

Policy – The CoastCityCountry Training Budget Cycle

CoastCityCountryTraining recognizes that the Budget is the detailed operational link between an organisation's strategic plan, business plan and day to day operation. If a budget does not reflect the organisation's assessment of risks, opportunities and strategies, then the value of any performance evaluation against it is limited.

1. Principles

- 1.1 The CoastCityCountry Training Budget Cycle is designed to encourage LTGs to engage with their regional stakeholders in GP workforce, education and training in their regions.
- 1.2 The LTG budget process is underpinned by a regional planning process (reflected in LTG Business Plans).
- 1.3 The Executive Budget Process is underpinned by the GPET provided formulas and rates for direct education costs and estimates of the overhead and fixed asset expenses of the Wagga Wagga Office and CCCT-wide (centrally administered) items.

2. LTG Budgeting Requirements

- 2.1 For the Murrumbidgee/Riverina and Illawarra/Shoalhaven/Southern Highlands LTGs, DMEs, LTG Chairs (and other nominated LTG members) will formulate the annual budget with the CEO, based on forecast activity and priorities. Where activity levels and requirements differ from previous year, brief budget impact statements must be provided to the Board.
- 2.2 For the SENSW/ACT LTG the annual budget will be approved as follows:
 - a. CEO of CCCT and an LTG representative/s will negotiate an annual budget with ANU for items covered by the scope of the extent contract.
 - b. CEO will consult with the LTG to confirm budget lines outside of the scope of the contract.

3. Budget Submission

- 3.1 Based on the current GPET budgeting cycle (calendar year), budgets are to be finalised by the CEO and the Chair of the Finance and Audit Committee by end of October of each calendar year.
- 3.2 The Chair of the Finance and Audit Committee will present the budgets to the Board.
- 3.3 All LTG budgets will be discussed, amended (if required) and approved by the Board of CoastCity Country Training at the October Board Meeting.

4. Review of This Policy

- 4.1 This policy will be reviewed annually by the CoastCityCountry Training Board.

5. Related Policies

- 5.1 LTG Reporting Requirements.