

2023-2024 Budget
2023-2024 Operational Plan
2023-2024 Fees and Charges

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Operating					
Income					
Contributions - Annual					
Dubbo Regional Council	-1,037,716	-1,058,470	-1,079,639	-1,101,232	-1,123,257
Narromine Shire Council	-124,040	-124,838	-127,335	-129,882	-132,479
Warrumbungle Shire Council	-176,824	-178,068	-181,629	-185,262	-188,967
Warrumbungle Premium Services Provided	-41,318	-42,144	-42,987	-42,987	-42,987
Contributions - Annual Total	-1,379,898	-1,403,520	-1,431,590	-1,459,363	-1,487,691
Contributions - Collection Development					
Dubbo Regional Council	-155,657	-105,847	-107,964	-110,123	-112,326
Narromine Shire Council	-18,606	-12,484	-12,733	-12,988	-13,248
Warrumbungle Shire Council	-26,524	-17,807	-18,163	-18,526	-18,897
Contributions - Books Total	-200,787	-136,138	-138,860	-141,637	-144,471
Contributions - Salary					
Dubbo Regional Council	-981,960	-973,619	-1,033,829	-1,078,062	-1,113,457
Narromine Shire Council	-270,746	-262,649	-273,999	-290,933	-298,252
Warrumbungle Shire Council	-360,362	-352,313	-367,842	-384,090	-399,385
Contributions - Salary Total	-1,613,068	-1,588,581	-1,675,670	-1,753,085	-1,811,094
Library Council Subsidy					
Dubbo Regional Council	-172,253	-172,253	-172,253	-172,253	-172,253
Narromine Shire Council	-37,113	-37,113	-37,113	-37,113	-37,113
Warrumbungle Shire Council	-45,315	-45,315	-45,315	-45,315	-45,315
Library Council Subsidy Total	-254,681	-254,681	-254,681	-254,681	-254,681
Local Priority Project - Collection Development					
Dubbo Regional Council	-23,168	-23,168	-23,168	-23,168	-23,168
Narromine Shire Council	-25,195	-25,195	-25,195	-25,195	-25,195
Warrumbungle Shire Council	-25,772	-25,772	-25,772	-25,772	-25,772
Local Priority Project - Book Vote Total	-74,135	-74,135	-74,135	-74,135	-74,135
Local Priority Special Projects					
Dubbo Regional Council	-17,556	-17,556	-17,556	-17,556	-17,556
Narromine Shire Council	-18,896	-18,896	-18,896	-18,896	-18,896
Warrumbungle Shire Council	-19,329	-19,329	-19,329	-19,329	-19,329
Local Priority Special Projects Total	-55,781	-55,781	-55,781	-55,781	-55,781
Other Income					
Interest on Investments	-69,454	-69,454	-69,454	-69,454	-69,454
Grants	-3,084	0	0	0	0
Sundry Income	-514	0	0	0	0
Other Income Total	-73,052	-69,454	-69,454	-69,454	-69,454
Value Added Income					
Document Delivery	-500	-500	-500	-500	-500
Fees & Charges	-54,995	-57,226	-58,656	-60,122	-61,626
Value Added Income Total	-55,495	-57,726	-59,156	-60,622	-62,126

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027 Forecast
	Revised Budget	Budget	Forecast	Forecast	Forecast
Expenditure					
Depreciation					
Furniture & Fittings	5,364	5,364	5,364	5,364	5,364
Office Equipment	42,313	42,313	42,313	42,313	42,313
Collections	232,967	232,967	232,967	232,967	232,967
Motor Vehicle	4,452	4,452	4,452	4,452	4,452
Depreciation Total	285,096	285,096	285,096	285,096	285,096
Information Technology					
Executive Council IT Support	9,385	41,811	42,668	44,141	45,024
Hardware Maintenance	1,115	1,000	1,020	1,040	1,061
Other Minor Equipment	55,212	48,000	48,000	48,000	48,000
Software Licences	43,000	50,000	52,500	55,125	57,881
Spydus Library Management System	59,749	66,800	66,800	66,800	68,470
Wan Charges	28,000	23,500	24,088	24,690	25,307
Information Technology Total	196,461	231,111	235,076	239,796	245,743
Library Services & Collections					
Children & Youth Services	12,629	16,766	17,136	17,515	17,903
Document Delivery	248	228	234	240	246
Dubbo External Customer Return Chute Upgrade	31,505	0	0	0	0
Early Childhood Literacy Program	27,535	0	0	0	0
e-Collection Development	95,972	100,000	102,500	105,063	107,690
LBW Trust - National Backyard Cricket	1,500	0	0	0	0
Local Special Projects	38,225	55,781	55,781	55,781	55,781
Marketing & Promotions	8,326	10,000	10,251	10,507	10,769
MRL Rebranding	35,000	35,000	0	0	0
On-Line Licences, Data Bases & Subscriptions	23,744	34,400	35,260	36,142	37,045
Serials	18,581	16,419	16,747	17,082	17,423
Summer Reading Club	3,870	4,000	4,100	4,203	4,308
Web Page Maintenance	5,753	6,000	6,150	6,304	6,462
Library Services & Collections Total	302,888	278,594	248,159	252,837	257,627
Management Complete					
Management Services	0.400	4.005	4 400	4.540	4.000
Audit Fees Executive Council Administrative Expenses	8,182	4,335	4,422	4,510	4,600
'	94,045	96,307	98,715	101,183	104,218
Friego Popolito Toy	23,008	29,847	29,816	35,779	42,935
Fringe Benefits Tax General Expenses	2,295	2,400	2,400	2,400	2,400
Insurances	77,342	32,252	42,268	32,284	32,300
Memberships	16,341	18,127	20,108	22,306	24,744
Minor Equipment and Furniture	3,175	3,500	3,500	3,500	3,500
Motor Vehicle Expenses	37,675 8,576	21,000 5,727	21,380 5,956	21,768 6,194	22,164 6,442
Postage		3,060			3,247
Printing & Stationery	4,400 16,000	16,000	3,121 16,000	3,183 16,000	16,000
Rental Work Area	7,548	6,327	6,485	6,647	6,813
Staff Training	7,548 18,558	24,000	24,000	24,000	24,000
Telephone	17,333	18,530			
Management Services Total			18,993 297 164	19,468 299 222	19,955 313,318
	334,478	281,412	297,164	299,222	313,318

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
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Salaries & Overheads	004.000	072 640	4 022 020	4.070.000	4 440 457
Dubbo Regional Council Narromine Shire Council	981,960	973,619	1,033,829	1,078,062	1,113,457
	270,746	262,649	273,999	290,933	298,252
Warrumbungle Shire Council	360,362	352,313	367,842	384,090	399,385
Regional Office Salaries & Overheads Total	986,866 2,599,934	936,076 2,524,657	977,671 2,653,341	1,035,834 2,788,919	1,068,618 2,879,712
Technical Services					
Book Maintenance	6,516	4,000	4,101	4,204	4,309
Subscriptions and Memberships	3,984	6,523	9,121	9,349	9,583
Technical Services Total	10,500	10,523	13,222	13,553	13,892
Expenditure Total	3,729,357	3,611,393	3,732,058	3,879,423	3,995,388
Operating Total	22,460	-28,623	-27,269	10,665	35,955
Capital					
Income					
Depreciation (Capital Recovery)					
Depreciation Total	-285,096	-285,096	-285,096	-285,096	-285,096
Depreciation (Capital Recovery) Total	-285,096	-285,096	-285,096	-285,096	-285,096
Proceeds from Sale of Assets					
Motor Vehicles	0	0	-24,233	0	0
Proceeds from Sale of Assets Total	0	0	-24,233	0	0
Income Total	-285,096	-285,096	-309,329	-285,096	-285,096
Expenditure					
Acquisition of Assets - Collections					
Collection Development - Dubbo Regional Council	178,825	129,015	131,132	133,291	135,494
Collection Development - Narromine Shire Council	43,801	37,679	37,928	38,183	38,443
Collection Development - Warrumbungle Shire Council	52,296	43,579	43,935	44,298	44,669
Acquisition of Assets - Collections Total	274,922	210,273	212,995	215,772	218,606
Acquisition of Assets - Other					
Furniture and Fittings	0	96,000	67,000	0	0
Motor Vehicle	0	0	40,821	0	0
Acquisition of Assets - Other Total	0	96,000	107,821	0	0
Expenditure Total	274,922	306,273	320,816	215,772	218,606
Capital Total	-10,174	21,177	11,487	-69,324	-66,490
Available Funds Movement Prior to Restricted Asset Funding	12,286	-7,446	-15,782	-58,659	-30,535

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Restricted Assets					
Restricted Assets - Internally Restricted Assets					
Library Operations Surplus	12,525	446	29,524	51,659	23,535
Motor Vehicle Replacement	7,000	7,000	-13,742	7,000	7,000
Restricted Assets - Internally Restricted Assets Total	19,525	7,446	15,782	58,659	30,535
Restricted Assets - Externally Restricted Assets					
Local Special Projects	-30,212	0	0	0	0
NSW Tech Savvy Grant	-1,599	0	0	0	0
Restricted Assets - Externally Restricted Assets Total	-31,811	0	0	0	0
Restricted Assets Total	-12,286	7,446	15,782	58,659	30,535
Funds Available to (-), or Required From Library Operations	0	0	0	0	0

MACQUARIE REGIONAL LIBRARY STATEMENT OF RESTRICTED ASSETS 2023-2024 Budget

Purpose of Restricted Asset	Balance as at 01/07/2023	Balance as at 30/06/2024	Balance as at 30/06/2025	Balance as at 30/06/2026	Balance as at 30/06/2027
INTERNALLY RESTRICTED ASSETS					
LIBRARY OPERATIONS TOTAL	1,002,829	1,003,275	1,032,799	1,084,458	1,107,992
COLLECTION DEVELOPMENT - DUBBO	212,629	212,629	212,629	212,629	212,629
COLLECTION DEVELOPMENT - NARROMINE	39,242	39,242	39,242	39,242	39,242
COLLECTION DEVELOPMENT - WARRUMBUNGLE	47,731	47,731	47,731	47,731	47,731
EMPLOYEE LEAVE ENTITLEMENTS	688,118	688,118	688,118	688,118	688,118
MOTOR VEHICLE REPLACEMENT	13,267	20,267	6,525	13,525	20,525
SALARY SAVINGS / DRC LIBRARY ASSISTANT	48,085	48,085	48,085	48,085	48,085
TOTAL INTERNALLY RESTRICTED ASSETS	2,051,901	2,059,347	2,075,129	2,133,788	2,164,322
EXTERNALLY RESTRICTED ASSETS					
COM RESPITE & CARELINK CENTRE ORANA	656	656	656	656	656
PLNC ZONE FUNDING	390	390	390	390	390
TOTAL EXTERNALLY RESTRICTED ASSETS	1,046	1,046	1,046	1,046	1,046
TOTAL RESTRICTED ASSETS	2,052,947	2,060,393	2,076,175	2,134,834	2,165,368

MRL - Dubbo Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
<u>Operating</u>					
Income					
<u>Dubbo Branch - Contributions</u>					
09.05010 - Dubbo Regional Council Contributions					
0535 - Annual Contribution	-1,037,716	-1,058,470	-1,079,639	-1,101,232	-1,123,257
0536 - Collection Development Contribution	-155,657	-105,847	-107,964	-110,123	-112,326
0537 - Salary Contribution	-981,960	-973,619	-1,033,829	-1,078,062	-1,113,457
09.05010 - Dubbo Regional Council Contributions Total	-2,175,333	-2,137,936	-2,221,432	-2,289,417	-2,349,040
Dubbo Branch - Contributions Total	-2,175,333	-2,137,936	-2,221,432	-2,289,417	-2,349,040
<u>Dubbo Branch - Fees & Charges</u>					
09.05026 - Dubbo Branch Charges & Fees					
0500 - MRL Fees & Charges	-39,728	-40,721	-41,739	-42,783	-43,853
09.05026 - Dubbo Branch Charges & Fees Total	-39,728	-40,721	-41,739	-42,783	-43,853
Dubbo Branch - Fees & Charges Total	-39,728	-40,721	-41,739	-42,783	-43,853
<u>Dubbo Branch - Grants & Subsidies</u>					
09.05000 - Dubbo - Operating Grants and Subsidies					
0529 - Local Special Projects	-17,556	-17,556	-17,556	-17,556	-17,556
0530 - Library Council - Subsidy	-172,253	-172,253	-172,253	-172,253	-172,253
0531 - Library Council-Local Collection Develop	-23,168	-23,168	-23,168	-23,168	-23,168
09.05000 - Dubbo - Operating Grants and Subsidies Total	-212,977	-212,977	-212,977	-212,977	-212,977
Dubbo Branch - Grants & Subsidies Total	-212,977	-212,977	-212,977	-212,977	-212,977
<u>Dubbo Branch - Interest On Investments</u>					
09.05018 - Dubbo Branch - Interest On Investments					
0538 - Interest On Investments - Dubbo	-47,310	-47,310	-47,310	-47,310	-47,310
09.05018 - Dubbo Branch - Interest On Investments Total	-47,310	-47,310	-47,310	-47,310	-47,310
Dubbo Branch - Interest On Investments Total	-47,310	-47,310	-47,310	-47,310	-47,310
<u>Dubbo Branch - Other Income</u>					
09.05036 - Dubbo Branch Other Income					
0553 - Events / Workshops	-394	0	0	0	0
09.05036 - Dubbo Branch Other Income Total	-394	0	0	0	0
Dubbo Branch - Other Income Total	-394	0	0	0	0
Income Total	-2,475,742	-2,438,944	-2,523,458	-2,592,487	-2,653,180

MRL - Dubbo Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
	Duaget				
Expenditure					
<u>Dubbo Branch - Branch Expenses</u>					
09.00017 - Dubbo Branch Expenses					
0569 - Telephone	3,786	3,881	3,978	4,077	4,179
0570 - General Expenses	15,129	11,000	11,000	11,000	11,000
0575 - Childrens & Youth Services	4,456	4,456	4,545	4,636	4,729
0576 - Postage	4,400	3,060	3,121	3,183	3,247
0579 - Serials	12,815	11,072	11,293	11,519	11,749
0580 - Minor Equipment and Furniture	22,050	10,000	10,200	10,404	10,612
0582 - Marketing/Promotion Programs	859	10,000	10,200	0	10,012
0584 - Dubbo -Ext Customer Return Chute Upgrade				0	
5000 - Local Special Project TBC	31,505	17.556	17.556		17.556
	0	17,556	17,556	17,556	17,556
6001 - LPGP - Early Childhood Literacy Proram	8,666	0	0	0	0
09.00017 - Dubbo Branch Expenses Total	103,666	61,025	61,693	62,375	63,072
Dubbo Branch - Branch Expenses Total	103,666	61,025	61,693	62,375	63,072
<u>Dubbo Branch - Interest Charges & Depreciation</u>				Ť	
09.00090 - Depreciation - Dubbo Branch					
0287 - Dubbo - Library Books	157,465	157,465	157,465	157,465	157,465
09.00090 - Depreciation - Dubbo Branch Total	157,465	157,465	157,465	157,465	157,465
Dubbo Branch - Interest Charges & Depresiation Total	157.465	157.465	157.465	157.465	157.465
Dubbo Branch - Interest Charges & Depreciation Total	157,465	157,465	157,465	157,465	157,465
<u>Dubbo Branch - Salaries & Overheads</u>					
09.00117 - Dubbo Salaries & Overheads	/				
0560 - Salaries	678,010	703,722	731,871	761,145	791,591
0561 - Annual Leave	56,010	58,400	60,736	63,166	65,692
0562 - Long Service Leave	20,922	20,615	38,875	39,233	33,503
0564 - Workers Compensation	64,883	17,176	18,894	20,783	22,861
0586 - Superannuation - Accumulation Scheme	84,806	93,254	101,392	110,033	114,434
0660 - Salaries - Casuals	77,329	80,452	82,061	83,702	85,376
09.00117 - Dubbo Salaries & Overheads Total	981,960	973,619	1,033,829	1,078,062	1,113,457
Dubbo Branch - Salaries & Overheads Total	981,960	973,619	1,033,829	1,078,062	1,113,457
<u>Dubbo Branch - Services Provided - Regional</u>					
09.00217 - Services Provided by Regional Office					
9078 - Services Provided - Regional Office	1,119,717	1,193,433	1,233,321	1,296,023	1,338,288
09.00217 - Services Provided by Regional Office Total	1,119,717	1,193,433	1,233,321	1,296,023	1,338,288
Dubbo Branch - Services Provided - Regional Total	1,119,717	1,193,433	1,233,321	1,296,023	1,338,288
Expenditure Total	2,362,808	2,385,542	2,486,308	2,593,925	2,672,282
Operating Total	-112,934	-53,402	-37,150	1,438	19,102

MRL - Dubbo Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
<u>Capital</u>					
Income					
Dubbo Branch - Depreciation (Capital Recovery)					
09.08100 - Depreciation - Dubbo Branch 0700 - Depreciation	457.465	457.465	457.465	457.465	457.465
-	-157,465	-157,465	-157,465	-157,465	-157,465
09.08100 - Depreciation - Dubbo Branch Total	-157,465	-157,465	-157,465	-157,465	-157,465
Dubbo Branch - Depreciation (Capital Recovery) Total	-157,465	-157,465	-157,465	-157,465	-157,465
Income Total	-157,465	-157,465	-157,465	-157,465	-157,465
Expenditure					
<u>Dubbo Branch - Acquisition of Assets</u>					
09.08007 - Dubbo Branch Assets Purchased					
0254 - Furniture & Fittings	0	50,000	20,000	0	0
0590 - Collection Development	178,825	129,015	131,132	133,291	135,494
09.08007 - Dubbo Branch Assets Purchased Total	178,825	179,015	151,132	133,291	135,494
Dubbo Branch - Acquisition of Assets Total	178,825	179,015	151,132	133,291	135,494
Expenditure Total	178,825	179,015	151,132	133,291	135,494
Capital Total	21,360	21,550	-6,333	-24,174	-21,971
Available Funds Movement Prior to Restricted Asset Funding Restricted Assets Dubbo Branch - Restricted Assets	-91,574	-31,852	-43,483	-22,736	-2,869
09.05980 - Internally Restricted Assets - Dubbo Branch	,				
5001 - Operating Surplus	100,240	31,852	43,483	22,736	2,869
09.05980 - Internally Restricted Assets - Dubbo Branch Total	100,240	31,852	43,483	22,736	2,869
09.05981 - Externally Restricted Assets - Dubbo Branch					
5000 - Grant - Local Priority Special Projects	-8,666	0	0	0	0
09.05981 - Externally Restricted Assets - Dubbo Branch Total	-8,666	0	0	0	0
Dubbo Branch - Restricted Assets Total	91,574	31,852	43,483	22,736	2,869
Funds Available to (-), or Required From Library Operations	0	0	0	0	0

MRL - Narromine Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Operating					
Income					
Narromine Branch - Charges & Fees					
09.05030 - Narromine Branch Charges & Fees					
0500 - MRL Fees & Charges	-5,260	-5,391	-5,526	-5,664	-5,806
09.05030 - Narromine Branch Charges & Fees Total	-5,260	-5,391	-5,526	-5,664	-5,806
Narromine Branch - Charges & Fees Total	-5,260	-5,391	-5,526	-5,664	-5,806
Narromine Branch - Contributions					
09.05014 - Narromine Council Contributions					
0535 - Annual Contribution	-124,040	-124,838	-127,335	-129,882	-132,479
0536 - Collection Development Contribution	-18,606	-12,484	-12,733	-12,988	-13,248
0537 - Salary Contribution	-270,746	-262,649	-273,999	-290,933	-298,252
09.05014 - Narromine Council Contributions Total	-413,392	-399,971	-414,067	-433,803	-443,979
Narromine Branch - Contributions Total	-413,392	-399,971	-414,067	-433,803	-443,979
Narromine Branch - Grants & Subsidies					
09.05004 - Narromine - Operating Grants and Contributions					
0529 - Local Special Projects	-18,896	-18,896	-18,896	-18,896	-18,896
0530 - Library Council - Subsidy	-37,113	-37,113	-37,113	-37,113	-37,113
0531 - Library Council-Local Collection Develop	-25,195	-25,195	-25,195	-25,195	-25,195
0802 - LBW Trust - National Backyard Cricket	-750	0	0	0	0
09.05004 - Narromine - Operating Grants and Contributions Total	-81,954	-81,204	-81,204	-81,204	-81,204
Narromine Branch - Grants & Subsidies Total	-81,954	-81,204	-81,204	-81,204	-81,204
Narromine Branch - Interest On Investments					
09.05022 - Narromine Branch - Interest On Investments					
0538 - Interest On Investments - Narromine	-8,948	-8,948	-8,948	-8,948	-8,948
09.05022 - Narromine Branch - Interest On Investments Total	-8,948	-8,948	-8,948	-8,948	-8,948
Narromine Branch - Interest On Investments Total	-8,948	-8,948	-8,948	-8,948	-8,948
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<u>Narromine Branch - Other Income</u>					
09.05040 - Narromine Branch Other Income					
0553 - Events / Workshops	-120	0	0	0	0
09.05040 - Narromine Branch Other Income Total	-120	0	0	0	0
Narromine Branch - Other Income Total	-120	0	0	0	0
Income Total	-509,674	-495,514	-509,745	-529,619	-539,937

MRL - Narromine Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Expenditure					
Narromine Branch - Branch Expenses					
09.00021 - Narromine Branch Expenses					
0569 - Telephone	2,848	2,919	2,992	3,067	3,144
0570 - General Expenses	3,052	3,052	13,052	3,052	3,052
0575 - Children & Youth Services	1,560	1,560	1,591	1,623	1,655
0579 - Serials	1,847	1,847	1,884	1,922	1,960
0580 - Minor Assets	3,950	2,000	2,040	2,081	2,123
0600 - LBW Trust - National Backyard Cricket	750	0	0	0	0
5000 - Local Special Project TBC	18,896	18,896	18,896	18,896	18,896
6001 - Early Childhood Literacy Program	9,328	0	0	0	0
9000 - Online Subscriptions/Databases	2,826	0	0	0	0
09.00021 - Narromine Branch Expenses Total	45,057	30,274	40,455	30,641	30,830
Narromine Branch - Branch Expenses Total	45,057	30,274	40,455	30,641	30,830
Narromine Branch - Interest Charges & Depreciation					
09.00092 - Depreciation - Narromine Branch					
0289 - Narromine - Library Books	24 547	24 517	24.517	24 517	24 517
09.00092 - Depreciation - Narromine Branch Total	24,517	24,517	24,517	24,517	24,517
09.00092 - Depreciation - Narronnine Branch Total	24,517	24,517	24,517	24,517	24,517
Narromine Branch - Interest Charges & Depreciation Total	24,517	24,517	24,517	24,517	24,517
Narromine Branch - Salaries & Overheads					
09.00121 - Narromine Salaries & Overheads					
0560 - Salaries	172,281	174,210	181,168	188,404	195,930
0561 - Annual Leave	14,122	14,184	14,751	15,341	15,955
0562 - Long Service Leave	4,718	5,175	5,548	11,005	7,616
0564 - Workers Compensation	17,914	4,634	5,097	5,607	6,168
0586 - Superannuation - Accumulation Scheme	21,382	25,269	27,474	29,816	31,008
0660 - Salaries - Casuals	40,329	39,177	39,961	40,760	41,575
09.00121 - Narromine Salaries & Overheads Total	270,746	262,649	273,999	290,933	298,252
Narromine Branch - Salaries & Overheads Total	270,746	262,649	273,999	290,933	298,252
Narromine Branch - Services Provided - Regional Of					
09.00221 - Services Provided by Regional Office					
9078 - Services Provided - Regional Office	133,842	140,756	145,461	152,856	157,840
09.00221 - Services Provided by Regional Office Total	133,842	140,756	145,461	152,856	157,840
Narromine Branch - Services Provided - Regional Of Total	133,842	140,756	145,461	152,856	157,840
Expenditure Total	474,162	458,196	484,432	498,947	511,439
Operating Total	-35,512	-37,318	-25,313	-30,672	-28,498

MRL - Narromine Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
<u>Capital</u>					
Income					
Narromine Branch - Depreciation (Capital Recovery)					
09.08102 - Depreciation - Narromine Branch					
0700 - Depreciation	-24,517	-24,517	-24,517	-24,517	-24,517
09.08102 - Depreciation - Narromine Branch Total	-24,517	-24,517	-24,517	-24,517	-24,517
Narromine Branch - Depreciation (Capital Recovery) Total	-24,517	-24,517	-24,517	-24,517	-24,517
Income Total	-24,517	-24,517	-24,517	-24,517	-24,517
Expenditure					
Narromine Branch - Acquisition of Assets					
09.08011 - Narromine Branch Assets Purchased					
0254 - Furniture & Fittings	0	33,000	21,000	0	0
0590 - Collection Development	43,801	37,679	37,928	38,183	38,443
09.08011 - Narromine Branch Assets Purchased Total	43,801	70,679	58,928	38,183	38,443
Narromine Branch - Acquisition of Assets Total	43,801	70,679	58,928	38,183	38,443
Expenditure Total	43,801	70,679	58,928	38,183	38,443
Capital Total	19,284	46,162	34,411	13,666	13,926
Available Funds Movement Prior to Restricted Asset Funding	-16,228	8,844	9,098	-17,006	-14,572
Restricted Assets					
Narromine Branch - Restricted Assets					
09.05984 - Internally Restricted Assets - Narromine Branch					
5001 - Operating Surplus	28,233	-8,844	-9,098	17,006	14,572
09.05984 - Internally Restricted Assets - Narromine Branch Total	28,233	-8,844	-9,098	17,006	14,572
09.05985 - Externally Restricted Assets - Narromine Branch					
5000 - Grant - Local Special Projects	-12,005	0	0	0	0
09.05985 - Externally Restricted Assets - Narromine Branch Total	-12,005	0	0	0	0
Narromine Branch - Restricted Assets Total	16,228	-8,844	-9,098	17,006	14,572
Funds Available to (-), or Required From Library Operations	0	0	0	0	0

MRL - Warrumbungle Branch

Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
<u>Operating</u>					
Income					
Warrumbungle Branch - Charges & Fees					
09.05032 - Warrumbungle Branch Charges & Fees					
0500 - MRL Fees & Charges	-10,007	-11,114	-11,391	-11,675	-11,967
09.05032 - Warrumbungle Branch Charges & Fees Total	-10,007	-11,114	-11,391	-11,675	-11,967
Warrumbungle Branch - Charges & Fees Total	-10,007	-11,114	-11,391	-11,675	-11,967
Warrumbungle Branch - Contributions					
09.05016 - Warrumbungle Council Contributions					
0535 - Annual Contribution	-176,824	-178,068	-181,629	-185,262	-188,967
0536 - Collection Development Contribution	-26,524	-17,807	-18,163	-18,526	-18,897
0537 - Salary Contribution	-360,362	-352,313	-367,842	-384,090	-399,385
0538 - Premium Services Provided - Regional Off	-41,318	-42,144	-42,987	-42,987	-42,987
09.05016 - Warrumbungle Council Contributions Total	-605,028	-590,332	-610,621	-630,865	-650,236
Warrumbungle Branch - Contributions Total	-605,028	-590,332	-610,621	-630,865	-650,236
Warrumbungle Branch - Grants & Subsidies					
09.05006 - Warrumbungle - Operating Grants and Contributions					
0529 - Local Special Projects	-19,329	-19,329	-19,329	-19,329	-19,329
0530 - Library Council - Subsidy	-45,315	-45,315	-45,315	-45,315	-45,315
0531 - Library Council-Local Collection Develop	-25,772	-25,772	-25,772	-25,772	-25,772
0759 - Library Council of NSW Tech Savvy Grant	-1,584	0	0	0	0
0802 - LBW Trust - National Backyard Cricket	-750	0	0	0	0
09.05006 - Warrumbungle - Operating Grants and Contributions Total	-92,750	-90,416	-90,416	-90,416	-90,416
Warrumbungle Branch - Grants & Subsidies Total	-92,750	-90,416	-90,416	-90,416	-90,416
Warrumbungle Branch - Interest On Investments					
09.05024 - Warrumbungle Branch - Interest On Investments					
0538 - Interest On Investments - Warrumbungle	-13,196	-13,196	-13,196	-13,196	-13,196
09.05024 - Warrumbungle Branch - Interest On Investments Total	-13,196	-13,196	-13,196	-13,196	-13,196
Warrumbungle Branch - Interest On Investments Total	-13,196	-13,196	-13,196	-13,196	-13,196
Income Total	-720,981	-705,058	-725,624	-746,152	-765,815

MRL - Warrumbungle Branch Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Expenditure					
Warrumbungle Branch - Branch Expenses					
09.00023 - Warrumbungle Branch Expenses					
0569 - Telephone	3,884	4,699	4,816	4,936	5,059
0570 - General Expenses	6,381	4,500	4,500	4,500	4,500
0575 - Children & Youth Services	740	750	750	750	750
0579 - Serials	3,919	3,500	3,570	3,641	3,714
0580 - Minor Furniture and Equipment	8,000	7,000	7,140	7,283	7,429
0581 - Grant Funded Tech Savvy Courses	3,183	0	0	0	7,123
0600 - LBW Trust - National Backyard Cricket	750	0	0	0	(
5000 - Local Special Projects TBC	19,329	19,329	19,329	19,329	19,329
6001 - LPGP - Early Childhood Literacy Program	9,541	0	0	0	15,525
09.00023 - Warrumbungle Branch Expenses Total	55,727	39,778	40,105	40,439	40,781
Warrumbungle Branch - Branch Expenses Total	FF 727	20.779	40 105	40 430	40.701
warrumbungie branch - branch Expenses rotal	55,727	39,778	40,105	40,439	40,781
Warrumbungle Branch - Interest Charges & Depreciat					
09.00093 - Depreciation - Warrumbungle Branch					
0290 - Warrumbungle - Library Books	35,165	35,165	35,165	35,165	35,165
09.00093 - Depreciation - Warrumbungle Branch Total	35,165	35,165	35,165	35,165	35,165
Warrumbungle Branch - Interest Charges & Depreciat Total	35,165	35,165	35,165	35,165	35,165
Warrumbungle Branch - Salaries & Overheads					
09.00123 - Warrumbungle Salaries & Overheads	/ /				
0560 - Salaries	238,329	243,246	252,935	263,012	273,491
0561 - Annual Leave	19,468	19,504	20,284	21,096	21,940
0562 - Long Service Leave	8,427	10,844	11,590	12,378	13,210
0564 - Workers Compensation	23,844	6,215	6,837	7,521	8,273
0586 - Superannuation - Accumulation Scheme	26,675	33,327	36,235	39,323	40,896
0660 - Salaries - Casuals	43,619	39,177	39,961	40,760	41,575
09.00123 - Warrumbungle Salaries & Overheads Total	360,362	352,313	367,842	384,090	399,385
Warrumbungle Branch - Salaries & Overheads Total	360,362	352,313	367,842	384,090	399,385
Warrumbungle Branch - Services Provided - Regional					
09.00223 - Services Provided by Regional Office					
9078 - Services Provided - Regional Office	190,798	200,773	207,483	218,032	225,142
9080 - Premium Services Provided - Regional Off	41,318	43,177	45,120	47,376	49,745
09.00223 - Services Provided by Regional Office Total	232,116	243,950	252,603	265,408	274,887
Warrumbungle Branch - Services Provided - Regional Total	232,116	243,950	252,603	265,408	274,887
Expenditure Total	683,370	671,206	695,715	725,102	750,218
Operating Total	-37,611	-33,852	-29,909	-21,050	-15,597

MRL - Warrumbungle Branch

Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
<u>Capital</u>					
Income					
Warrumbungle Branch - Depreciation (Capital Recov)					
09.08103 - Depreciation - Warrumbungle Branch					
0700 - Depreciation	-35,165	-35,165	-35,165	-35,165	-35,165
09.08103 - Depreciation - Warrumbungle Branch Total	-35,165	-35,165	-35,165	-35,165	-35,165
Warrumbungle Branch - Depreciation (Capital Recov) Total	-35,165	-35,165	-35,165	-35,165	-35,165
Income Total	-35,165	-35,165	-35,165	-35,165	-35,165
Expenditure					
Warrumbungle Branch - Acquisition of Assets					
09.08013 - Warrumbungle Branch Assets Purchased					
0254 - Furniture & Fittings	0	13,000	26,000	0	0
0590 - Collection Development	52,296	43,579	43,935	44,298	44,669
09.08013 - Warrumbungle Branch Assets Purchased Total	52,296	56,579	69,935	44,298	44,669
Warrumbungle Branch - Acquisition of Assets Total	52,296	56,579	69,935	44,298	44,669
Expenditure Total	52,296	56,579	69,935	44,298	44,669
Capital Total	17,131	21,414	34,770	9,133	9,504
Available Funds Movement Prior to Restricted Asset Funding	-20,480	-12,438	4,861	-11,917	-6,093
Restricted Assets Warrumbungle Branch - Restricted Assets					
09.05986 - Internally Restricted Assets - Warrumbungle Branch					
5001 - Operating Surplus	31,620	12,438	-4,861	11,917	6,093
09.05986 - Internally Restricted Assets - Warrumbungle Branch Total	31,620	12,438	-4,861	11,917	6,093
09.05987 - Externally Restricted Assets -Warrumbungle Branch					
5000 - Grant - Local Priority Special Projects	-9,541	0	0	0	0
5002 - NSW Tech Savvy Grant	-9,541 -1,599	0	0	0	0
09.05987 - Externally Restricted Assets -Warrumbungle	1,333	<u> </u>	<u> </u>	<u> </u>	
Branch Total	-11,140	0	0	0	0
Warrumbungle Branch - Restricted Assets Total	20,480	12,438	-4,861	11,917	6,093
Funds Available to (-), or Required From Library Operations	0	0	0	0	0

MRL - Regional Office Estimates - Detailed Financial Statement

	2022/2023				
	Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
	Buuget				
Operating					
Income					
Regional Office - Other Income					
09.05046 - Library Services & Collections - Other Income					
0558 - Document Delivery	-500	-500	-500	-500	-500
09.05046 - Library Services & Collections - Other Income					
Total	-500	-500	-500	-500	-500
Regional Office - Other Income Total	-500	-500	-500	-500	-500
Income Total	-500	-500	-500	-500	-500
Expenditure					
Regional Office - Information Technology					
09.00003 - Information Technology					
0569 - Telephone	1,154	1,212	1,242	1,273	1,305
0570 - General Expenses	103	100	103	106	109
0597 - Executive Council IT Support	9,385	41,811	42,668	44,141	45,024
9002 - Software Licences	43,000	50,000	52,500	55,125	57,881
9006 - Hardware Maintenance	1,115	1,000	1,020	1,040	1,061
9010 - WAN Charges	28,000	23,500	24,088	24,690	25,307
9016 - Spydus Annual Software Licence	59,749	66,800	66,800	66,800	68,470
9023 - Hardware - Computers & Minor Equipment	55,212	48,000	48,000	48,000	48,000
09.00003 - Information Technology Total	197,718	232,423	236,421	241,175	247,157
Regional Office - Information Technology Total	107.710	222.422	225 424	244 475	247.457
Regional Office - Information recimology Total	197,718	232,423	236,421	241,175	247,157
Regional Office - Interest Charges & Depreciat					
09.00007 - Depreciation - Macquarie Regional Library					
0250 - Plant & Equipment	4.452	4.452	4.452	4.452	4 452
0252 - Office Equipment	4,452	4,452	4,452	4,452	4,452
	42,313	42,313	42,313	42,313	42,313
0254 - Furniture & Fittings	5,364	5,364	5,364	5,364	5,364
0284 - Other Assets - library books -	15,820	15,820	15,820	15,820	15,820
09.00007 - Depreciation - Macquarie Regional Library Total	67,949	67,949	67,949	67,949	67,949
Regional Office - Interest Charges & Depreciat Total	67,949	67,949	67,949	67,949	67,949
Regional Office - Less Services Provided					
09.00015 - Charged To Branches - Regional Office					
9064 - Dubbo	-1,119,717	-1,193,433	-1,233,321	-1,296,023	-1,338,288
9068 - Warrumbungle	-190,798	-200,773	-207,483	-218,032	-225,142
9070 - Narromine	-133,842	-140,756	-145,461	-152,856	-157,840
9072 - Warrumbungle Premium	-41,318	-43,177	-45,120	-47,376	-49,745
09.00015 - Charged To Branches - Regional Office Total	-1,485,675	-1,578,139	-1,631,385	-1,714,287	-1,771,015
Regional Office - Less Services Provided Total	-1,485,675	-1,578,139	-1,631,385	-1,714,287	-1,771,015

MRL - Regional Office Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Decimal Office Library Consisce 9, Collections					
Regional Office - Library Services & Collections					
09.00001 - Library Services & Collections - Branch Expenses					
0569 - Telephone	613	644	660	677	694
0570 - General Expenses	673	500	513	526	539
0573 - Document Delivery	248	228	234	240	246
0574 - Youth Services Programs	5,873	10,000	10,250	10,506	10,769
0577 - On-Line Licences & Subscriptions	5,418	14,400	14,760	15,129	15,507
0579 - e-Collection Development	95,972	100,000	102,500	105,063	107,690
0588 - Summer Reading Club	3,870	4,000	4,100	4,203	4,308
0603 - Marketing / Promotions	7,467	10,000	10,251	10,507	10,769
0605 - Databases	15,500	20,000	20,500	21,013	21,538
0606 - MRL Rebranding	35,000	35,000	0	0	0
9011 - Web Page Maintenance	5,753	6,000	6,150	6,304	6,462
09.00001 - Library Services & Collections - Branch Expenses					
Total	176,387	200,772	169,918	174,168	178,522
Regional Office - Library Services & Collections Total	176,387	200,772	169,918	174,168	178,522
Regional Office - Management Services					
09.00005 - Management Services					
0003 - Audit Fees	8,182	4,335	4,422	4,510	4,600
0017 - Freight	23,008	29,847		•	•
0019 - Fringe Benefits Tax			29,816	35,779	42,935
0052 - Motor Vehicle Expenses	2,295	2,400	2,400	2,400	2,400
0326 - Services Provided - Financial Acc Serv	8,576	5,727	5,956	6,194	6,442
0566 - Insurances	94,045	96,307	98,715	101,183	104,218
0567 - Rental Work Area	16,341	18,127	20,108	22,306	24,744
	7,548	6,327	6,485	6,647	6,813
0568 - Printing and Stationery	16,000	16,000	16,000	16,000	16,000
0569 - Telephone	4,787	4,907	5,030	5,156	5,285
0570 - General Expenses	51,850	13,000	13,000	13,000	13,000
0571 - Staff Training	15,375	24,000	24,000	24,000	24,000
0581 - Minor Assets & Furniture and Fittings	3,675	2,000	2,000	2,000	2,000
9034 - Memberships	3,175	3,500	3,500	3,500	3,500
09.00005 - Management Services Total	254,857	226,477	231,432	242,675	255,937
Regional Office - Management Services Total	254,857	226,477	231,432	242,675	255,937
Regional Office - Salaries & Overheads					
09.00101 - Library Services & Collections-Salaries &Overheads					
0560 - Salaries	228,983	239,889	249,484	259,463	269,842
0561 - Annual Leave	19,003	19,908	20,704	21,532	22,394
0562 - Long Service Leave	6,333	6,080	6,529	14,059	9,258
0564 - Workers Compensation	20,058	5,288	5,817	6,399	7,039
0586 - Superannuation - Accumulation Scheme	28,773	28,578	31,072	33,719	35,068
·	20,773	20,370	31,072	33,/19	33,000
09.00101 - Library Services & Collections-Salaries &Overheads Total	303,150	299,743	313,606	335,172	343,601

MRL - Regional Office Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
09.00104 - Technical Services Salaries & Overheads					
0560 - Salaries	253,816	262,459	272,957	283,875	295,230
0561 - Annual Leave	21,064	202,433	272,937	23,558	24,500
0562 - Long Service Leave	18,254	18,385	19,536	20,749	22,029
0563 - Sick Leave	1,708	1,742	1,812	1,884	1,959
0564 - Workers Compensation	25,554	6,223	6,845	7,530	8,283
0565 - Superannuation - Retirement Scheme	28,856	22,431	23,436	24,504	25,048
0586 - Superannuation - Accumulation Scheme	36,950	19,745	21,469	23,298	24,230
09.00104 - Technical Services Salaries & Overheads Total	386,202	352,766	368,707	385,398	401,279
09.00105 - Management Services Salaries & Overheads					
0560 - Salaries	190,026	202,040	210,121	218,526	227,267
0561 - Annual Leave	15,770	16,767	17,437	18,135	18,860
0562 - Long Service Leave	6,749	6,396	6,836	14,859	12,126
0564 - Workers Compensation	19,685	5,003	5,503	6,053	6,658
0565 - Superannuation - Retirememt Scheme	36,424	31,211	32,656	34,191	34,973
0586 - Superannuation - Accumulation Scheme	28,860	22,150	22,805	23,500	23,854
09.00105 - Management Services Salaries & Overheads Total	297,514	283,567	295,358	315,264	323,738
Regional Office - Salaries & Overheads Total	986,866	936,076	977,671	1,035,834	1,068,618
Decianal Office Technical Consisce					
Regional Office - Technical Services 09.00004 - Technical Services					
0569 - Telephone	261	200	275	202	200
	261	268	275	282	289
0570 - General Expenses 9080 - Maintenance of Books	154	100	100	100	100
9082 - Subscriptions and Memberships	6,516	4,000	4,101	4,204	4,309
09.0004 - Technical Services Total	3,984 10,915	6,523 10,891	9,121 13,597	9,349 13,935	9,583 14,281
05/00004 Technical Services Total	10,915	10,091	13,597	13,935	14,201
Regional Office - Technical Services Total	10,915	10,891	13,597	13,935	14,281
Expenditure Total	209,017	96,449	65,603	61,449	61,449
Operating Total	208,517	95,949	65,103	60,949	60,949
<u>Capital</u>					
Income					
Regional Office - Depreciation (Capital Recov)					
09.08107 - Depreciation - Management Services					
0700 - Depreciation	-67,949	-67,949	-67,949	-67,949	-67,949
09.08107 - Depreciation - Management Services Total	-67,949	-67,949	-67,949	-67,949	-67,949
Regional Office - Depreciation (Capital Recov) Total	-67,949	-67,949	-67,949	-67,949	-67,949

MRL - Regional Office

Estimates - Detailed Financial Statement

	2022/2023 Revised Budget	2023/2024 Budget	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Regional Office - Proceeds from Sale of Assets					
09.08004 - Sale of Assets - Management Services					
0600 - Motor Vehicle	0	0	-24,233	0	0
09.08004 - Sale of Assets - Management Services Total	0	0	-24,233	0	0
Regional Office - Proceeds from Sale of Assets Total	0	0	-24,233	0	0
Income Total	-67,949	-67,949	-92,182	-67,949	-67,949
Expenditure					
Regional Office - Acquisition of Assets					
09.08005 - Regional Office					
0592 - Motor Vehicle	0	0	40,821	0	0
09.08005 - Regional Office Total	0	0	40,821	0	0
Regional Office - Acquisition of Assets Total	0	0	40,821	0	0
Expenditure Total	0	0	40,821	0	0
Capital Total	-67,949	-67,949	-51,361	-67,949	-67,949
Available Funds Movement Prior to Restricted Asset Funding	140,568	28,000	13,742	-7,000	-7,000
Restricted Assets	/ /				
Regional Office - Restricted Assets					
09.05994 - Internally Restricted Assets - Regional Office					
5001 - Operating Surplus	-147,568	-35,000	0	0	0
5014 - Vehicle Replacement	7,000	7,000	-13,742	7,000	7,000
09.05994 - Internally Restricted Assets - Regional Office Total	-140,568	-28,000	-13,742	7,000	7,000
Regional Office - Restricted Assets Total	-140,568	-28,000	-13,742	7,000	7,000
Funds Available to (-), or Required From Library Operations	0	0	0	0	0



2023-2024 Operational Plan

2023/2024 OPERATIONAL PLAN

PRINCIPAL ACTIVITY: Macquarie Regional Library

BUSINESS: Community, Culture and Places -

Macquarie Regional Library

Responsible Officer: Manager - Macquarie Regional Library Kathryn

McAlister

Business Objectives: Provide quality services to the Macquarie

Regional Library communities

Activity	Actions	Performance Targets/ Service Levels
1. Management Services	1.1.4 Produce an MRL Annual Report including the audited statement of accounts	Annual performance can be assessed
	1.2.1 Submit draft budget to MRL member councils	The annual General Rate variation % sets Council contributions as a
	1.2.2 Undertake quarterly budget reviews	minimum
	1.2.3 Seek grant and subsidy opportunities to obtain full benefits for the Library Service	Maximise grant and subsidy opportunities
	1.2.4 Review MRL Revenue Policy [Fees and Charges]	Income from value added services increases by 2.5% p/a
	1.3.1 Review the MRL 2021 – 2024 Strategic Plan and Delivery Program	MRL has appropriate planning documents to support delivery and access to quality services for the
	1.3.2 Develop MRL Annual Operational Plan	Member Council communities
	1.3.3 Complete annual SLNSW Public Libraries Statistical Return	
	1.3.5 Review MRL policies for consistency with policy, legislative, and best-practice	

Activity	Actions	Performance Targets/ Service Levels
2. People Management	2.1.1 Develop annual staff training program	The staff have access to training and staff development programs
	2.1.2 Conduct an all staff development and training day	
	2.1.4 Review and report biennially on the Operational Capability [staff numbers and staff hours]	The staffing levels are appropriate to meet organisational needs and SLNSW guidelines
3. Services & Programs	3.1.1 Review the opening hours of all branches/service points biennially	100% of residents have ready access to library services
	3.1.2 Review member database annually	Membership numbers maintained according to SLNSW guidelines
	3.1.3 Collate visitation and attendance at programs and events at each branch and service point	Visitation numbers are maintained in accordance with SLNSW standards & guidelines
	3.1.4 Review provision of services, programs, and collections, particularly for target and diversity groups	Community needs are met in accordance with Strategic Plan, policies and industry guidelines
	3.1.6 Review biennially Local and Family History Services	
	3.1.7 Review MRL website and branding	
	3.1.8 Produce comprehensive quarterly statistical reports on library activities at branches and service points	Member Councils can assess the MRL's performance
	3.1.9 Compile a quarterly overview report on programs, services, and special events	
4. Collections	4.1.1 Undertake analysis and report on annual statistics, collection profiles and usage	MRL's performance meets community needs
	4.1.3 Review shelf-ready services biennially	Shelf-ready resources meet specifications and industry standards
	4.1.5 Complete collection stocktake	Database records conform to recognised industry standards
5. Marketing	5.1.1 Review and develop an annual Marketing Plan	Marketing & promotional plans are developed to promote library services & resources to councils and communities
6. Information Technology	6.1.2 Report annually on current and future information technology needs	Staff and customers have access to appropriate information technology resources and information services
	6.1.3 Undertake biennial review of the Information Technology Plan	
	6.1.4 Review business continuity, technology plans and strategies	

Activity	Actions	Performance Targets/ Service Levels
7. Library Accommodation	7.1.1 Undertake annual inspection of buildings to ensure compliance with Work Health Safety (WHS) requirements	100% of buildings and conditions are appropriate to policy and SLNSW standards and guidelines
	7.1.2 Review equipment requirements for branches and service points	
	7.1.3 Undertake a comprehensive review of MRL buildings against SLNSW building standards and guidelines	
	7.2.1 Undertake a biennial review of the MRL Emergency & Disaster Response Plans	
8. Sustainability	8.1.1 The Library supports sustainability	The library undertakes appropriate sustainability initiatives



2023-2024 Fees and Charges

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MACQUARIE REGIONAL LIBRARY

Pricing Policy

FCR - Full Cost Recovery

Price set to recover the full cost of providing the goods/services. In determining whether this principle is appropriate consideration is given to whether there are community service obligations or equity issues that would warrant an alternative pricing principle.

IS - Industry Standard

Price is set to an industry standard.

MB - Market Based

Price is set by reference to local market prices. Fees are set to be competitive with local service providers.

NC - No Charge

No price charged for the service.

PCR - Part Cost Recovered

Price is discounted to below the full cost of providing the goods/services in recognition of a community service obligation. Funding for these services is sourced from other revenue and by charging a nominal fee to help offset the cost of providing the services.

MACQUARIE REGIONAL LIBRARY

Macquarie Regional Library fees and charges are set in recognition of - (1) cost is discounted to below the full cost in recognition of community service obligations - partial cost recovery [PCR] (2) price is set to an industry standards [IS] (3) fees are set to be not competitive with local service providers - market based [MB] (4) where possible, in consideration of the above, full cost recovery [FCR] (5) price is set by regulation/statute [S]

	Year 22/23	Year	r 23/24				
Name	Last YR Fee (incl. GST)	GST	Fee (incl. GST)	Increase %	GST	Fee type	GST Code
MACQUARIE REGIONAL LIBRARY [continued]							
Reservation Fee	\$1.60	\$0.00	\$1.80	12.50%	N	PCR	GST Exempt
Variations and exemptions apply to reservations placed under the following mem Members; Branch Libraries/Sections; Home Library Borrower with Family.	ber categories: Hospital/Re	irement Hom	es; Book Club; I	nter Library Loans	; Home Libra	ry Borrower	; Honorary
Overdue Fees - item per week	\$1.05	\$0.00	\$1.10	4.76%	N	PCR	GST Exempt
Variations and exemptions apply to overdue items placed under the following me Sections; Home Library Borrower with Family.	mber categories; Hospital/R	etirement Hon	nes; Inter Librar	y Loans; Home Lik	orary Borrowe	er; Branch L	ibraries/
Overdue Fees - Amnesty	\$0.00	\$0.00	\$0.00	0.00%	N	FCR	N/A
Item Replacement - Library purchase cost				At cost	N	PCR	10%
Item Replacement - processing charge - per item	\$10.20	\$0.00	\$11.00	7.84%	N	FCR	GST Exempt
PHOTOCOPYING AND PRINTOUTS							
B&W - per A4 sheet	\$0.30	\$0.03	\$0.30	0.00%	Υ	PCR	10%
B&W - per A3 sheet	\$0.60	\$0.05	\$0.60	0.00%	Υ	PCR	10%
Colour copy - per A4 sheet	\$1.00	\$0.10	\$1.10	10.00%	Υ	PCR	10%
Colour copy - per A3 sheet	\$2.05	\$0.20	\$2.20	7.32%	Υ	PCR	10%
LAMINATING							
A4 - per page	\$1.55	\$0.16	\$1.80	16.13%	Υ	PCR	10%
A3 - per page	\$3.10	\$0.33	\$3.60	16.13%	Υ	PCR	10%
EQUIPMENT USAGE							
Charge includes also using the Branch photocopier to scan docume	ents.						
Scanner - per hour	\$6.80	\$0.64	\$7.00	2.94%	Υ	PCR	10%
Scanner - 15 minutes	\$1.70	\$0.16	\$1.75	2.94%	Υ	PCR	10%

	Year 22/23	Yea	r 23/24				
Name	Last YR Fee	GST	Fee	Increase	GST	Fee type	GST Code
	(incl. GST)		(incl. GST)	%		3,60	
INTER LIBRARY LOANS							
Per Item Loan	\$8.00	\$0.82	\$9.00	12.50%	Υ	FCR	10%
Possible additional fee from other libraries	\$28.80	\$2.75	\$30.20	4.86%	Υ	FCR	10%
FAX SERVICES							
The fax service charges are based on the current Australia Post <i>Fax Po</i> s	st Service charges	S.					
Fax, outgoing (Aust.) - first page	\$5.35	\$0.50	\$5.50	2.80%	Υ	MB	10%
Fax, outgoing (Aust.) - additional pages	\$1.35	\$0.13	\$1.40	3.70%	Υ	MB	10%
Fax, outgoing (O/S), first page	\$11.00	\$1.00	\$11.00	0.00%	Υ	MB	10%
Fax, outgoing (O/S), additional pages	\$2.70	\$0.25	\$2.80	3.70%	Υ	MB	10%
Fax, incoming (all) - first page	\$5.40	\$0.51	\$5.60	3.70%	Υ	MB	10%
Fax, incoming (all) - additional pages	\$1.35	\$0.13	\$1.40	3.70%	Υ	МВ	10%
LOCAL AND FAMILY HISTORY RESEARCH							
per hour	\$55.00	\$5.45	\$60.00	9.09%	Υ	PCR	10%
INFORMATION RESEARCH							
Community - per hour	\$55.00	\$5.45	\$60.00	9.09%	Υ	PCR	10%
Commercial - per hour	\$80.00	\$7.45	\$82.00	2.50%	Υ	FCR	10%
DIGITAL IMAGE SERVICE							
Single TIFF/JPG 300 dpi image on CD (Private Use) - Cost includes CD	\$17.00	\$1.55	\$17.00	0.00%	Υ	FCR	10%
Postage & Handling (if required)	\$12.00	\$1.36	\$15.00	25.00%	Υ	FCR	10%
Single JPG 300 dpi image via email	\$12.60	\$1.15	\$12.60	0.00%	Υ	FCR	10%
Single TIFF/JPG 300 dpi image on CD (Commercial Use) - Cost includes CD	\$55.60	\$5.18	\$57.00	2.52%	Υ	FCR	10%
Postage & Handling - if required	\$11.60	\$1.08	\$11.90	2.59%	Υ	FCR	10%

Name	Year 22/23	Year 23/24					
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)	Increase %	GST	Fee type	GST Code
WORKSHOPS							
Workshops and events - adult - per participant (external service provider)	\$10.00	\$1.00	\$11.00	10.00%	Υ	PCR	10%
Workshops and events - children/youth under 16 - per participant (external service provider)	\$5.00	\$0.55	\$6.00	20.00%	Υ	PCR	10%
MEETING ROOMS							
Meeting Room Facilities - Dubbo Branch Library only.	Podra to to d					. 1 201	
Fees are applicable to commercial/for profit organisations. No fees are organisations.	applied to 'not	for profit' c	organisations/	groups - servi	ce groups,	charities	and cultura
Meeting Room (Small) - hourly rate	\$30.00	\$3.18	\$35.00	16.67%	Υ	MB	10%
Meeting Room (Medium) hourly rate	\$60.00	\$6.36	\$70.00	16.67%	Υ	MB	10%
LIBRARY BAGS							
Nylon with the Macquarie Regional Library Logo	\$5.00	\$0.55	\$6.00	20.00%	Υ	FCR	10%
Drawstring Bag	\$6.00	\$0.64	\$7.00	16.67%	Υ	PCR	10%
Tote Bag - cotton	\$10.00	\$1.00	\$11.00	10.00%	Υ	PCR	10%
BOOK CLUB SUBSCRIPTIONS							
MRL Library Book Clubs - Annual				No Charge	Υ		
Community Book Clubs - Annual	\$100.00	\$3.64	\$40.00	-60.00%	Υ	PCR	10%
EARPHONES							
per set Earphones	\$3.00	\$0.36	\$4.00	33.33%	Υ	FCR	10%
USB THUMB DRIVES							
per USB Thumb Drive (16GB)	\$10.00	\$1.09	\$12.00	20.00%	Υ	FCR	10%

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24		Increase	GST	Fee type	GST Code
		GST Fee					
			(incl. GST)	%		311	
BOOK SALE							
Adult/Junior/Large Print/Non-Fiction - soft cover	\$1.00	\$0.09	\$1.00	0.00%	Υ	PCR	10%
Adult/Junior/Large Print/Non-Fiction - hard cover	\$2.00	\$0.27	\$3.00	50.00%	Υ	PCR	10%
Box of Books - large	\$10.50	\$0.98	\$10.80	2.86%	Υ	PCR	10%
Box of Books - small	\$5.50	\$0.55	\$6.00	9.09%	Υ	PCR	10%
PC COMPUTERS (MRL DECOMMISSIONED)							
PC Computers - MRL Decommissioned				Market Price	Υ	MB	N/A
MERCHANDISING							
Miscellaneous Items				At market price	Υ	PCR	10%
CAR PARKING LEASE - MACQUARIE REGIONAL LIBRA	ARY - DUB	BO BRAI	NCH				
Car Parking Lease - Macquarie Regional Library - Dubbo Branch	\$1,154.00	\$107.55	\$1,183.00	2.51%	Υ	PCR	10%