046</b>	<b>176,454</b>	<b>179,931</b>	<b>183,476</b>	<b>187,091</b>

Consulting								
Consulting Projects	247,127	300,000	120,000	120,000	120,000	120,000	120,000	120,000
Consulting TechOne	39,200	89,600	89,600	91,392	93,220	95,084	96,986	98,926
Consulting Training	3,584	0	0	0	0	0	0	0

**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Legal	0	0	0	0	0	0	0	0
<b>Consulting Total</b>	<b>289,911</b>	<b>389,600</b>	<b>209,600</b>	<b>211,392</b>	<b>213,220</b>	<b>215,084</b>	<b>216,986</b>	<b>218,926</b>
<b>Finance</b>								
Audit Fees	15,450	16,500	16,500	16,830	17,167	17,510	17,860	18,217
Bank Fees	2,588	2,000	2,000	2,020	2,040	2,061	2,081	2,102
<b>Finance Total</b>	<b>18,038</b>	<b>18,500</b>	<b>18,500</b>	<b>18,850</b>	<b>19,207</b>	<b>19,571</b>	<b>19,941</b>	<b>20,319</b>
<b>Hosting</b>								
DATA Centre Hosting	29,800	36,900	58,800	59,976	61,176	62,399	63,647	64,920
<b>Hosting Total</b>	<b>29,800</b>	<b>36,900</b>	<b>58,800</b>	<b>59,976</b>	<b>61,176</b>	<b>62,399</b>	<b>63,647</b>	<b>64,920</b>
<b>Insurance</b>								
Ins - Assets	9,529	9,778	10,270	10,784	11,323	11,889	12,483	13,107
Ins - Brokerage	2,646	2,698	2,832	2,974	3,122	3,278	3,442	3,614
Ins - Cyber	9,324	2,825	2,966	3,114	3,270	3,434	3,605	3,785
Ins - Directors & Officers	7,487	6,294	6,608	6,938	7,285	7,650	8,032	8,434
Ins -Accident	402	402	422	443	465	489	513	539
Ins - Public Liability	10,151	9,085	9,540	10,017	10,518	11,044	11,596	12,176
Ins Premium - Motor Vehicle	484	488	512	538	564	593	622	653
Ins Premium - Travel	666	666	700	735	772	810	851	893
<b>Insurance Total</b>	<b>40,689</b>	<b>32,236</b>	<b>33,850</b>	<b>35,543</b>	<b>37,320</b>	<b>39,186</b>	<b>41,145</b>	<b>43,202</b>
<b>Office</b>								
Catering	2,587	2,500	2,500	2,550	2,601	2,653	2,706	2,760
Consumables	11,233	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Document Storage	1,104	0	0	0	0	0	0	0
General Expenses	37,500	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Lease Office	79,024	87,500	50,000	51,000	52,020	53,060	54,122	55,204
Memberships	1,323	1,500	2,000	2,040	2,081	2,122	2,165	2,208
Minor Assets	5,580	10,000	15,000	15,300	15,606	15,918	16,236	16,561
Office Cleaning	10,546	8,700	9,000	9,180	9,364	9,551	9,742	9,937
Postage	482	0	0	0	0	0	0	0
Printing	5,205	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Security Monitoring	0	1,277	1,300	1,326	1,353	1,380	1,407	1,435

**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Staff Amenities	3,393	2,000	2,000	2,040	2,081	2,122	2,165	2,208
Utilities	18,769	15,000	20,000	20,400	20,808	21,224	21,649	22,082
Waste Management	1,048	2,000	2,200	2,244	2,289	2,335	2,381	2,429
Pest Control	0	300	500	500	500	500	500	500
Small balance write-off	8	0	0	0	0	0	0	0
<b>Office Total</b>	<b>177,802</b>	<b>160,777</b>	<b>134,500</b>	<b>137,180</b>	<b>139,914</b>	<b>142,702</b>	<b>145,546</b>	<b>148,447</b>

Training								
Accommodation	2,882	7,500	7,500	7,650	7,803	7,959	8,118	8,281
Airfares	6,907	10,000	10,000	10,200	10,404	10,612	10,824	11,041
CBIZ Staff Training	10,688	15,000	20,000	20,400	20,808	21,224	21,649	22,082
Conferences	0	5,000	5,000	5,100	5,202	5,306	5,412	5,520
Parking	43	0	0	0	0	0	0	0
Travel Allowances	4,619	10,000	10,000	10,200	10,404	10,612	10,824	11,041
<b>Training Total</b>	<b>25,138</b>	<b>47,500</b>	<b>52,500</b>	<b>53,550</b>	<b>54,621</b>	<b>55,713</b>	<b>56,828</b>	<b>57,964</b>

Outsourced								
Outsourced - Accountant	13,549	0	0	0	0	0	0	0
<b>Outsourced Total</b>	<b>13,549</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Depn								
Depn Equipment	181,576	179,088	185,040	175,788	166,999	158,649	150,716	143,180
Depn Furniture	11,905	14,760	15,252	14,489	13,765	13,077	12,423	11,802
Depn Infrastructure	125,132	116,364	120,252	114,239	108,527	103,101	97,946	93,049
Int Lease Liab	18,594	-	-	-	-	-	-	-
Depn ROU Asset	38,442	58,000	58,000	58,580	59,166	59,757	60,355	60,959
Interest Expense on Lease Liability	-	28,500	25,000	25,250	25,503	25,758	26,015	26,275
<b>Depn Total</b>	<b>375,648</b>	<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>

Assets								
Fixed Assets								
Equipment	0	0	80,000	750,000	0	0	0	0
Intangibles	0	40,000	0	0	0	0	0	0
<b>Fixed Assets Total</b>	<b>0</b>	<b>40,000</b>	<b>80,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
<b>Equity</b>								
<b>Equity</b>								
Accumulated Funds	0	(267,760)	(415,724)	(210,812)	(183,884)	(157,329)	(131,099)	(105,147)
<b>Equity Total</b>	<b>0</b>	<b>(267,760)</b>	<b>(415,724)</b>	<b>(210,812)</b>	<b>(183,884)</b>	<b>(157,329)</b>	<b>(131,099)</b>	<b>(105,147)</b>
<b>Reserve</b>								
<b>Clearing Account</b>								
Transfer From Asset Reserves	0	0	0	(750,000)	0	0	0	0
<b>Clearing Account Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(750,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>35,283</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**CouncilBIZ  
Budget 2021/22**

P/L Statement	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
<b>Income</b>	<b>(3,224,188)</b>	<b>(3,350,044)</b>	<b>(3,269,570)</b>	<b>(3,346,681)</b>	<b>(3,425,653)</b>	<b>(3,506,532)</b>	<b>(3,589,363)</b>	<b>(3,674,196)</b>
Interest	(14,758)	(6,000)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
Member Fees	(2,678,909)	(2,745,883)	(2,814,530)	(2,884,893)	(2,957,015)	(3,030,941)	(3,106,714)	(3,184,382)
Others	2,471	(350)	0	0	0	0	0	0
Outsourced Fees	(532,991)	(554,556)	(415,158)	(421,385)	(427,706)	(434,121)	(440,633)	(447,243)
Cost Recovery	0	(43,255)	(32,382)	(32,899)	(33,425)	(33,959)	(34,501)	(35,052)
<b>Expenses</b>	<b>2,883,822</b>	<b>3,181,092</b>	<b>3,201,749</b>	<b>3,169,146</b>	<b>3,235,578</b>	<b>3,303,520</b>	<b>3,373,007</b>	<b>3,444,079</b>
Communications	160,447	166,663	169,704	173,046	176,454	179,931	183,476	187,091
Consulting	289,911	389,600	209,600	211,392	213,220	215,084	216,986	218,926
Employee	1,463,663	1,622,799	1,697,471	1,731,421	1,766,049	1,801,370	1,837,397	1,874,145
Finance	18,038	18,500	18,500	18,850	19,207	19,571	19,941	20,319
Hosting	29,800	36,900	58,800	59,976	61,176	62,399	63,647	64,920
Insurance	40,689	32,236	33,850	35,543	37,320	39,186	41,145	43,202
Licenses	664,786	706,117	826,824	748,189	767,618	787,565	808,042	829,064
Office	177,802	160,777	134,500	137,180	139,914	142,702	145,546	148,447
Training	25,138	47,500	52,500	53,550	54,621	55,713	56,828	57,964
Outsourced	13,549	0	0	0	0	0	0	0
<b>Depn</b>	<b>375,648</b>	<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>
Depn	375,648	396,712	403,544	388,347	373,959	360,341	347,455	335,265
<b>Assets</b>	<b>0</b>	<b>40,000</b>	<b>80,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Fixed Assets	0	40,000	80,000	750,000	0	0	0	0
<b>Equity</b>	<b>0</b>	<b>(267,760)</b>	<b>(415,724)</b>	<b>(210,812)</b>	<b>(183,884)</b>	<b>(157,329)</b>	<b>(131,099)</b>	<b>(105,147)</b>
<b>Reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(750,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>35,283</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CouncilBIZ**  
**Budget 2021/22**  
**Services Fees**

Service Fees	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
<b>Fixed</b>	<b>(1,339,389)</b>	<b>(1,372,941)</b>	<b>(1,407,265)</b>	<b>(1,442,447)</b>	<b>(1,478,508)</b>	<b>(1,515,470)</b>	<b>(1,553,357)</b>	<b>(1,592,191)</b>
Barkly	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
Central Desert	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
East Arnhem	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
MacDonnell	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
Roper Gulf	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
Tiwi Islands	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
Victoria Daly	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
West Arnhem	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
West Daly	(148,821)	(152,549)	(156,363)	(160,272)	(164,279)	(168,386)	(172,595)	(176,910)
<b>Variables</b>	<b>(1,339,520)</b>	<b>(1,372,942)</b>	<b>(1,407,265)</b>	<b>(1,442,447)</b>	<b>(1,478,508)</b>	<b>(1,515,470)</b>	<b>(1,553,357)</b>	<b>(1,592,191)</b>
Barkly	(155,482)	(173,736)	(163,418)	(167,504)	(171,691)	(175,984)	(180,383)	(184,893)
Central Desert	(173,498)	(172,041)	(211,977)	(217,276)	(222,708)	(228,276)	(233,983)	(239,832)
East Arnhem	(167,068)	(172,041)	(180,227)	(184,733)	(189,351)	(194,085)	(198,937)	(203,910)
MacDonnell	(208,741)	(220,349)	(214,778)	(220,148)	(225,651)	(231,293)	(237,075)	(243,002)
Roper Gulf	(251,249)	(253,400)	(212,911)	(218,233)	(223,689)	(229,282)	(235,014)	(240,889)
Tiwi Islands	(106,042)	(105,937)	(126,066)	(129,217)	(132,448)	(135,759)	(139,153)	(142,632)
Victoria Daly	(124,115)	(122,888)	(100,852)	(103,374)	(105,958)	(108,607)	(111,322)	(114,105)
West Arnhem	(108,612)	(108,480)	(150,345)	(154,103)	(157,956)	(161,905)	(165,953)	(170,101)
West Daly	(44,713)	(44,070)	(46,691)	(47,858)	(49,055)	(50,281)	(51,538)	(52,827)
<b>Grand Total</b>	<b>(2,678,909)</b>	<b>(2,745,883)</b>	<b>(2,814,530)</b>	<b>(2,884,893)</b>	<b>(2,957,015)</b>	<b>(3,030,941)</b>	<b>(3,106,714)</b>	<b>(3,184,382)</b>
Movement		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	

Note: Variable fees is estimated for the budget purpose. Actual amount will differ to each council, as the amount is calculated each quarter against number of users. Budgeted figures are based on Q4 (FY 2020/21) user number.

**CouncilBIZ**  
**Budget 2021/22**  
**Service Fees**

	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Service Fees	20	21	22	23	24	25	26	27
Barkly	(304,303)	(326,285)	(319,781)	(327,776)	(335,970)	(344,369)	(352,978)	(361,803)
Central Desert	(322,319)	(324,590)	(368,340)	(377,548)	(386,987)	(396,661)	(406,578)	(416,742)
East Arnhem	(315,889)	(324,590)	(336,590)	(345,005)	(353,630)	(362,470)	(371,532)	(380,820)
MacDonnell	(357,562)	(372,898)	(371,141)	(380,420)	(389,930)	(399,678)	(409,670)	(419,912)
Roper Gulf	(400,070)	(405,949)	(369,273)	(378,505)	(387,968)	(397,667)	(407,609)	(417,799)
Tiwi Islands	(254,863)	(258,486)	(282,428)	(289,489)	(296,726)	(304,144)	(311,748)	(319,542)
Victoria Daly	(272,936)	(275,437)	(257,215)	(263,646)	(270,237)	(276,993)	(283,917)	(291,015)
West Arnhem	(257,433)	(261,029)	(306,708)	(314,375)	(322,235)	(330,291)	(338,548)	(347,011)
West Daly	(193,534)	(196,619)	(203,054)	(208,130)	(213,333)	(218,667)	(224,133)	(229,737)
<b>Grand Total</b>	<b>(2,678,909)</b>	<b>(2,745,883)</b>	<b>(2,814,530)</b>	<b>(2,884,893)</b>	<b>(2,957,015)</b>	<b>(3,030,941)</b>	<b>(3,106,714)</b>	<b>(3,184,382)</b>
Movement		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	

**CouncilBIZ**  
**Budget 2021/22**  
**Outsourced (Processing) Income**

	Sum of Actual 19-20	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Outsourced Fees	20	21	22	23	24	25	26	27
Barkly	(77,499)	(78,511)	(80,166)	(81,368)	(82,589)	(83,828)	(85,085)	(86,361)
Tiwi Islands	(53,991)	(59,311)	(60,124)	(61,025)	(61,941)	(62,870)	(63,813)	(64,770)
Victoria Daly	(71,860)	(73,050)	(74,032)	(75,143)	(76,270)	(77,414)	(78,575)	(79,754)
West Daly	(329,641)	(343,684)	(200,836)	(203,849)	(206,906)	(210,010)	(213,160)	(216,358)
<b>Grand Total</b>	<b>(532,991)</b>	<b>(554,556)</b>	<b>(415,158)</b>	<b>(421,385)</b>	<b>(427,706)</b>	<b>(434,121)</b>	<b>(440,633)</b>	<b>(447,243)</b>

**CouncilBIZ**

**Budget 2021-22**

**Recovery Cost - Admin for Processing (Outsourced) Services**

Row Labels	Sum of Budget 20- 21	Sum of Budget 21- 22	Sum of Budget 22- 23	Sum of Budget 23- 24	Sum of Budget 24- 25	Sum of Budget 25- 26	Sum of Budget 26- 27
Barkly	(6,161)	(6,253)	(6,378)	(6,506)	(6,636)	(6,768)	(6,904)
Tiwi Islands	(4,620)	(4,690)	(4,760)	(4,831)	(4,904)	(4,977)	(5,052)
Victoria Daly	(5,689)	(5,775)	(5,861)	(5,949)	(6,038)	(6,129)	(6,221)
West Daly	(26,785)	(15,665)	(15,900)	(16,139)	(16,381)	(16,626)	(16,876)
<b>Grand Total</b>	<b>(43,255)</b>	<b>(32,382)</b>	<b>(32,899)</b>	<b>(33,425)</b>	<b>(33,959)</b>	<b>(34,501)</b>	<b>(35,052)</b>

**CouncilBIZ**  
**Budget 2021/22**  
**Per Council**

Type	Org	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
		21	22	23	24	25	26	27
Assets	CouncilBIZ	40,000	80,000	750,000	0	0	0	0
<b>Assets Total</b>		<b>40,000</b>	<b>80,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Depn	CouncilBIZ	396,712	403,544	388,347	373,959	360,341	347,455	335,265
<b>Depn Total</b>		<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>
Equity	CouncilBIZ	(267,760)	(415,724)	(210,812)	(183,884)	(157,329)	(131,099)	(105,147)
<b>Equity Total</b>		<b>(267,760)</b>	<b>(415,724)</b>	<b>(210,812)</b>	<b>(183,884)</b>	<b>(157,329)</b>	<b>(131,099)</b>	<b>(105,147)</b>
Income	CouncilBIZ	(6,350)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
	Barkly	(410,957)	(406,200)	(415,522)	(425,064)	(434,832)	(444,832)	(455,068)
	Central Desert	(324,590)	(368,340)	(377,548)	(386,987)	(396,661)	(406,578)	(416,742)
	East Arnhem	(324,590)	(336,590)	(345,005)	(353,630)	(362,470)	(371,532)	(380,820)
	MacDonnell	(372,898)	(371,141)	(380,420)	(389,930)	(399,678)	(409,670)	(419,912)
	Roper Gulf	(405,949)	(369,273)	(378,505)	(387,968)	(397,667)	(407,609)	(417,799)
	Tiwi Islands	(322,417)	(347,241)	(355,274)	(363,498)	(371,918)	(380,538)	(389,364)
	Victoria Daly	(354,176)	(337,022)	(344,649)	(352,455)	(360,445)	(368,621)	(376,990)
	West Arnhem	(261,029)	(306,708)	(314,375)	(322,235)	(330,291)	(338,548)	(347,011)
	West Daly	(567,088)	(419,555)	(427,879)	(436,378)	(445,058)	(453,920)	(462,970)
<b>Income Total</b>		<b>(3,350,044)</b>	<b>(3,269,570)</b>	<b>(3,346,681)</b>	<b>(3,425,653)</b>	<b>(3,506,532)</b>	<b>(3,589,363)</b>	<b>(3,674,196)</b>
Expenses	CouncilBIZ	2,508,542	2,685,756	2,645,233	2,703,587	2,763,289	2,824,372	2,886,870
	Undertake Special Projects	120,000	120,000	120,000	120,000	120,000	120,000	120,000
	Barkly	78,509	78,180	79,744	81,339	82,965	84,625	86,317
	Tiwi Islands	60,110	55,964	57,083	58,225	59,389	60,577	61,789
	Victoria Daly	75,450	74,541	76,032	77,553	79,104	80,686	82,300
	West Daly	338,481	187,308	191,054	194,875	198,773	202,748	206,803
<b>Expenses Total</b>		<b>3,181,092</b>	<b>3,201,749</b>	<b>3,169,146</b>	<b>3,235,578</b>	<b>3,303,520</b>	<b>3,373,007</b>	<b>3,444,079</b>
<b>Grand Total</b>		<b>(0)</b>	<b>(0)</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

CouncilBIZ  
Fixed Vs Variables  
Budget 2021/22

Fixed or Variable	Type	GroupDesc	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Fixed	Assets	Fixed Assets	40,000	80,000	750,000	0	0	0	0
	<b>Assets Total</b>		<b>40,000</b>	<b>80,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Depn	Depn	396,712	403,544	388,347	373,959	360,341	347,455	335,265
	<b>Depn Total</b>		<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>
	Equity	Equity	(267,760)	(415,724)	(210,812)	(183,884)	(157,329)	(131,099)	(105,147)
	<b>Equity Total</b>		<b>(267,760)</b>	<b>(415,724)</b>	<b>(210,812)</b>	<b>(183,884)</b>	<b>(157,329)</b>	<b>(131,099)</b>	<b>(105,147)</b>
	Income	Interest	(6,000)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
		Member Fees	(1,372,941)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
	<b>Income Total</b>		<b>(1,378,941)</b>	<b>(1,414,765)</b>	<b>(1,449,950)</b>	<b>(1,486,015)</b>	<b>(1,522,982)</b>	<b>(1,560,872)</b>	<b>(1,599,710)</b>
	Expenses	Communications	166,663	169,704	173,046	176,454	179,931	183,476	187,091
		Consulting	269,600	89,600	91,392	93,220	95,084	96,986	98,926
		Employee	1,054,949	1,301,478	1,327,507	1,354,058	1,381,139	1,408,761	1,436,937
		Finance	18,500	18,500	18,850	19,207	19,571	19,941	20,319
		Hosting	36,900	58,800	59,976	61,176	62,399	63,647	64,920
		Insurance	32,236	33,850	35,543	37,320	39,186	41,145	43,202
		Licenses	706,117	826,824	748,189	767,618	787,565	808,042	829,064
		Office	160,777	134,500	137,180	139,914	142,702	145,546	148,447
		Training	47,500	52,500	53,550	54,621	55,713	56,828	57,964
	<b>Expenses Total</b>		<b>2,493,242</b>	<b>2,685,756</b>	<b>2,645,233</b>	<b>2,703,587</b>	<b>2,763,289</b>	<b>2,824,372</b>	<b>2,886,870</b>
<b>Fixed Total</b>		<b>1,283,253</b>	<b>1,338,811</b>	<b>2,122,818</b>	<b>1,407,647</b>	<b>1,443,319</b>	<b>1,479,856</b>	<b>1,517,278</b>	
Variables	Income	Member Fees	(1,372,942)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
		Others	(350)	0	0	0	0	0	0
		Outsourced Fees	(554,556)	(415,158)	(421,385)	(427,706)	(434,121)	(440,633)	(447,243)
		Cost Recovery	(43,255)	(32,382)	(32,899)	(33,425)	(33,959)	(34,501)	(35,052)
	<b>Income Total</b>		<b>(1,971,103)</b>	<b>(1,854,805)</b>	<b>(1,896,731)</b>	<b>(1,939,638)</b>	<b>(1,983,550)</b>	<b>(2,028,491)</b>	<b>(2,074,486)</b>
	Expenses	Consulting	120,000	120,000	120,000	120,000	120,000	120,000	120,000
		Employee	567,850	395,993	403,913	411,991	420,231	428,636	437,209
	Outsourced	0	0	0	0	0	0	0	
<b>Expenses Total</b>		<b>687,850</b>	<b>515,993</b>	<b>523,913</b>	<b>531,991</b>	<b>540,231</b>	<b>548,636</b>	<b>557,209</b>	
<b>Variables Total</b>		<b>(1,283,253)</b>	<b>(1,338,811)</b>	<b>(1,372,817)</b>	<b>(1,407,647)</b>	<b>(1,443,319)</b>	<b>(1,479,855)</b>	<b>(1,517,277)</b>	

**CouncilBIZ**  
**Budget 2021/22**  
**Revenue & Expenditure (without Depreciation)**

Type	GroupDesc	Description	Sum of Budget 20-	Sum of Budget 21-	Sum of Budget 22-	Sum of Budget 23-	Sum of Budget 24-	Sum of Budget 25-	Sum of Budget 26-
			21	22	23	24	25	26	27
Income	Interest	Interest	(6,000)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
	Member Fees	Management Fees	(1,372,941)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
		Service fees	(1,372,942)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
	Others	Other Income	(350)	0	0	0	0	0	0
		Proceed from Sales/Disposal	0	0	0	0	0	0	0
	Outsourced Fees	Outsourced (Processing) Fees	(554,556)	(415,158)	(421,385)	(427,706)	(434,121)	(440,633)	(447,243)
Cost Recovery	Admin Cost Recovery	(43,255)	(32,382)	(32,899)	(33,425)	(33,959)	(34,501)	(35,052)	
<b>Income Total</b>			<b>(3,350,044)</b>	<b>(3,269,570)</b>	<b>(3,346,681)</b>	<b>(3,425,653)</b>	<b>(3,506,532)</b>	<b>(3,589,363)</b>	<b>(3,674,196)</b>
Expenses	Communications	CBIZ Mobile Dongles	2,750	2,500	2,525	2,550	2,576	2,602	2,628
		CBIZ Phone System	7,944	7,944	8,103	8,265	8,430	8,599	8,771
		Fax Services	9,000	12,000	12,240	12,485	12,734	12,989	13,249
		Mobile Phones	2,700	2,700	2,727	2,754	2,782	2,810	2,838
		Telstra 100Mb Internet	13,200	13,200	13,464	13,733	14,008	14,288	14,574
		Telstra Network DATA Centre	41,360	41,360	42,187	43,031	43,892	44,769	45,665
		Dark Fibre Office-DATA Centre	69,709	70,000	71,400	72,828	74,285	75,770	77,286
		Telstra Equipment DATA Centre	20,000	20,000	20,400	20,808	21,224	21,649	22,082
	Consulting	Consulting Projects	300,000	120,000	120,000	120,000	120,000	120,000	120,000
		Consulting TechOne	89,600	89,600	91,392	93,220	95,084	96,986	98,926
	Employee	Allowances	11,802	3,200	3,264	3,329	3,396	3,464	3,533
		Annual Leave	189,407	195,275	199,180	203,164	207,227	211,372	215,599
		Long Service Leave	17,463	18,004	18,364	18,731	19,106	19,488	19,878
		Overtime	7,500	10,000	10,200	10,404	10,612	10,824	11,041
		Personal Leave	53,732	55,397	56,505	57,635	58,788	59,964	61,163
		Recruitment	2,500	5,000	5,100	5,202	5,306	5,412	5,520
		Salary	1,142,121	1,218,736	1,243,111	1,267,973	1,293,332	1,319,199	1,345,583
		Superannuation	138,142	146,941	149,880	152,877	155,935	159,053	162,234
		Uniforms	2,000	2,000	2,040	2,081	2,122	2,165	2,208
		Work Cover Insurance	41,332	27,919	28,477	29,047	29,628	30,220	30,825
		Outsourced IT S	15,300	0	0	0	0	0	0
		Market Allowance	1,500	15,000	15,300	15,606	15,918	16,236	16,561
		Finance	Audit Fees	16,500	16,500	16,830	17,167	17,510	17,860
	Bank Fees		2,000	2,000	2,020	2,040	2,061	2,081	2,102
	Hosting	DATA Centre Hosting	36,900	58,800	59,976	61,176	62,399	63,647	64,920
	Insurance	Ins - Assets	9,778	10,270	10,784	11,323	11,889	12,483	13,107
		Ins - Brokerage	2,698	2,832	2,974	3,122	3,278	3,442	3,614
		Ins - Cyber	2,825	2,966	3,114	3,270	3,434	3,605	3,785
		Ins - Directors & Officers	6,294	6,608	6,938	7,285	7,650	8,032	8,434
		Ins - Public Liability	9,085	9,540	10,017	10,518	11,044	11,596	12,176
		Ins -Accident	402	422	443	465	489	513	539
		Ins Premium - Motor Vehicle	488	512	538	564	593	622	653
		Ins Premium - Travel	666	700	735	772	810	851	893
	Licenses	Backup Software	4,870	4,870	4,967	5,067	5,168	5,271	5,377
		Citrix Desktop	81,375	100,000	102,000	104,040	106,121	108,243	110,408
		Email Archiver	4,593	5,000	5,100	5,202	5,306	5,412	5,520
		Firewall	5,000	5,000	5,100	5,202	5,306	5,412	5,520
		InfoCouncil	81,375	80,000	82,000	84,050	86,151	88,305	90,513

**CouncilBIZ**  
**Budget 2021/22**  
**Revenue & Expenditure (without Depreciation)**

Type	GroupDesc	Description	Sum of Budget 20-	Sum of Budget 21-	Sum of Budget 22-	Sum of Budget 23-	Sum of Budget 24-	Sum of Budget 25-	Sum of Budget 26-	Sum of Budget 27-
			21	22	23	24	25	26	27	
Expenses	Licenses	Magiq Docs	137,709	237,709	143,652	147,243	150,924	154,697	158,565	
		Software - Helpdesk	10,950	12,000	12,240	12,485	12,734	12,989	13,249	
		Software - Other	10,000	10,000	10,200	10,404	10,612	10,824	11,041	
		SSL Certificates	0	0	0	0	0	0	0	
		TechOne Software	324,005	324,005	333,725	343,737	354,049	364,670	375,611	
		Virus Protection	33,240	33,240	33,905	34,583	35,275	35,980	36,700	
		VMWare	13,000	15,000	15,300	15,606	15,918	16,236	16,561	
	Office	Catering	2,500	2,500	2,550	2,601	2,653	2,706	2,760	
		Consumables	10,000	10,000	10,200	10,404	10,612	10,824	11,041	
		General Expenses	10,000	10,000	10,200	10,404	10,612	10,824	11,041	
		Lease Office	87,500	50,000	51,000	52,020	53,060	54,122	55,204	
		Memberships	1,500	2,000	2,040	2,081	2,122	2,165	2,208	
		Minor Assets	10,000	15,000	15,300	15,606	15,918	16,236	16,561	
		Office Cleaning	8,700	9,000	9,180	9,364	9,551	9,742	9,937	
		Pest Control	300	500	500	500	500	500	500	
		Postage	0	0	0	0	0	0	0	
		Printing	10,000	10,000	10,200	10,404	10,612	10,824	11,041	
		Security Monitoring	1,277	1,300	1,326	1,353	1,380	1,407	1,435	
		Small balance write-off	0	0	0	0	0	0	0	
		Staff Amenities	2,000	2,000	2,040	2,081	2,122	2,165	2,208	
		Utilities	15,000	20,000	20,400	20,808	21,224	21,649	22,082	
		Waste Management	2,000	2,200	2,244	2,289	2,335	2,381	2,429	
		Outsourced	Outsourced - Accountant	0	0	0	0	0	0	0
		Training	Accommodation	7,500	7,500	7,650	7,803	7,959	8,118	8,281
	Airfares		10,000	10,000	10,200	10,404	10,612	10,824	11,041	
	CBIZ Staff Training		15,000	20,000	20,400	20,808	21,224	21,649	22,082	
	Conferences		5,000	5,000	5,100	5,202	5,306	5,412	5,520	
	Travel Allowances		10,000	10,000	10,200	10,404	10,612	10,824	11,041	
	<b>Expenses Total</b>			<b>3,181,092</b>	<b>3,201,749</b>	<b>3,169,146</b>	<b>3,235,578</b>	<b>3,303,520</b>	<b>3,373,007</b>	<b>3,444,079</b>
	<b>Grand Total</b>			<b>(168,952)</b>	<b>(67,820)</b>	<b>(177,535)</b>	<b>(190,075)</b>	<b>(203,012)</b>	<b>(216,356)</b>	<b>(230,117)</b>



CouncilBIZ  
 Budget 2021/22  
 Revenue & Expenditure (with Depreciation)

Type	GroupDesc	Description	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Income	Interest	Interest	(6,000)	(7,500)	(7,504)	(7,508)	(7,511)	(7,515)	(7,519)
	<b>Interest Sum</b>		<b>(6,000)</b>	<b>(7,500)</b>	<b>(7,504)</b>	<b>(7,508)</b>	<b>(7,511)</b>	<b>(7,515)</b>	<b>(7,519)</b>
	Member Fees	Management Fees	(1,372,941)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
		Service fees	(1,372,942)	(1,407,265)	(1,442,447)	(1,478,508)	(1,515,470)	(1,553,357)	(1,592,191)
	<b>Member Fees Sum</b>		<b>(2,745,883)</b>	<b>(2,814,530)</b>	<b>(2,884,893)</b>	<b>(2,957,015)</b>	<b>(3,030,941)</b>	<b>(3,106,714)</b>	<b>(3,184,382)</b>
	Others	Other Income	(350)	0	0	0	0	0	0
		Proceed from Sales/Disposal	0	0	0	0	0	0	0
	<b>Others Sum</b>		<b>(350)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Outsourced Fees	Outsourced (Processing) Fees	(554,556)	(415,158)	(421,385)	(427,706)	(434,121)	(440,633)	(447,243)
	<b>Outsourced Fees Sum</b>		<b>(554,556)</b>	<b>(415,158)</b>	<b>(421,385)</b>	<b>(427,706)</b>	<b>(434,121)</b>	<b>(440,633)</b>	<b>(447,243)</b>
Cost Recovery	Admin Cost Recovery	(43,255)	(32,382)	(32,899)	(33,425)	(33,959)	(34,501)	(35,052)	
<b>Cost Recovery Sum</b>		<b>(43,255)</b>	<b>(32,382)</b>	<b>(32,899)</b>	<b>(33,425)</b>	<b>(33,959)</b>	<b>(34,501)</b>	<b>(35,052)</b>	
<b>Income Total</b>			<b>(3,350,044)</b>	<b>(3,269,570)</b>	<b>(3,346,681)</b>	<b>(3,425,653)</b>	<b>(3,506,532)</b>	<b>(3,589,363)</b>	<b>(3,674,196)</b>
Expenses	Communications	CBIZ Mobile Dongles	2,750	2,500	2,525	2,550	2,576	2,602	2,628
		CBIZ Phone System	7,944	7,944	8,103	8,265	8,430	8,599	8,771
		Fax Services	9,000	12,000	12,240	12,485	12,734	12,989	13,249
		Mobile Phones	2,700	2,700	2,727	2,754	2,782	2,810	2,838
		Telstra 100Mb Internet	13,200	13,200	13,464	13,733	14,008	14,288	14,574
		Telstra Network DATA Centre	41,360	41,360	42,187	43,031	43,892	44,769	45,665
		Dark Fibre Office-DATA Centre	69,709	70,000	71,400	72,828	74,285	75,770	77,286
		Telstra Equipment DATA Centre	20,000	20,000	20,400	20,808	21,224	21,649	22,082
	<b>Communications Sum</b>		<b>166,663</b>	<b>169,704</b>	<b>173,046</b>	<b>176,454</b>	<b>179,931</b>	<b>183,476</b>	<b>187,091</b>
	Consulting	Consulting Projects	300,000	120,000	120,000	120,000	120,000	120,000	120,000
		Consulting TechOne	89,600	89,600	91,392	93,220	95,084	96,986	98,926
	<b>Consulting Sum</b>		<b>389,600</b>	<b>209,600</b>	<b>211,392</b>	<b>213,220</b>	<b>215,084</b>	<b>216,986</b>	<b>218,926</b>
	Employee	Allowances	11,802	3,200	3,264	3,329	3,396	3,464	3,533
		Annual Leave	189,407	195,275	199,180	203,164	207,227	211,372	215,599
		Long Service Leave	17,463	18,004	18,364	18,731	19,106	19,488	19,878
		Overtime	7,500	10,000	10,200	10,404	10,612	10,824	11,041
		Personal Leave	53,732	55,397	56,505	57,635	58,788	59,964	61,163
		Recruitment	2,500	5,000	5,100	5,202	5,306	5,412	5,520
		Salary	1,142,121	1,218,736	1,243,111	1,267,973	1,293,332	1,319,199	1,345,583
		Superannuation	138,142	146,941	149,880	152,877	155,935	159,053	162,234
		Uniforms	2,000	2,000	2,040	2,081	2,122	2,165	2,208
		Work Cover Insurance	41,332	27,919	28,477	29,047	29,628	30,220	30,825
		Outsourced IT S	15,300	0	0	0	0	0	0
		Market Allowance	1,500	15,000	15,300	15,606	15,918	16,236	16,561
	<b>Employee Sum</b>		<b>1,622,799</b>	<b>1,697,471</b>	<b>1,731,421</b>	<b>1,766,049</b>	<b>1,801,370</b>	<b>1,837,397</b>	<b>1,874,145</b>
	Finance	Audit Fees	16,500	16,500	16,830	17,167	17,510	17,860	18,217
		Bank Fees	2,000	2,000	2,020	2,040	2,061	2,081	2,102
<b>Finance Sum</b>		<b>18,500</b>	<b>18,500</b>	<b>18,850</b>	<b>19,207</b>	<b>19,571</b>	<b>19,941</b>	<b>20,319</b>	
Hosting	DATA Centre Hosting	36,900	58,800	59,976	61,176	62,399	63,647	64,920	

CouncilBIZ  
 Budget 2021/22  
 Revenue & Expenditure (with Depreciation)

Type	GroupDesc	Description	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27	
Expenses	<b>Hosting Sum</b>		<b>36,900</b>	<b>58,800</b>	<b>59,976</b>	<b>61,176</b>	<b>62,399</b>	<b>63,647</b>	<b>64,920</b>	
	Insurance	Ins - Assets	9,778	10,270	10,784	11,323	11,889	12,483	13,107	
		Ins - Brokerage	2,698	2,832	2,974	3,122	3,278	3,442	3,614	
		Ins - Cyber	2,825	2,966	3,114	3,270	3,434	3,605	3,785	
		Ins - Directors & Officers	6,294	6,608	6,938	7,285	7,650	8,032	8,434	
		Ins - Public Liability	9,085	9,540	10,017	10,518	11,044	11,596	12,176	
		Ins -Accident	402	422	443	465	489	513	539	
		Ins Premium - Motor Vehicle	488	512	538	564	593	622	653	
		Ins Premium - Travel	666	700	735	772	810	851	893	
		<b>Insurance Sum</b>		<b>32,236</b>	<b>33,850</b>	<b>35,543</b>	<b>37,320</b>	<b>39,186</b>	<b>41,145</b>	<b>43,202</b>
		Licenses	Backup Software	4,870	4,870	4,967	5,067	5,168	5,271	5,377
			Citrix Desktop	81,375	100,000	102,000	104,040	106,121	108,243	110,408
			Email Archiver	4,593	5,000	5,100	5,202	5,306	5,412	5,520
			Firewall	5,000	5,000	5,100	5,202	5,306	5,412	5,520
			InfoCouncil	81,375	80,000	82,000	84,050	86,151	88,305	90,513
			Magiq Docs	137,709	237,709	143,652	147,243	150,924	154,697	158,565
			Software - Helpdesk	10,950	12,000	12,240	12,485	12,734	12,989	13,249
			Software - Other	10,000	10,000	10,200	10,404	10,612	10,824	11,041
			SSL Certificates	0	0	0	0	0	0	0
			TechOne Software	324,005	324,005	333,725	343,737	354,049	364,670	375,611
			Virus Protection	33,240	33,240	33,905	34,583	35,275	35,980	36,700
			VMWare	13,000	15,000	15,300	15,606	15,918	16,236	16,561
		<b>Licenses Sum</b>		<b>706,117</b>	<b>826,824</b>	<b>748,189</b>	<b>767,618</b>	<b>787,565</b>	<b>808,042</b>	<b>829,064</b>
		Office	Catering	2,500	2,500	2,550	2,601	2,653	2,706	2,760
			Consumables	10,000	10,000	10,200	10,404	10,612	10,824	11,041
			General Expenses	10,000	10,000	10,200	10,404	10,612	10,824	11,041
			Lease Office	87,500	50,000	51,000	52,020	53,060	54,122	55,204
			Memberships	1,500	2,000	2,040	2,081	2,122	2,165	2,208
			Minor Assets	10,000	15,000	15,300	15,606	15,918	16,236	16,561
			Office Cleaning	8,700	9,000	9,180	9,364	9,551	9,742	9,937
			Pest Control	300	500	500	500	500	500	500
			Postage	0	0	0	0	0	0	0
			Printing	10,000	10,000	10,200	10,404	10,612	10,824	11,041
		Security Monitoring	1,277	1,300	1,326	1,353	1,380	1,407	1,435	
		Small balance write-off	0	0	0	0	0	0	0	
		Staff Amenities	2,000	2,000	2,040	2,081	2,122	2,165	2,208	
		Utilities	15,000	20,000	20,400	20,808	21,224	21,649	22,082	
		Waste Management	2,000	2,200	2,244	2,289	2,335	2,381	2,429	
	<b>Office Sum</b>		<b>160,777</b>	<b>134,500</b>	<b>137,180</b>	<b>139,914</b>	<b>142,702</b>	<b>145,546</b>	<b>148,447</b>	
	Outsourced	Outsourced - Accountant	0	0	0	0	0	0	0	
	<b>Outsourced Sum</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	Training	Accommodation	7,500	7,500	7,650	7,803	7,959	8,118	8,281	

CouncilBIZ  
 Budget 2021/22  
 Revenue & Expenditure (with Depreciation)

Type	GroupDesc	Description	Sum of Budget 20-21	Sum of Budget 21-22	Sum of Budget 22-23	Sum of Budget 23-24	Sum of Budget 24-25	Sum of Budget 25-26	Sum of Budget 26-27
Expenses	Training	Airfares	10,000	10,000	10,200	10,404	10,612	10,824	11,041
		CBIZ Staff Training	15,000	20,000	20,400	20,808	21,224	21,649	22,082
		Conferences	5,000	5,000	5,100	5,202	5,306	5,412	5,520
		Travel Allowances	10,000	10,000	10,200	10,404	10,612	10,824	11,041
	<b>Training Sum</b>		<b>47,500</b>	<b>52,500</b>	<b>53,550</b>	<b>54,621</b>	<b>55,713</b>	<b>56,828</b>	<b>57,964</b>
<b>Expenses Total</b>			<b>3,181,092</b>	<b>3,201,749</b>	<b>3,169,146</b>	<b>3,235,578</b>	<b>3,303,520</b>	<b>3,373,007</b>	<b>3,444,079</b>
Depn	Depn	Depn Equipment	179,088	185,040	175,788	166,999	158,649	150,716	143,180
		Depn Furniture	14,760	15,252	14,489	13,765	13,077	12,423	11,802
		Depn Infrastructure	116,364	120,252	114,239	108,527	103,101	97,946	93,049
		Depn ROU Asset	58,000	58,000	58,580	59,166	59,757	60,355	60,959
	Interest Expense on Lease Liability	28,500	25,000	25,250	25,503	25,758	26,015	26,275	
<b>Depn Sum</b>		<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>	
<b>Depn Total</b>			<b>396,712</b>	<b>403,544</b>	<b>388,347</b>	<b>373,959</b>	<b>360,341</b>	<b>347,455</b>	<b>335,265</b>
<b>Grand Total</b>			<b>227,760</b>	<b>335,724</b>	<b>210,812</b>	<b>183,884</b>	<b>157,329</b>	<b>131,099</b>	<b>105,147</b>

**CouncilBIZ**  
**Budget 2021/22**  
**Assets Register**

<b>Asset Number</b>	<b>Description</b>	<b>Commission Date</b>	<b>Current Asset Cost</b>	<b>Current Depreciation</b>	<b>Written Down Value</b>
EQ-000017	DS 38.5" Full HD DLED LCD TV	3/01/2013	814.44	814.44	0.00
EQ-000018	Hisense TV 60K390PAG, SONIQ AWM3000 wallmount	8/05/2015	1,113.64	1,113.64	0.00
FF-000004	Office Chairs x 37	23/06/2010	6,526.86	6,526.86	0.00
FF-000005	Workstations + mobile drawers x 14	23/06/2010	13,706.00	13,706.00	0.00
FF-000006	Office furniture - partitions, power pole, credenzas, hutches	23/06/2010	9,855.00	9,855.00	0.00
FF-000007	Training Tables x 7, round, chrome leg	29/06/2010	2,872.00	2,872.00	0.00
FF-000008	Sayl Chairs by Herman Miller - black	30/01/2014	1,350.00	978.90	371.10
FF-000009	2x Buro Metro Chair, Mesh High Back	4/02/2014	725.45	524.80	200.65
FF-000010	8x Buro Metro Chair, Mesh High Back with arms,	13/02/2014	2,901.82	2,092.69	809.13
FF-000011	4000/1200TLEG Reliable Boardroom Table;;	23/04/2015	2,834.55	1,706.84	1,127.71
FF-000012	7003210 Ys Star leather managerial chairs;;	23/04/2015	2,163.64	1,303.00	860.64
FF-000013	OE119C - Elite Agencies 2P/1F Mobile Pedestal;;	30/04/2015	597.27	358.51	238.76
FF-000014	OE111C - Elite agencies OE111 1\2 & 1\2 wall unit swing doors	30/04/2015	689.09	413.59	275.50
FF-000016	OE124C - Elite Agencies 1800x900 BOW Front Desk 4x	1/05/2015	1,072.73	643.70	429.03
FF-000017	7033019 Rapid span corner workstation 1800 x 1800 x 700mm Bee	7/05/2015	3,445.45	2,061.50	1,383.95
FF-000018	7033023 Rapid span Mobile Pedestal Drawer Beech 7x	7/05/2015	1,266.36	757.91	508.45
FF-000020	New Training Room Chairs x 20 Roma High Back Chairs	12/05/2015	1,709.09	1,020.52	688.57
FF-000021	Winnellie Road Office Fitout	1/10/2019	131,000.00	20,717.75	110,282.25
IF-000014	Citrix - Netscaler Mpx 8200 Ent Ed 6x10/100/1000A Serial#J41FH29	29/11/2013	30,378.46	30,378.46	0.00
IF-000029	Lenovo Tiny with DVD x3, Serial Numbers: SPB014PBPE, SPB014PAH	30/06/2014	2,521.80	2,521.80	0.00
IF-000033	Citrix Netscaler ELA 4 MPX8005 Enterprise Edition; 26M3K2DXHD	17/10/2014	54,343.22	54,343.22	0.00
IF-000037	1 Qnap Tvs-Ec2480U-Sas-RP-8ge-R2 -Serial No. Q16AI17800; 1 Qna	1/03/2017	32,174.27	32,174.27	0.00
IF-000038	Server Refresh	1/08/2017	517,397.95	387,208.91	130,189.04
IF-000039	MDN CPE Router ;;Internetwork management;;N8722213R;;MDN I	1/07/2018	72,559.89	41,110.67	31,449.22
IT-000006	Network Performance Monitor - Orion SL500	4/05/2010	7,109.26	7,109.26	0.00
IT-000013	TechOne Software (Upgrade)	30/09/2016	247,517.75	226,902.47	20,615.28
IT-000014	Microsoft Licenses	1/07/2017	220,120.07	168,738.68	51,381.39
IT-000016	2018 Microsoft Licenses	1/08/2018	220,120.07	120,975.62	99,144.45
IT-000017	2019 Microsoft Licenses	1/07/2019	220,120.07	80,690.62	139,429.45
			<b>1,809,006.20</b>	<b>1,219,621.63</b>	<b>589,384.57</b>