

Monthly Operational Report

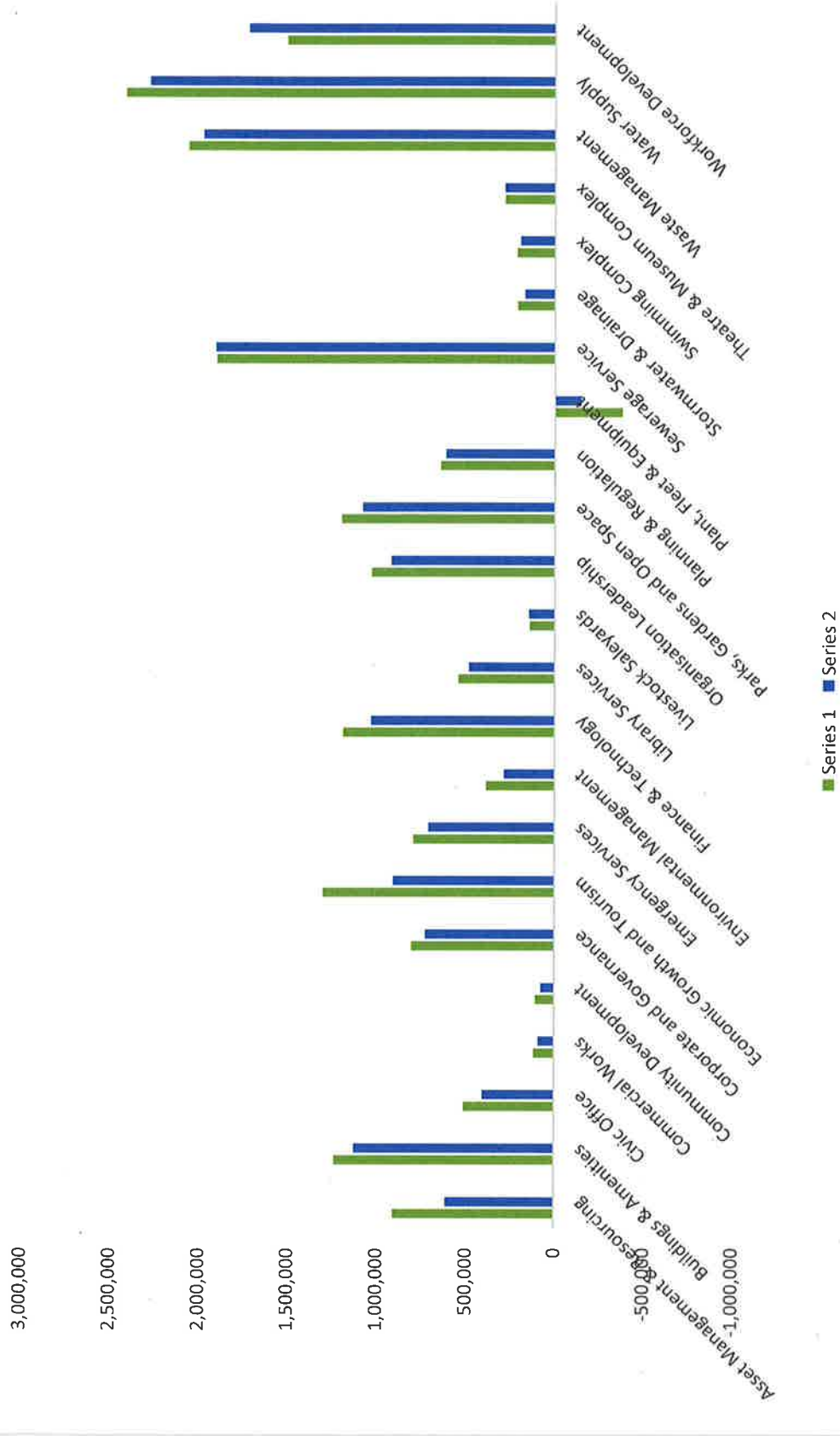
Tenterfield Shire Council JUNE 2022

Council Meeting 27 JULY 2022

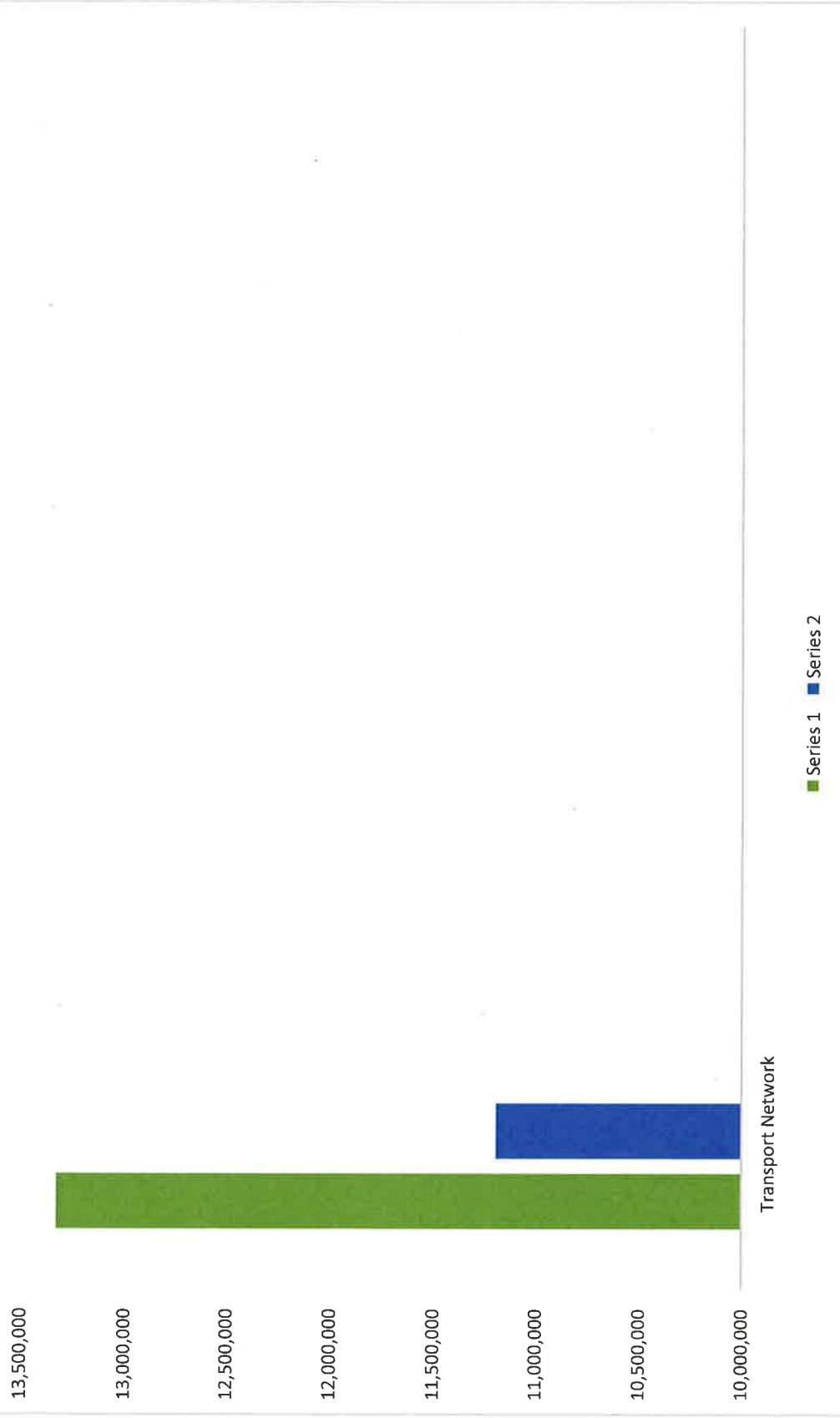


TENTERFIELD

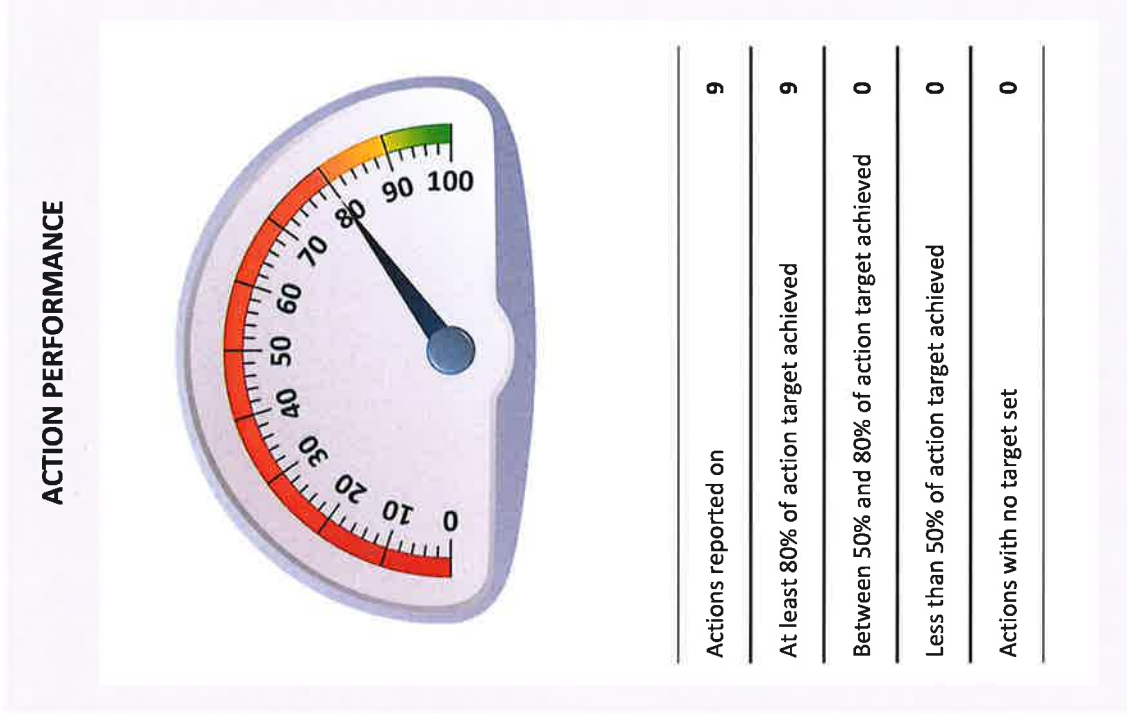
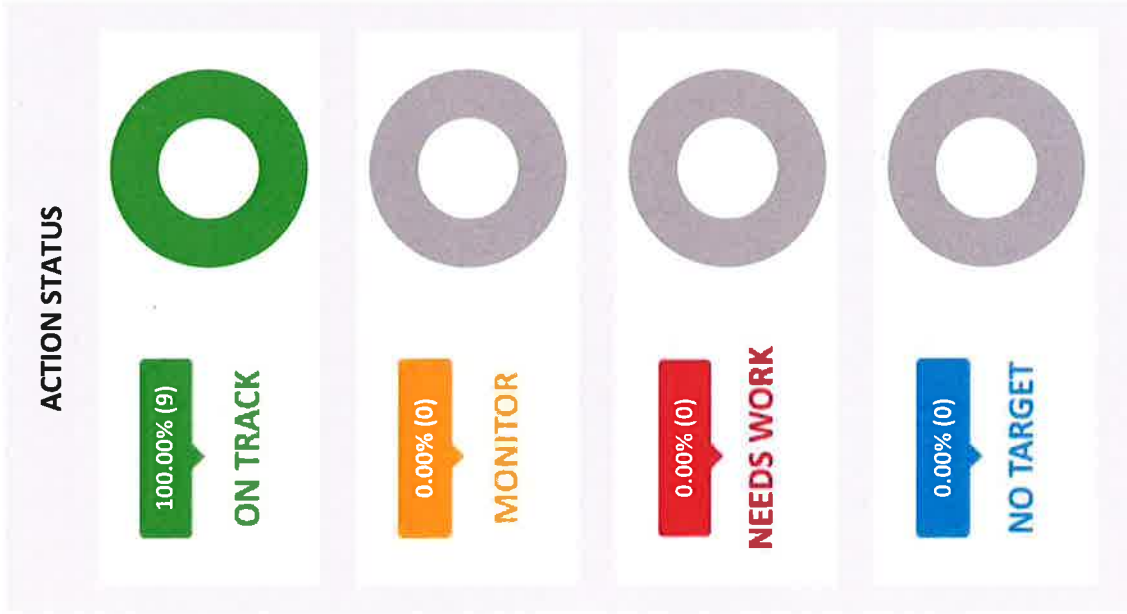
Operating Expenditure Budget v's Operating Expenditure Budget YTD



Operating Expenditure Budget v's Operating Expenditure Actual YTD





1. CIVIC OFFICE





ACTION SUMMARY



Business Unit: Civic Office


Service Profile: Civic Office

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.7.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.	Daryl Buckingham Chief Executive	June-2022: We are currently in further discussions with other regional councils (NEJO member councils) to form a joint lobby group it has been agreed that the Mayors will work together for the common cause.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.1.1.1 Continue to develop the professional relationship between Council's elected body and Council's operational organisation.	Daryl Buckingham Chief Executive	June - 2022: The administration are continuing to workshop and build a consensus and accord in terms ongoing financial stability. At the time of writing the moratorium on staff appointments has now reached 22 vacant positions. The question of sustainability is now an agenda item, particularly concerning is the wellbeing of staff who are now being asked to do more with less. I am proud to report that the team has lifted and most are taking on more and more responsibility, and maintaining services. The question is how sustainable is this environment. I suspect that in the longer term we will need to drill down and look at service reductions and possible service losses. This may trigger discussions in terms of more radical solutions such as a four day week.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

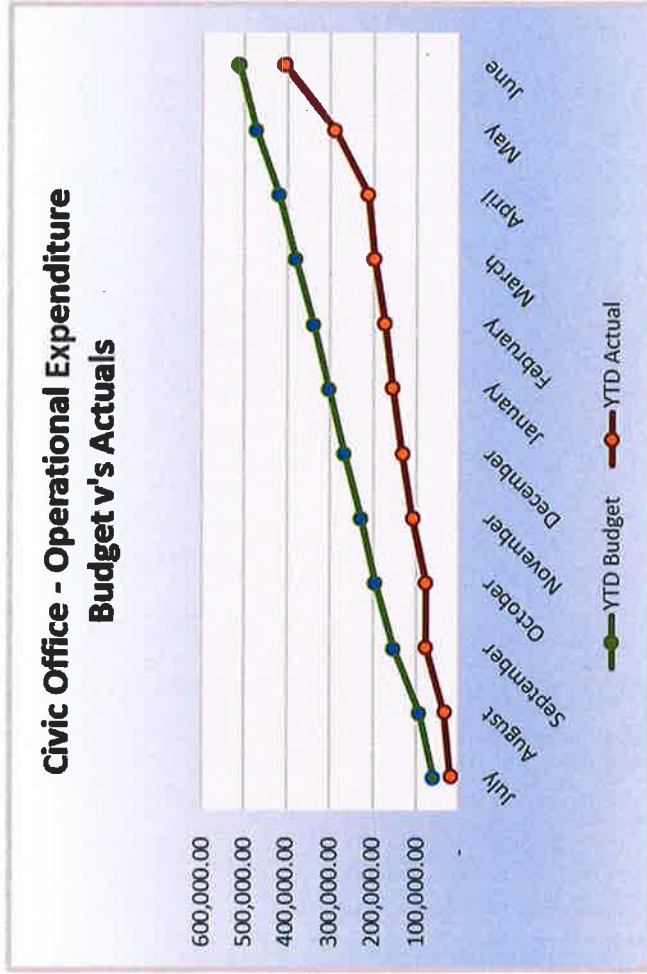
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.2 Ongoing through publication of fortnightly Your Local News, regular media releases and publications.	Daryl Buckingham - Chief Executive	June - 2022: Nothing to report other than a report recommending a trial of further social media options tabled in the June council meeting.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.1.2.1 Influence and engender support from Federal and State Governments in relation to grants funding, advocacy and ongoing maintenance and improvement to social, economic and environmental fabric of the community.	Daryl Buckingham - Chief Executive	June - 2022: This topic was the main subject matter at the Recent Australian Local Government Association conference in Canberra. It was moved that ALGA lobby the feds for an increase in the FAGs to at least 1% (its current 0.5%) Regional councils (comprising 55% of all local government bodies in Australia) reported high incidence of operating deficits across the last five years, with depreciation greater than 24% of total revenue. Any impact to the Financial Assistance Grants that increases the rate burden is likely to worsen the mortgage stress and rental stress and the cumulative impact of freezing FA grants for three years is estimated to be 253.3 million or a 9% effective reduction in funding to local government in the next three years (source AEC). The fact is that untied grants have undergone a structural decline over the past 40 years compared to Commonwealth revenue this is because the escalation factor doesn't pick up real economic growth. Note, Council's has paid its fee's to maintain its membership of the Murray-Darling Association 2022/23.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.1 Deliver business improvements, recognising emerging risks and opportunities.	Daryl Buckingham Chief Executive	June - 2022: At the time of writing, due to my appointment moratorium, we now have 22 vacant positions. Although sustainable in the short term, this resource reduction affects our ability to deliver services and will affect staff morale, health and ability to deliver in the Medium to long term. This challenge means there is an emerging risk that we will need to develop strategies' that lets us keep the service without losing it. These strategies may include a realignment of our current staff, including a review of our deliverables and core business. We will also explore other options, such as a four-day forward-facing week for some services. The mission is to squeeze out greater efficiency while ensuring ratepayers are affected negatively as little as possible. Several factors outside of our control are driving this. As previously highlighted, the requirement for the council to generate more own-source revenue is a factor; however, the extraordinary increase in inflation, a looming recession and increasing interest rates and our ability to absorb these unforeseen increases in costs of operations are more concerning. These factors are all having a negative influence on operational expenses. This means we will need to explore outside-of-the-box solutions to ensure long-term sustainability.	In Progress	23/11/21	30/06/22	80.00	100.00	
4.1.3.2 Manage the Civic Service of Council in a financially responsible manner in line with budget allocations.	Daryl Buckingham Chief Executive	June - 2022: We are continuing to operate in a lean manner and implementing continuous improvement strategies, including taking an agile approach realigning resources and resource sharing, nothing further to report.	In Progress	23/11/21	30/06/22	80.00	100.00	

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.3 Guide the decisions of the community to align with the Local Government Act and the Office of Local Government.	Daryl Buckingham - Chief Executive	June - 2022: My team is developing a more personable and effective community consultation strategy due to feedback from the councilors and ratepayers. Our biggest challenge is to ensure that we get facts in front of the community and annul some of the incorrect, misinformed and fake narratives that are a factor of contemporary times and hidden agendas. We also intend to try other social media channels, our mission being to use every available information distribution channels.	In Progress	30/11/21	30/06/22	80.00	100.00	 ON TRACK
4.2.1.1 Advocate for continuing development of grant opportunities at the Federal and State levels.	Daryl Buckingham - Chief Executive	June - 2022: We are working with ALGA and other councils and continuing to lobby state and federal politicians. The mission objective is to seek the de-politicisation of grants and to remove restrictions that limit the effective and efficient use of grants to ensure the best outcomes for the community. It is not generally known that local government delivers 26% of all public services with just 4.5% of the budget. There has also been an ongoing erosion of federal assistance grants from 4% of GDP to the current 0.47 %. Data shows that over the the last decade, council resources and revenue has been continually declining in actual terms; however, service delivery has been flatlining; what this shows is that council has been continuously delivering and maintaining services whilst getting less and less to work with. Unfortunately, this efficiency is now past sustainability, so hopefully, we as an industry will see some traction in terms of how the feds and state fund ongoing operations in a sustainable manner. The mission is ongoing	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

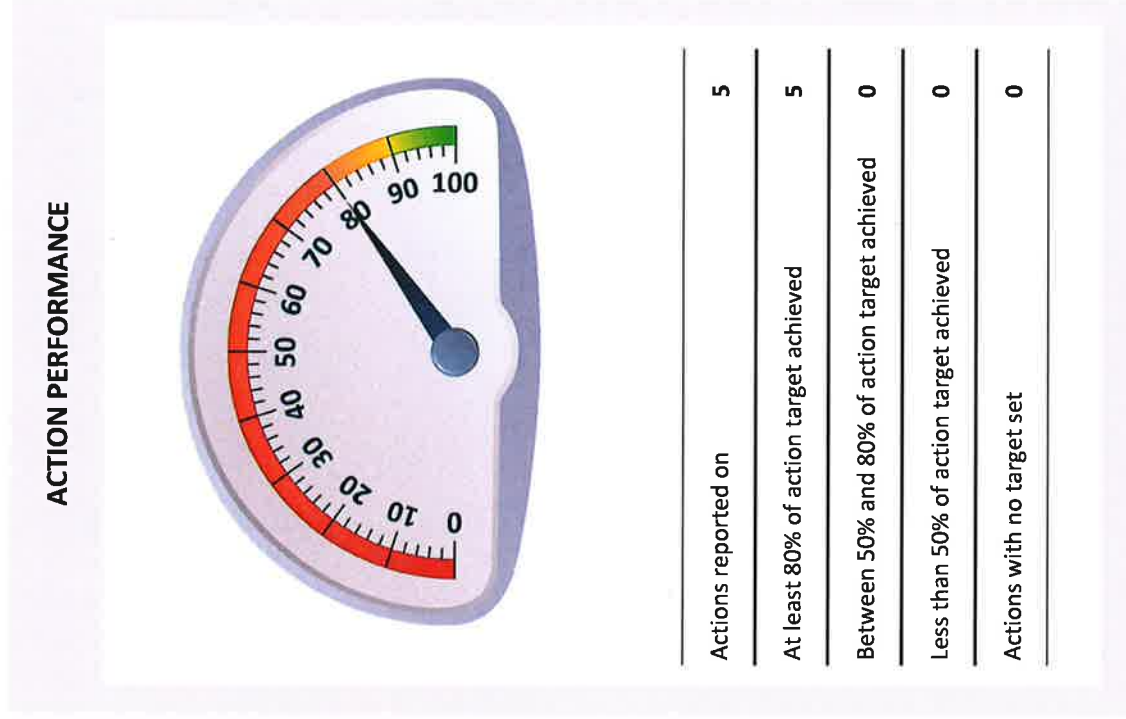
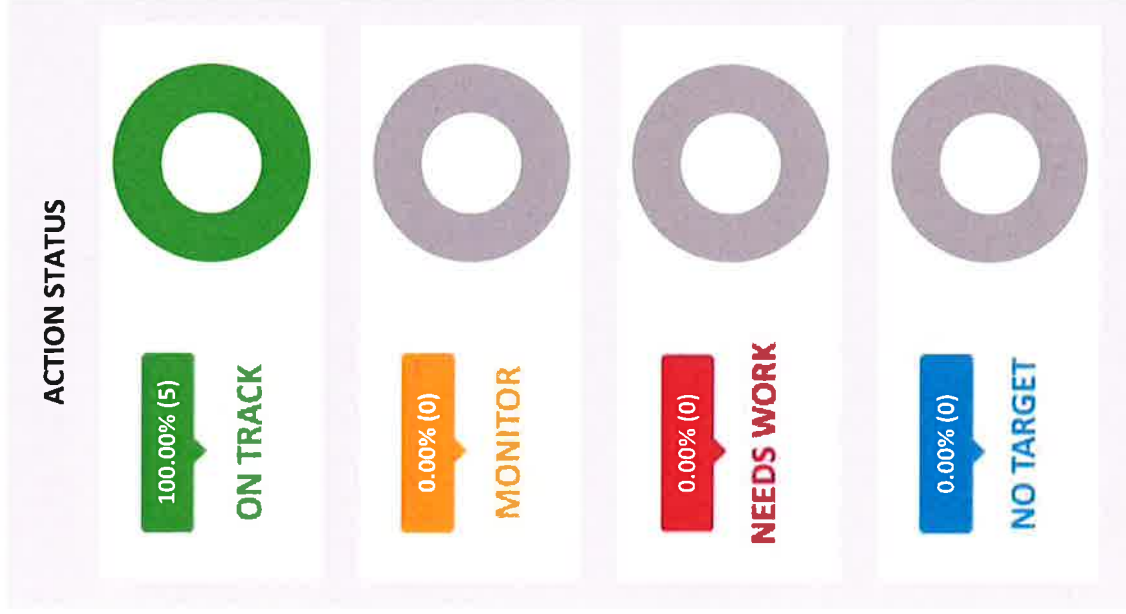
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.2.1.1 Lobby State and Federal Governments for funding to: * Reconstruct and realign Bruxner Way from the New England Highway to Sunnyside Loop Road * Complete the Tenterfield bypass. * Upgrade the western segment of the Bruxner Way to Bruxner Highway * Seal the Mount Lindesay Road * Rehabilitate and upgrade Tooloom Road from Paddy's Flat Road to Mt Lindesay Road.	Daryl Buckingham - Chief Executive	June - 2022: No change nothing further to report we are still waiting for the result of our application.	In Progress	01/07/21	30/06/22	80.00	100.00	

1. Civic Office



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Civic Office	472,555	371,557	78.63%
1. Operating Income	(39,772)	(33,581)	84.43%
2. Operating Expenditure	512,327	405,138	79.08%




2. ORGANISATION LEADERSHIP





ACTION SUMMARY

Business Unit: Organisation Leadership

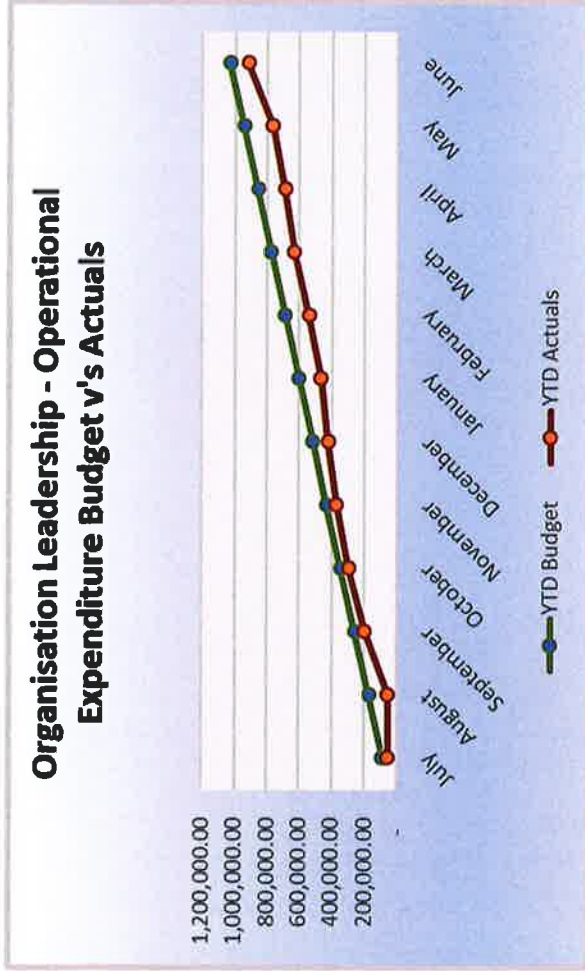
Service Profile: Organisation Leadership

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.2.2.1 Advocacy on issues of strategic importance to Council including submissions to various Government processes and participation in consultative opportunities.	Daryl Buckingham Chief Executive	June - 2022: As reported this is ongoing.	In Progress	30/11/21	30/06/22	80.00	100.00	 ON TRACK
4.3.5.1 Implement a long-term financial strategy pursuant to the community strategic planning legislation, with special emphasis of aligning the Long-Term Financial Plan with the Asset Management Plan.	Daryl Buckingham Chief Executive	June - 2022: This is ongoing I can report that the Administration has been working on several long term sustainable financial strategies and scenarios, we will workshop these with council.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.6.4 Guide the transformation of the Organisation culturally and technically from database to geospatially based management systems highlighting interconnectivity	Daryl Buckingham Chief Executive	June - 2022: ongoing nothing further to report.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.6.5 Deliver business improvements, recognising emerging risks and opportunities.	Daryl Buckingham - Chief Executive	June -2022 As reported as an organisation we are now as lean as we can be and to the point where services are being affected. It is anticipated that we will need to look at how we deliver our legislative commitments and this will likely require us to fill strategic roles. It will also require a staff realignment that will assist our holding pattern whilst council decides its position in terms of an SRV and what services it wants to reduce or annual to meet its financial limitations.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

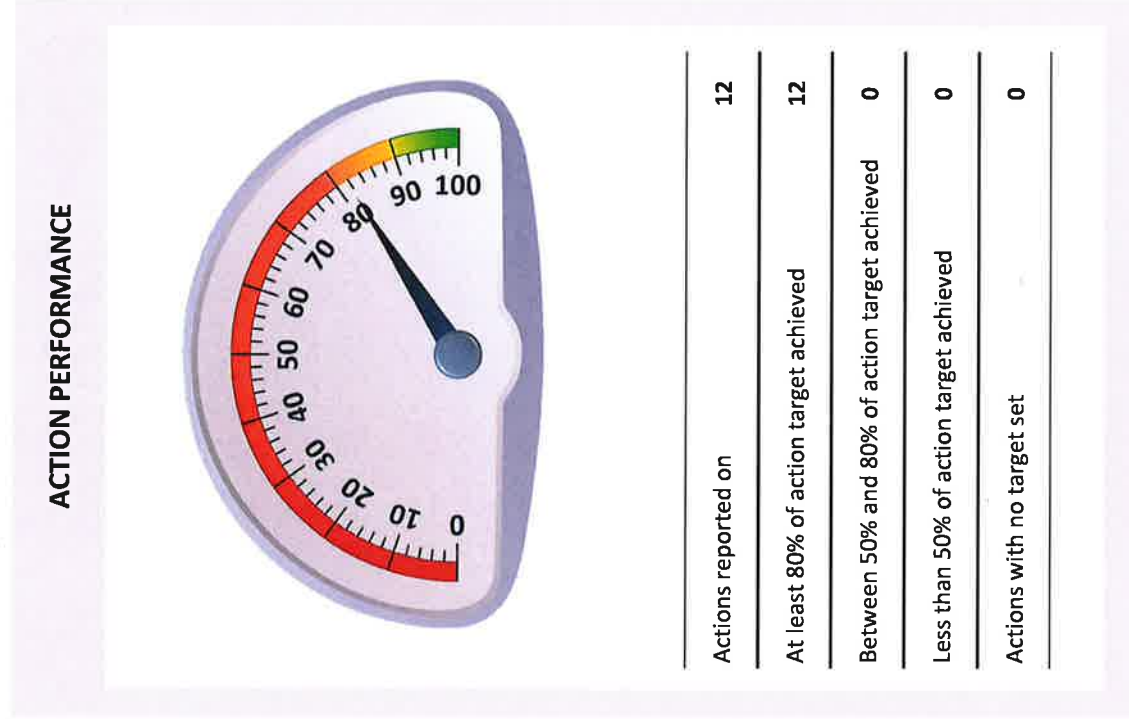
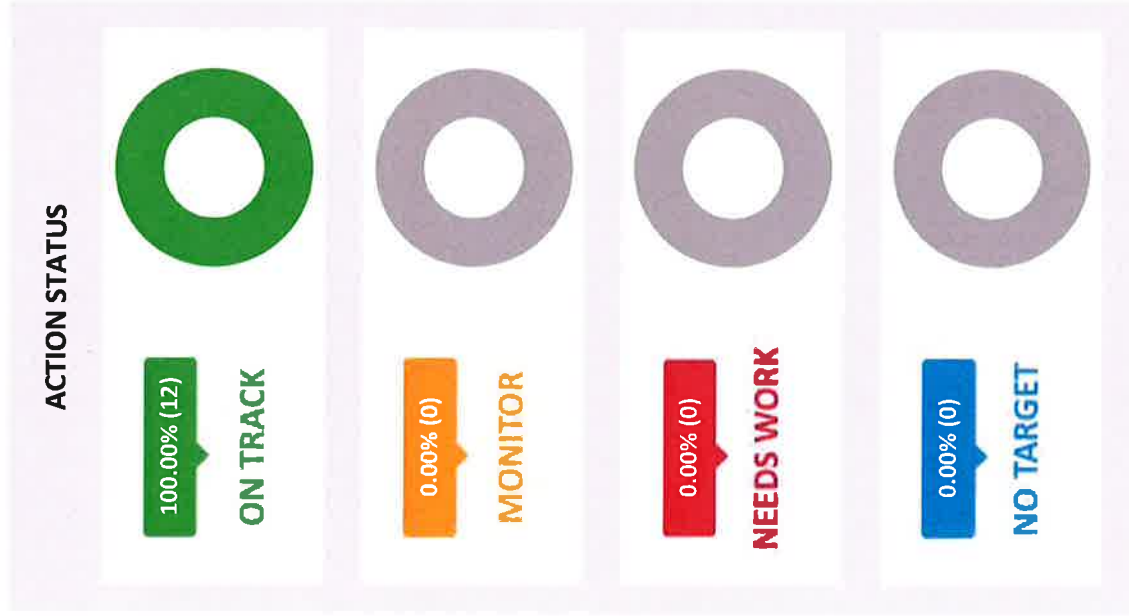
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.6.6 Manage the Organisational Leadership Service of Council in a financially responsible manner in line with budget allocations.	Daryl Buckingham - Chief Executive	<p>June - 2022: At the time of writing, due to my appointment moratorium, we now have 22 vacant positions. Although sustainable in the short term, this resource reduction affects our ability to deliver services and will affect staff morale, health and ability to deliver in the medium to long term. This challenge means there is an emerging risk that we will need to develop strategies' that lets us keep the service without losing it. These strategies may include a realignment of our current staff, including a review of our deliverables and core business. We will also explore other options, such as a four-day forward-facing week for some services. The mission is to squeeze out greater efficiency while ensuring ratepayers are affected negatively as little as possible. Several factors outside of our control are driving this. As previously highlighted, the requirement for the council to generate more own-source revenue is a factor; however, the extraordinary increase in inflation, a looming recession and increasing interest rates and our ability to absorb these unforeseen increases in costs of operations are more concerning. These factors are all having a negative influence on operational expenses. This means we will need to explore outside-of-the-box solutions to ensure long-term sustainability.</p>	In Progress	25/11/21	30/06/22	80.00	100.00	 ON TRACK

2. Organisation Leadership



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Organisation Leadership	1,030,747	920,639	89.32%
2. Operating Expenditure	1,030,747	920,639	89.32%



3. COMMUNITY DEVELOPMENT










ACTION SUMMARY

Business Unit: Community Development

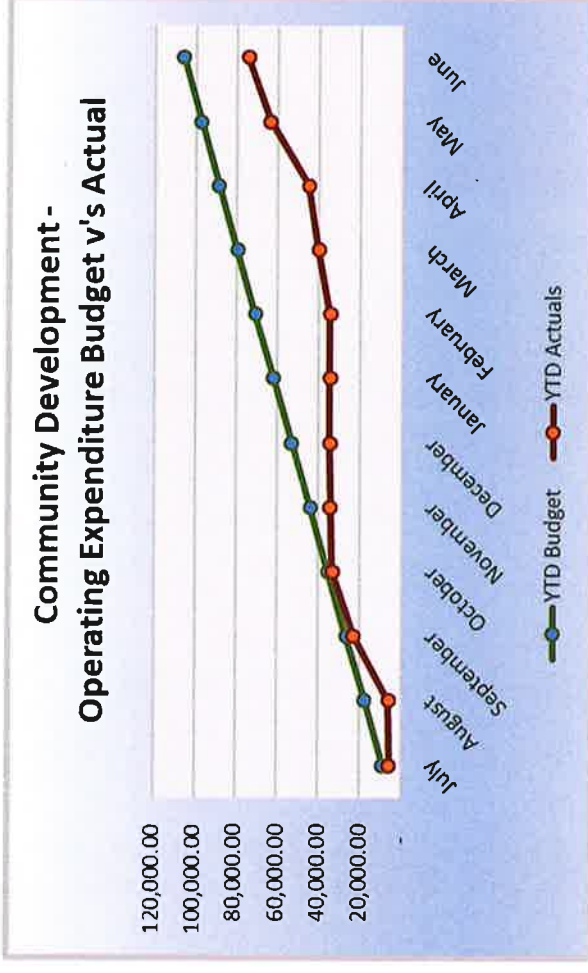
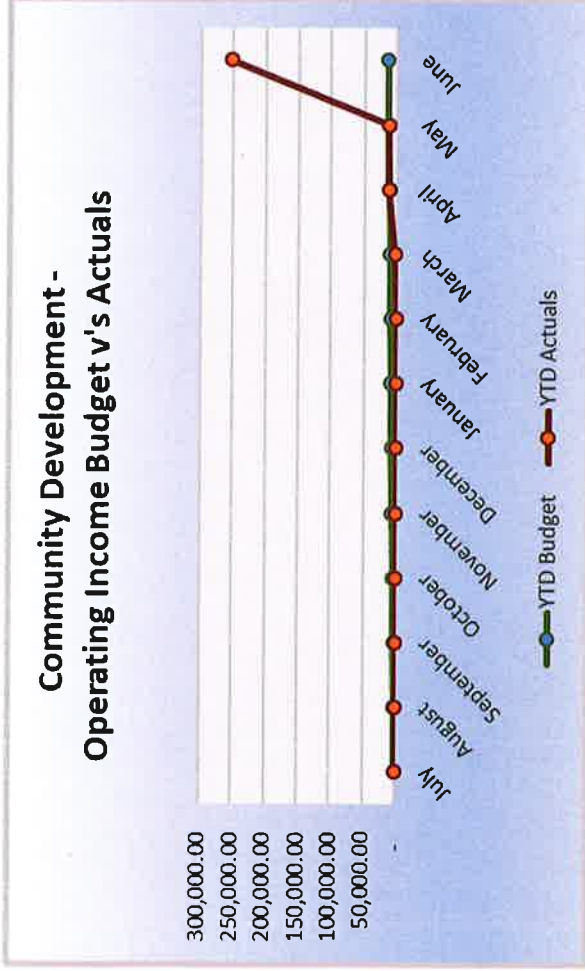
Service Profile: Community Development

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.1.2 Implementation of the Community Engagement Strategy.	Natalia Londono - Community Development Officer	June 2022 - Continued community engagement and development of partnerships.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.1.2.1 Support community safety and crime prevention partnerships.	Natalia Londono - Community Development Officer	June 2022 - Collaboration and partnership continue.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.1.2.2 Support community organisations, groups and events to provide a wide range of activities.	Natalia Londono - Community Development Officer	June 2022 - Support and advocacy continue with various services. We support all different Youth Organisations in town such as the Benevolent Society, TSDC. This month meetings with TenterLIFE, Park Run, Back Track, and Drake Community Hall were held to increase community participation.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.1.3.1 Maintain communication and relationships with various community organisations.	Natalia Londono - Community Development Officer	June 2022 - Continued advocacy. During the current period assisted to different meetings with the high school, Moombahlene, TAFE, Interagency monthly meeting, Primary School, BackTrack, The Benevolent Society, New England North West NSW Services, Saddlers Mountain Bike Club, Women's Shed Tarrington and Drake, Auscycling, New England High Country. RAP group meeting, Jubullum Project, Tenterfield Play Arts Group, Make it, Let's Collaborate to Build Connected Communities: Information session, Regional NSW - Business Case and Strategy Development Fund – Meeting.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.3.2 Manage the Community Development Service of Council in a financially responsible manner in line with budget allocations.	Natalia Londono - Community Development Officer	June 2022 - Continues. The budget has been managed accordingly.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
1.1.3.3 Deliver business improvements, recognising emerging risks and opportunities.	Natalia Londono - Community Development Officer	June 2022 - Continues.	In Progress	25/11/21	30/06/22	80.00	100.00	 ON TRACK
1.2.6.2 Support facilities and activities to improve the physical and mental health of the community.	Natalia Londono - Community Development Officer	June 2022 - Meeting different organisations to improve the physical and mental health of the community.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.3.2.1 Advocate for accessibility in partnership with community organisations.	Natalia Londono - Community Development Officer	June 2022 - Constantly sharing information in regard to workshops and community activities that give the community accessibility to services.	In Progress	01/07/21	30/06/22	80.00	0.00	 ON TRACK
1.3.4.1 Support accessibility for people in our Shire	Natalia Londono - Community Development Officer	June 2022 - Continued support and accessibility for people in our shire.	In Progress	30/11/21	30/06/22	80.00	100.00	 ON TRACK
1.3.5.1 Deliver the Disability Inclusion Action Plan in accordance with legislative guidelines.	Natalia Londono - Community Development Officer	June 2022 - The Disability Inclusion Action Plan has been delivered in accordance with legislative guidelines.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.2.2.1 Promote and support activities that highlight community wellbeing.	Natalia Londono - Community Development Officer	June 2022 - This period has been organised and attend different meetings that look for the community wellbeing.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.2.3.1 Partner with the Aboriginal Advisory Committee in the implementation of programs and activities that enhance the wellbeing of Aboriginal and Torres Strait Islander People in our Shire.	Natalia Londono - Community Development Officer	June 2022 - Continued work with the wellbeing of Aboriginal and Torres Islander people in our Shire s the Reconciliation Action Plan.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

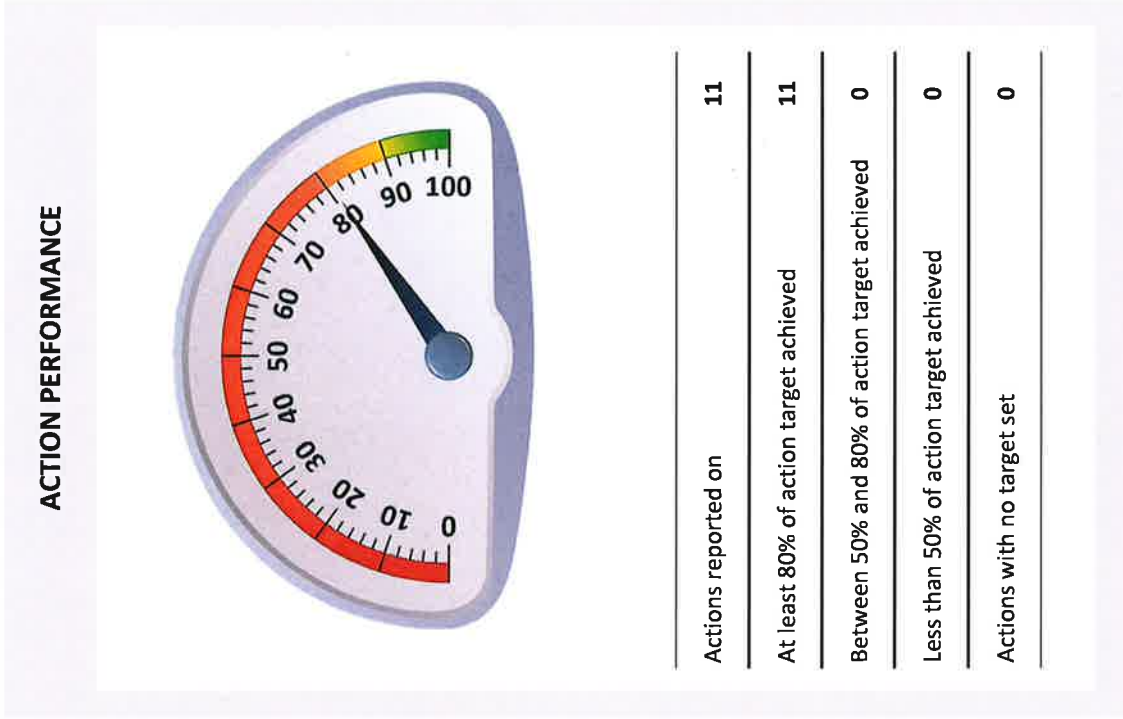
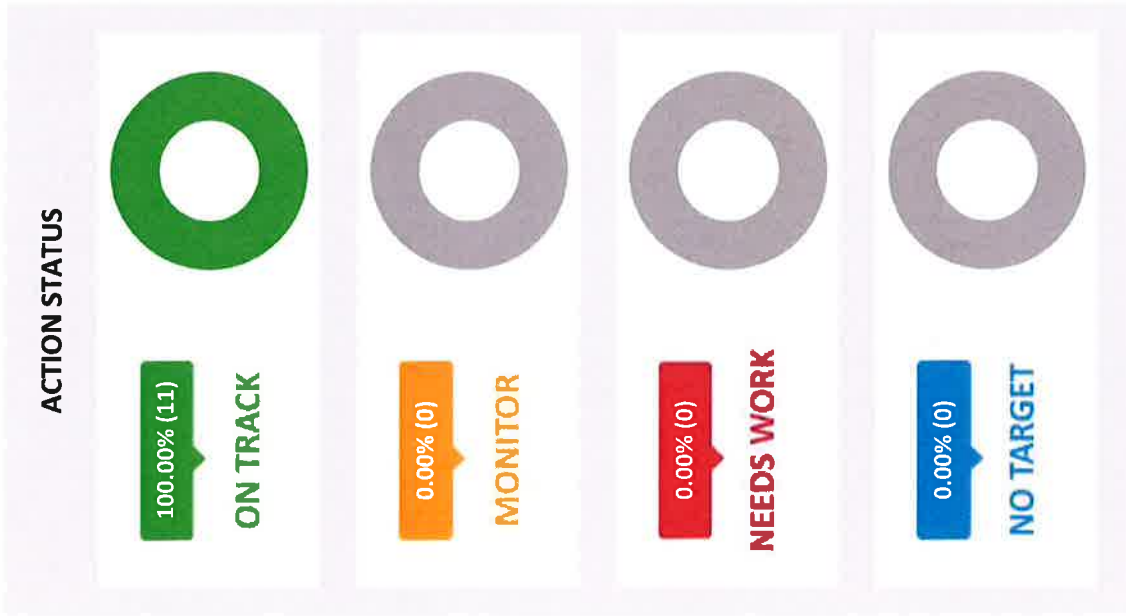
3. Community Development



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Community Development	92,257	(178,324)	-193.29%
1. Operating Income	(13,763)	(252,777)	1836.64%
2. Operating Expenditure	106,020	74,453	70.23%

Note – increased income is due to an invoice for a new grant raised at end of June 2022 - Reconnecting Regional NSW Community Events Program \$241,366 (expenditure budget will be included in September 2022 QBR)


4. ECONOMIC GROWTH & TOURISM



ACTION SUMMARY

Business Unit: Economic Growth & Tourism

Service Profile: Economic Growth & Tourism

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.3.1 Deliver marketing activities and events to promote Tenterfield as a place to live, work and visit.	Bruce Mills - Manager Economic Development & Special Projects	<p>Demand for information at the Visitor Information Centre has been strong in June.</p> <p>Visitors to Visitor Centre: 1,202</p> <p>Website Visitors Visit Tenterfield: 2022: 3,381</p> <p>Facebook Reach: 228,651</p> <p>Facebook Page Likes: 6,592 (+331 new)</p> <p>Instagram Reach: 11,971</p> <p>Instagram Followers: 2,721 (+74 new)</p> <p>Key June activities:</p> <ul style="list-style-type: none"> Reconnecting Regional NSW – Community Events Program: Councillor Workshop, Councillor Meeting & grant application Regional Economic Development Strategy Consultation Ongoing: business and event updates on the Visit Tenterfield website, social media posts on Instagram and Facebook. New England High Country – updating maps (motorcycling map, car touring & visitors guide map) and finalising route for NEHC1000 (1000km of bike trails throughout the New England High Country). 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

The VIC continues to provide good service despite lack of staff resources and heavy reliance on a core group of volunteers.

Two new volunteers have been inducted, however initial enthusiasm has not resulted in two additional people on the roster.

Of note to Councilors - manager has discussed operating hours for the VIC with the CE and the full-time casual and decided the VIC should close 2pm Saturdays during winter to save operating costs. Numbers of visitors coming to the VIC after lunch on Saturdays are minimal. Also need to review opening the VIC on public holidays – when staffing costs are high and volunteers are not available.

Will review opening hours come Spring.

2.1.1.1 Implement the Economic Development Strategy, promoting growth and new development.

Bruce Mills - Manager Economic Development & Special Projects

As reported last month, work has progressed on DRAFT economic development and tourism strategy. Draft has been delivered to chief executive for checks prior to presenting to Council workshop.

Manager has spoken with with Mark Fritschy re Circular Economy (June 20) and what opportunities there might be for Tenterfield. Mark will be speaking with other Councils in the region – Glen Innes, Inverell and Southern Downs about what might be possible. Manager said TSC could be interested in joining neighboring councils on what might be possible, depending very much on costs.



ON TRACK


100.00


84.00

30/06/22



01/07/21

In Progress

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.1.2 Deliver Business improvements, recognising emerging risks and opportunities.	Bruce Mills - Manager Economic Development & Special Projects	<p>As reported last month (May) business outlook continues to be positive. Tourism numbers strong with good hotel/motel bookings.</p> <p>Three Obvious emerging risks to business include:</p> <p>Rising interest rates and the end of the halving of the Federal fuel tax on 28 September which add 22.2c/litre to petrol and diesel prices.</p> <p>With RBA lifting the official cash rate to 1.35% on 5 July, interest on the average home mortgage of \$500,000 will have increased by at least \$300/month since April.</p> <p>Add to this higher food and power prices and individuals and families simply have less to spend - including less disposable income for holidays and travel.</p> <p>Foot and Mouth Disease (FMD) outbreak in Bali. While of little to no consequence to humans, FMD is the most contagious animal disease and should it find its way to Aust would throw beef, sheep, goat industries into chaos with lock-downs, far worse than anything seen with COVID. A major outbreak would see stock destroyed and would literally shut down our beef and sheep industries. Non-essential travel to Bali/Indonesia should have been suspended immediately. Federal Govt seems asleep at the wheel. Questionable if Fed and State agencies have anywhere near the capacity to handle any outbreak.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.1.3 Manage the Economic Growth and Tourism Service of Council in a financially responsible manner in line with Budget allocations.	Bruce Mills - Manager Economic Development & Special Projects	Economic Development and Tourism is operating within budget. Savings continue to be made and some modest income is being derived from room hire at the VIC. Also, the VIC is now selling cast-off books from the TSC Library with 5000 (five thousand) books to be delivered to the VIC to be sold at \$2 each.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK



2.1.2.1 Advocate transport options for the community.	Bruce Mills - Manager Economic Development & Special Projects	Manager has discussed future of NRMA charging station at VIC.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
		<p>So far this year the site has average 65 charges a month with 95 charging sessions in April.</p>						
		<p>NRMA has 46 EV charging sites in NSW and Tenterfield ranks 30th in terms of average use.</p>						
		<p>The NRMA charger at the VIC is a fast charger and is able to add 100km of range in about 15mins.</p>						
		<p>Destination chargers at motels/hotels are usually Level 2 and are slower to charge – taking about an hour to add 100km range.</p>						
		<p>NRMA says it is getting close to developing its App to start charging for use – and is looking to start charging later this year – but no firm date.</p>						
		<p>Council has been approached by a company which acts as agent for State Government grants to EV charger installation.</p>						
		<p>Should Council wish to explore funding opportunities – a grant could be available for installing up to four chargers – the grant would cover approximately 75% of the cost of the units and installation.</p>						
		<p>For example, should Council wish to have four Level 1 fast chargers installed the cost to Council would be in the order of \$10K. This would be for user-pays, which would cover the cost of electricity and repay the initial outlay of \$10K.</p>						
		<p>NRMA is unable to tell if local EV owners are the main ones using the NRMA unit at the VIC – and this would only become clearer, once they fully develop their payment app and collect the data.</p>						

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.2.1.1 Maintain partnerships with neighboring Councils and industry.	Bruce Mills - Manager Economic Development & Special Projects	Minimal interaction with bordering councils - still waiting for a call back from Glen Innes Council regarding standalone solar/power development which Glen Innes is apparently looking at and which has also been offered to Tenterfield.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.2.3.1 Collaborate and liaise with State, regional and local organisations and businesses on marketing projects and promotions.	Bruce Mills - Manager Economic Development & Special Projects	Economic and tourism managers and community engagement officer joined the Tue, June 14 teleconference of the Northern New England High Country FER (Functional Economic Region) Workshop with other reps from the region to discuss key issues for possible inclusion in updated development strategy. Manager noted that Tenterfield was not included in the REZ renewable energy zone, and wondered why – no comment from the other reps or the organisers. Also noted that the population decline numbers presented for the region were likely to be wrong – given what’s happening locally with the housing shortage and strong demand for skilled and unskilled workers in the local aged care, health, hospitality and construction sectors. High demand for housing and rental accommodation and interest noted in Council chambers from the inquiry from coastal residents (Lismore in particular) looking to relocate. RED staff noted this. Manager noted jobs, housing, affordable/reliable power and access to reasonable health/education services were main factors new businesses and residents were after, not necessarily rail trails which seemed to be the focus of Armidale reps. Meeting noted good seasonal conditions, buoyant ag commodity prices and plenty of tourists were key drivers of local economies. Also noted that ALL governments were under	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

pressure to cut waste and provide more with less. Regions (Councils), State and Federal governments were having to deal with rising inflation, wage and material costs and rising interest rates. There's simply going to be less to go round and local governments and their communities needed to recognize the need for belt-tightening.

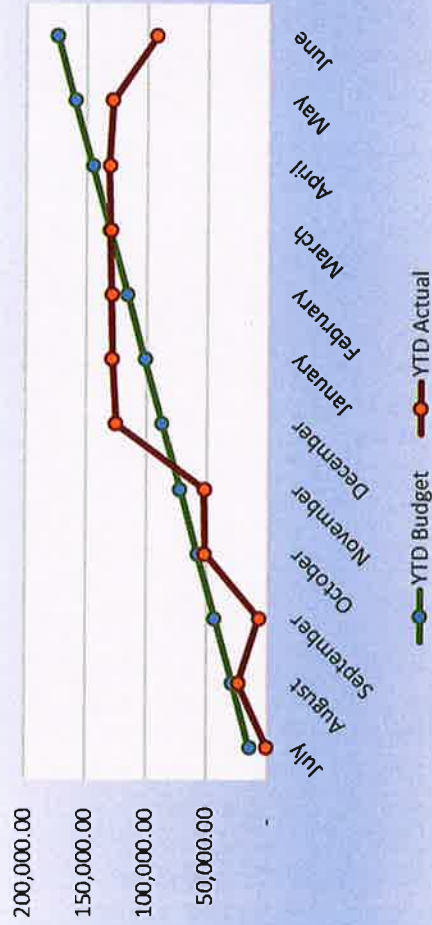
Of note, the latest Census figures show higher population figures for the Shire - 6810 compared with 6397 (State Regional Development department) and while young people are under-represented in the Shire compared with State averages, the latest Census figure for 25-29 years is 225, compared with the department's figure of 151. The Census also shows 265 aged 0-4 years, so we do have youngsters coming through.

<p>2.2.4.1 Development, management and delivery of Destination Marketing Plan and marketing campaigns and activities under Tenterfield Shire Council's Visit Tenterfield and the Tenterfield True tourism brand.</p>	<p>Bruce Mills - Manager Economic Development & Special Projects</p>	<p>In Progress</p>	<p>01/07/21</p>	<p>30/06/22</p>	<p>80.00</p>	<p>100.00</p>	<p>As previously reported, the DRAFT economic and tourism strategy is completed and ready for work-shopping by Council prior to broader distribution for comments.</p>	<p> ON TRACK</p>
<p>2.3.1.4 Support local agricultural events and investigate an appropriate event that showcases the Tenterfield agricultural district and industries.</p>	<p>Bruce Mills - Manager Economic Development & Special Projects</p>	<p>In Progress</p>	<p>01/07/21</p>	<p>30/06/22</p>	<p>80.00</p>	<p>100.00</p>	<p>Nothing to report.</p>	<p> ON TRACK</p>

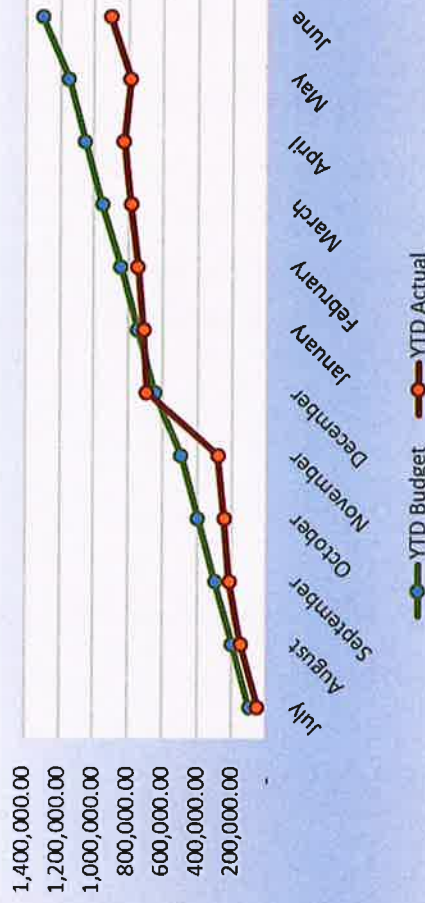
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.2.1 Support future proposals for improved telecommunications infrastructure.	Daryl Buckingham - Chief Executive	Nil to report in this area.	In Progress	23/11/21	30/06/22	80.00	100.00	 ON TRACK
2.3.3.1 Facilitate and support the delivery of business training, workshops and forums in conjunction with the Tenterfield Chamber of Tourism, Industry and Business.	Bruce Mills - Manager Economic Development & Special Projects	<p>Nothing much to report here and realistically given staffing and funding unlikely to see much happening in this area in foreseeable future.</p> <p>That said, there is the potential for a Live, Inspire Lead conference to be held in Tenterfield as part of the package of community events in TSC's application to the State Government for Reconnecting Regional NSW Community Events Program - \$301,708 has been allocated TSC.</p> <p>Report on this was presented and adopted at Council's June meeting.</p>	In Progress	01/07/21	30/06/22	84.00	100.00	 ON TRACK

4. Economic Growth and Tourism

Economic Growth & Tourism - Operational Income Budget v's Actual

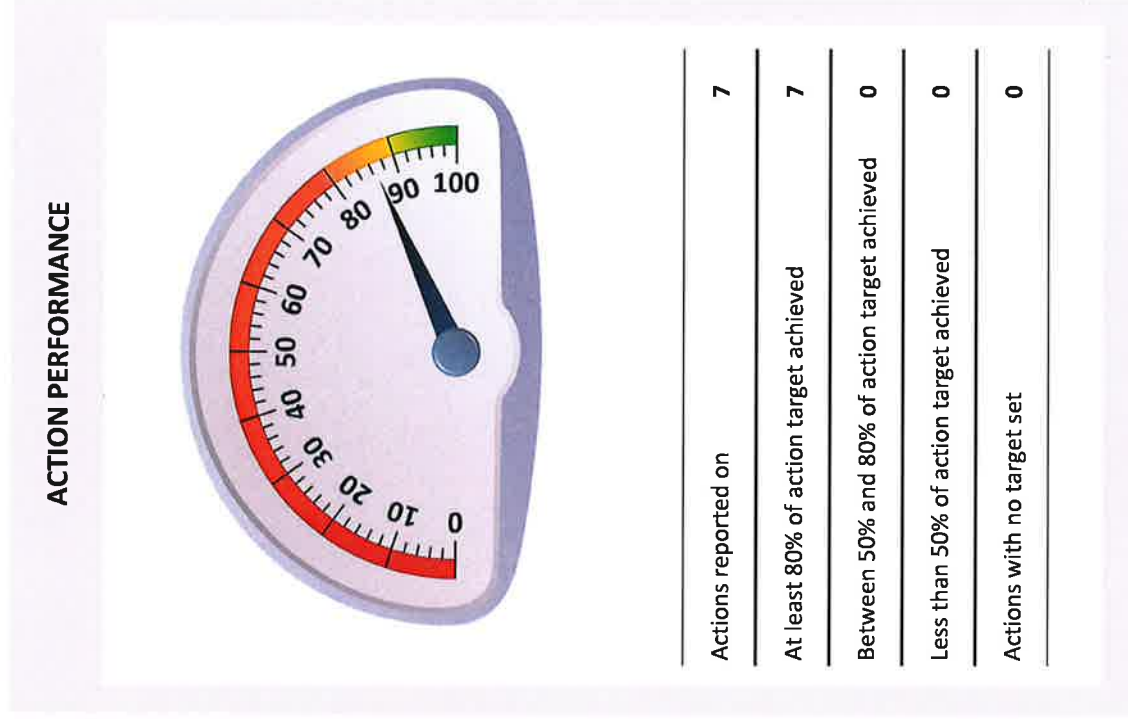
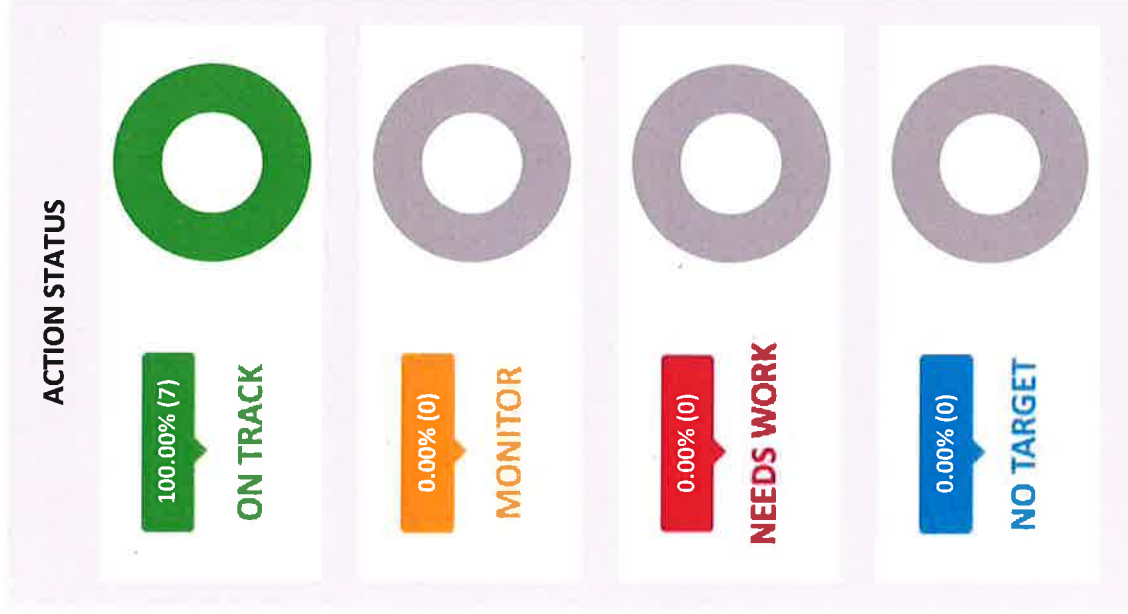


Economic Growth & Tourism - Operational Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Economic Growth and Tourism	1,126,999	(328,968)	-29.19%
1. Operating Income	(174,500)	(92,629)	53.08%
2. Operating Expenditure	1,301,499	908,200	69.78%
3. Capital Income	(2,070,000)	(1,245,370)	60.16%
4. Capital Expenditure	2,070,000	100,831	4.87%
4235004. PSLP - Tenterfield Youth Precinct & Mountain Bike Trailhead	1,750,000	35,407	2.02%
5400509. RTBR - Art Installations Tenterfield Creek	70,000	65,000	92.86%
5400510. LF027 Tenterfield Dam Recreational Precinct - Stage 1	250,000	424	0.17%



5. THEATRE & MUSEUM COMPLEX








ACTION SUMMARY

Business Unit: Theatre & Museum Complex

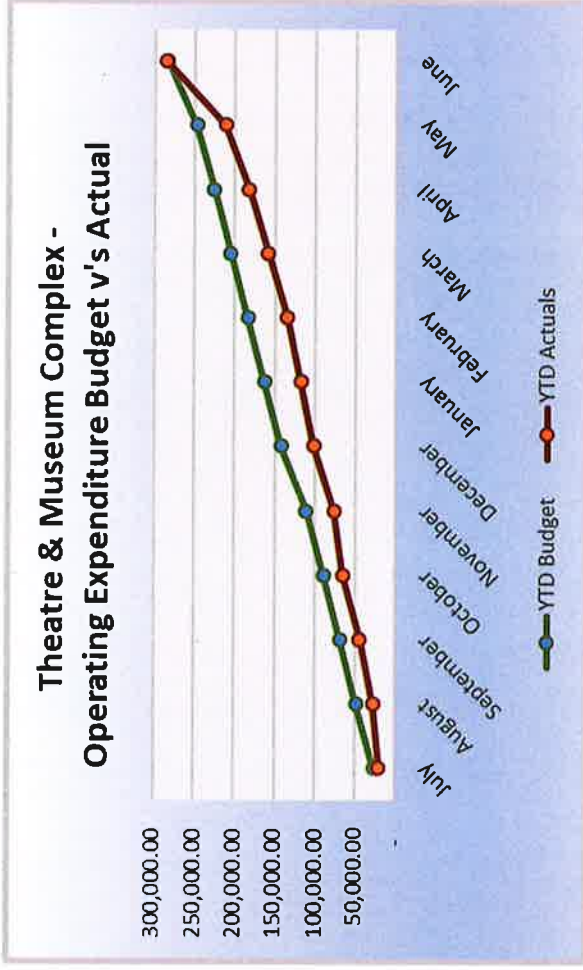
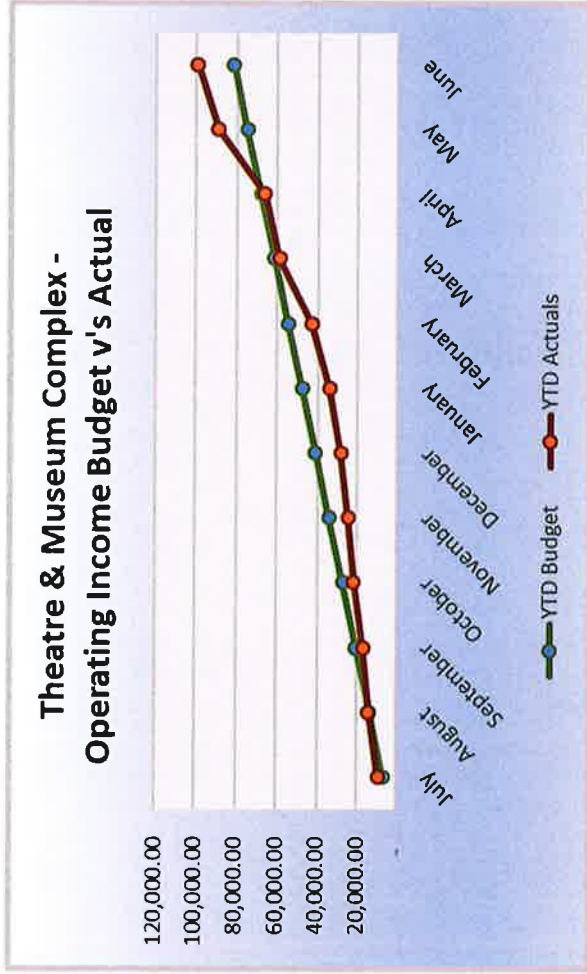
Service Profile: Theatre & Museum Complex

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.1.1 Development, management and delivery of a Cinema Program, theatre education and youth related programs.	Lee Mathers - Manager Arts, Culture and Library Services	The Cinema program showcased 24 screenings during the June reporting period welcoming over 800 patrons. The Top Gun Maverick blockbuster attracted 128 admissions to the first screening and over 300 admissions across all 5 screenings. The Museum also welcomed over 300 visitors during the June reporting period. The final month of the NSW Dine and Discover voucher redemptions attracted \$12k in revenue for Cinema and Theatre ticket sales for the June reporting period.	In Progress	01/07/21	30/06/22	99.00	100.00	 ON TRACK
1.2.4.1 Marketing and promotion of the Sir Henry Parkes Memorial School of Arts Complex programs and activities facilitating cultural development opportunities for individuals and groups.	Lee Mathers - Manager Arts, Culture and Library Services	All SoA programs are promoted via the SHPMSoA digital channels including website, Facebook and Councils communication channels including 'Your Local News' newsletter.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.5.1 Manage and operate all aspects of the Sir Henry Parkes Memorial School of Arts (Cinema, Theatre, and Museum).	Lee Mathers - Manager Arts, Culture and Library Services	The internal audit and review of SOA systems and procedures is ongoing. During the June reporting period new digital point of sales and facility management systems are being reviewed to streamline facility hire and inventory management and sales systems and procedures. Solutions and estimates are continuing for the upgrade of the emergency exit door alarm keypad at the rear of the Museum. Replacement of the emergency 'spitfire' light in the theatre above the tiered seating and library are scheduled late July.	In Progress	01/07/21	30/06/22	93.00	100.00	 ON TRACK
1.2.5.2 Deliver business improvements, recognising emerging risks and opportunities.	Lee Mathers - Manager Arts, Culture and Library Services	Due to current austerity measures – the operational plan as noted in the April reporting period has not progressed during the June reporting period. A new digital point-of-sales system and venue hire management systems are currently being reviewed to streamline business functions.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
1.2.5.3 Manage the Theatre and Museum Complex in a financially responsible manner in line with budget allocations.	Lee Mathers - Manager Arts, Culture and Library Services	Operations continued to be managed within the available budgets with no overspend during the June reporting period.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
1.5.1.1 Provide volunteer training and upskilling in a safe and engaging work environment.	Lee Mathers - Manager Arts, Culture and Library Services	Hands-on support and training is provided to all Volunteers ongoing.	In Progress	01/07/21	30/06/22	94.00	100.00	 ON TRACK

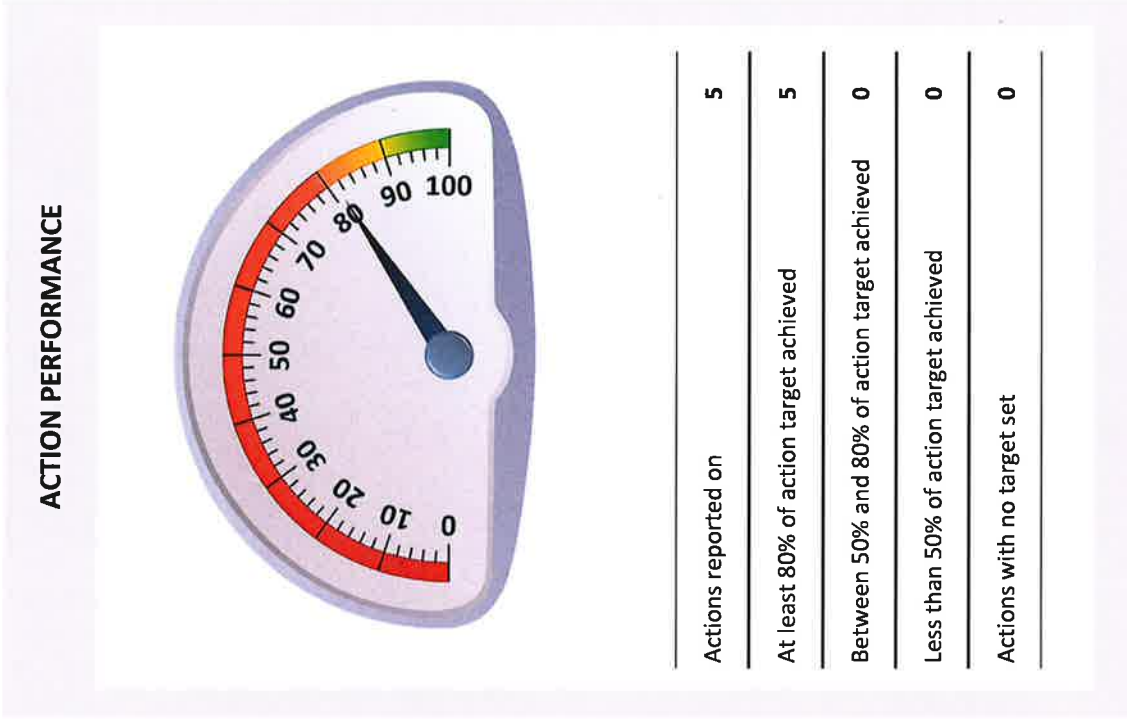
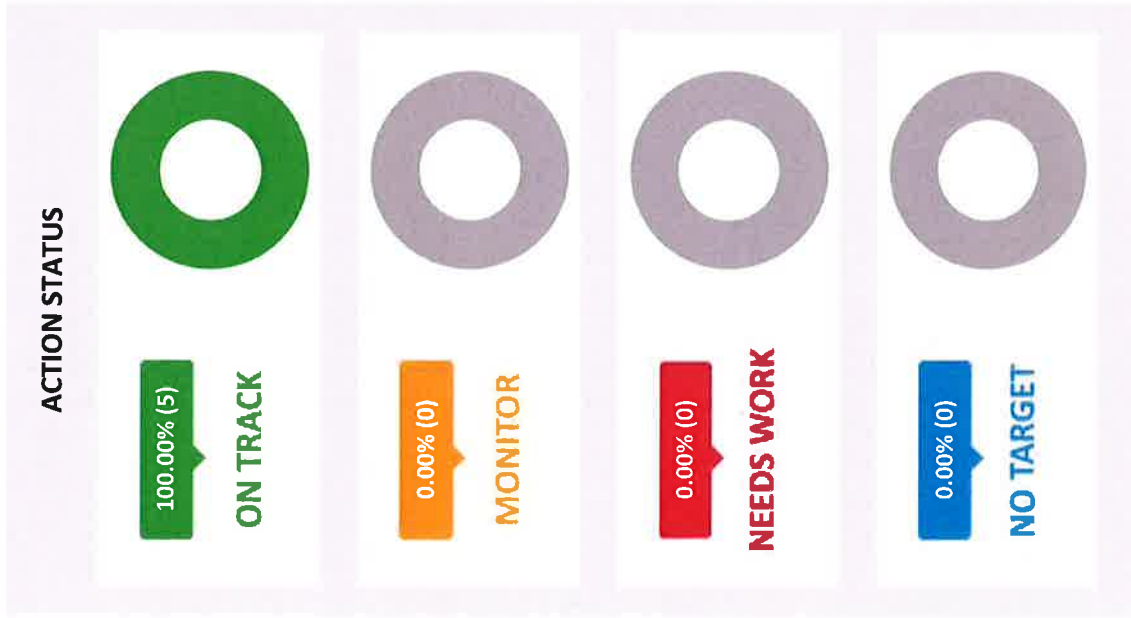
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.5.2.1 Maintain a collaborative working relationship with National Trust Australia (NSW) and Friends of the School of Arts.	Lee Mathers - Manager Arts, Culture and Library Services	Liaison with the National Trust established in relation to developing integrated digital collection management practices. SHPMSoA will investigate subscription of e-hive collection catalogue system, a light version of the National Trust catalogue system 'Vernon'. The National Trust has confirmed capability to provide digital access to transfer the SHPMSoA collection database when the e-hive system is in place.	In Progress	01/07/21	30/06/22	80.00	100.00	
		The Friends of the School of Art hold monthly board meetings on-site at the School of Arts. No other Friends events, activities reported during the June reporting period.						

5. Theatre and Museum Complex








COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Theatre & Museum Complex	206,362	189,002	91.59%
1. Operating Income	(81,679)	(99,410)	121.71%
2. Operating Expenditure	283,235	284,511	100.45%
4. Capital Expenditure	4,806	3,901	81.16%
5005512. Memorial School of Arts Air-Conditioning Project	3,306	3,560	107.68%
5005513. School of Arts - Computer Equipment	1,500	341	22.73%

6. LIBRARY SERVICES



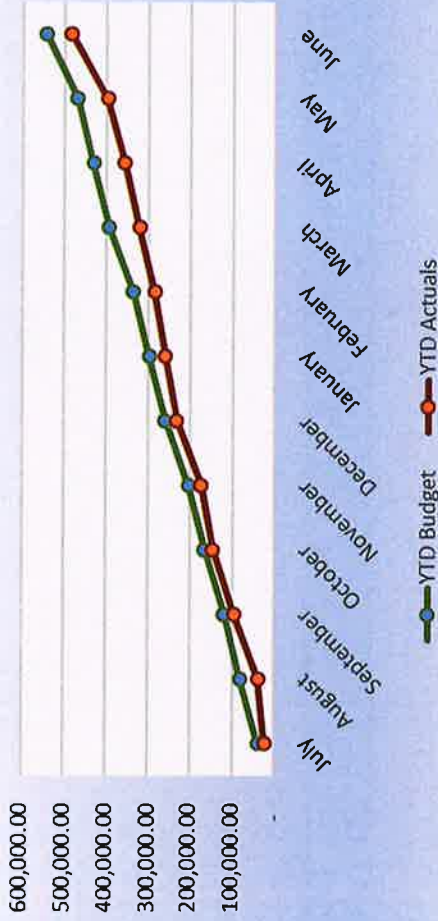
Service Profile: Library Services

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.5.3.1 Provide a relevant range of facilities and activities to support the physical and mental health of the community.	Lee Mathers - Manager Arts, Culture and Library Services	Weekly story time continued in the library for parents and children during the June reporting period and the home library service to local nursing facilities and community. A grant to deliver a Tech Savvy Seniors workshop program over a 12 month period has been submitted to the State Library. If funding successful the programs are scheduled to commence in September 2022.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.5.3.2 Deliver business improvements, recognising emerging risks and opportunities	Lee Mathers - Manager Arts, Culture and Library Services	As previously reported Library collection management is ongoing to delete 5,000 old items – during the June reporting period 1,200 collection items were reviewed and deleted. Sourcing of estimates has commenced for the Library refurbishment grant funded project from two Local Government registered suppliers.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.5.3.3 Manage the Library Service of Council in a financially responsible manner in line with budget allocations.	Lee Mathers - Manager Arts, Culture and Library Services	Operations continue to be managed in-line with budget allocations. No overspend of operational budgets occurred during the June reporting period.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.1.4.1 Provide spaces and opportunities for individuals and small community groups to meet and access technology and resources.	Lee Mathers - Manager Arts, Culture and Library Services	The Library continues to provide adequate space and resources for groups and community to access technology and resources. The Library welcomed 1,220 visitors during the June reporting period.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.1.4.2 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).	Lee Mathers - Manager Arts, Culture and Library Services	The Museum Advisor has commenced an audit of the SHPM/SoA Museum including collection records, collection items, exhibition, facilities and operations as part of the review process. The completion of the Audit report is being scoped for submission September 2022.	In Progress	01/07/21	30/06/22	86.00	100.00	 ON TRACK

6. Library Services

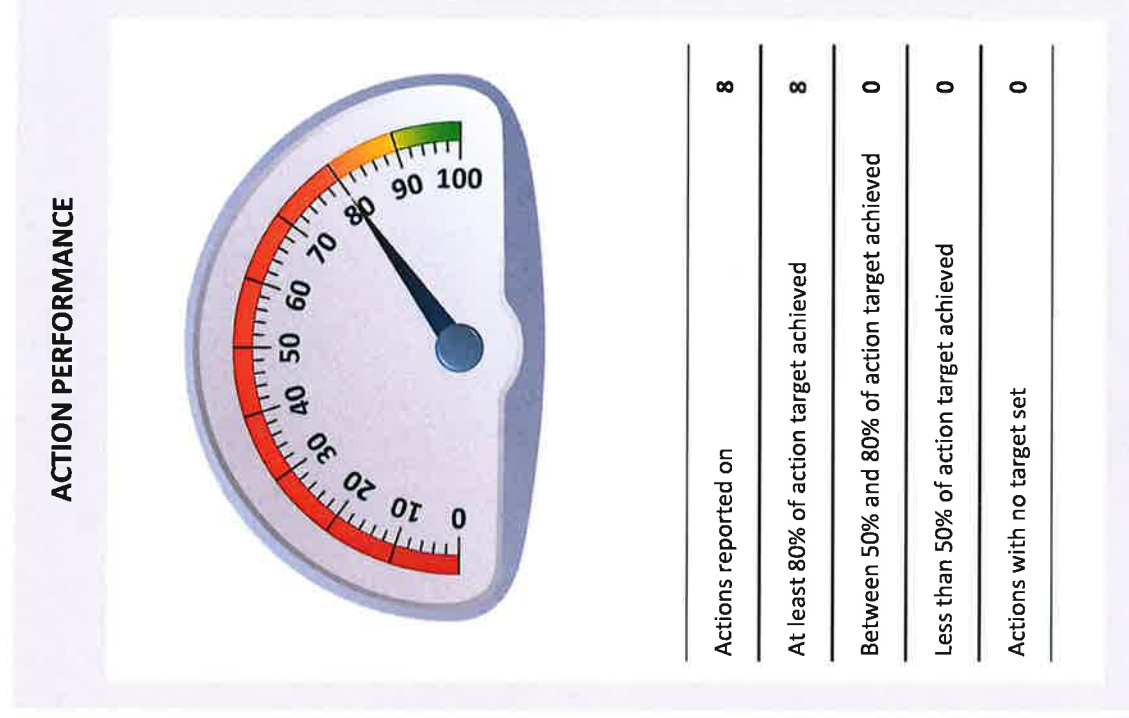
Library Services - Operational Expenditure

Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Library Services	510,755	212,833	41.67%
1. Operating Income	(68,692)	(68,379)	99.54%
2. Operating Expenditure	543,676	484,832	89.18%
3. Capital Income	(216,215)	(216,215)	100.00%
4. Capital Expenditure	251,986	12,594	5.00%
5000515. Local Priority Grant 2019/20	16,442	12,594	76.60%
5000520. Local Priority Grant 2020/21	19,329	0	0.00%
5000522. Local Priority Grant 2021/22	19,329	0	0.00%
5000523. Public Library Infrastructure Grant - Refurbishment of the Tenterfield Library	196,886	0	0.00%


7. WORKFORCE DEVELOPMENT







ACTION SUMMARY



Business Unit: Workforce Development

Service Profile: Workforce Development

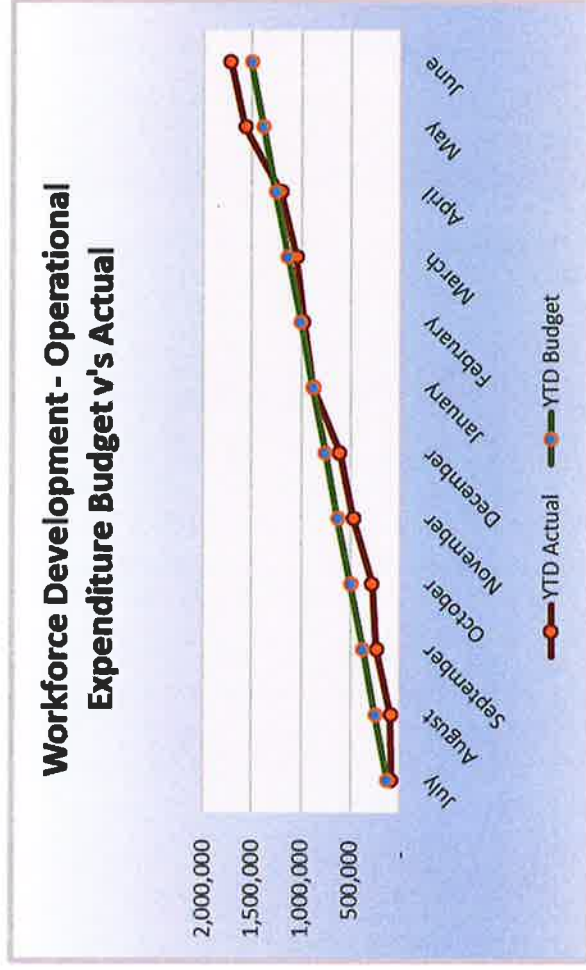
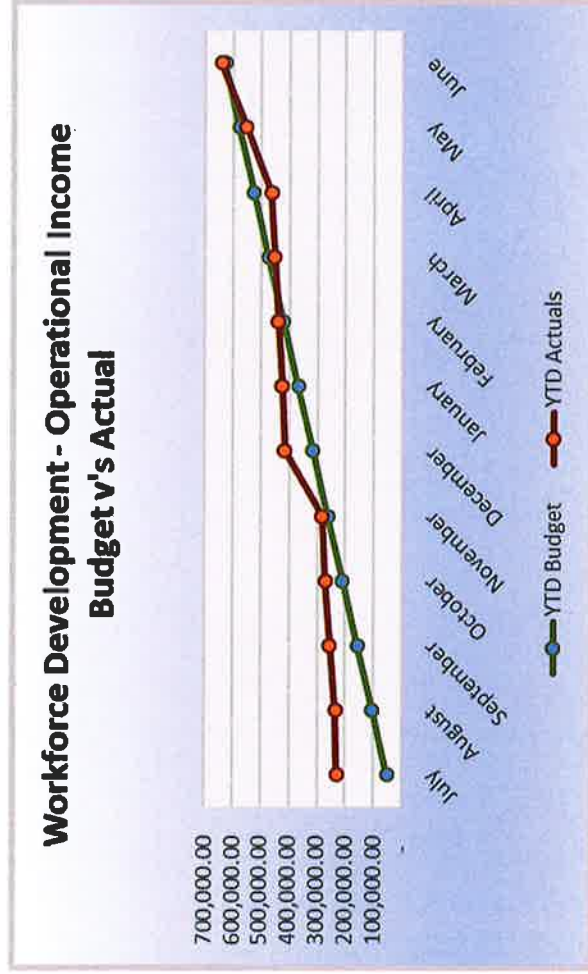
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.2.1 Facilitate worker health and wellbeing consultation communication, and participation processes.	Wes Hoffman - Manager HR & Workforce Development	<p>Consultation communication, and participation processes in line with legislative requirements.</p> <p>Financial, operational and wellbeing concerns continue to be discussed with staff following the current workplace environment of restricted resourcing and the effects on staff moral, output, health and wellbeing and service level expectations. Capital Health Care attended Council in June, providing full health awareness checks for staff. A total of 42 staff attended. Skin Checks have been organised for staff through HCA Healthcare Australia who are in partnership with StateCover Wellbeing, and are being delivered to staff in August. Flu vaccinations were organised and provided to staff in June.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.2.2 Develop, implement, monitor and review systems, processes and practices required for continual improvement, regulatory compliance and employee satisfaction.	Wes Hoffman - Manager HR & Workforce Development	<p>Statutory requirements are being met.</p> <p>Manager HR, Workforce Development & Safety is working with the Community Development Advisor on the Reconciliation Action Plan.</p> <p>Consultative Committee Meeting attended. Workforce Annual Performance Appraisal process has begun for roll out in July.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.3.1 Develop, manage and deliver the skills targeted training plan and opportunities for staff to excel.	Wes Hoffman - Manager HR & Workforce Development	Regulatory training has remained a focus. Skill enhancement and career development training is still being curtailed due to the current financial environment. If left unchecked this will have a negative impact on succession planning, staff development and employee moral. Elevated Work Platform under 11 meters (Yellow Card) has been organised for execution in July. Training is being organised through TAFE NSW following available funding for targeted regulatory training. Some of these courses are ChemCert, Working at Heights, Basic Chainsaw (Fell Trees). Delivery of training is yet to be advised. Small leadership training program has been initiated for selected staff within the Arts, Culture & Library Services section.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.3.2 Develop, manage and deliver the Workforce Management Strategy.	Wes Hoffman - Manager HR & Workforce Development	June - moratorium still on all vacancies. An Expressions of Interest for Casual or Temporary Work roles to assist in the areas of Library Services, Digital Marketing and Communications, Customer Service & Administration, Venue & Events Staff, Varied Plant Operators and Technical Officers (Assets), was advertised in June and is within the final recruitment process. This process was required to bolster backfill, leave and sick leave service requirements as reflected in the current staffing level of 101. Current FTE 112, However current staffing headcount is only 101.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.3.3 Deliver business improvements, recognising emerging risks and opportunities.	Wes Hoffman - Manager HR & Workforce Development	Current workforce management strategies are being reassessed and aligned with the current financial environment and expectations of Council. Recruitment requirements, positional vacancies, positional redeployment, higher duties, casual conversion and budgetary initiatives are all being reviewed or modified in line with the current requirements of the organisation. Ongoing until until Council meeting outcomes. Financial risks applicable with increases in workers compensation and insurance declaration costs, Training costs increases and budgetary constraints has impacted Councils delivery of learning and development. Staff health and wellbeing is being negatively impacted by reduced resourcing, current environment and organisational constraints. Council is now seeing the effects of the current restraints, workloads and pressures through and increase in longer work hours, absenteeism, heightened employee emotions and resignations. A review of all Annual Leave, Long Service Leave and Toil is being conducted in line with Local Government (State) Award requirements.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.3.4 Manage the Workforce Development service of Council in a financially responsible manner in line with budget allocations.	Wes Hoffman - Manager HR & Workforce Development	Effectively maintaining the current projected expenditure although current financial constraints are impacting critical operational functions. A complete financial review and update on the staffing remuneration data has been conducted.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

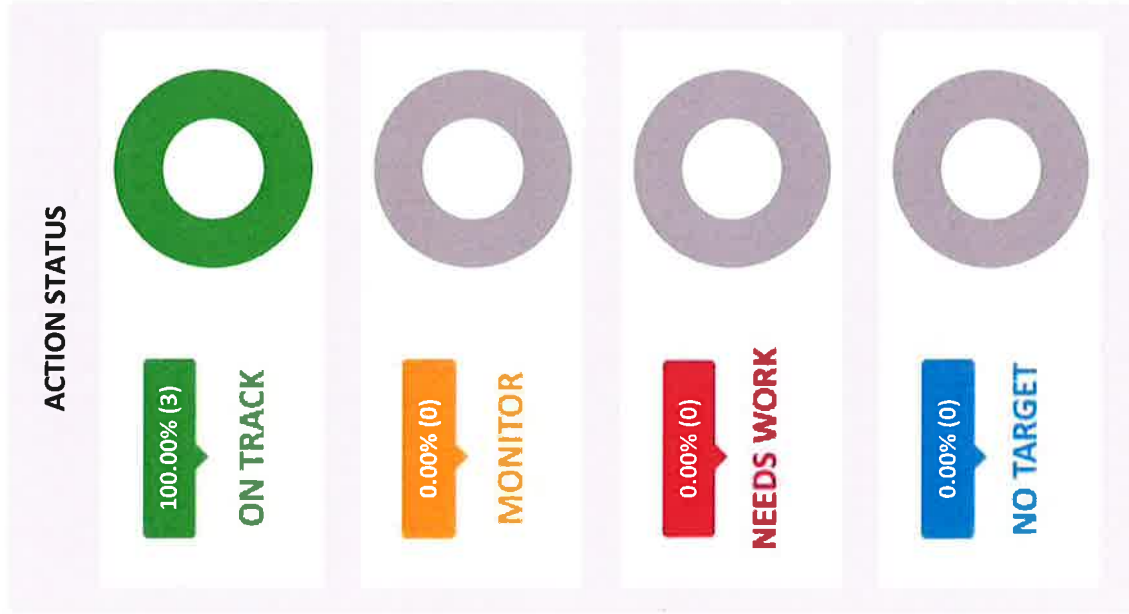
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.3.5 Develop, manage and deliver Employer of Choice recruitment and retention services.	Wes Hoffman - Manager HR & Workforce Development	In the current environment, employee retention, higher duties, secondment and possible job redeployment continue to be high focus. A spike in staff resignations has been seen this month which in most instances can be attributed to the current organisational environment. Continued pressure will likely exacerbate this.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.3.6 Manage and deliver Work Health and Safety and Risk Management Services.	Wes Hoffman - Manager HR & Workforce Development	Public liability claims being dealt with in line with councils obligations, insurer requirements and civil liability Act. Council has finalised the draft Risk Management Policy. Statewide Mutual' s Risk Manager attended Council to assist with risk exposure controls for the organisation. Council's Manager HR, Workforce Development & Safety and WHS & Risk Management Coordinator attended the Northern Risk Management meeting held in Bingara.	In Progress	25/11/21	30/06/22	80.00	100.00	 ON TRACK

7. Workforce Development



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Workforce Development	880,718	1,085,868	123.29%
1. Operating Income	(630,147)	(642,404)	101.95%
2. Operating Expenditure	1,510,865	1,728,272	114.39%

8. EMERGENCY SERVICES



ACTION PERFORMANCE



Actions reported on **3**

At least 80% of action target achieved **3**

Between 50% and 80% of action target achieved **0**




Less than 50% of action target achieved **0**

Actions with no target set **0**

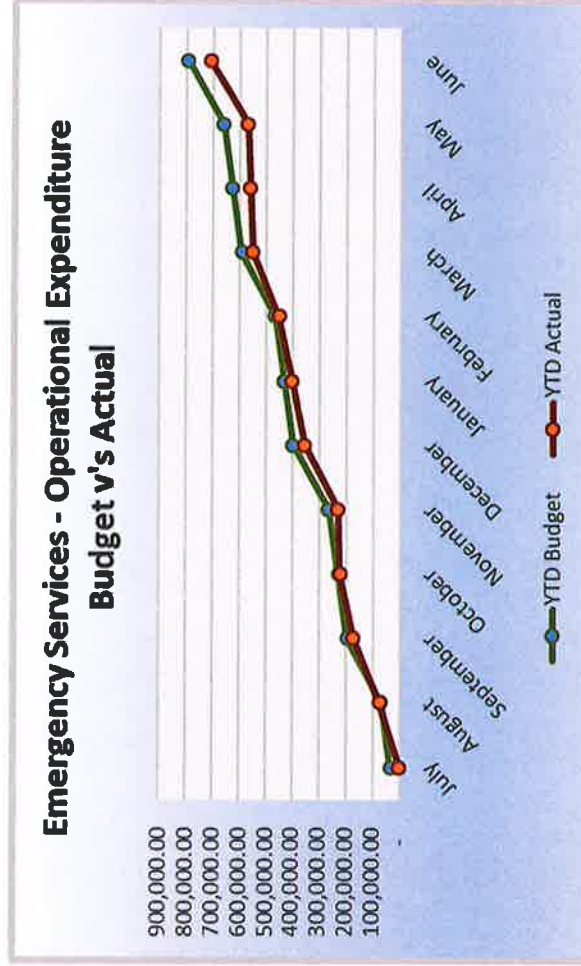
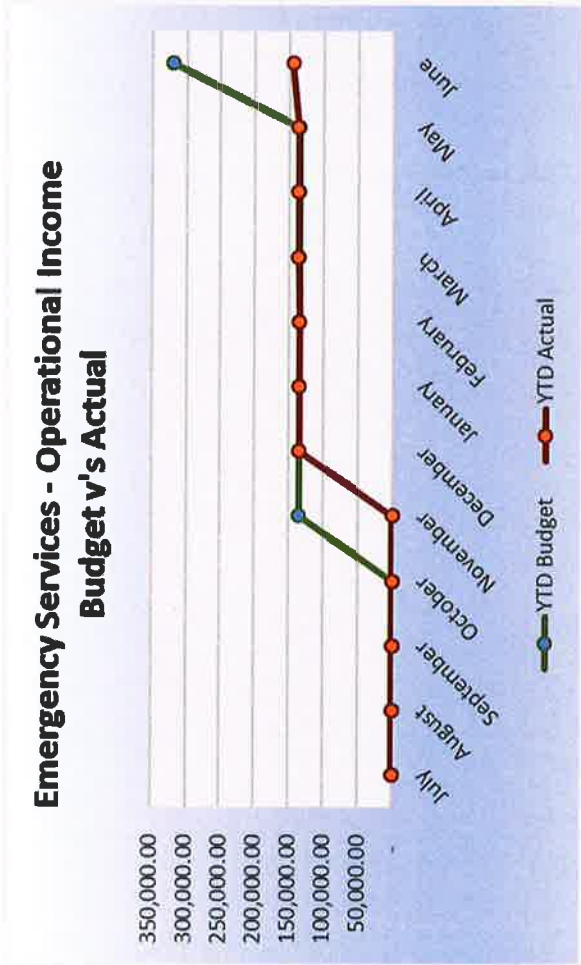
ACTION SUMMARY

Business Unit: Emergency Services

Service Profile: Emergency Services

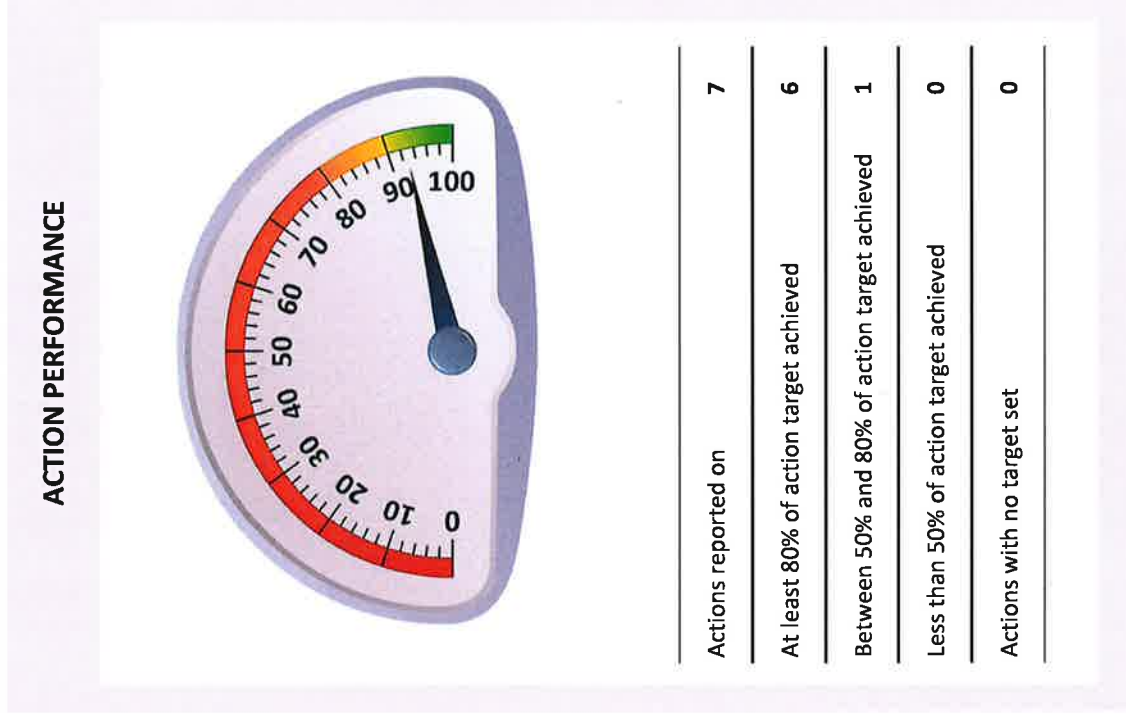
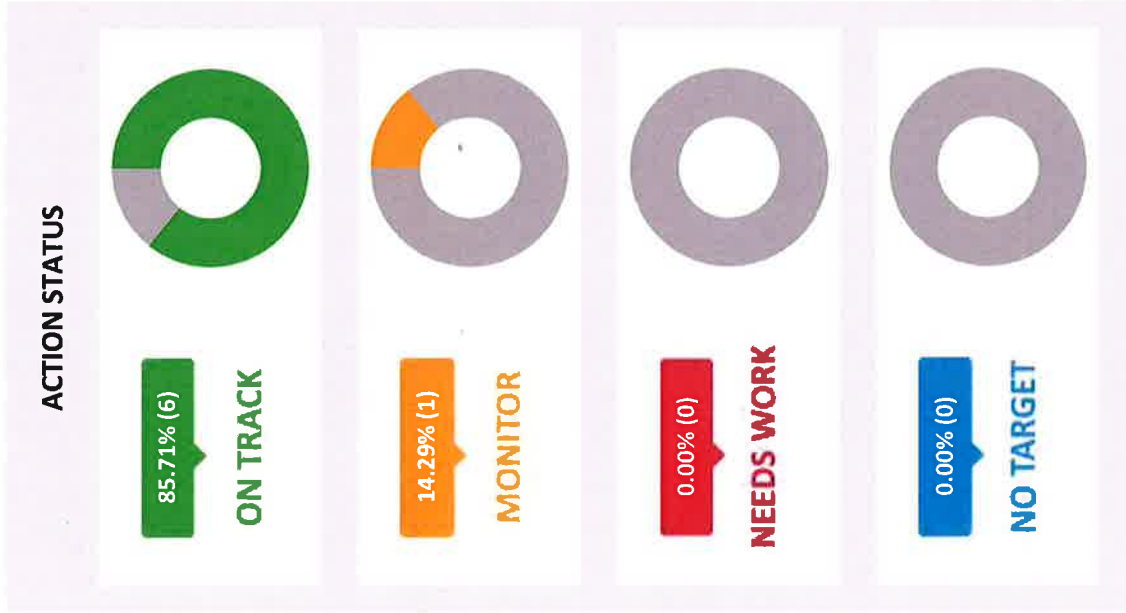
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.4.1 Develop, manage and deliver Emergency Management functions and facilities.	Wes Hoffman - Manager HR & Workforce Development	LEMC meetings functioning effectively. Regional Emergency Management Committee (REMC) meeting attended in Tamworth.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
		Helpipad update. As a result of continued consultation with AVIPRO an ex gratia meeting has been arranged in July onsite with the senior infrastructure consultant as to suitability of the RFS site at Tenterfield. A report nominating the costs will be prepared from this inspection.						
3.2.4.2 Deliver business improvements, recognising emerging risks and opportunities.	Wes Hoffman - Manager HR & Workforce Development	A disaster risk reduction grant application has been submitted for Village Emergency Management Plans (EMPLAN).	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
3.2.4.3 Manage the Emergency Service of Council in a financially responsible manner in line with budget allocations.	Wes Hoffman - Manager HR & Workforce Development	Working with RFS & SES with service level briefings. Operating within budget	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

8. Emergency Services



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Emergency Services	475,289	565,691	119.02%
1. Operating Income	(319,479)	(145,371)	45.50%
2. Operating Expenditure	794,768	711,062	89.47%




9. FINANCE & TECHNOLOGY



ACTION SUMMARY

Business Unit: Finance & Technology

Service Profile: Finance & Technology

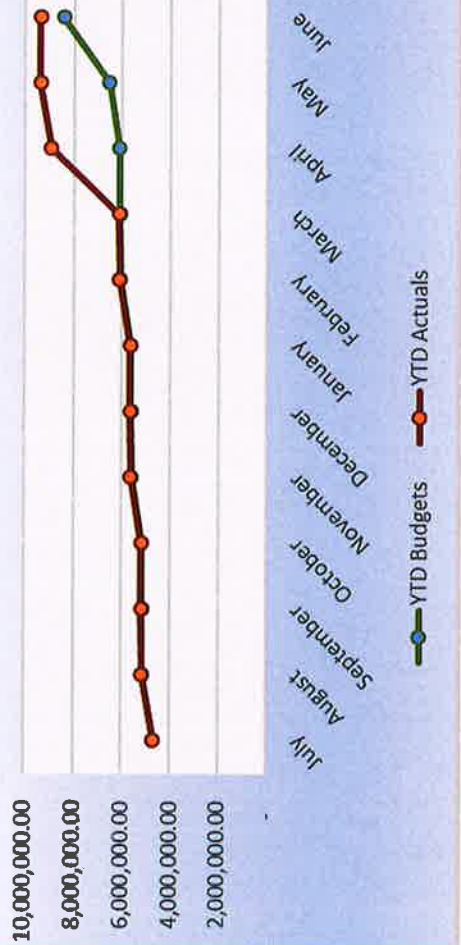
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.4.1 Deliver business improvements, recognising emerging risks and opportunities.	Roy Jones - Manager Finance and Technology	A number of improvements particularly around IT Systems have been identified and will be implemented going forward. Staff training has been held in Council's mapping software. Work is ongoing to identify opportunities for further IT efficiencies and budget savings as of June 2022. Council continuously updates and monitor any external risk and vulnerability by updating risks identified by Cyber Security NSW.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK
4.3.4.2 Manage the Finance and Technology Service of Council in a financially responsible manner in line with Budget allocations.	Roy Jones - Manager Finance and Technology	The Finance and Technology Service is managed within budget as of June 2022. The internal overheads between the General fund and the Waste, Water and Sewer Funds have been completed and in line with our Long Term Financial Model as at June 2022. This will be updated each month from now.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK
4.3.4.3 Manage investments in the long term interest of the community and within regulatory requirements - Plan develop and manage Council's investment portfolio.	Roy Jones - Manager Finance and Technology	Investments are managed within Council's Investment Policy guidelines. Current investments are reported to Council every month as part of the Finance & Accounts report, with the latest update being provided for June 2022. A review of the Investment Policy will be presented to Council in August-September for adoption. Detailed information regarding external restrictions forming part of Council Cash and Investments have now been completed and incorporated in the monthly Finance and Account Report.	Completed	25/11/21	30/06/22	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.6.1 Develop, manage and deliver processes and systems to meet recommendations of external and internal reviews, investigations or findings.	Roy Jones - Manager Finance and Technology	Processes and systems are being developed, managed and delivered in line with external reviews, investigations and findings as of June 2022.	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK
4.3.6.2 Develop, manage and deliver Council's Technology Strategic Plan.	Roy Jones - Manager Finance and Technology	Work is continuing on the development of the IT Strategic Plan and additional policies are in the process of being developed to comply with relevant legislative requirements. There have been a number of enhancements to Councils systems including Payroll, Bank Rec, Records, Risk and Credit Card Management systems with others on the horizon including Asset Management and Development Applications. The new Asset Management System Implementation Group has commenced with initial trial data uploaded into AssetFinda in January 2021. As at June, stakeholder meeting has been conducted with the supplier and emphasised the importance of timely service delivery. Data of stormwater, building, bridges and kerb has been exported into the system with financial details and remaining asset classes a work in progress.	In Progress	01/07/21	30/06/22	70.00	100.00	 MONITOR
4.3.7.1 Manage and deliver Council's Long-Term Financial Plan in line with statutory requirements.	Roy Jones - Manager Finance and Technology	Statutory requirements were met for the June 2022 period. The Long Term Financial Plan has been updated for the new term of Council and presented as part of the Integrated Planning and Reporting documents. The Long Term financial Plan is subject to change depending on the outcome of Council's view on Special Rate Variation and acceptance by IPART.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK

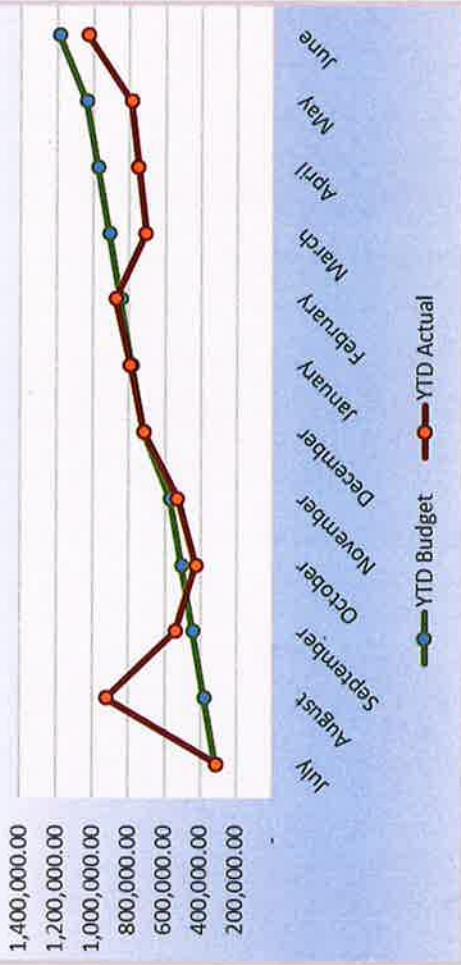
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.7.2 Manage and deliver financial services in line with statutory requirements.	Roy Jones - Manager Finance and Technology	Statutory requirements were met for the June 2022 period. Council interim financial audit has now been completed.	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK

9. Finance and Technology

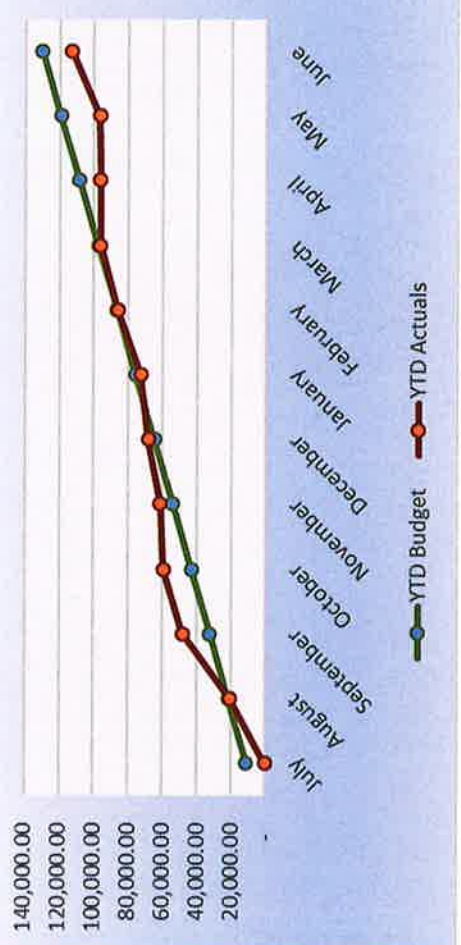
Finance & Technology - Operational Income Budget v's Actual



Finance & Technology - Operational Expenditure Budget v's Actual

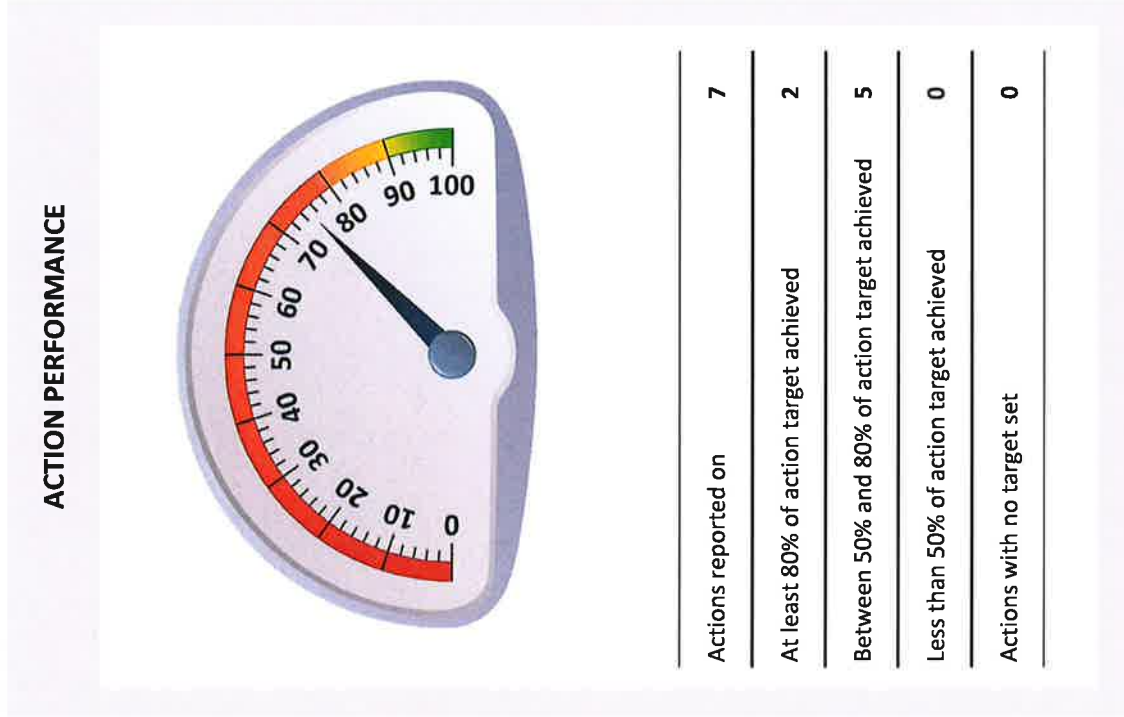
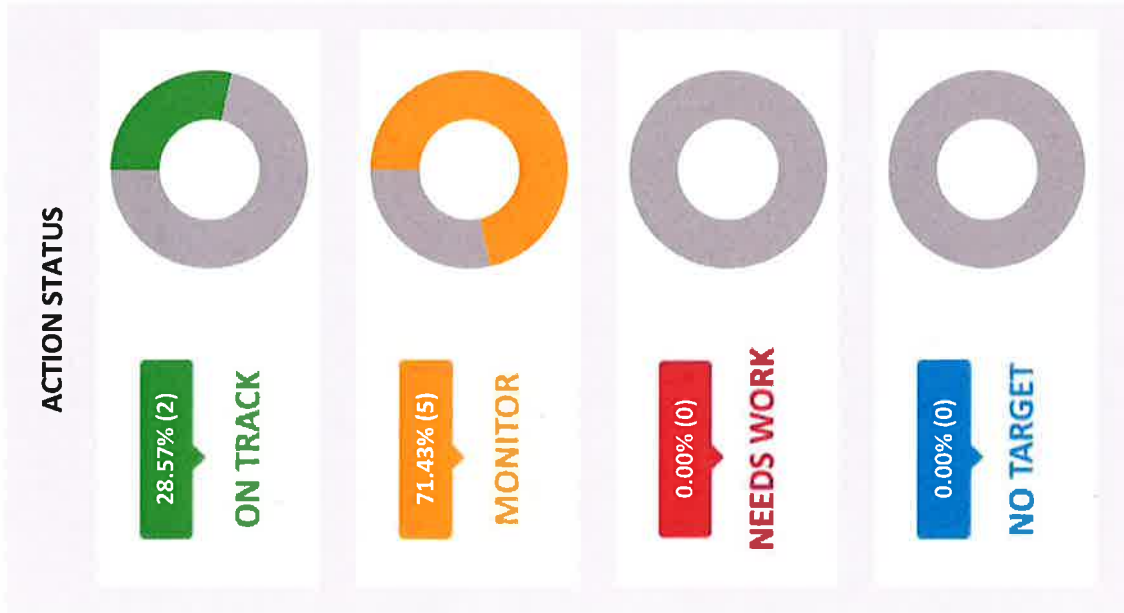


Finance & Technology - Capital Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Finance & Technology	(7,102,994)	(8,279,168)	116.56%
1. Operating Income	(8,423,816)	(9,426,189)	111.90%
2. Operating Expenditure	1,190,822	1,034,102	86.84%
4. Capital Expenditure	130,000	112,920	86.86%
1810501. Computer Equipment - Finance	40,000	33,001	82.50%
1810508. Capitalised Software	90,000	79,919	88.80%




10. CORPORATE & GOVERNANCE






ACTION SUMMARY

Business Unit: Corporate & Governance

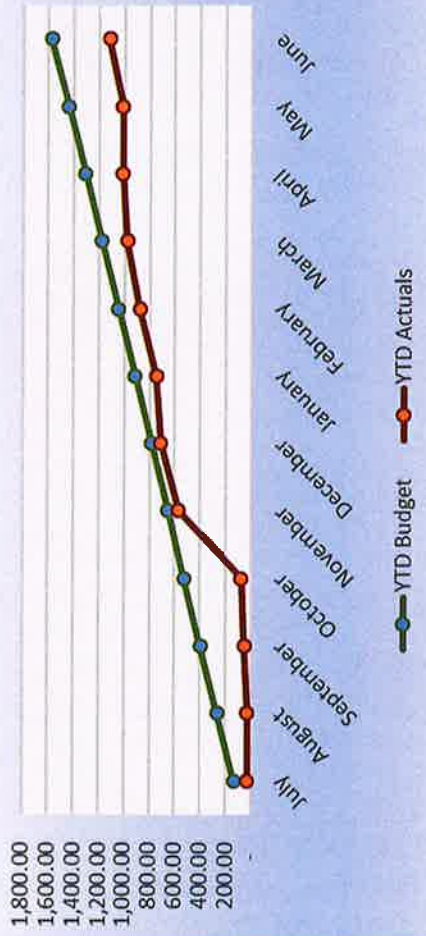
Service Profile: Corporate & Governance

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.3 Manage the Corporate and Governance Service of Council in a financially responsible manner in line with budget allocations.	Erika Bursford - Manager Customer Service, Governance & Records	No capital budgets allocated in 2021/22. Operational expenditure remained slightly under budget as at 30 June 2022.	Completed	01/07/21	30/06/22	100.00	100.00	
4.1.1.4 Manage and deliver services for community involvement in Council decision making processes.	Erika Bursford - Manager Customer Service, Governance & Records	Community consultation undertaken in January and April 2022 for development of Integrated Planning and Reporting framework. Further consultation to be undertaken in 2022/2023.	In Progress	01/07/21	30/06/22	80.00	100.00	
4.3.1.1.1 Develop, manage and deliver Customer Services.	Erika Bursford - Manager Customer Service, Governance & Records	Delivery of frontline customer service continues to be impacted by austerity measures during June 2022. The impact of the reduction of staff numbers and hours is that when there are no suitably trained customer service and administration officers on duty, limited services can be delivered. This occurred again on 3 June 2022, with no in-person customer service staff and so the front doors were locked. Records staff have provided limited backup with answering phones and occasional customer service tasks at the front counter, but this has had a knock on effect on progressing Records Management tasks. Records staff will not be able to continue this level of support from July 2022 due to outstanding records digitisation and categorisation tasks.	In Progress	01/07/21	30/06/22	70.00	100.00	

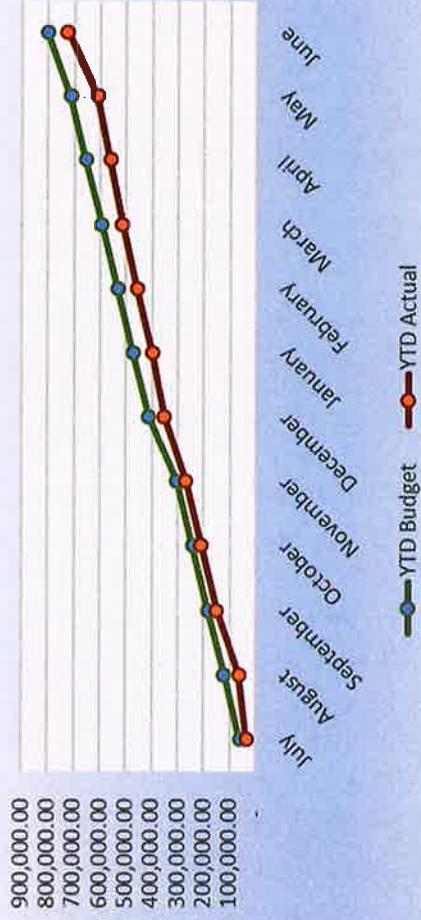
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.1.2 Deliver business improvements, recognising emerging risks and opportunities.	Erika Bursford - Manager Customer Service, Governance & Records	Manager and Governance Casual Officer developed workplan for the next six months, from July to December 2022. This includes preparation of activities and information notes for further community engagement sessions.	In Progress	01/07/21	30/06/22	70.00	100.00	
4.3.1.3 Develop, manage and deliver Governance Services.	Erika Bursford - Manager Customer Service, Governance & Records	Audit, Risk and Improvement Committee meeting of 8 June 2022 commenced review of the draft ARIC Charter and Internal Charter as defined by the draft model charters provided in the draft Risk Management Framework. The committee also reviewed the ARIC Annual Calendar, and this will be updated to reflect the committee's review requirements in the updated charter, for this term of council. The two charters will then be submitted to council for adoption.	In Progress	01/07/21	30/06/22	70.00	100.00	
4.3.1.4 Develop, manage and deliver Customer and Stakeholder Services.	Erika Bursford - Manager Customer Service, Governance & Records	Customer Service General Enquiries via email for June 2022 - 144 Phone Call Summary average for June 2022 - approximately 2030 calls received - approximately 1500 calls answered (System/technology failure being investigated)	In Progress	01/07/21	30/06/22	70.00	100.00	
4.3.4.4 Develop, manage and deliver Records Services.	Erika Bursford - Manager Customer Service, Governance & Records	Assessment of the remaining records to be digitised at Records House was undertaken in June 2022. An assessment of the School of Arts and Library records has identified deficiencies in record keeping. Records Coordinator is assisting the Manager of these services in locating critical documents.	In Progress	01/07/21	30/06/22	65.00	100.00	

10. Corporate and Governance

Corporate & Governance - Operational Income Budget v's Actual

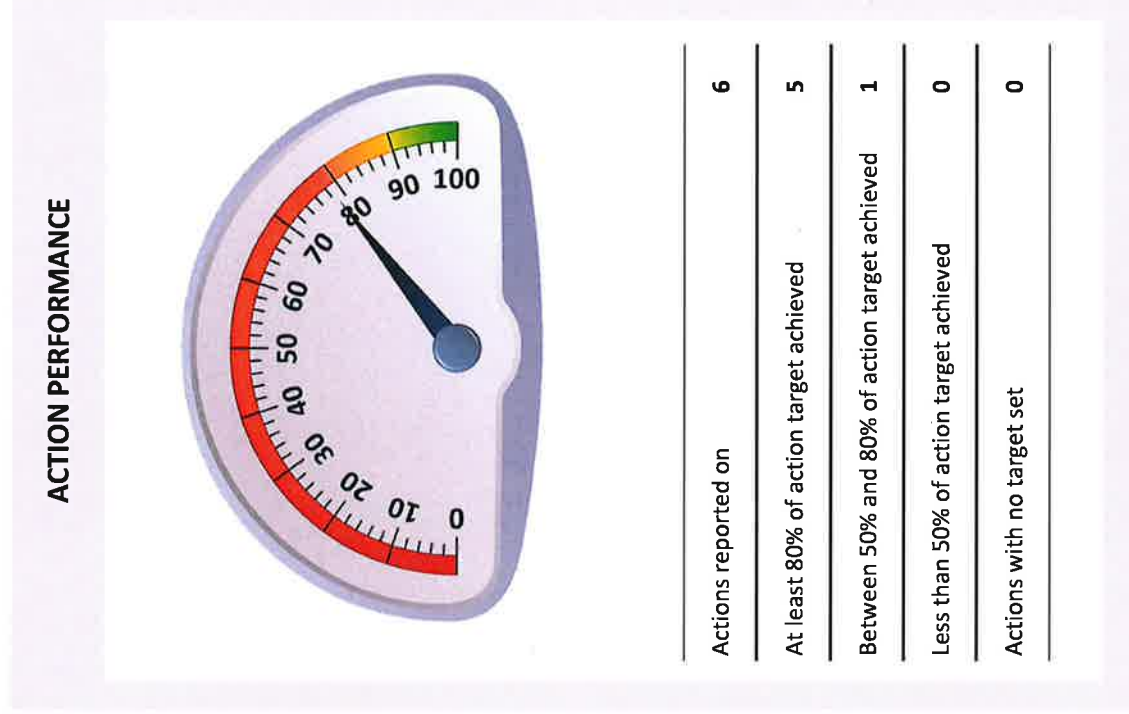
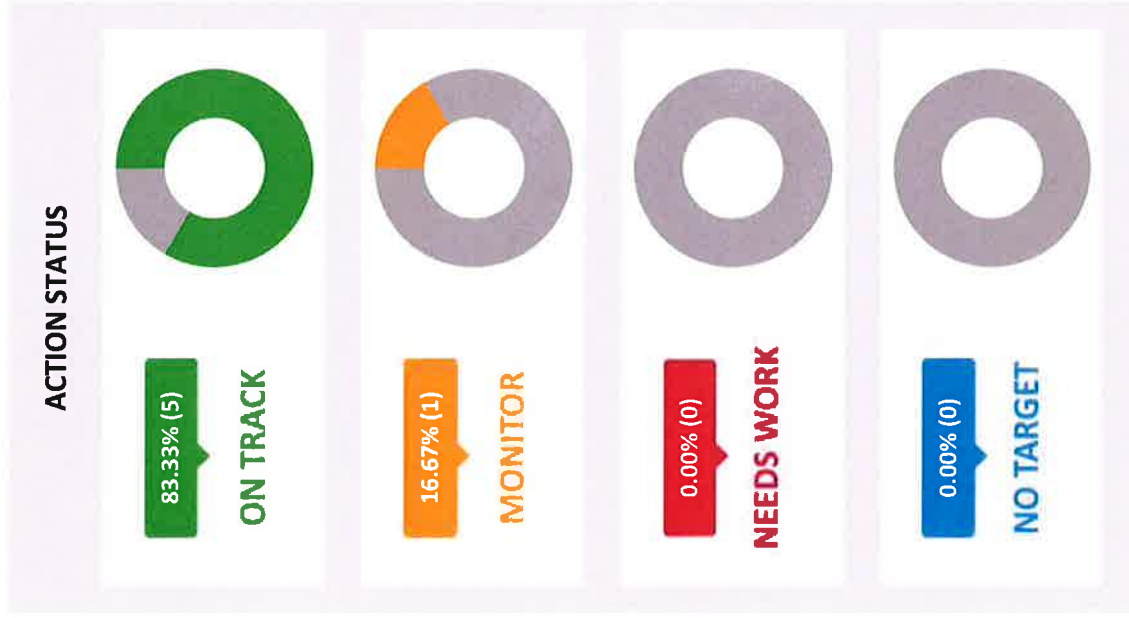


Corporate & Governance - Operational Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Corporate and Governance	802,854	726,373	90.47%
1. Operating Income	(1,576)	(1,124)	71.30%
2. Operating Expenditure	804,430	727,497	90.44%

11. ENVIRONMENTAL MANAGEMENT



ACTION SUMMARY

Business Unit: Environmental Management

Service Profile: Environmental Management

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.2 Develop and manage systems and processes to deliver Companion Animals requirements Illegal Dumping and Parking Control.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022: Companion Animals Impounds: Two dogs were surrendered in June. Both animals were deemed unsuitable for rehoming and euthanased. One dog was seized by the Tenterfield Police and later surrendered by the owner. The animal was not suitable for rehoming. One feral cat was trapped, impounded in June and euthanased. Patrols continue to be conducted and action taken where breaches have been sighted.</p> <p>Dog Attack Investigations: Council received a complaint regarding an alleged dog attack after hours. Further investigation found that the dogs had rushed at the complainant and knocked her over. Council did not have the resources to investigate the matter after hours (no on-call officer) So no further action could be taken at the time of the incident. Patrols were conducted during business hours however Council was unable to establish the location of the offending animals and the owner.</p> <p>Management of dead animal pit Boonoo Boonoo: Due to ongoing wet weather Council has incurred additional costs for the operation of the dead animal pit at Boonoo Boonoo landfill site. At additional costs to Council the</p>	In Progress	30/11/21	30/06/22	80.00	100.00	 ON TRACK

dead animal pit has been re dug due to it filling with water on several occasions.

Parking:

Regular patrols are undertaken, and Officers have noted that vehicles are not exceeding the allowable time frame.

Council is still awaiting access to Transport NSW Drives 24 database.

3.2.2.1 Manage and deliver the Weeds Management Program, Council's Weeds Action Plan and regional weeds management plans.

Mark Cooper -

Manager Open Space, Regulatory & Utilities

June - 2022: Regular inspections are carried out on private and government lands for all weeds but specifically the regional priority weeds outlined in the Northern Tablelands Regional Strategic Weed Management Plan 2017-2022 that set the guidelines for councils weed management.

- 96 property inspections done for June. Ongoing

Council inspect properties by the following means:

- Drone
- Accompanied by the land owner
- Privately, with the permission of the land owner
- ATV vehicle
- Council owner 4WD vehicle
- On foot

80.00

30/06/22

01/07/21

In Progress

100.00



ON TRACK

3.2.2.2 Deliver business improvements, recognising emerging risks and opportunities.

Mark Cooper -
Manager Open
Space, Regulatory
& Utilities

June - 2022: High Risk Pathways and Waterways are inspected regularly for new weed incursions. High risk inspections are being carried out on properties within the Tenterfield LGA for priority weeds.

Weed Control June:

Black Knapweed – Aldershot and Bellevue Rds. and private property Tenterfield.

Tropical Soda Apple

Yabbra State Forest (Bryant's Plantation) for a week, this was funded by the Bushfire recovery grant.

Beaury Creek Rd

Lantana

Mt Lindsey Highway from , Legume to Woodenbong and Plain Station rd.

Cape Broom

Scrub Rd, Billarimba rd, Ballendean st Jennings.

Mother Of Millions

Mt Lindsey Hwy Maryland, Legume and Cullendore Rd

Inspections

- Private Property Inspections – 96 Property inspections for June

- High-risk pathway Inspections – Mt Lindsey Hwy Tenterfield to Woodenbong, New England Highway Deepwater to Jennings, Bruxner Way and Tooloom Road



Meetings


- Regional Weeds Committee Meeting in Tenterfield.

In Progress 01/07/21 30/06/22 72.00 100.00



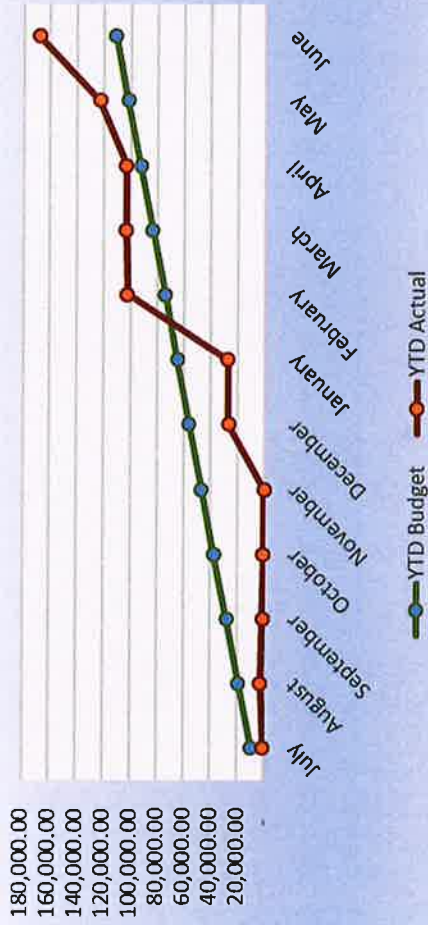
MONITOR

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.2.3 Manage the Environment Service of Council in a financially responsible manner in line with budget allocations.	Mark Cooper - Manager Open Space, Regulatory & Utilities	June - 2022: All works are carried out within Budget allocations.	In Progress	01/07/21	30/06/22	80.00	100.00	
3.2.3.1 Develop, manage and deliver community weed and pest management reduction programs.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022: Weeds officer attends local agricultural shows, field days and includes a weed of the month in the council newsletter. Weed information and books are handed out to landholders during inspections. Parthenium weed signs are installed roadside in high risk areas throughout the shire.</p> <p>Weeds Officer attended the Regional weeds committee meeting in Tenterfield</p> <p>Weed officer was successful in securing a \$80,000 grant for Environmental and Priority weeds through the Bushfire recovery project funded by the Northern Tablelands local Land Services for the next financial year.</p> <p>Fewer complaints received about the rabbit population within town.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	

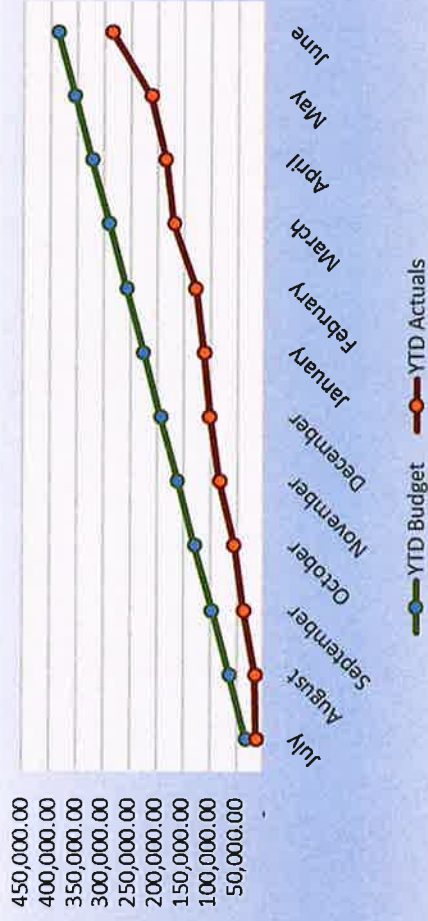
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.3.2 Notices and Orders to be issued or served where necessary as per the Local Government Act, EPA Act and POEO Act and Associated Regulations.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022: Where Council receives complaints regarding overgrown unsightly lots. Notices are issued requiring the owner to undertake work to comply.</p> <p>No weed notices sent out in June.</p> <p>Two (2) complaints regarding Untidy/Unsightly premises have been received in June. Inspections of the properties have been carried out and correspondence forwarded to the property owners requiring they bring the property in compliance. Property owners have begun work to bring the properties into compliance.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

11. Environmental Management

Environmental Management - Operational
Income Budget v's Actual

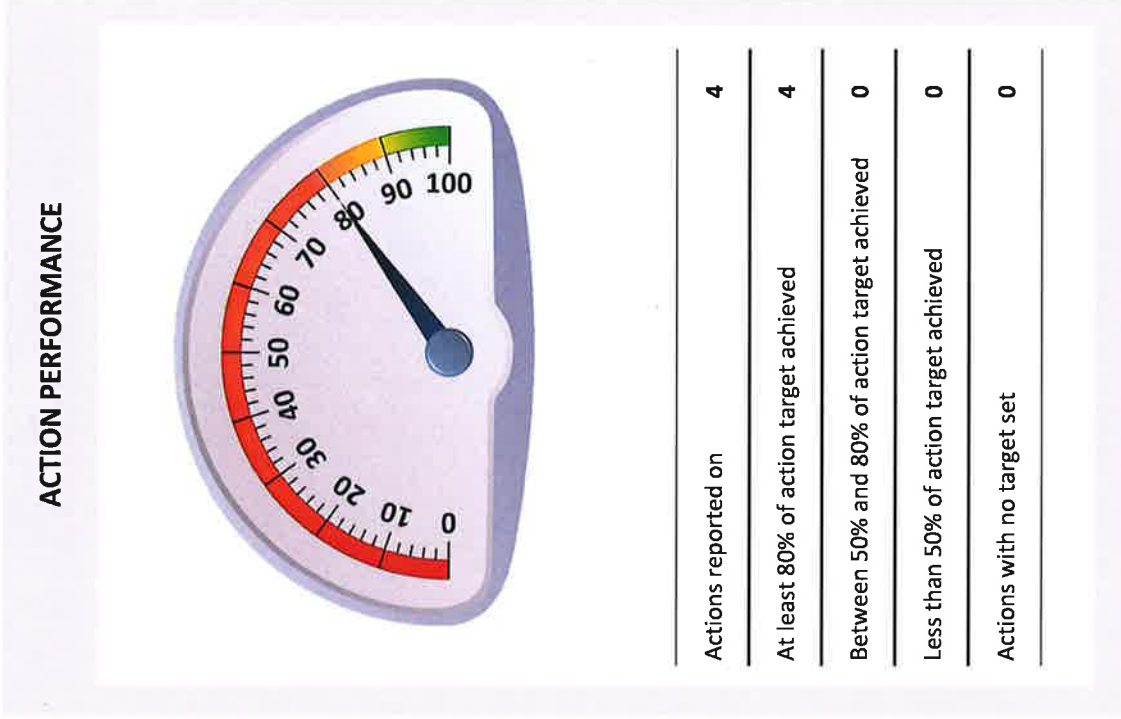
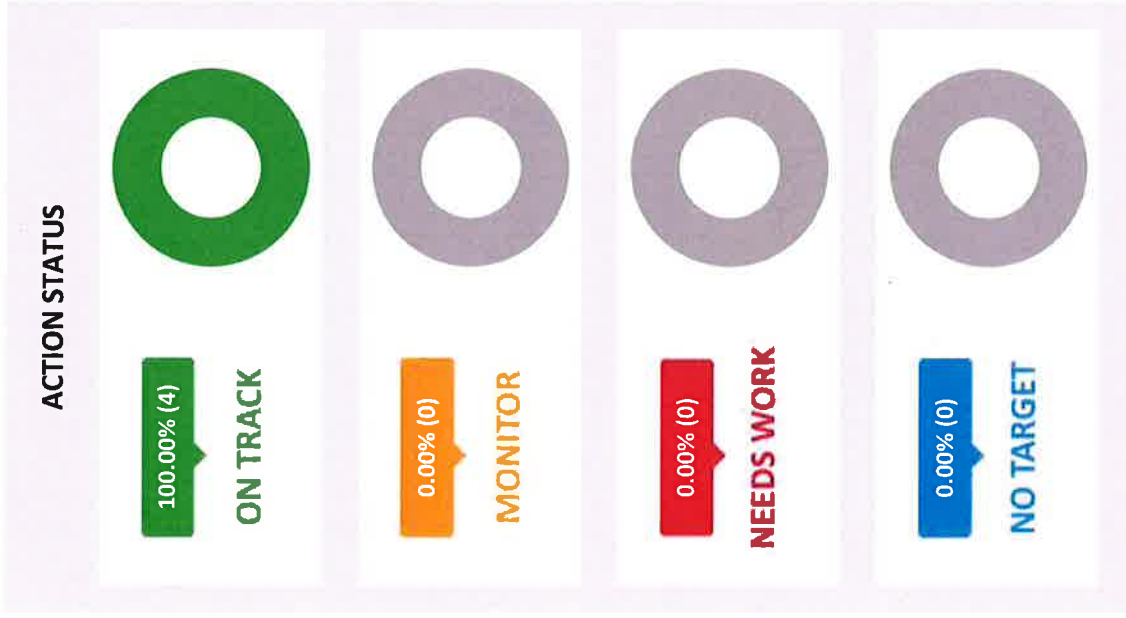


Environmental Management - Operational
Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Environmental Management	276,667	118,685	42.90%
1. Operating Income	(111,600)	(168,423)	150.92%
2. Operating Expenditure	386,204	285,733	73.98%
4. Capital Expenditure	2,063	1,375	66.67%
4235501. Covid-19 Council Pound Grant Expenditure	2,063	1,375	66.67%

12. LIVESTOCK SALEYARDS





ACTION SUMMARY

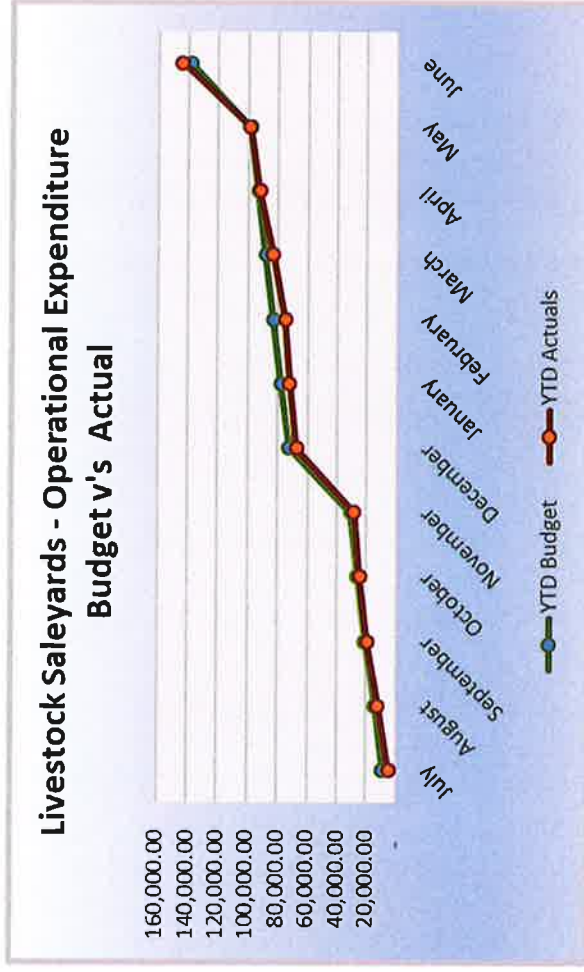
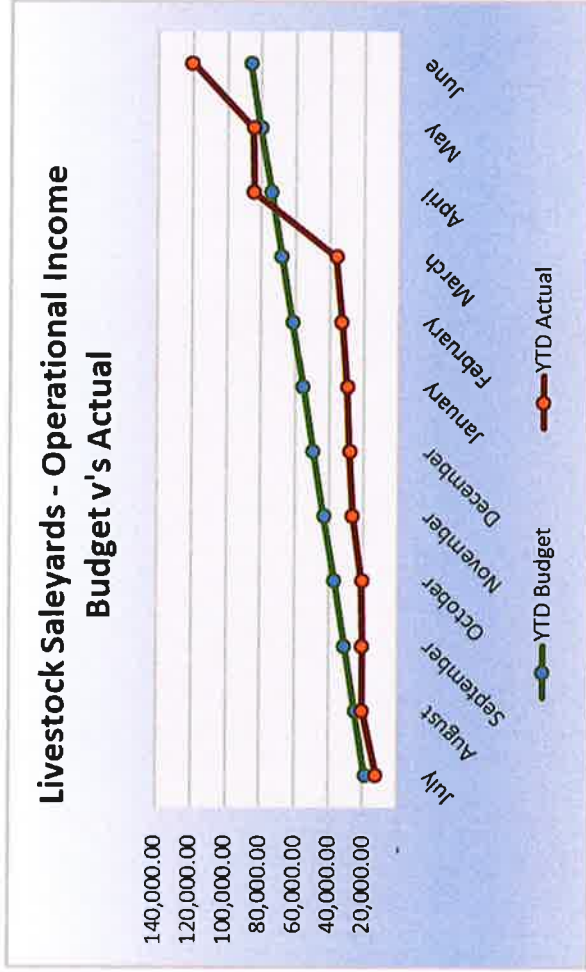
Business Unit: Livestock Saleyards

Service Profile: Livestock Saleyards

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.3.1 Develop, manage and deliver Asset Management, Strategic and Management Plans for Saleyards.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022:</p> <p>Saleyard Management Plan Adopted. Saleyard induction now on the web site, with many users having completed the induction.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.3.1.1 Manage and deliver Saleyards Services.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022:</p> <p>Cattle Numbers for June 2022 Prime Sale – 361 Head Feature Weaner Sale - 796 Head Private Weighing – 47 Head Total - 1,204 Head - \$1,853,106.71</p> <p>Financial Year 2021/2022 10,963 Head - \$39,822,442.40 Financial Year 2020/2021 8,963 Head - \$14,127,684.48 Financial Year 2019/2020 9,247 Head - \$8,441,858.64 Financial Year 2018/2019 21,656 Head - \$12,517,711.39 Financial Year 2017/2018 19,027 Head - \$15,984,517.65 Financial Year 2016/2017 24,151 Head - \$23,233,573.17 Financial Year 2015/2016 22,654 Head - \$19,613,572.47</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

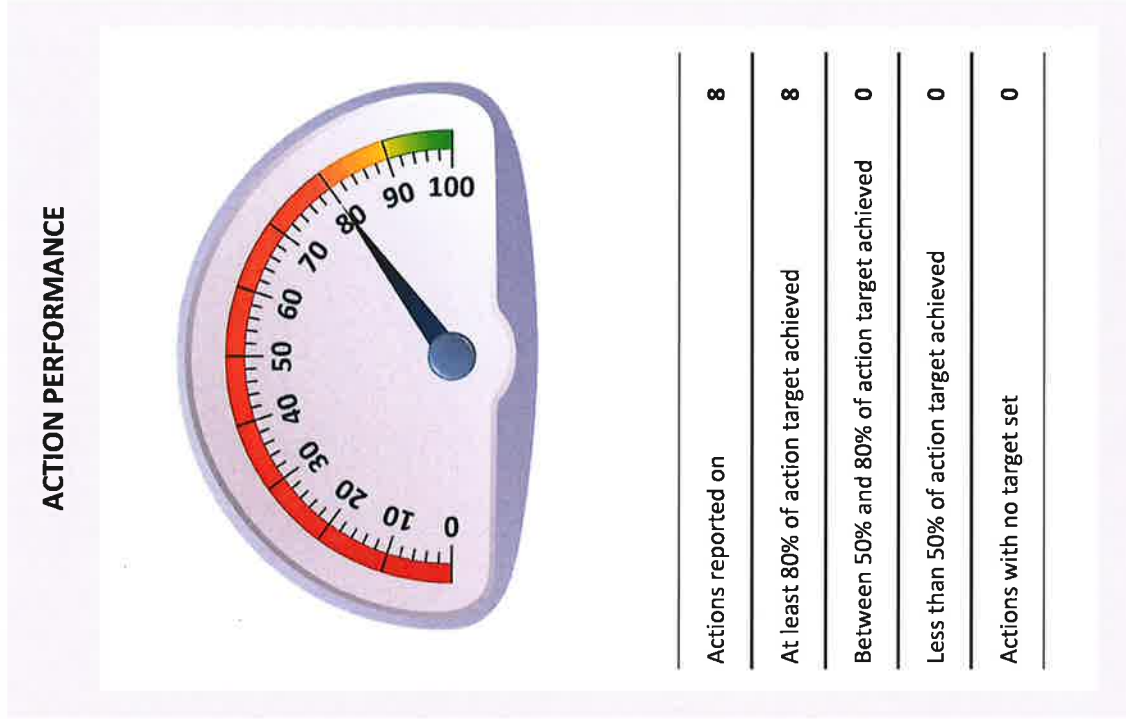
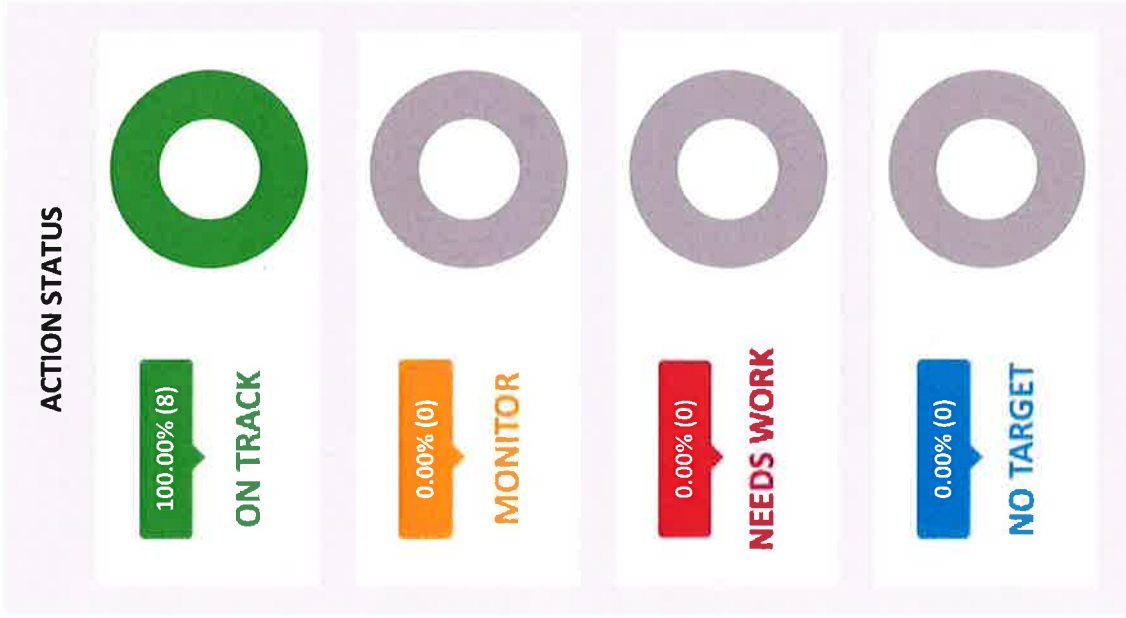
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.1.2 Deliver business improvements, recognising emerging risks and opportunities.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022: Obtaining design and quotes for the installation of the Double Height loading ramp and proposing a new location within the saleyards. One quote received. Truck wash no longer to proceed. It was resolved in the May council meeting to return the funds to the funding body. Funding sign has been removed. Biggest risk being further reduction in throughput and loss of income as to whether the saleyards will remain viable, however throughput has improved on previous years.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.3.1.3 Manage the Saleyards Service of Council in a financially responsible manner in line with budget allocations.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>June - 2022: Working and operating within budget. Major financial impact being the very low numbers of cattle being processed through the saleyards. On a positive note, throughput for this financial year has increased by 2000 head.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

12. Livestock Saleyards



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Livestock Saleyards	232,942	23,995	10.30%
1. Operating Income	(86,594)	(120,116)	138.71%
2. Operating Expenditure	138,753	144,111	103.86%
4. Capital Expenditure	180,783	0	0.00%
4220504. Improvements to Loading Ramps & Traffic Facilities	180,783	0	0.00%




13. PLANNING & REGULATION





ACTION SUMMARY

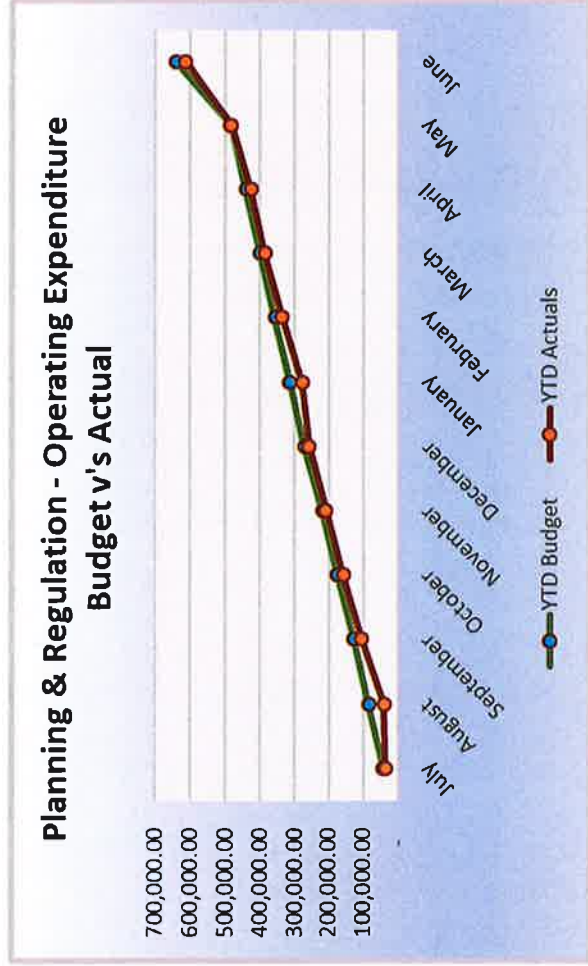
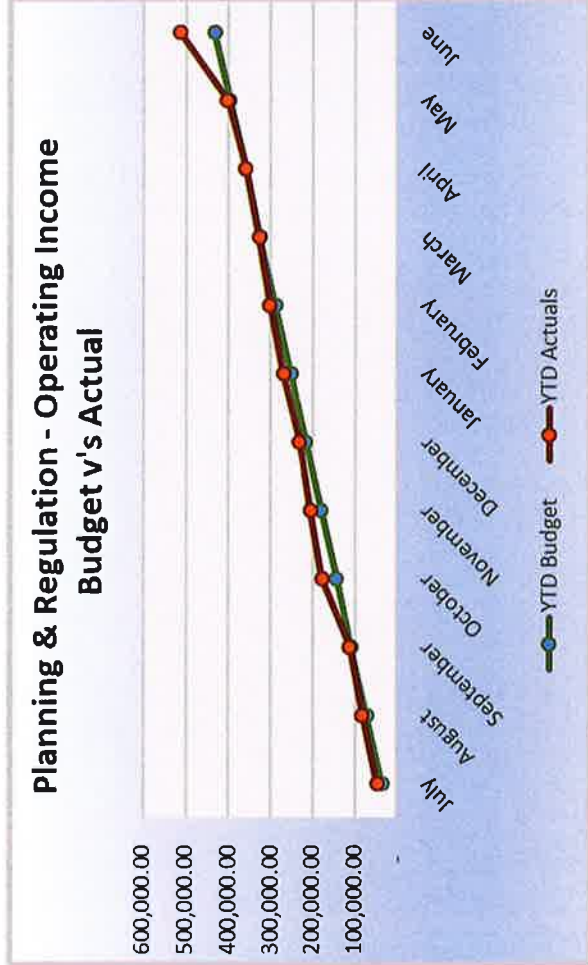
Business Unit: Planning & Regulation

Service Profile: Planning & Regulation

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.3.3.1 Monitor and assess application of Tenterfield Local Environmental Plan 2013 and Development Control Plan 2014 (as amended).	Tamai Davidson - Manager Planning & Development Services	June 2022 - All Development Applications assessed under the provisions of Tenterfield LEP 2013 and Tenterfield DCP 2014. Each DA subject to an assessment under the provisions of Section 4.15 of the Environmental Planning & Assessment Act, 1979. Eighteen (18) DA's lodged, sixteen (11) determined.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.4.1.1 Management and delivery of heritage advisory services including management of the Heritage Advisor and community in the development and upgrade of heritage assets.	Tamai Davidson - Manager Planning & Development Services	June 2022 - Heritage advisor provides phone, email and in person advice for free. Local Places Heritage fund applications are now open - closing date for applications is 29 July 2022.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.1.6.1 Manage and deliver building and construction regulatory services.	Tamai Davidson - Manager Planning & Development Services	June 2022 - Council is required to provide accreditation services for the issuing of Construction Certificates and Complying Development Certificates under the provisions of the Environmental Planning & Assessment Act, 1979. Council currently has one (1) accredited certifier.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
3.1.1.1 Assess and determine regulatory applications, including Development Applications, Complying Development Certificates, Construction Certificates, Section 68 Certificates and Conveyancing Certificates.	Tamai Davidson - Manager Planning & Development Services	June 2022 - All applications assessed and determined in accordance with legislative requirements - DA's are required to be assessed in line with legislation and policies in place at the time of lodgment, all DA's for subdivision made under the stimulus package will retain the discount benefits regardless of the determination date of the DA.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.1 Local Strategic Planning Statements are implemented and provide guidance for actions to support the desired outcomes.	Tamai Davidson - Manager Planning & Development Services	June 2022 - Objectives and principles of the LSPS are actively implemented during assessment of applications.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
3.1.3.2 Deliver business improvements, recognising emerging risks and opportunities.	Tamai Davidson - Manager Planning & Development Services	June 2022 - Ongoing use of the NSW Planning Portal. Council's proposed integrated system - Greenlight - undergoing modifications - on site training to be scheduled for July - expected efficiencies in processing to be in the order of 40-50% - reduction in manual download of documents from Portal to Council's Altus records system.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
3.1.3.3 Manage the Planning and Regulation Service of Council in a financially responsible manner in line with budget allocations.	Tamai Davidson - Manager Planning & Development Services	June 2022 - All projects on budget.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
5.2.2.1 Facilitate cross department meetings reviewing development applications and opportunities for supportive strategies and actions.	Tamai Davidson - Manager Planning & Development Services	June 2022 - Cross department communications continue during assessment of DA's.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

13. Planning and Regulation



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Planning & Regulation	36,772	(32,751)	-89.06%
1. Operating Income	(433,205)	(514,501)	118.77%
2. Operating Expenditure	643,600	615,195	95.59%
3. Capital Income	(176,771)	(136,731)	77.35%
4. Capital Expenditure	3,148	3,287	104.42%
3001001. Drought Communities Extension - Shire Entry Signs	3,148	3,287	104.42%

Applications Lodged June 2022

DA Number	Applicant	Property Address	Description of Work
2022.072	RUBIN Alexander Charles	259 Rouse Street, Tenterfield	Health Services Facility
2022.073	DALEY Paul	52 Sunnyside Hall Road, Tenterfield	Dwelling
2022.074	HOLLEY Bradley (Tenterfield Showground Trust)	62 Miles Street, Tenterfield	Storage Shed
2020.075	GIAMMICHELE Karyn	2226 Billirimba Road, Tenterfield	Alterations & Additions to Existing Dwelling
2022.076	CHURCHIN Mark Warwick	112 Mole Station Road, Woodside	Installation of a Previously Used Residence
2022.077	BROWN David Joseph	97 Rouse Street, Tenterfield	Extension to existing shed
2022.078	WRIGHT (Goodwin)	165 Washpool Creek Road, Tenterfield	Deck & Pool
2022.079	Tenterfield Surveys (Venes)	Duncan Street, Tenterfield	Two (2) Lot Urban Subdivision
2022.080	Tenterfield Surveys (Cunningham)	504 Bryans Gap Road, Tenterfield	Three (3) Lot Rural Subdivision
2022.081	Tenterfield Surveys (Hill)	67 Leechs Gully Road, Tenterfield	Two (2) Lot Rural Subdivision
2022.082	LANCASTER Christopher John	193 East Street, Tenterfield	130,000 Litre Above Ground Rainwater Tank
2022.083	Tenterfield Surveys (Lawrence)	Bryans Gap Road, Tenterfield	Three (3) Lot Subdivision
2022.084	Tenterfield Surveys (Sattolo)	27 Casino Road, Tenterfield	Two (2) Lot Subdivision
2022.085	ZIEBELL Timothy	57A Haddocks Road, Tenterfield	Dwelling & Shed
2022.086	PAGE Emma	11 Riley Street, Tenterfield	Recreation Facility (Indoor) Gym
2022.087	COWIN Steven	155 Manners Street, Tenterfield	Shed

2022.088	Tenterfield Surveys (Kasmra)	179 Cowper Street, Tenterfield	Five (5) Lot Subdivision
2022.089	SMITH Brian	129 Wood Street, Tenterfield	Shed

Applications Determined June 2022

DA Number	Applicant	Address	Description of Work
2022.021	Tenterfield Surveys (Sherry)	305 Washpool Creek Road, Tenterfield	Four (4) Lot Rural Subdivision
2022.053	Tenterfield Surveys (Venes & Ho)	2-4 Aldershot Road, Tenterfield	Four (4) Lot Urban Subdivision
2022.059	HOLLEY Bradley	332A Mt Lindesay Road	Shed
2022.065	Tenterfield Surveys Pty Ltd	146 East Street TENTERFIELD	Three (3) Lot Urban Subdivision
2022.067	Tenterfield Surveys Pty Ltd	124 East Street TENTERFIELD	Two (2) Lot Urban Subdivision
2022.069	COWIN Steven Leslie	82 Pelham Street TENTERFIELD	Two (2) Lot Urban Subdivision
2022.070	SMITH Antony	1027 Bruxner Way TENTERFIELD	Alteration/Addition to Existing Dwelling
2022.074	Tenterfield Showground Trust	62 Miles Street, Tenterfield	Storage Shed
2022.076	CHURCHIN Mark	112 Mole Station Road, Woodside	Installation of a Previously Used Residence
2022.077	BROWN David	97 Rouse Street, Tenterfield	Extension to existing shed
2022.082	LANCASTER Christopher	193 East Street, Tenterfield	130,000 Litre Above Ground Rainwater Tank

Applications Outstanding – June 2022

DA Number	Applicant	Property Address	Description of Work	Status of Application/Comment
2018.072	Tenterfield Shire Council	66-80 Boundary Road, Tenterfield	Truck Wash Facility	Information Required from Applicant
2019.055	RAWNSLEY Derek & PAINE Janine	632 Sugarbag Road, Drake	Tourist & Visitor Accommodation (Backpackers Accommodation)	Insufficient Information provided to complete assessment
2019.104	Wilshire & Co Superannuation Fund (Todd Wilshire)	1-9 Manners Street, Tenterfield	New Shed & Extension to Existing Shed (Awning)	Insufficient Information provided to complete assessment
2020.033	MOSER Eric (Marian Hansson)	332B Mount Lindesay Road, Tenterfield	Manufactured Building	Information Required from Applicant
2021.012	CORBETT Arran	Bluff River Road, Tenterfield	Primitive Camp Ground	Insufficient Information provided to complete assessment
2021.080	Cracker Quarry & Ag Supplies Pty Ltd	98 Pyes Creek Road, Bolivia	Storage premises, distribution centre and industrial activity - including stockpiling, processing & distribution of quarry products, weighing, dispatch, maintenance & repair of equipment, administration	Information Required from Applicant

				building & amenities	
2021.153	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake		Tourist & Visitor Accommodation	Insufficient Information provided to complete assessment
2021.158	SACCON Giana	49 Duncan Street, Tenterfield		Dual Occupancy, Detached Garage & Studio	Information Required from Applicant
2022.038	Tenterfield Surveys (Attard)	8196 Mt Lindesay Road, Lower Acacia Creek		Two (2) Lot Rural Subdivision	Awaiting RFS recommendations
2022.039	Tenterfield Surveys (Searle)	Bruxner Road, Drake		Four (4) Lot Rural Subdivision	Awaiting NSW RFS Recommendations
2022.040	Tenterfield Surveys (Acacia Downs Custodian Pty Ltd)	Mt Lindesay Road, Lower Acacia Creek		Two (2) Lot Rural Subdivision	Awaiting NSW RFS Recommendations
2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield		Five (5) Lot Staged Urban Subdivision	Information required from applicant
2022.048	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield		Eleven (11) Lots Staged Urban Subdivision	Information required from applicant
2022.049	SOER Richard & Sharon (George Inn Custodian Pty Ltd)	130 High Street, Tenterfield		Alteration/Extension to Existing Hotel	Under assessment
2022.052	Tenterfield Surveys (Spark)	439 Rouse Street, Tenterfield		Three (3) Lot Urban Subdivision	Information required from applicant
2018.089/1	Christopher Jones & Anne Mary Brennan	84 Robinsons Lane Tenterfield		Function Centre & Boundary Adjustment - Modification	Under assessment
2022.057	Tenterfield Surveys Pty Ltd	8038 New England Highway		Three (3) Lot Rural Subdivision	Awaiting NSW RFS Recommendations

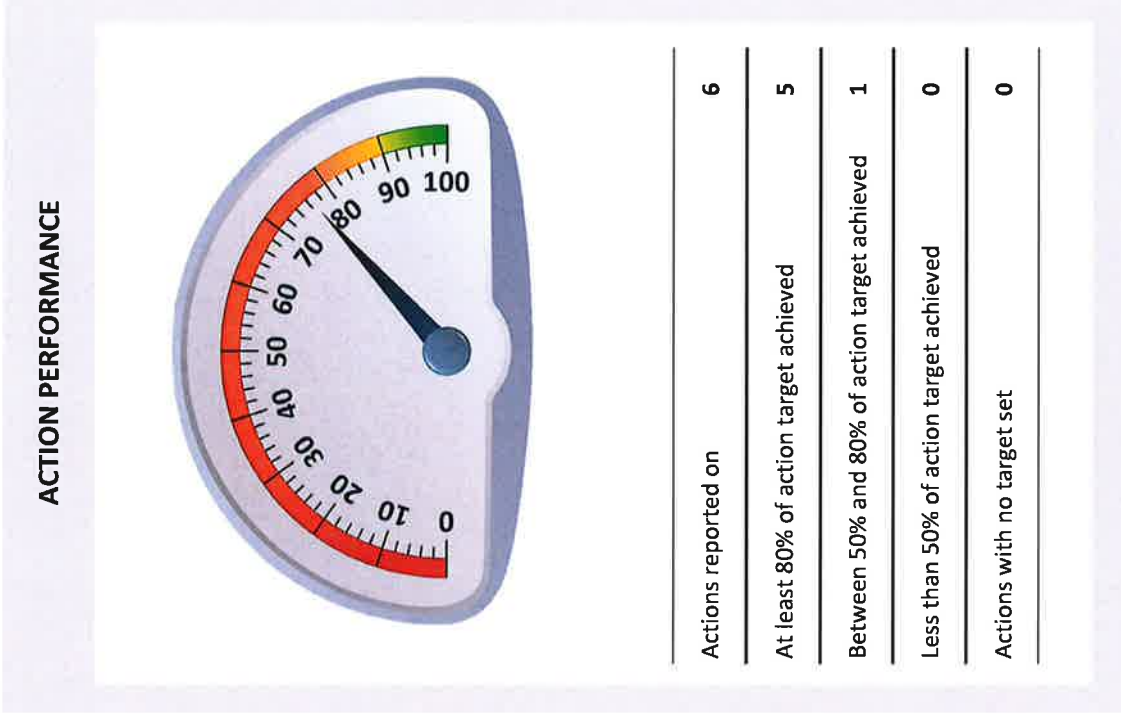
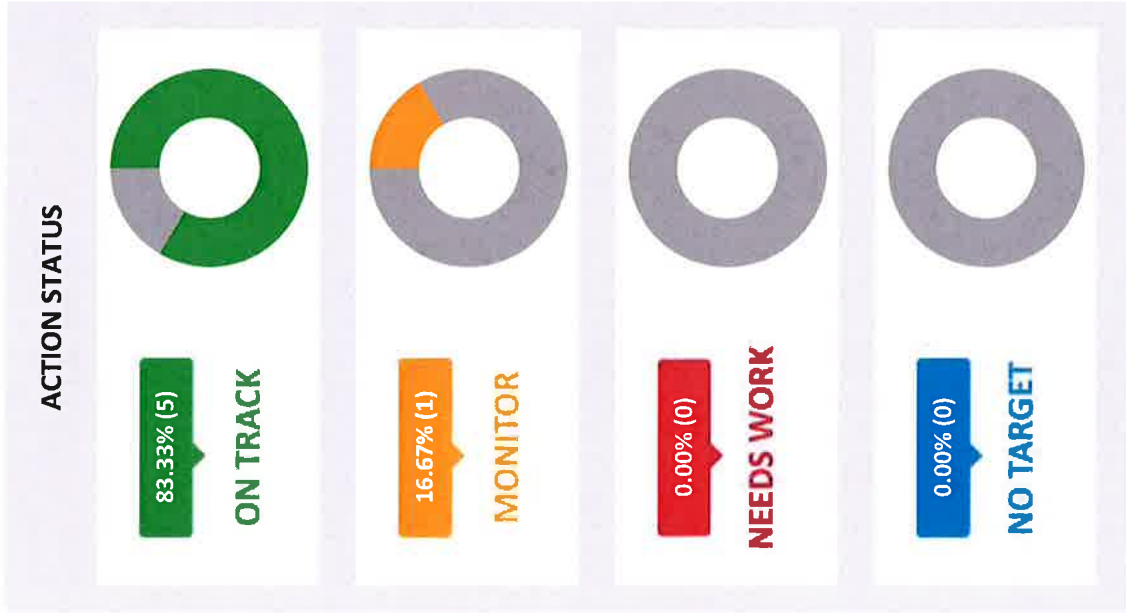
2022.064	Tenterfield Surveys Pty Ltd	83 Douglas Street, Tenterfield	Two (2) Lot Subdivision	Awaiting NSW RFS Recommendations
2022.068	Tenterfield Surveys Pty Ltd	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Awaiting NSW RFS Recommendations
2022.071	Brad Holley Contracting	182B Logan Street, Tenterfield	Shed	Applicant indicates DA to be withdrawn
2022.072	RUBIN Alexander Charles	259 Rouse Street, Tenterfield	Health Services Facility	Under assessment
2022.073	DALEY Paul	52 Sunnyside Hall Road, Tenterfield	Dwelling	Under assessment
2020.075	GIAMMICHELE Karyn	2226 Billirimba Road, Tenterfield	Alterations & Additions to Existing Dwelling	Under assessment
2022.078	WRIGHT (Goodwin)	165 Washpool Creek Road, Tenterfield	Deck & Pool	Under assessment
2022.079	Tenterfield Surveys (Venes)	Duncan Street, Tenterfield	Two (2) Lot Urban Subdivision	Under assessment
2022.080	Tenterfield Surveys (Cunningham)	504 Bryans Gap Road, Tenterfield	Three (3) Lot Rural Subdivision	Under assessment
2022.081	Tenterfield Surveys (Hill)	67 Leechs Gully Road, Tenterfield	Two (2) Lot Rural Subdivision	Under assessment
2022.083	Tenterfield Surveys (Lawrence)	Bryans Gap Road, Tenterfield	Three (3) Lot Subdivision	Awaiting RFS recommendations
2022.084	Tenterfield Surveys (Sattolo)	27 Casino Road, Tenterfield	Two (2) Lot Subdivision	Awaiting RFS recommendations
2022.085	ZIEBELL Timothy	57A Haddocks Road, Tenterfield	Dwelling & Shed	Under assessment

2022.086	PAGE Emma	11 Riley Street, Tenterfield	Recreation Facility (Indoor) Gym	Notification/under assessment
2022.087	COWIN Steven	155 Manners Street, Tenterfield	Shed	Under assessment
2022.088	Tenterfield Surveys (Kasmra)	179 Cowper Street, Tenterfield	Five (5) Lot Subdivision	Under assessment
2022.089	SMITH Brian	129 Wood Street, Tenterfield	Shed	Under assessment

FY 21/22 Development Statistics

	Dwellings	Additions/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 21/22 Monthly Total	FY 20/21 Monthly Total
Jul-21	No.	4	1	0	3	1	9	10
	Value	\$1,227,501.00	\$14,000.00	\$0.00	\$0.00	\$70,000.00	\$1,311,501.00	\$1,168,890.00
Aug-21	No.	3	10	1	2	0	16	17
	Value	\$484,537.00	\$360,994.00	\$90,000.00	\$0.00	\$0.00	\$935,531.00	\$3,132,224.00
Sep-21	No.	8	5	1	3	0	19	6
	Value	\$1,736,219.00	\$204,131.00	\$2,000.00	\$0.00	\$0.00	\$1,992,350.00	\$1,171,443.00
Oct-21	No.	6	2	1	0	0	12	19
	Value	\$1,053,180.00	\$115,000.00	\$6,251,581.00	\$0.00	\$0.00	\$7,634,761.00	\$2,262,845.00
Nov-21	No.	3	4	1	8	0	16	15
	Value	\$775,944.00	\$72,015.00	\$5,000.00	\$0.00	\$0.00	\$852,959.00	\$1,626,754.00
Dec-21	No.	3	3	0	0	1	8	5
	Value	\$834,500.00	\$308,072.00	\$0.00	\$0.00	\$300,000.00	\$1,922,572.00	\$654,000.00
Jan-22	No.	7	1	2	3	0	13	11
	Value	\$1,940,797.00	\$9,900.00	\$316,000.00	\$0.00	\$0.00	\$2,266,697.00	\$1,042,460.00
Feb-22	No.	6	6	1	2	0	15	12
	Value	\$1,426,232.00	\$199,800.00	\$120,000.00	\$0.00	\$0.00	\$1,746,032.00	\$1,689,869.00
Mar-22	No.	3	5	0	7	0	17	19
	Value	\$640,000.00	\$159,500.00	\$0.00	\$0.00	\$0.00	\$840,500.00	\$1,222,217.00
Apr-22	No.	3	2	1	5	0	12	13
	Value	\$828,435.00	\$39,000.00	\$450,000.00	\$0.00	\$0.00	\$1,392,435.00	\$2,315,779.00
May-22	No.	2	8	0	6	1	18	14
	Value	\$734,587.00	\$358,796.00	\$0.00	\$0.00	\$0.00	\$1,158,383.00	\$1,646,918.00
Jun-22	No.	3	4	2	6	0	18	13
	Value	\$1,194,000.00	\$83,750.00	\$236,000.00	\$0.00	\$0.00	\$1,553,750.00	\$1,711,617.00
No. (Year to Date)	51	13	51	10	45	3	173	154
FY 21/22 Total Value (Year to Date)		\$12,875,932.00	\$966,000.00	\$7,470,581.00	\$0.00	\$370,000.00	\$23,607,471.00	
FY 20/21 Total Value		\$16,394,602.00	\$972,180.00	\$944,200.00	\$0.00	\$276,500.00		\$19,645,016.00

14. BUILDINGS & AMENITIES



ACTION SUMMARY

Business Unit: Buildings & Amenities


Service Profile: Buildings & Amenities




Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.4.1 Deliver the Property Management Strategy, including maintenance and upgrades in line with Council needs.	Jodie Condrick - Administration Officer	<ul style="list-style-type: none"> Administration Building Roof – scope is being prepared for competitive pricing and engineering plans are being organised with the engineer measuring on site in March 2022 and a scope of work will be developed once the plan has been supplied to Council – Still awaiting a copy of this plan from LEGS. In January, Council applied for an Extension of time for Streetscape Recovery Project through the Drought Communities Programme Extension we have been advised in March 2022 that an extension was possible and in April a response was provided to the Department of Industry, Science, Energy and Resources and have been advised that the extension has been granted, waiting on the executed deed to be issued, prior to advising project managers. Receiving a quote to install hand rail for the outdoor stairs at the Drake Hall hoping to be installed in July 2022, with the price of steel continually going up the original quote has increased and expected to add extra \$50-\$100 to the invoice. The I-Beams in the Memorial Hall ceiling have been installed by contractor Installation & electrical work for the basketball hoop at the Memorial Hall have been completed in June 2022. The Stronger Countries Communities Funding Round 2 can now be completed with funding body. Fire System has been booked in for installation at the Memorial Hall during July 2022, this is the final project to complete the 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK


Local Drought Stimulus Funding that remained outstanding – this part of the project was delayed due to the roof structure needing to be strengthened first.

- The Drake Footpath acquittal has been drafted and sitting with engineering to assist in questions that I am unable to answer. Once received the Local drought Stimulus Funding project can be completed.
- The Urbenville beautifications and restorations to Pioneer Cottage Project has now been completed and signed off with the Local Drought Stimulus Package Funding under Regional NSW.
- The upgrades to the Drake Resource Centre is nearing completion and through the Drought Community Programme Extension and expected to receive an extension for the funding for the delays.
- Damage to the Amenities at Jubilee Park, School or Arts Building and Bruxner Park continue to happen – report has been completed and damage has been reported to Police.
- Awaiting for quotes to repair the foyer, toilets and kitchen from 2 local builders at Memorial Hall due to flooding in May 2022.
- Received the executed deed of variation for SCCF2-1023 (Memorial Hall Sporting Complex and SCCF2-1069 (Tenterfield Shire Vibrant and Connected) and Council is just awaiting Regional NSW to sign off the vibrant and connected project.
- Applied for a Variation deed to extend the time for the Acquittal in relation to the Memorial Hall Project (SCCF2-1023) to install the Basketball hoops through Stronger Countries Communities Funding – Round 2. This extension was due to the roof having to be strengthened and trying to fit contractors in to complete the installation. Once this has been received staff can apply for the acquittal of this project which will complete all projects approved under round 2 of the

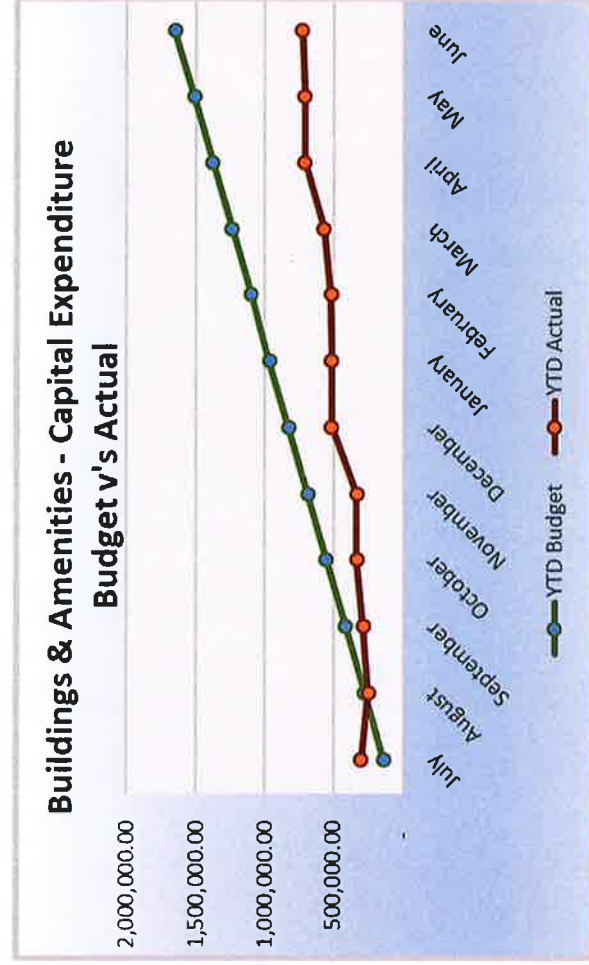
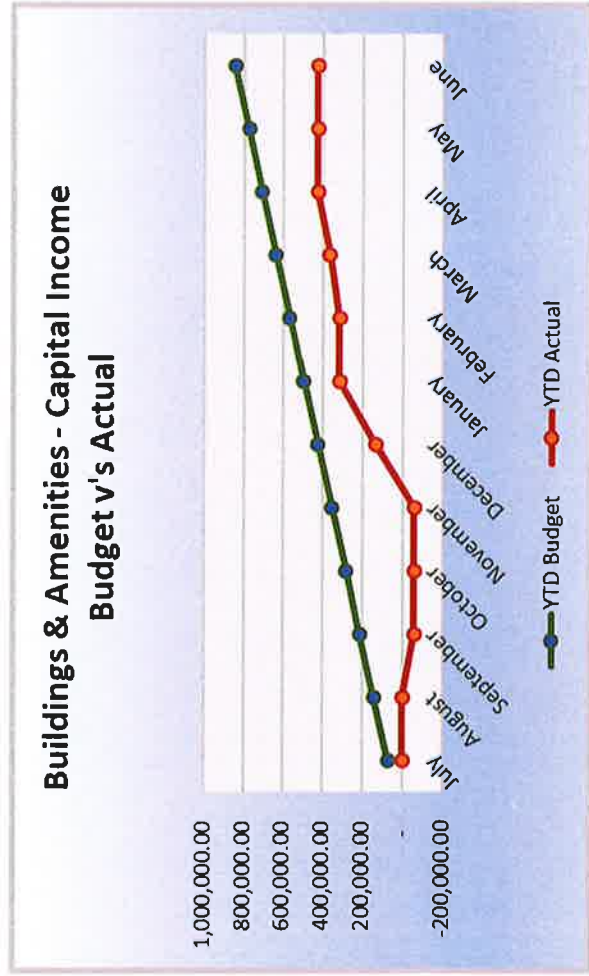
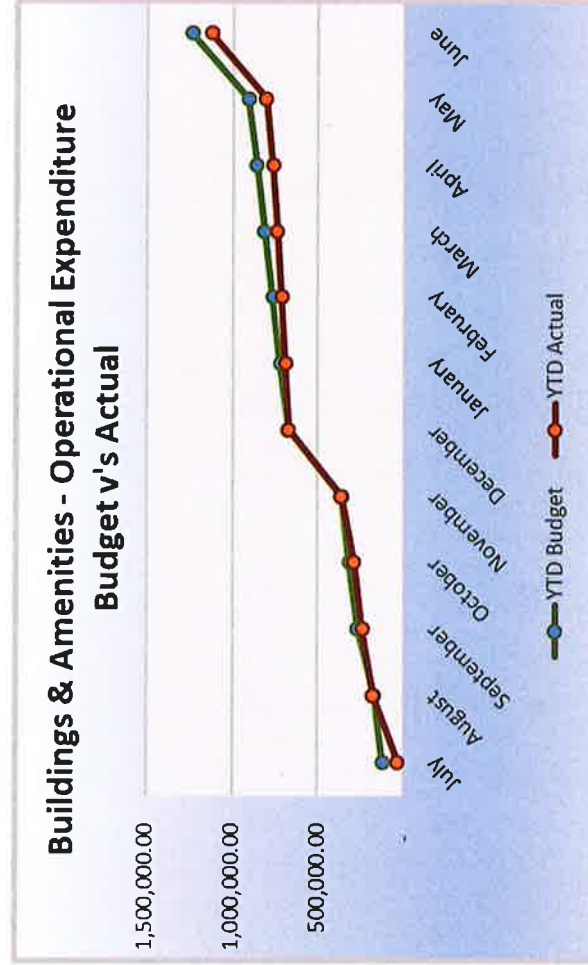
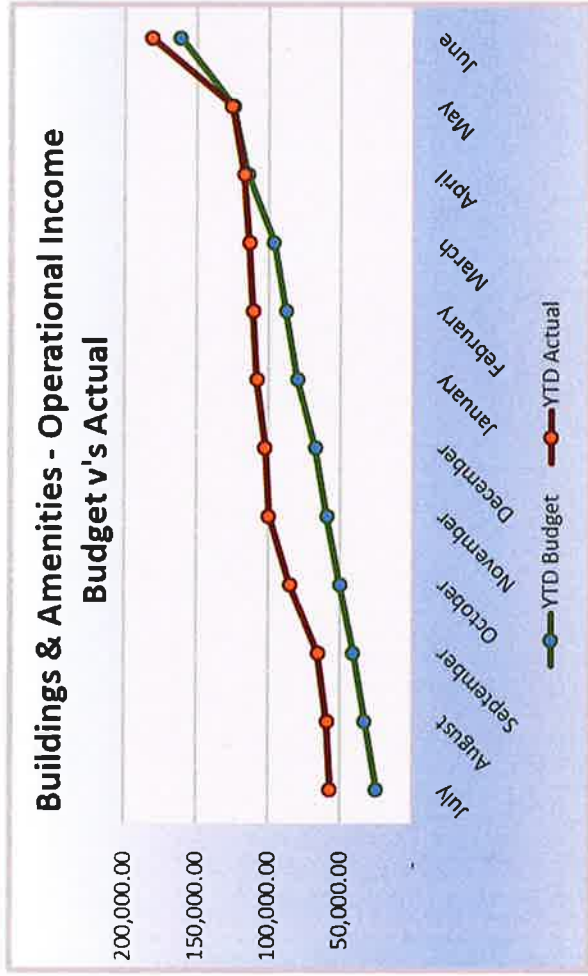
- Stronger Country Communities Funding that was received from Regional NSW in 2019.
- Extension for time has been applied for one (1) outstanding project to the Resilience NSW for the National Bushfire Funding (RES 40/20) in June 2022, Council is expected to hear the outcome in July-August 2022.
 - The Funding acquittal for the covered exercise area and cricket nets has now been completed and submitted to Regional NSW for the Stronger Country Communities Funding Round 3.
 - Gathering information in June to complete the acquittal for five (5) projects that sit under the Bushfire Community Recovery & Resilience Funding Phase 2 Stream 1 – Resilience NSW.
 - Cleaning Contract for all Council buildings and RFS Control Centre is currently been drafted and will be put out to tender in August 2022.
 - Extension to the deed for Public Spaces Legacy program has been submitted to push both the Youth Park and Jennings Playground to be completed in March 2023 instead of December 2022.
 - Dealing with licence, over part of Lot 1 Sec. 37 DP 758959, 50 Francis Street. MOU has been negotiated. DA and CC have been approved. A draft licence has been prepared over part of 1/37/DP758959 and has been provided to the applicants.
 - Urbenville Medical Centre lease expired from 01 April 2022. The tenants have advised in writing that they wish to continue occupancy on a 3 month basis.
 - Internal flooding issues continue at the Urbenville Medical Centre. A further inspection has been completed however the cause of the issue is indeterminate and will require more investigations by builder/plumber to determine the issue and complete repairs.

<p>1.4.4.2 Deliver business improvements, recognising emerging risks and opportunities.</p>	<p>Jodie Condrick - Administration Officer</p>	<p>• Staff are currently trying to manage Council property in June 2022 understaffed and with a reduced budget. At present staff are trying to reduce ongoing maintenance and depreciation costs by investigating the selling of Council assets.</p> <p>• Regular discussion during the month of June 2022 with builders and contractors delivering projects to ensure delays are kept to a minimum or identify an alternative solution.</p> <p>• Draft agreement has been completed for the Sunnyside Hall Committee to manage the Stronger Country Communities Funding Round 4 project, due to staff commitments already at full capacity. Council will still complete the reporting to the funding body and oversee the project. Currently sitting with the Committee for signing.</p> <p>• Security Audit has commenced on all Council buildings and park land with a clean-up of security codes and drafting a letter for the return of excess keys from community groups.</p> <p>• Replacement of 50L Hot Water System in the roof of Tenterfield Total Care (HACC) building - 134 Manners Street Tenterfield. Investigations into quotes for painting and repair/replacement of air conditioning unit for the front room is currently being explored, staff will need to evaluate urgent future projects for the building and review the 2022/23 budget prior to accepting quotes.</p>	<p>In Progress</p>	<p>01/07/21</p>	<p>30/06/22</p>	<p>80.00</p>	<p>100.00</p>		<p>ON TRACK</p>
---	--	---	--------------------	-----------------	-----------------	--------------	---------------	---	-----------------

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.4.3 Manage the Buildings and Amenities of Council in a financially responsible manner in line with budget allocations.	Jodie Condrick - Administration Officer	<ul style="list-style-type: none"> There are number of projects currently being organised in June 2022 with quotes and plans being revised in accordance with the 21/22 financial budget to repair ongoing maintenance, damages and future funding. Staff are continually having issues with insufficient budgeted allocations to properly maintain the commercial buildings in accordance with Council obligations as landlord under lease agreements. Due to essential work commitments and staff shortages, staff are struggling to complete a review of Council land and buildings in the shire for the consideration of Council, identifying assets to assist that through disposal may reduce ongoing maintenance and depreciation costs in a material way. 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.4.4.4 Develop a Property Strategy for adoption by Council to guide property related transactions.	Jodie Condrick - Administration Officer	<ul style="list-style-type: none"> Property Strategy - Under review investigations into seeking copies of similar size Councils property strategy- This may not get drafted until 2022/2023 due to work requirements and being understaffed within the department. 	In Progress	24/11/21	30/06/22	60.00	100.00	 MONITOR
1.4.4.5 Manage Land and Property Register and actions.	Jodie Condrick - Administration Officer	<ul style="list-style-type: none"> Land and Property register is currently being managed as required. Budget has been organised for a new Building Conditions Assessment to be completed in 2022/2023. 	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

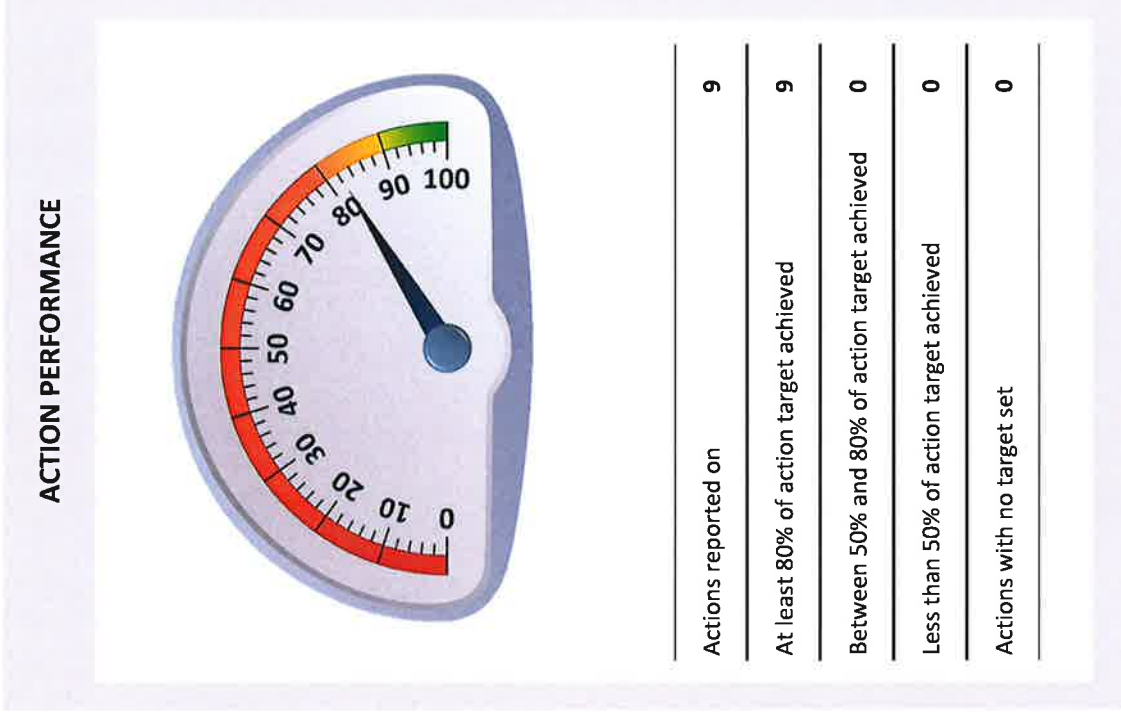
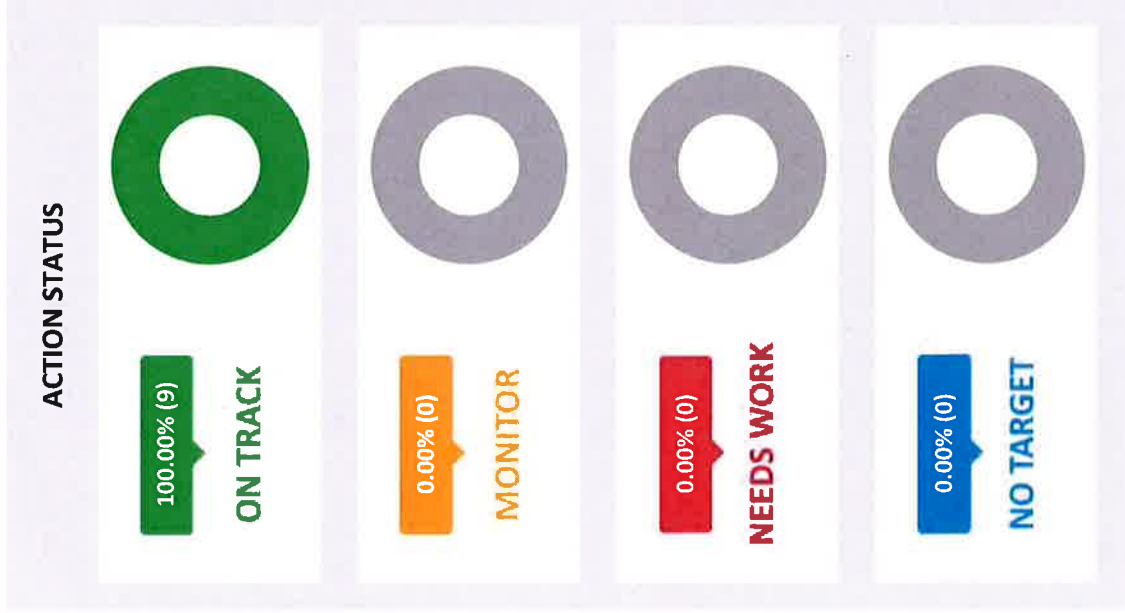
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.2.1 Development and delivery of the Building and Amenities Asset Management plan.	Jodie Condrick - Administration Officer	<ul style="list-style-type: none"> • Cleaning Contract for all Council buildings and RFS is currently been drafted and will be put out to tender in August 2022. • Current Capital Works <ul style="list-style-type: none"> o Memorial Hall –Beams for the hoop completed installation in June 2022. o Scope of work has been developed for the Memorial Hall Foyer, Toilets and Kitchen and currently waiting for quotes to complete flood damage from May 2022. o Installation of Basketball Hoops have been installed in the Memorial Hall in June 2022. o Still awaiting for the plans to be finalised for the replacement of the Administration building roof. o Band Hall relocation to Leechs Gully. In February 2022, Heritage consultant inspected the property and is in the process of preparing the heritage report as part of DA process. Gem Club has stored the past committee board/ honour board for safe keeping. The gem Club have verbally agreed to return the items to the Admin building however are yet to do so. 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

14. Buildings and Amenities



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Buildings & Amenities	1,883,098	1,248,975	66.33%
1. Operating Income	(161,338)	(181,696)	112.62%
2. Operating Expenditure	1,237,420	1,126,137	91.01%
3. Capital Income	(846,603)	(426,578)	50.39%
4. Capital Expenditure	1,653,619	731,112	44.21%
4200501. Admin Building -- Refurbishment	268,540	219,016	81.56%
4205504. Housing - 268 Douglas St - Replace Water-Damaged Carpet	15,000	0	0.00%
4230510. SCCF4-0858 Upgrades to Drake Hall	113,000	3,723	3.30%
4230512. SCCF4-0948 Improvements to Sunnyside Hall	138,116	0	0.00%
4230513. BSBR000689 - Mingoola Hall Improvements	120,000	0	0.00%
4235000. Tenterfield Memorial Hall Sporting Complex - SCCF-1023	120,290	55,623	46.24%
4235001. Memorial Hall Internal Acoustic, Ventilation & Insulation Treatments	103,145	6,126	5.94%
4235002. Restorations to Pioneer Cottage	14,131	0	0.00%
4235003. BCRRF Stream 1 Memorial Hall	288,990	257,698	89.17%
4235005. BSBR000682 - Installation of Ceiling Fans & Emergency Lighting at Memorial Hall	154,000	0	0.00%
4235006. SCCF4-0949 Floor Refurbishments to Memorial Hall	131,117	0	0.00%
4235008. Memorial Hall Tenterfield - Roof Repair	158,675	158,675	100.00%
4610508. Toilet Block Enhancements at Urbenville and Legume - SCCF-1105	28,615	30,251	105.72%


15. PARKS, GARDENS & OPEN SPACE



ACTION SUMMARY

Business Unit: Parks, Gardens & Open Space

Service Profile: Parks, Gardens & Open Space

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.5.1 Ensure maintenance standards are conducted and delivered efficiently through Parks, Gardens and Open Space Committee and Village Progress Associations.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<ul style="list-style-type: none"> Work commenced on the gardens at the SOA, with turf to be laid on a section of the garden to reduce maintenance – ongoing Staff have been pruning street trees in Rouse Street after complaints about trees hitting buildings and blocking shop signage. Petunias removed in gardens along Rouse Street, new flowers have been planted. 12 x new pin oaks to be planted along the Casino Rd replacing trees removed is yet to be done. Storm clean-up has been extreme with all park staff on clean up duties Three pin oaks are still to be removed in Logan Street this will be a winter job when staff have time Several Pin oaks are yet to be removed along Cowper Street Mowing and brush cutting is a major work factor to staff duties but starting to slow down in the cooler months. General cleaning of amenities and rubbish removal. Damage to public toilets in Tenterfield and villages still a major concern. Each day staff spend an extra 30 mins cleaning the damage/vandalism in the Jubilee Park Toilets. Playground maintenance under taken. The Jubilee Park Gates and fencing panels are continually being broken and panels are being ripped off and thrown in the Tenterfield creek One staff member consistently working at 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

the cemetery.

- Jennings Park is having water issues with water and investigations to connecting to mains
- No brush cutting or road verges have been maintained since April due to staff shortage.
- Tenterfield Tree Maintenance program is way behind schedule due to deficiency of staff on Parks and Gardens.
- Jubilee Park Toilet block and Baby change room facilities will now be closed at 5pm and opened at 6am until further notice due to repeated vandalism within the facility.

1.1.6.1 Work with the Tenterfield Shire Village Progress Associations and the Parks, Gardens and Open Space Committee to deliver individual town and village themes, promoting the unique aspects of each locality.

Mark Cooper -
Manager Open
Space, Regulatory
& Utilities

• Parks Gardens and Cultural Committee met in the Chambers for the first time this year. It is the first time the Parks Garden & Open space committee and Arts

Committee has been merged to form one Committee. It was a good turn out with good issues raised.

- Village Concept Designs have now been adopted and on Council website.
- Village Progress Associations have received funding from several grants to assist with maintenance and projects around each village.
- Purchase orders raised for the upgrade to the Jennings Park playground, landscaping, and car park. Work to commence late July early August on the playground, the shade structure has commenced.
- Shade structure ready over the exercise equipment at the Hockey field, has now been completed.

Both the cricket nets and exercise equipment grants have been acquitted. Contacting suppliers in relation to the upgrade of the netball courts.

80.00 100.00



30/06/22



01/07/21


In Progress




ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.2.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<ul style="list-style-type: none"> With staff shortages – Training is needed for new or upgrading of tickets for truck licence, chemical ticket, chainsaw ticket and traffic control tickets. 	In Progress	01/07/21	30/06/22	80.00	100.00	
1.2.2.2 Deliver business improvements, recognising emerging risks and opportunities.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<ul style="list-style-type: none"> Continuing to investigate ways to reduce cost of maintenance within parks and still maintaining levels of service. Further slabs at the cemetery are currently being quoted. Larger trees throughout the town and along Cowper Street are becoming a major concern due to ageing and structural problems. Parks & Garden programs are increasingly becoming overdue, this is due to insufficient budget to maintain and repair existing assets and staff positions not being engaged. With the increase of vandalism and damages to community facilities, there is major concern with minimal budget these facilities may fall into disrepair and need to be closed until funds are located. 	In Progress	01/07/21	30/06/22	80.00	100.00	

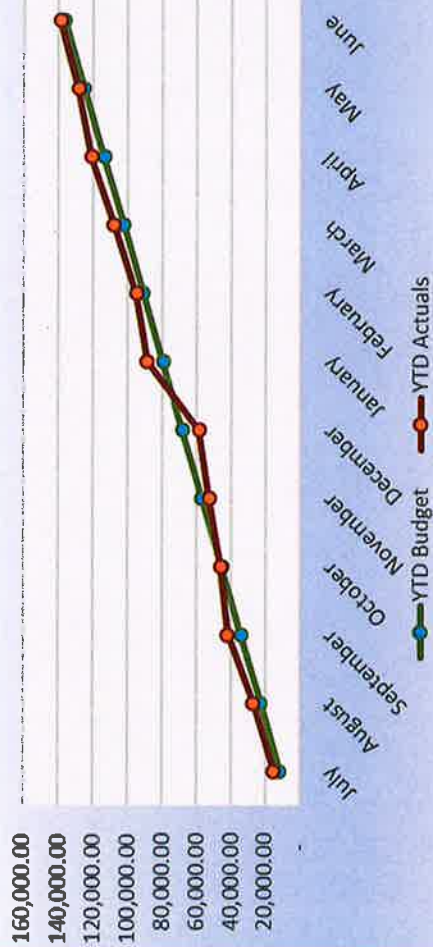
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.2.3 Manage the Parks, Gardens and Open Space Service of Council in a financially responsible manner in line with budget allocations.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Continuing to provide amenities and park facilities to the public with high levels of service within the current budget constraints. Daily cleaning of Tenterfield township public toilets with rubbish removal and park inspections adding to the cleanliness and appearance to the town. Several toilets have had graffiti painted on the inside walls and extensive damage done daily – this is an ongoing concern as it is increasing staff time to clean up and repair with a reduced budget. Completed installation of the exercise equipment for Hockey Park near completed, with shade structure to be installed in June 2022. Work undertaken in Bruxner Park to have the area around the toilet block turfed to increase visibility within the park – there is ongoing maintenance to the turf.	In Progress	01/07/21	30/06/22	80.00	100.00	
1.2.6.1 Engage with the Parks, Gardens and Open Space Committee and the Tenterfield Shire community to assist in identifying further ideas to increase open space usage throughout the Shire.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Forms part of the (ongoing) agenda for all Parks and Garden and soon to be Arts and Culture Committee meetings. Successful grant funding for further upgrading projects within Tenterfield and villages.	In Progress	01/07/21	30/06/22	80.00	100.00	

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.3.1.1 Ensure all Parks, Gardens and Open Space amenities maintenance programs are delivered to a high standard.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Continuing to provide amenities and park facilities to the public with high levels of service within budget constraints. Daily cleaning of Tenterfield township public toilets with rubbish removal and park inspections adding to the cleanliness and appearance to the town. Several toilets have had graffiti painted on the inside walls - ongoing concern Completed installation of the exercise equipment and shade structure for Hockey park. Work undertaken in Bruxner Park to have the area around the toilet block turfed to increase visibility within the park.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.3.1.2 Implementation of the tree management strategy.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Tree Management Plan approved by the Parks and Gardens Committee, to adopt the plan excluding Logan Street and tree species replacement planting. No street trees have been ordered for next spring due to budget restraints 12 New pin oaks will soon be planted along the Casino Road	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

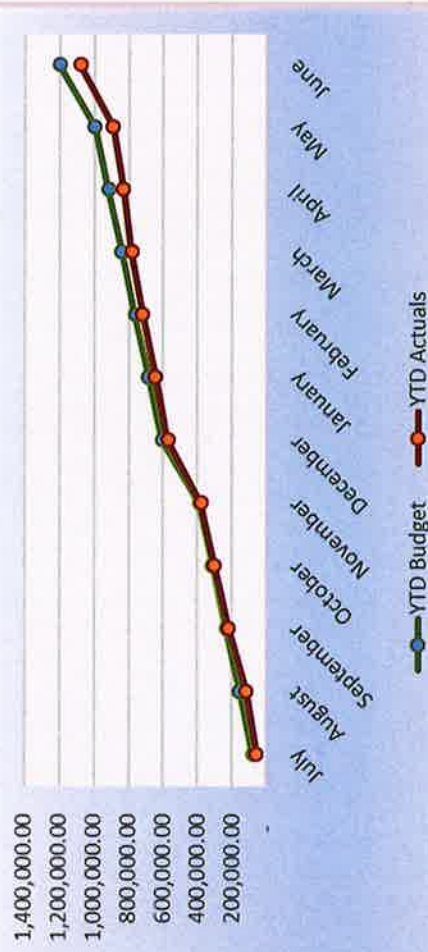
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.4.6 Investigate options for further exercise stations sited along existing cycleway.	David Counsell - Manager Asset & Program Planning	Council received grant funding for a covered area to include up to ten pieces of exercise equipment. The grant funded equipment constructed within the Hockey Field adjacent to the pathway, and has been installed awaiting the soft fall. July - equipment is now available for general use.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK

15. Parks, Gardens, Open Space

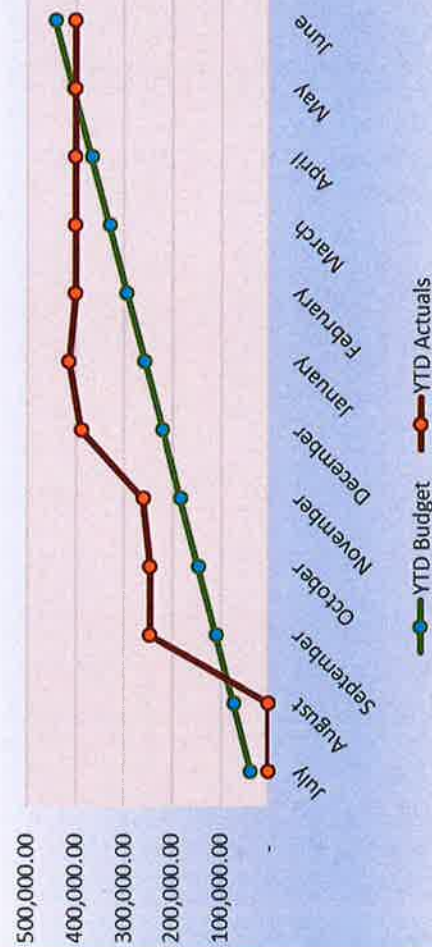
Parks, Gardens & Open Space - Operational Income Budget v's Actual



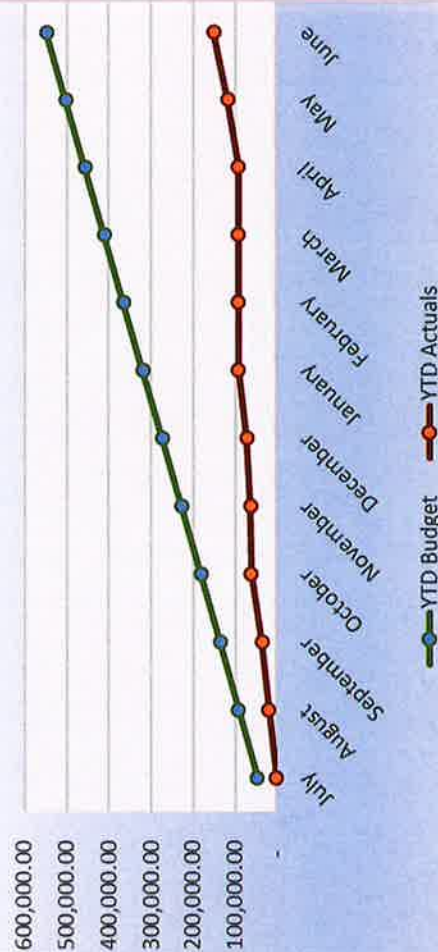
Parks, Gardens & Open Space - Operational Expenditure Budget v's Actual



Parks, Gardens & Open Space - Capital Income Budget v's Actual

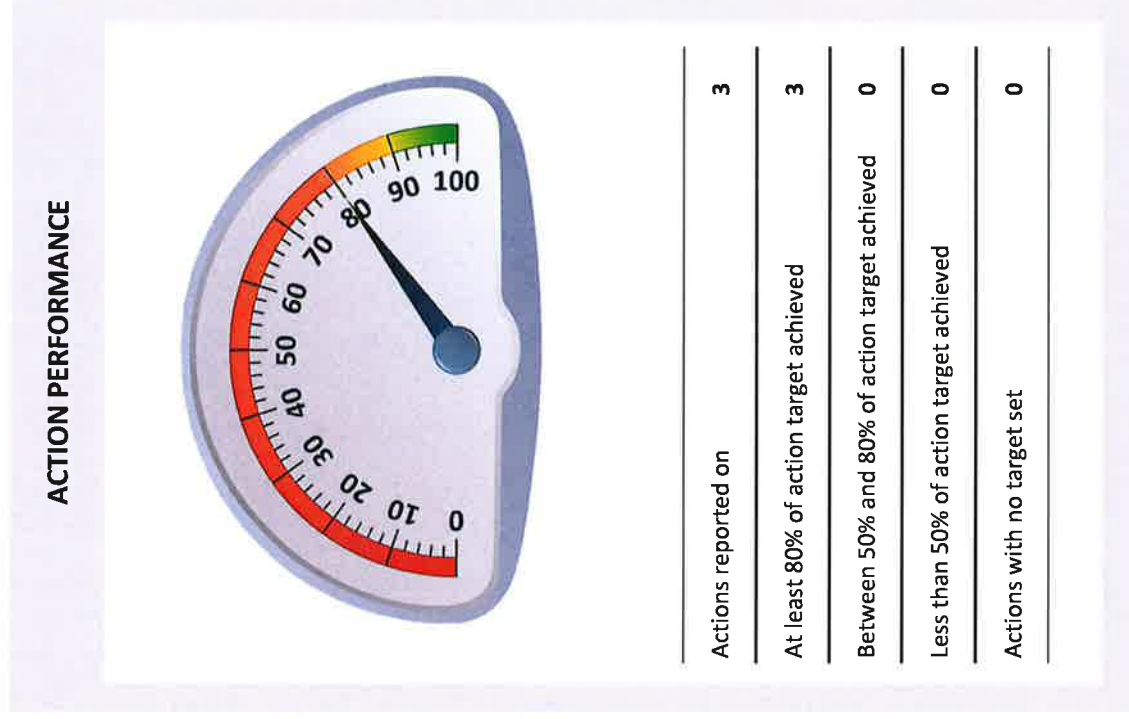
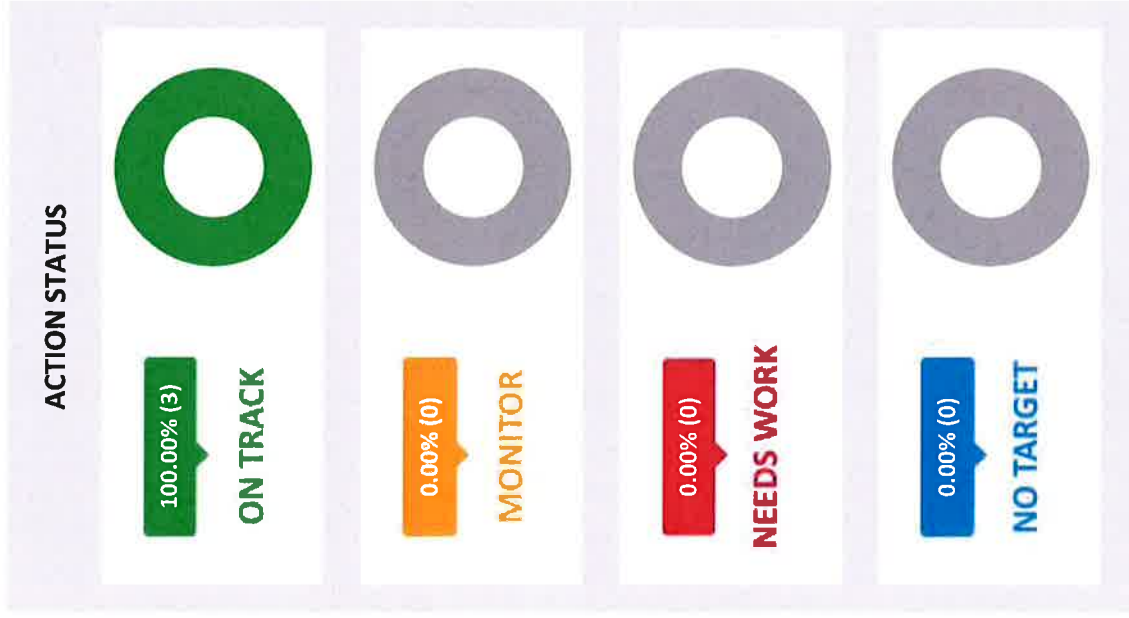


Parks, Gardens & Open Space - Capital Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Parks, Gardens and Open Space	1,170,066	693,006	59.23%
1. Operating Income	(136,500)	(139,043)	101.86%
2. Operating Expenditure	1,199,993	1,081,385	90.12%
3. Capital Income	(441,567)	(400,809)	90.77%
4. Capital Expenditure	548,140	151,474	27.63%
4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion	18,808	3,380	17.97%
4605510. Shade Structure over Rotary Park Playground	24,766	24,914	100.60%
4605511. Installation of Covered Exercise Area at Hockey Park	83,641	79,015	94.47%
4605512. Shirley Park Cricket Net Replacement	10,925	11,073	101.36%
4605514. PSLP - Jennings Playground Precinct	250,000	33,091	13.24%
4605516. SCCF4-0951 Revitalisation of Tenterfield Netball Courts	160,000	0	0.00%


16. SWIMMING COMPLEX





ACTION SUMMARY

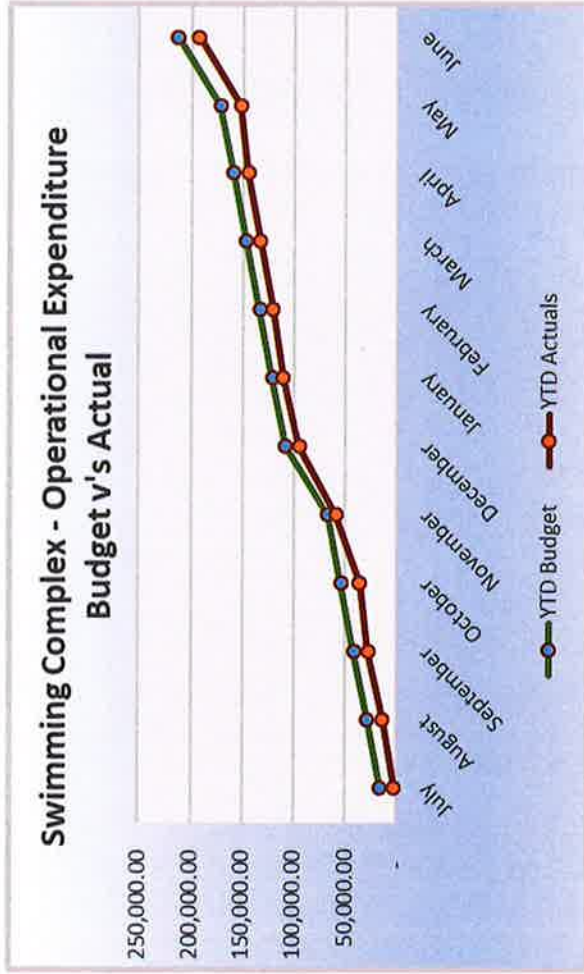
Business Unit: Swimming Complex

Service Profile: Swimming Complex

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.3.1 Deliver business improvements, recognising emerging risks and opportunities.	Jodie Condrick - Administration Officer	<p>Business improvements identified in preparation of the commencement of the 2022/2023 summer season. Action being taken to improve entry and exit to facility and increase patronage for the 2022/2023 season.</p> <p>Meetings will be conducted with pool contractors prior to the next season commencing.</p> <p>Discussions in relation to the maintenance needed prior to the new season:</p> <ul style="list-style-type: none"> • All plant room equipment will need to be serviced. • Pool needs to be painted with fibreglass pool paint lining, as the concrete shell is visible in many places and increasing running cost. • The chlorine/acid doser control panel still needs replacing. • Concrete grinding proves on the pool deck and throughout the change room's needs to be completed, as it is in very poor condition and is slippery and a major hazard. <p>Contract renewed between Just Sports n Fitness and Council and has been extended for another four (4) years 17 September 2024.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

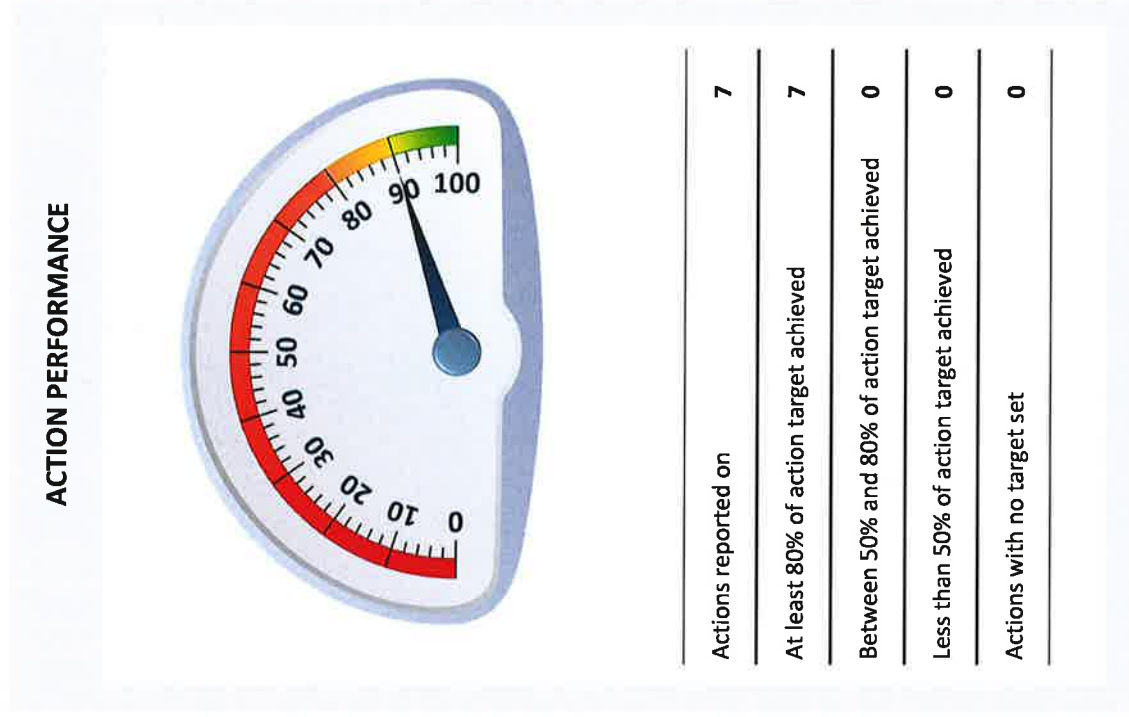
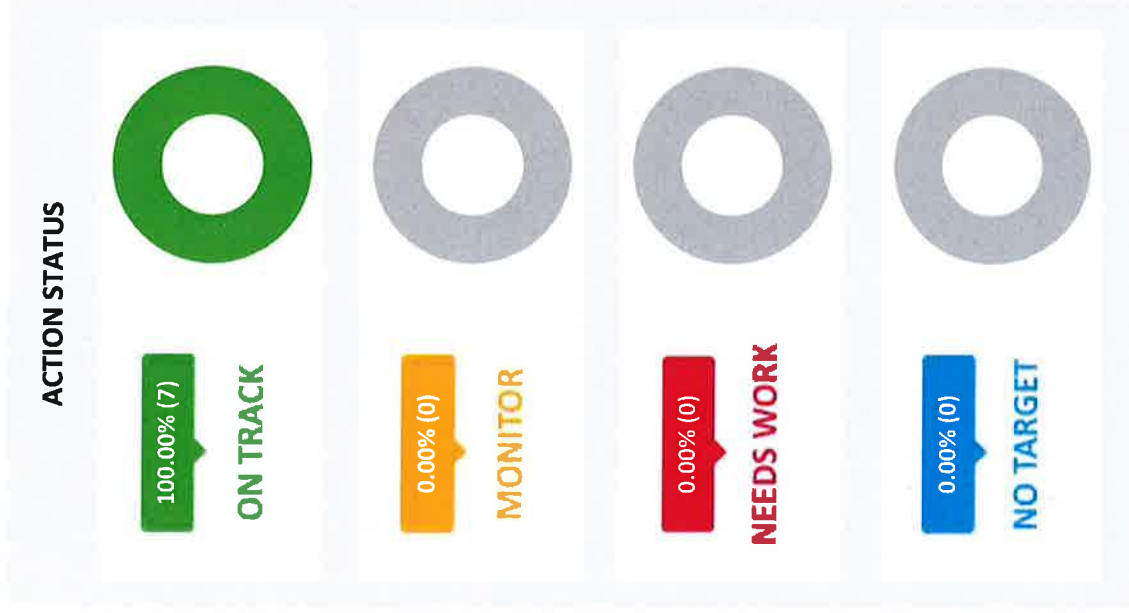
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.3.2 Manage the Swimming Complex Service of Council in a financially responsible manner in line with budget allocations.	Jodie Condrick - Administration Officer	Total Attendances YTD <ul style="list-style-type: none"> • 2018/19 – 14756 • 2019/20 – 14530 • 2020-21 – 16377 • 2021/22 – 13406 	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
		Discussions for maintenance of the pool facility and commencement of the new season are underway.						
1.2.3.3 Implement Tenterfield War Memorial Baths (TWMB) Management Plan, review and update as necessary.	Jodie Condrick - Administration Officer	Current Management Plan to be implemented in the 2023 summer season. This plan is currently under review. Pool contract has been extended for a 4 year period from 18 September 2020 to 17 September 2024 has been endorsed by both the pool contractors and Council.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

16. Swimming Complex



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Swimming Complex	218,043	197,873	90.75%
2. Operating Expenditure	213,083	192,913	90.53%
4. Capital Expenditure	4,960	4,960	100.00%
4600506. Shade Structure Over BBQ at Pool	4,960	4,960	100.00%



17. ASSET MANAGEMENT & RESOURCING






ACTION SUMMARY

Business Unit: Asset Management & Resourcing

Service Profile: Asset Management & Resourcing

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.4.1 Ensure that asset management, project planning and design activities meet agreed quality and industry standards.	David Counsell - Manager Asset & Program Planning	Project delivery of projects is undertaken to industry standards. Upgrades are focused on improving efficiency of structures. June - Reduced staff resource levels limit the ability to focus on the delivery of improved efficiencies and still provide regular services to other sectors of the community. Restraints also occur on the ability of the Assets section to review all assets across the operation of Council to examine service potential and long term affordability.	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK
2.3.4.2 Deliver business improvements, recognising emerging risks and opportunities.	David Counsell - Manager Asset & Program Planning	Project documents are prepared for major projects adopted under the 21/22 works program that include assessing risks and opportunities on major projects. June - Asset and Program Planning section has a 50% reduction in staff resources over the past year that significantly reduces the ability for business improvement. Opportunities are being taken to incorporate improved processes into projects where they arise, such as in-situ pavement stabilisation in lieu of full pavement replacements that required expansive quarrying operations.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.4.3 Manage the Asset Management and Resourcing service of Council in a financially responsible manner in line with budget allocations.	David Counsell - Manager Asset & Program Planning	Asset replacement projects are scoped in line with the adopted annual budget. Opportunities are being taken up with grant funds to accelerate asset replacement. June - A number of grant funded projects have been completed or are underway that will enhance Council's asset replacement program. A number of grants have been obtained for timber bridge replacements that would otherwise have been required to have load limits applied until such time as Council could fund the works with its own reserves. Examples include Emu Creek Bridge on Hootons Road, Deepwater River Bridge on Torrington Road, and Boonoo Boonoo Bridge on Mt Lindesay Road. The scoping of future programs has been significantly limited by the reduced level of staff resources in the Asset and Program Planning section that has been at 50% for almost all of the past year.	Completed	24/11/21	30/06/22	100.00	100.00	 ON TRACK
5.1.1.1 Develop and implement the Strategic Asset Management Plan and associated systems.	David Counsell - Manager Asset & Program Planning	Asset Management Policy 1.014 has been reviewed and adopted by Council to ensure the document is current. June - Asset Management Strategy has been revised by Council and action to implement an Asset Management system is ongoing. Assets Team, IT and Finance Team are working together with the system provider to continue progressing the delivery of the system (currently at 75%) with completed up to date financial information by the end of 2022.	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK
5.1.2.1 Review the Pedestrian Access and Mobility Plan (incorporating the Disability Action Plan) and Bike Plan to identify any priority gaps in connectivity in our Towns and Villages.	David Counsell - Manager Asset & Program Planning	The Pedestrian Access Mobility Plan and the Bike Plan have been reviewed and adopted by Council. June - some works have been undertaken in accordance with the PAMP and a review of the listed future PAMP projects may be undertaken during 22/23 as resources allow.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK
5.1.4.1 Undertake annual inspections (or	David Counsell -	Drainage culvert structures are being	In Progress			80.00	100.00	

as deemed appropriate) for condition assessment of Council infrastructure and assets.

Manager Asset & Program Planning

assessed on individual specific site basis for renewals a focus to improve efficiency of storm water drainage flows and safety in public areas.

June - Drainage pipe inspections have been undertaken on selected structures and some urban pipes have been included with CCTV works. These inspections are used to program future works programs. Complete network inspections are limited by availability of staff resources and budget in the Asset and Programming section.

June Grading Report 2022

Council is responding to the ongoing February and now May rain events. Council will respond to most roads over the next two months to keep roads safe. This will include each crew (North, East, West and Central) having a drainage item of plant with them to conduct drainage repairs and tidy up the running surface of the road. Council will see items of plant do enough on a road to keep it safe and move on to the next road. Council is beginning to return to normal grading routine maintenance and full DRFA works (where funded) on roads according to road maintenance funding constraints, in some districts.

At times Council resources are responding multiple times to the same defect due to the ongoing onslaught of wet weather.

- Grading Schedule

- o Eastern Grader –drainage crew will work with the grader which is currently grading Paddy's Flat Rd South and tributaries. This crew has conducted minor repairs Hootens Road bridge approaches on the boundary with Kyogle shire. This crew will go to Bruxner Rd, followed by Fairfield and Leslie Ck Rd.
- o Northern Grader –This grader is grading and conducting DRFA repairs on Paddy's Flat North and other tributary roads, followed by


01/07/21

30/06/22

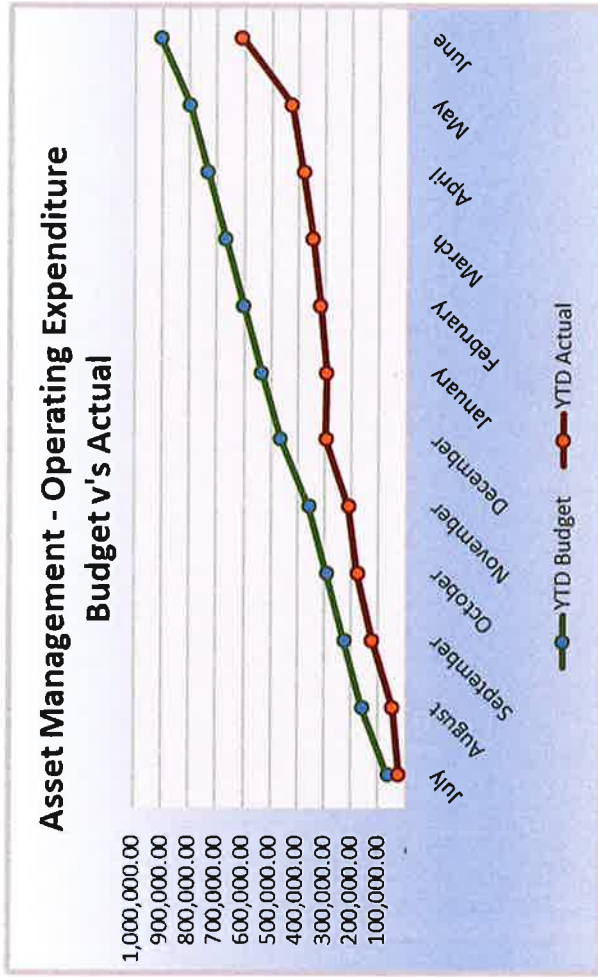


Beary Ck Rd. Contractors have repaired Wallaroo Range, Rivertree and Cullens Ck bridge approaches again.

- o Western Grader – This crew patrolled Geyers Rd, Sawyers Gully Rd, Mountain Ck Rd, New Mole Rd, Darthulla Road and the Loop Road. Currently grading Woodside Rd followed by (subject to staffing availability, currently stood down) Upper Mole Rd, Mole River Rd and New Mole Rd. Following this, the grader will commence flood damage repairs and full grading to Silent Grove Rd.
- o Central Grader – This grader has completed LRCI, low cost pavement preparation and sealing of Silent Grove Rd out to the Waste Transfer Station and Sherratt Rd. This grader has attended to all roads in the Torrington district and will return to the Central district, to attend to roads in the Central district – and commence Robinson’s Lane and Washpool low cost pavement preparation for LRCI seals to these roads.
- o Bridge Crew have replaced sections of concrete footpath in Rouse St between Martin to Molesworth; and Miles to Douglas Streets. In between rain events, this crew is replacing a bridge on Boorook Rd, awaiting dry weather. This crew have conducted repairs to the causeways on Rockdale Rd, to hold the causeways until Council can get a fisheries approved design to replace these structures.
- o Plains Stn Rd at Frasers Cutting continues to allow traffic access under lights.
- o After recent rains and winds, Council had to divert resources to remove trees from the roads.

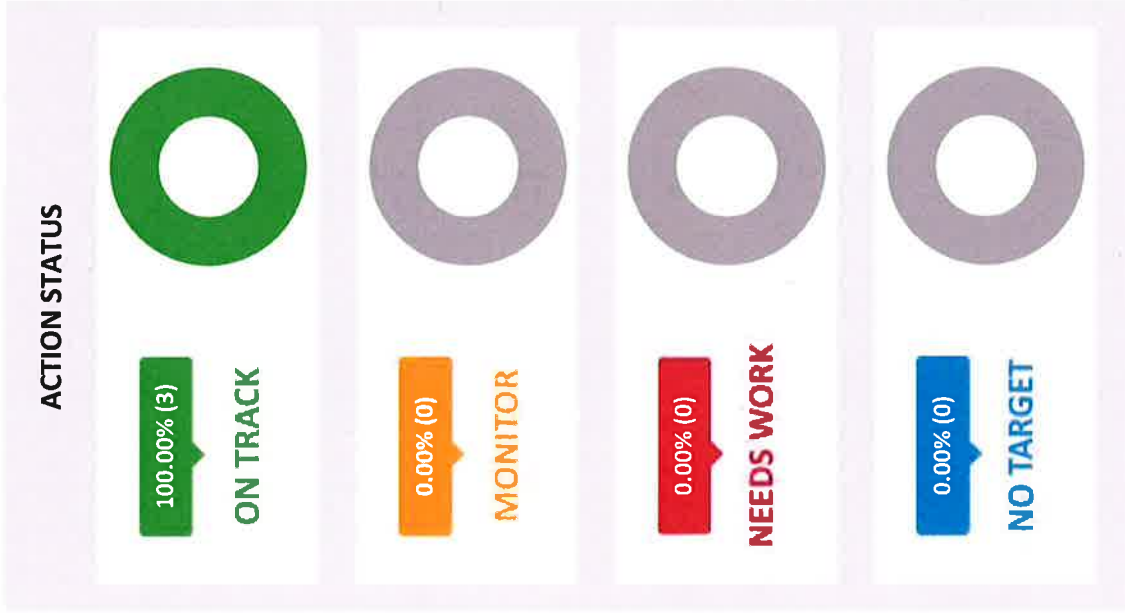
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.6.1 Review and update Council's Risk Register and intervention programs on an ongoing basis in accordance with inspection schedules.	David Counsell - Manager Asset & Program Planning	<p>Asset risks are being monitored the Risk Management system. Inspections are scheduled where resources allow to aid this process.</p> <p>June - Risk register has been updated with regard to assets. Inspection of assets continues, however this task has been significantly restricted due to the absence of a dedicated Asset Inspector for over a full year.</p>	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK

17. Asset Management and Resourcing



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Asset Management & Resourcing	989,417	620,832	62.75%
1. Operating Income	(3,000)	(1,657)	55.25%
2. Operating Expenditure	906,613	611,463	67.44%
4. Capital Expenditure	85,804	11,026	12.85%
6250501. Tenterfield Depot - Refurbishment Stage 1	25,804	9,780	37.90%
6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements	50,000	0	0.00%
6250506. Tenterfield Depot - Fuel Tank Replacement/Remediation	10,000	1,246	12.46%

18. COMMERCIAL WORKS



ACTION PERFORMANCE





Actions reported on	3
At least 80% of action target achieved	3
Between 50% and 80% of action target achieved	0
Less than 50% of action target achieved	0
Actions with no target set	0

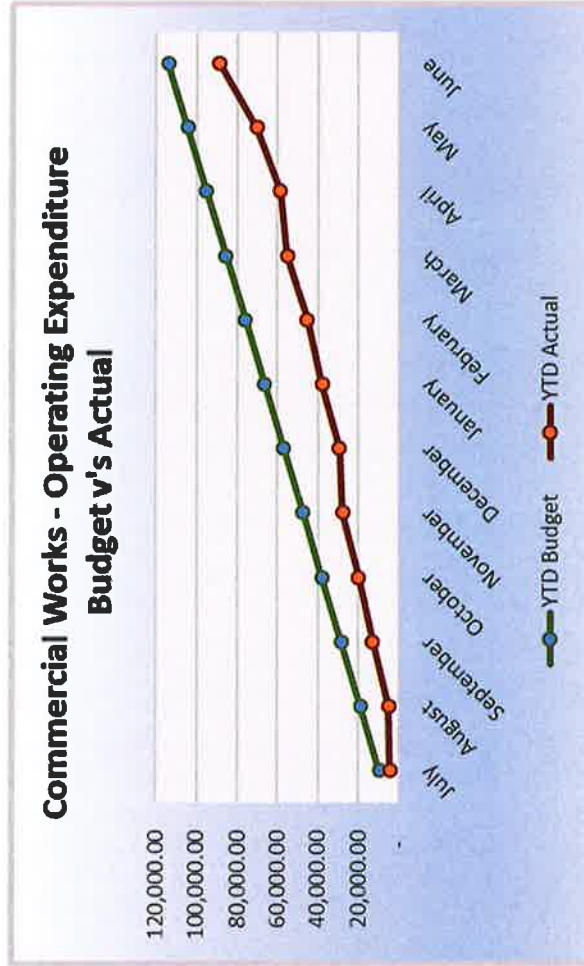
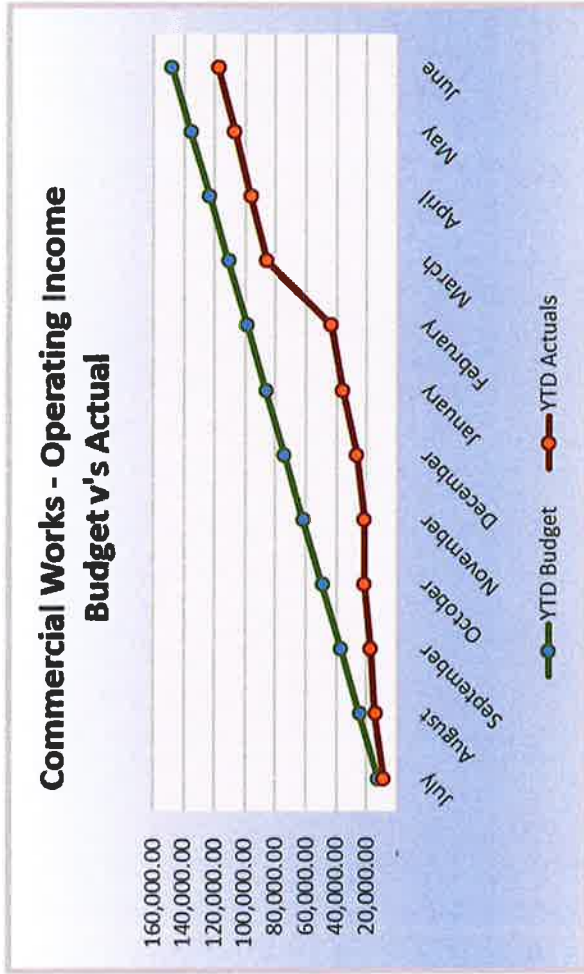
ACTION SUMMARY

Business Unit: Commercial Works

Service Profile: Commercial Works

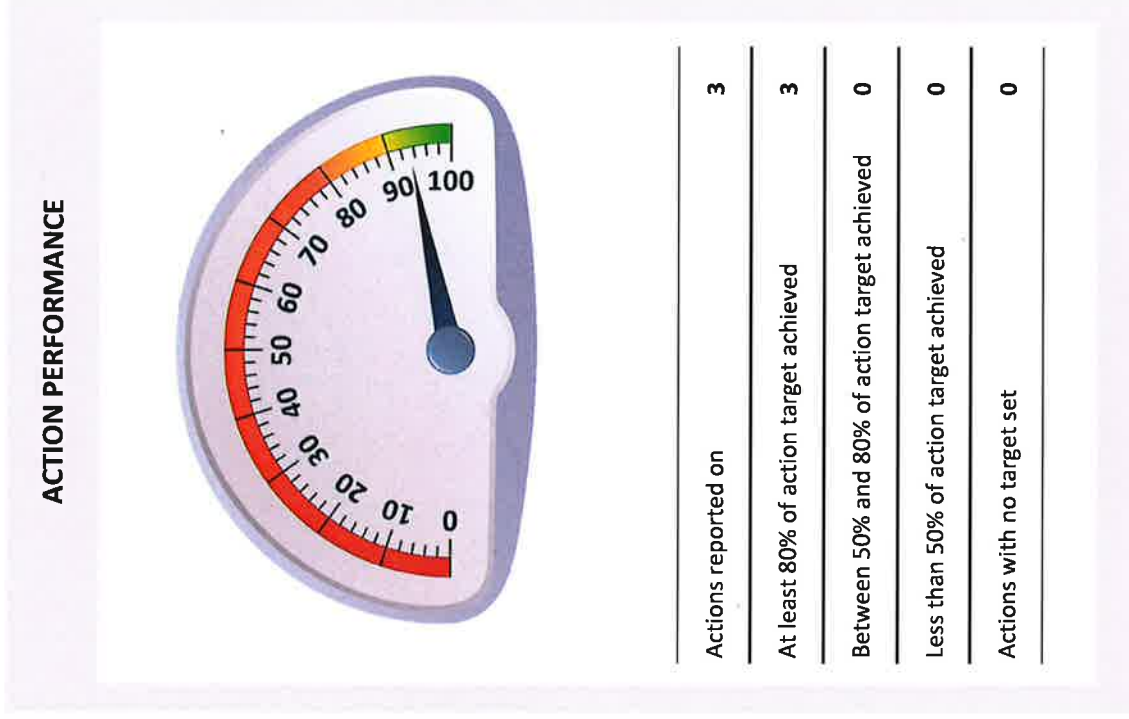
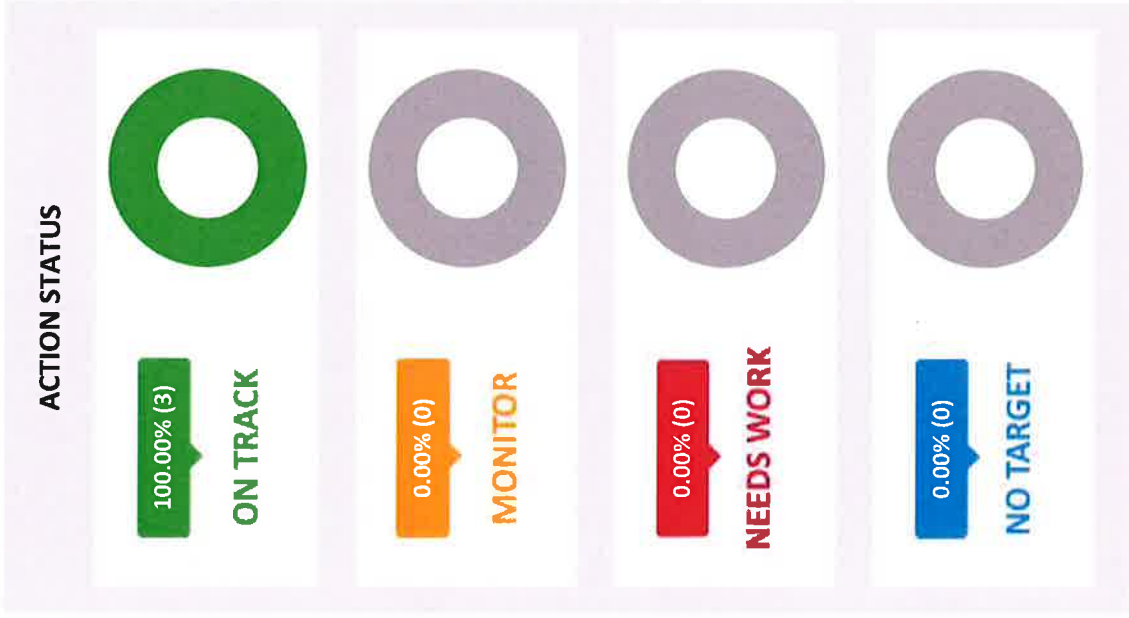
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.5.1 Commercial Works undertaken in accordance with demand.	James Paynter - Manager Works	Works are undertaken on demand, with scheduled work and operational priorities a consideration. June 2022 - Council continues to demonstrate commercial sustainability when completing Commercial works.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.3.5.2 Deliver business improvements, recognising emerging risks and opportunities.	David Counsell - Manager Asset & Program Planning	Delivery of commercial work is scheduled with the aim to gain efficiencies alongside operational and capital projects. June 2022 - Commercial works are undertaken only where priorities on other Council works allow. The significant damage to roads due to weather events has limited the ability to undertake commercial works. Staff limitations are also impacting the ability to provide external services with 25% of outdoor transport team positions currently vacant.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK
2.3.5.3 Manage the Commercial Work Service of Council in a financially responsible manner in line with budget allocations.	David Counsell - Manager Asset & Program Planning	Works are delivered within projected estimates and quotations. June 2022- The Works Manager arranges commercial works as resources permit given the priorities of Councils own works program.	Completed	24/11/21	30/06/22	100.00	100.00	 ON TRACK

18. Commercial Works



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Commercial Works	(34,071)	(29,295)	85.98%
1. Operating Income	(148,138)	(118,101)	79.72%
2. Operating Expenditure	114,067	88,806	77.85%




19. STORMWATER DRAINAGE



ACTION SUMMARY

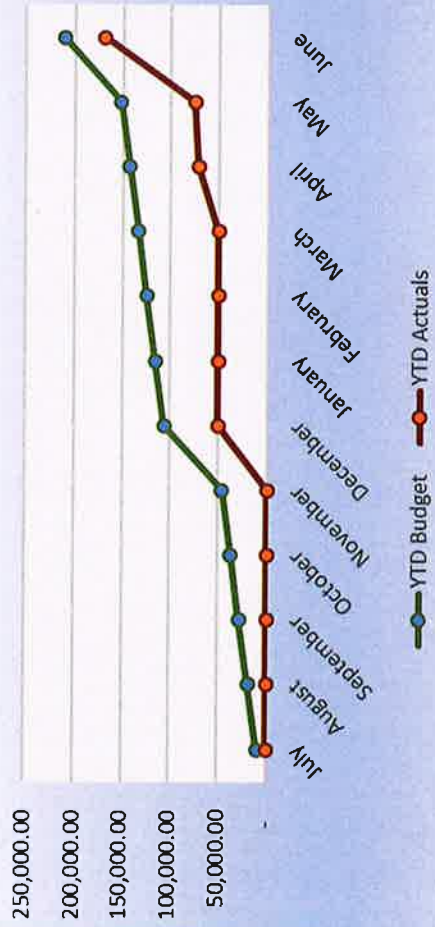
Business Unit: Stormwater Drainage

Service Profile: Stormwater Drainage

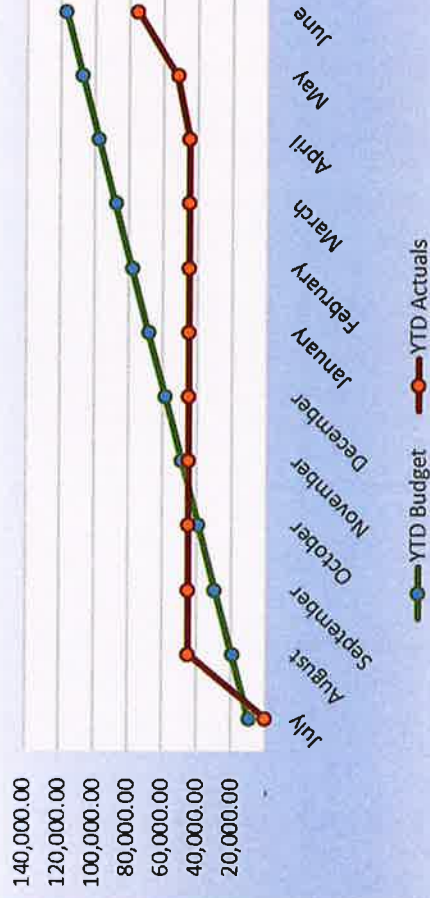
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.3.1.1 Implement the Stormwater Asset Management Plan.	David Counsell - Manager Asset & Program Planning	Further storm water asset renewals works are being arranged to upgrading drainage pits and pipe inlets. June 2022 - Improvements to some existing pits have been undertaken and further review of the Plan will be commenced during 22/23 where staff resources allow.	Completed	25/11/21	30/06/22	100.00	100.00	 ON TRACK
3.3.1.2 Deliver business improvements, recognising emerging risks and opportunities.	David Counsell - Manager Asset & Program Planning	Project delivery is scheduled to gain efficiencies where possible, considering site risks and to seek opportunities to improve the performance of the asset. June 2022 - Demand upon resources and significant weather events during the year have limited the ability to seek opportunities in some areas.	In Progress	25/11/21	30/06/22	90.00	100.00	 ON TRACK
3.3.1.3 Manage the Stormwater and Drainage of Council in a financially responsible manner in line with budget allocations.	David Counsell - Manager Asset & Program Planning	Asset replacement projects are in accordance with the adopted annual budget limitations. June 2022 - action has also been undertaken to inspect pipes for planning of future works.	In Progress	25/11/21	30/06/22	90.00	100.00	 ON TRACK

19. Stormwater and Drainage

Stormwater & Drainage - Operational Expenditure Budget v's Actual

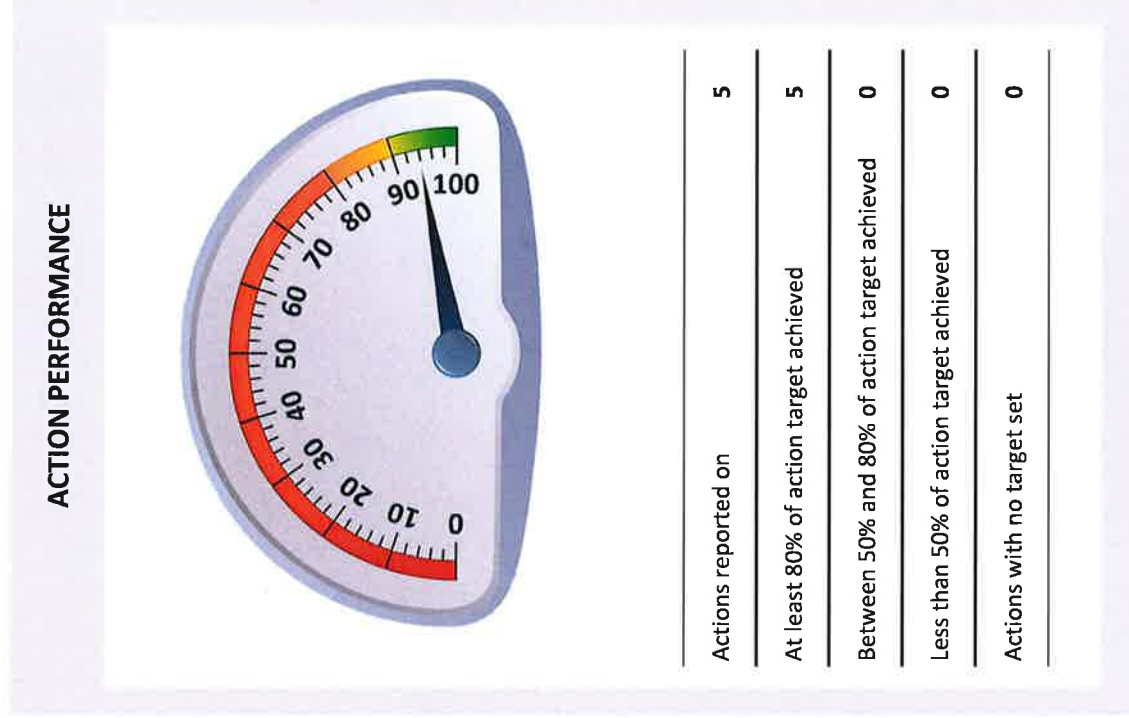
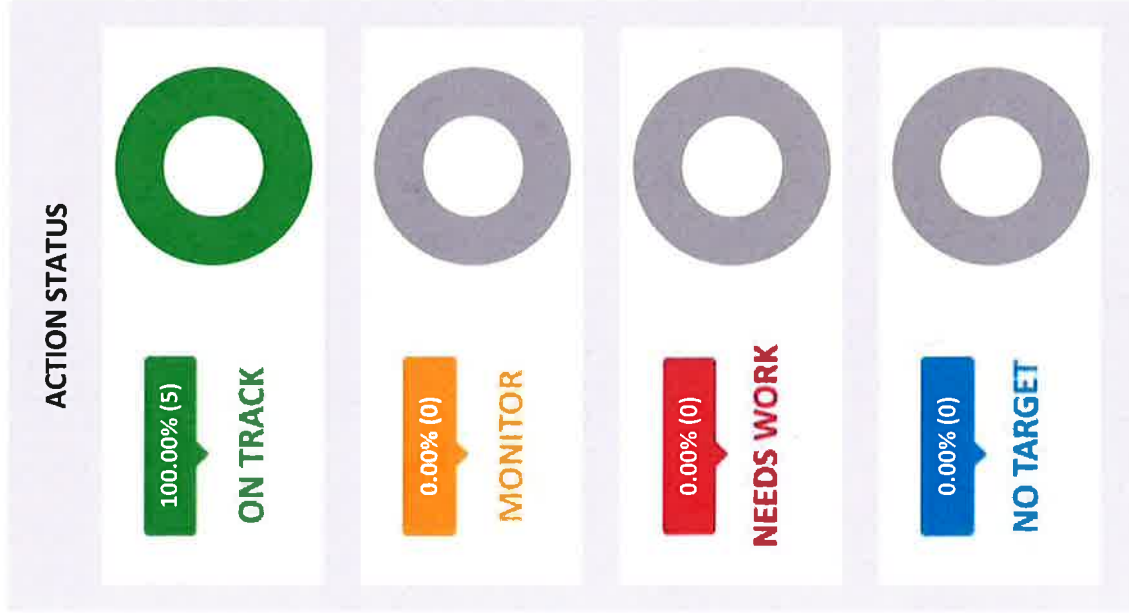


Stormwater & Drainage - Capital Expenditure Budget v's Actual



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Stormwater & Drainage	257,550	170,886	66.35%
1. Operating Income	(70,921)	(71,385)	100.65%
2. Operating Expenditure	211,271	168,904	79.95%
3. Capital Income	0	(2,154)	0.00%
4. Capital Expenditure	117,200	75,521	64.44%
8252502. Drainage Pits - Upgrade	50,000	12,903	25.81%
8252523. Urban Culverts Renewal	27,200	22,617	83.15%
8252526. Stormwater Pipe Renewal	40,000	40,000	100.00%


20. TRANSPORT NETWORK






ACTION SUMMARY


Business Unit: Transport Network

Service Profile: Transport Network

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.1 Implement the Road Network Management Plan and the Road Network Asset Management Plan.	David Counsell - Manager Asset & Program Planning	The Road Asset Management Plan and the Road Network Asset Management Plan have been adopted by Council in July 2021. July - The RAMP is the guide for maintenance works across the road network subject to resource availability. Based upon the adopted 2022/23 financial budget, the RAMP service levels are unlikely to be affordable and the RAMP be revised for Council's consideration early in the financial year.	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK

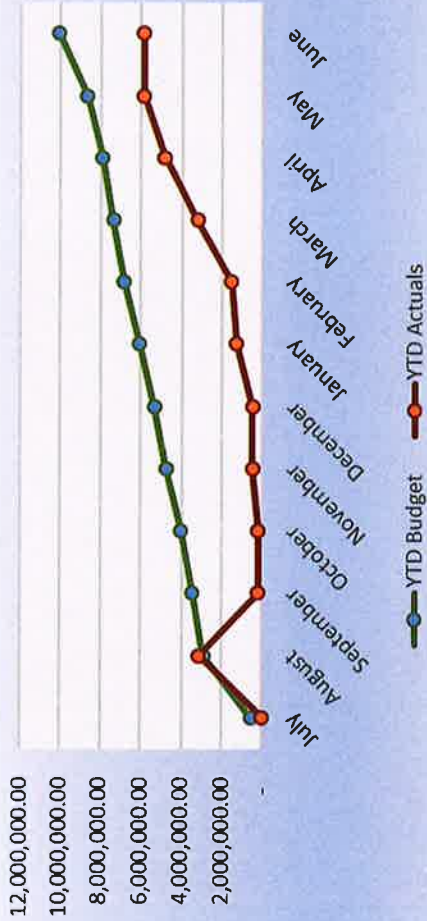
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.2 Deliver business improvements, recognising emerging risks and opportunities.	James Paynter - Manager Works	<p>Project delivery is scheduled to gain efficiencies. Projects are undertaken utilizing internal teams and external contractors to deliver projects within grant funding and internal funding restraints.</p> <p>June - Council resources are stretched due to ongoing weather events combined with human resource shortages. Council's mandate to not replace staff is having a devastating affect on Council's ability to deliver services. One of Council's grader crews will need to be stood down. Works effectively has six "orange shirt" staff positions on hold/ not filled - and two positions on secondment which are not backfilled internally or externally; and one position on six months leave, not backfilled - effectively cumulating to nine positions. This is almost a third of Council's works "orange shirt" workforce, during the wettest years in recent times. Of these listed vacant fulltime positions, four are working supervisory type positions. Some of the best money an organization can spend is on supervision.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.3.3 Manage the Transport Network Service of Council in a financially responsible manner in line with budget allocations.	David Counsell - Manager Asset & Program Planning	<p>Asset replacement projects are scoped in line with the adopted annual budget. Where external grant opportunities are available, successful grants are assisting with the asset renewal program.</p> <p>June - A number of grant funded projects have been completed or are underway that is assisting with Council's asset replacement program.</p>	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.1.7.1 Manage and deliver maintenance services for transport infrastructure.	David Counsell - Manager Asset & Program Planning	<p>Transport assets, which are mainly roads, are maintained in accordance with the adopted annual budget.</p> <p>June - The road network has been maintained within the annual budget, however the impacts of prolonged wet weather events has led to deterioration along large sections of the network. Claims for disaster relief funding are being compiled for submission to assist Council in the recovery of its essential public assets. Interim measures have been undertaken to address safety for road users until more permanent rehabilitation can be resourced and completed. Internal works staff resourcing levels are currently approximately at 70% of normal operating levels.</p>	Completed	01/07/21	30/06/22	100.00	100.00	 ON TRACK

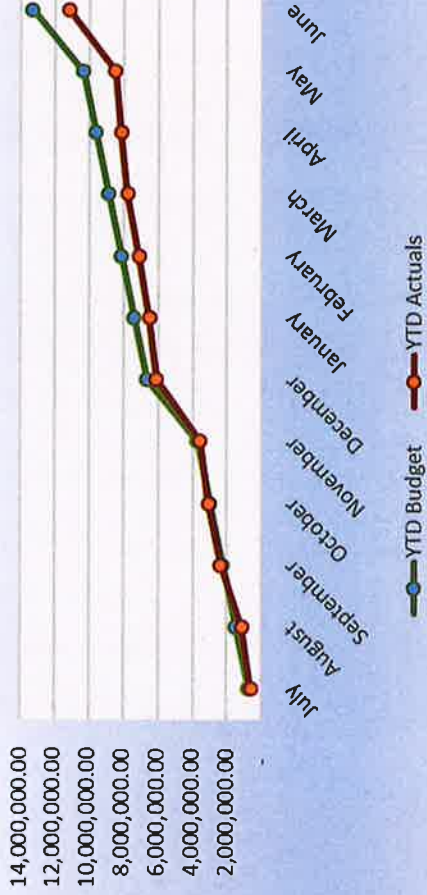
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.2.3.1 Manage and deliver construction services for transport infrastructure.	David Counsell - Manager Asset & Program Planning	<p>Capital projects are being delivered with additional works funded through grant funding for road upgrading and timber bridge replacements.</p> <p>June - A number of projects are underway on Mt Lindesay Road to upgrade the network and planned completion of the sealed surface along the entire route. Bridge replacements have been delayed during 21/22 due to rain events that flooded work sites and limited access for works teams.</p> <p>Roadworks have progressed on Sunnyside Platform Road, Kildare Road, Tooloom Road, Silent Grove Road and Amosfield Road.</p> <p>Bridgeworks have commenced on Kangaroo Creek on Paddys Flat Road North, Unnamed Creek on Paddys Flat Road South, Boorook Creek on Boorook Road, Washbrook Creek on Leeches Gully Road. With more favourable weather conditions expected over coming months, these projects are anticipated to be delivered at a faster pace than has been possible recently.</p>	In Progress	01/07/21	30/06/22	90.00	100.00	 ON TRACK

20. Transport Network

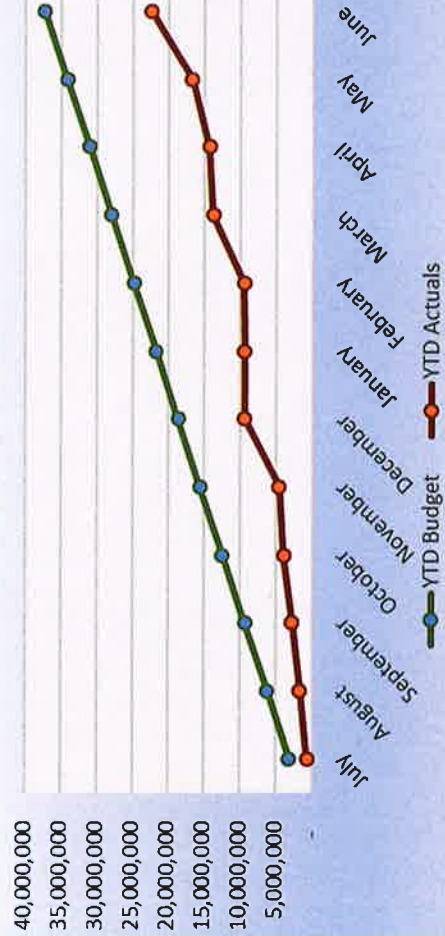
Transport Network - Operational Income
Budget v's Actual



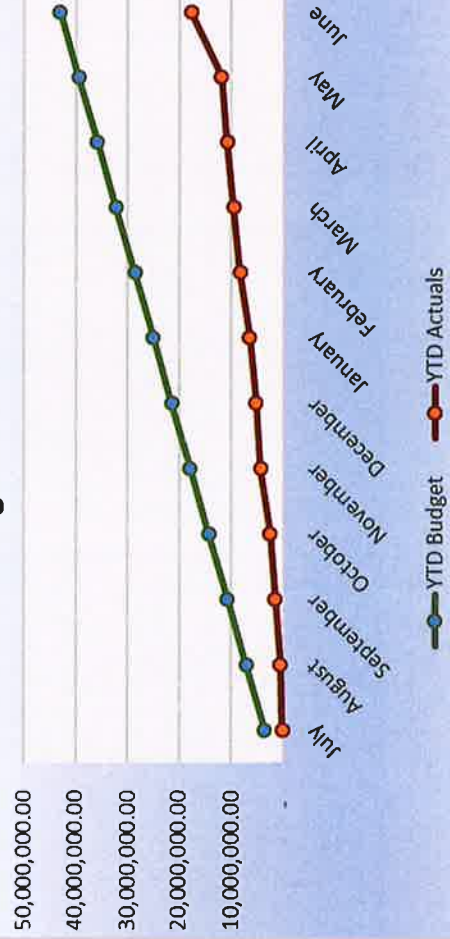
Transport Network - Operational Expenditure
Budget v's Actual



Transport Network - Capital Income
Budget v's Actual



Transport Network - Capital Expenditure
Budget v's Actual

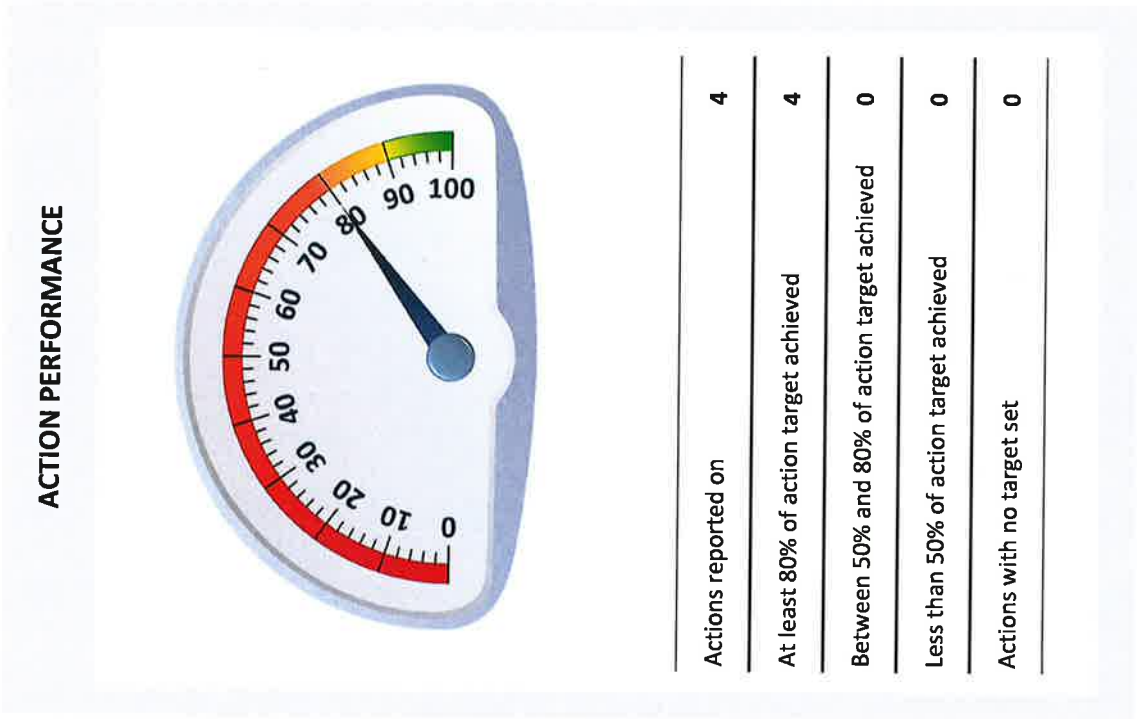


COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Transport Network	9,041,350	656,459	7.26%
1. Operating Income	(10,072,983)	(5,894,908)	58.52%
2. Operating Expenditure	13,327,599	11,190,467	83.96%
3. Capital Income	(37,240,721)	(22,422,544)	60.21%
4. Capital Expenditure	43,027,455	17,783,444	41.33%
4210500. Mt McKenzie Tower Construct Access Road (SRV)	70,000	0	0.00%
6215110. Regional & Local Roads Traffic Facilities	66,000	66,544	100.82%
6215510. Regional Roads Block Grant - Reseals Program.	556,388	524,080	94.19%
6215531. Special Grant Mt Lindesay Road (RMS/Fed)	14,124,630	8,815,117	62.41%
6215543. Repair Program 2021/22	565,572	584,771	103.39%
6215544. BLERF - 0737 - Improve Mt Lindesay Road	5,746,545	448,837	7.81%
6215550. Footpaths Capital Works	100,000	29,786	29.79%
6215552. Roads to Recovery 2019-24	1,044,335	1,080,681	103.48%
6215553. MR 462 Bruxner Way Curve Improvements (Segments 7010, 7020 & 7030)	25,981	25,982	100.00%
6215556. Regional Roads Block Grant - Rehabilitation	350,000	221,702	63.34%
6215561. Fixing Local Roads - Tooloom Road Heavy Vehicle Access	152,887	153,881	100.65%
6215562. Repair Program 2020/21	127,163	127,163	100.00%
6215563. Federal Stimulus Safety Project 2299 Mt Lindesay Rd	30,046	28,121	93.59%

COA		21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
6215564.	Mt Lindesay Rd & Boundary Rd Intersection Safety Signposting	8,773	20	0.22%
6215565.	Local Roads & Community Infrastructure Program - Round 2 Extension	806,294	806,414	100.01%
6215566.	Developer Contribution Road Works	16,157	14,984	92.74%
6215568.	FLR200241 - Kildare Road (Tenterfield Tourist Route 9)	3,359,155	692,830	20.63%
6215570.	DRFA AGRN960 EPAR Bruxner Way - Bridge 7325 Dumaresq River Overflow Channel	150,000	104,507	69.67%
6215572.	FLR300128 - Tooloom Road West Rehabilitation	2,999,566	29,542	0.98%
6215575.	ROSI - Sunnyside Platform Road Upgrade	1,905,120	153,045	8.03%
6215576.	BSBR000641 - Drake Village Revitalisation	2,900,300	0	0.00%
6220270.	Boonoo Boonoo Bridge, Mt Lindesay Road - Restart NSW Funding	541,603	541,603	100.00%
6220271.	Bridges Renewal Program - Deepwater River Bridge Renewal - Torrington Road	1,156,209	862,598	74.61%
6220272.	Bridges Renewal Program - Kangaroo Creek Bridge Replacement - Paddys Flat Road Nth	1,187,433	86,859	7.31%
6220273.	Contribution to Clarence River Bridge (Kyogle Shire)	377,550	377,550	100.00%
6220274.	Bridges Renewal Program - Unknown Creek Bridge (67203) Replacement, Paddy's Flat Rd Nth	728,899	6,485	0.89%
6220275.	Emu Creek Bridge Replacement - Hootons Road - Restart NSW Funding	149,063	149,063	100.00%
6220276.	Bridges Renewal Program - Unknown Creek Bridge (67161) Replacement, Paddy's Flat Rd Sth	619,639	86,684	13.99%
6220277.	Fixing Country Bridges - Grahams Creek Bridge Replacement, Grahams Creek Rd	654,589	9,682	1.48%
6220278.	Fixing Country Bridges - Washpool Creek Bridge Replacement, Leechs Gully Rd	369,258	62,391	16.90%
6220500.	Urban Streets - Reseal Program	122,000	101,883	83.51%

COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
6220501. Road Renewal - Gravel Roads	635,628	504,673	79.40%
6220503. Gravel Resheets	632,452	646,948	102.29%
6220506. Bridges / Causeways (SRV to 2023/24)	125,000	72,069	57.66%
6220507. Rural Roads - Reseal Program	266,146	264,536	99.40%
6220512. Rural Culverts & Pipes	100,000	83,652	83.65%
6220513. Concrete Bridges	60,223	564	0.94%
6240101. Gravel Pit Rehabilitation	10,445	0	0.00%
6240502. Main Street - Complete Final Stage	1,406	1,884	134.01%
6240509. SCCF4-0946 Extension to Urbenville Footpath	160,000	186	0.12%
6240510. Logan Street Footpath Replacement Grant	15,000	16,127	107.51%
6240511. Molesworth Street Footpath Replacement Grant	10,000	0	0.00%

21. PLANT, FLEET & EQUIPMENT



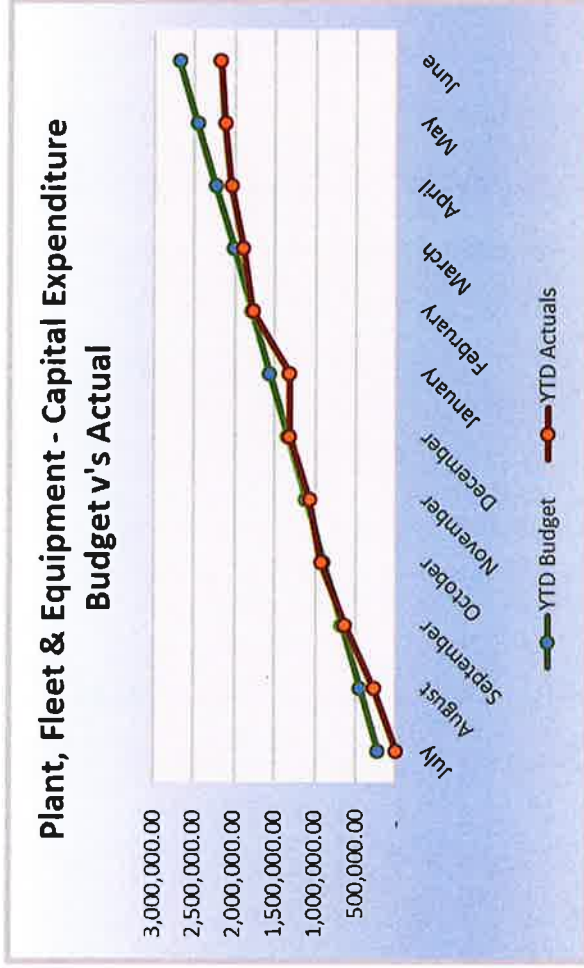
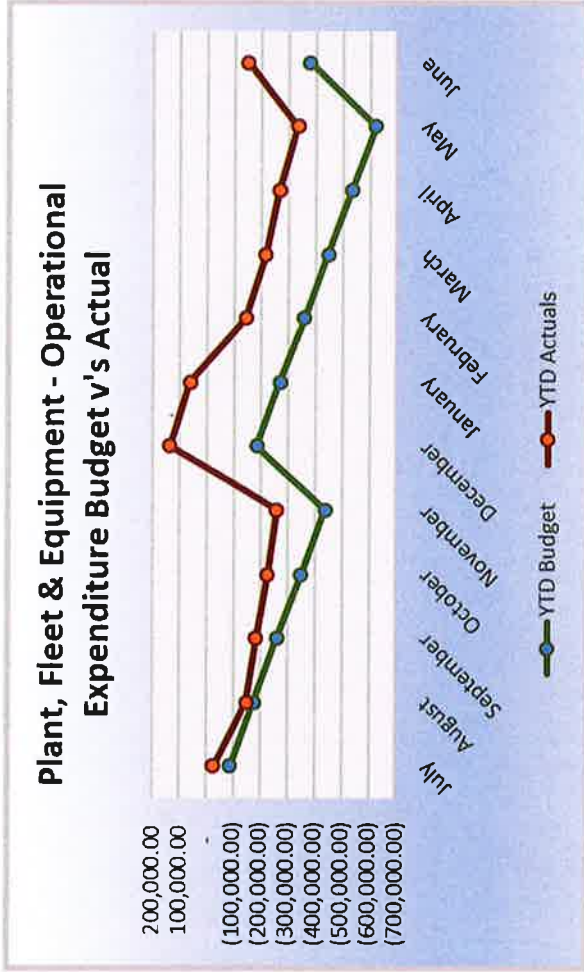
ACTION SUMMARY

Business Unit: Plant, Fleet & Equipment

Service Profile: Plant, Fleet & Equipment

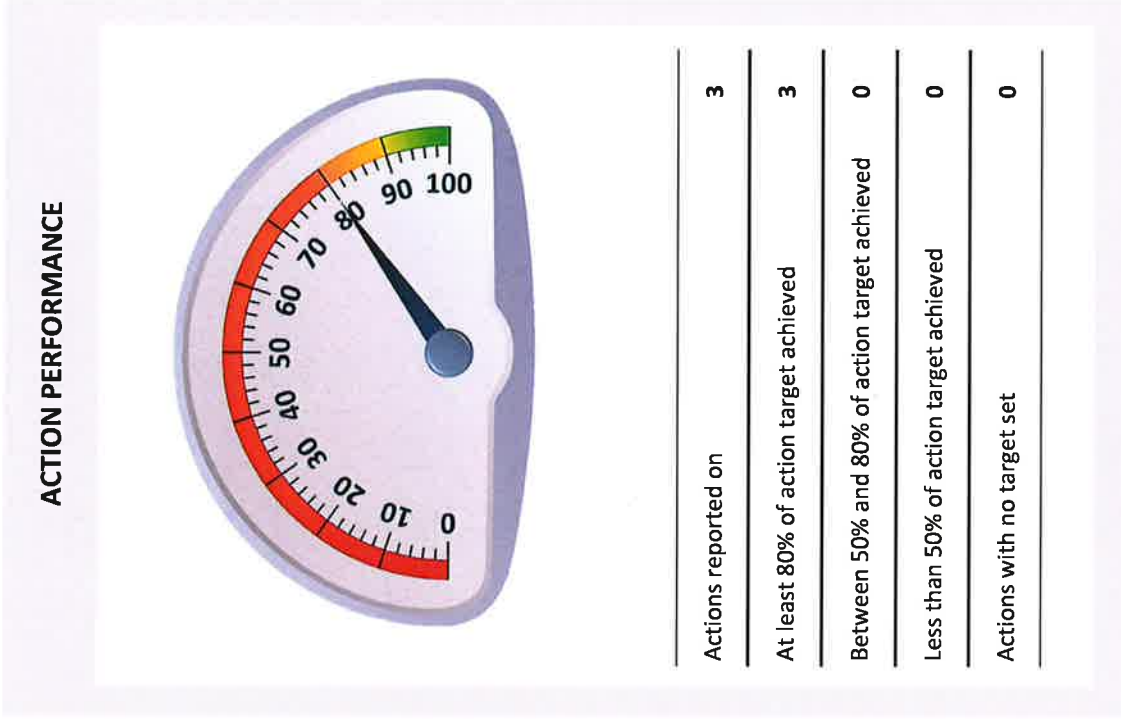
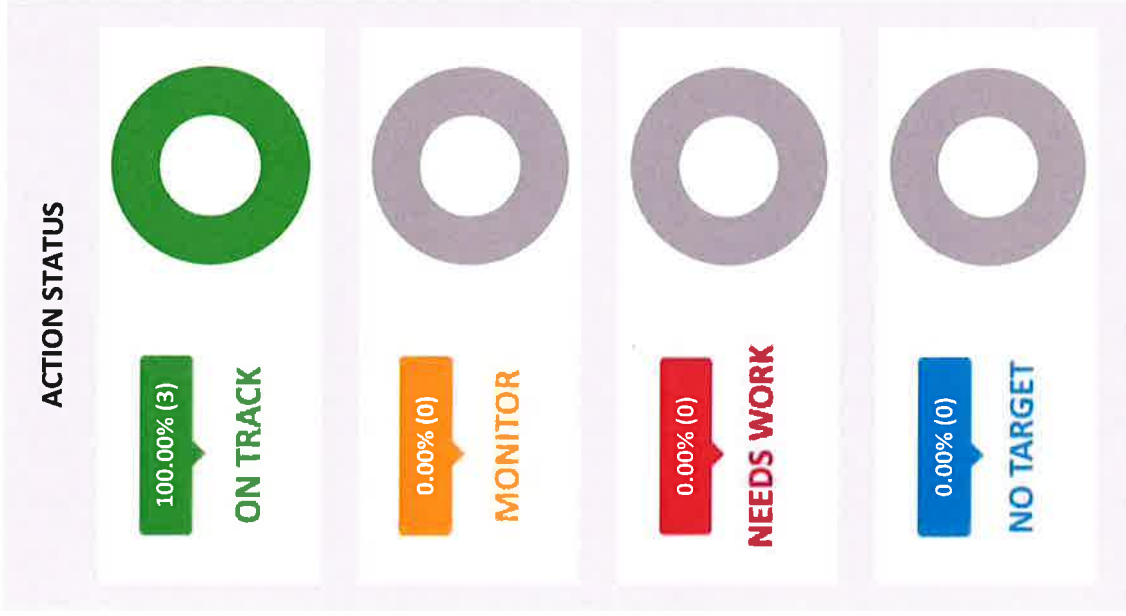
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.4 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.	Brad Foan - Manager Fleet	Review of Fleet Asset Management Plan is complete, including LTFP and hire rate review. However with the current financial restrictions on capital renewals most replacements will now not occur until well past their useful life. Operational costs are expected to rise sharply until overdue renewals are addressed.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.3.5 Develop and implement the Depot Master Plan.	Brad Foan - Manager Fleet	An emulsion storage tank is installed replacing the existing tank which has reached the end of its useful life. Fuel bowers have recently been repaired and a report will be prepared addressing the future viability of the fuel storage tanks.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.3.6 Deliver business improvements, recognising emerging risks and opportunities.	Brad Foan - Manager Fleet	The Fleet operational expenditure is 1.57% above forecast, a good result given the massive increases in parts and fuel costs over the course of the year. Utilisation remains down at 3.98% under target due reduced staff numbers, leave and poor weather.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.3.7 Manage the Plant, Fleet and Equipment Service of Council in a financially responsible manner in line with budget allocations.	Brad Foan - Manager Fleet	Approximately 75% of Fleet asset maintenance is conducted within a week of falling due; maintenance is falling behind industry best practice. 75% of general Fleet safety inspections completed with the 90-day target. This is impacted heavily by the workshop currently having one less plant mechanic.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

21. Plant, Fleet and Equipment



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Plant, Fleet & Equipment	(17,113)	93,551	-546.66%
1. Operating Income	(74,500)	(60,333)	80.98%
2. Operating Expenditure	(379,056)	(148,717)	39.23%
4. Capital Expenditure	2,684,406	2,183,316	81.33%
621050. Public Works Plant - Purchases	2,616,617	2,115,527	80.85%
6210502. Minor Plant Purchases	67,789	67,789	100.00%
8. WDB of Asset Disposals	(2,247,963)	(1,880,716)	83.66%


22. WASTE MANAGEMENT



ACTION SUMMARY

Business Unit: Waste Management

Service Profile: Waste Management

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.5.1 Delivery of the Waste Management Strategy.	Gillian Marchant - Manager Water & Waste	<p>Ongoing operations with delivery in-line with Waste Management strategy.</p> <p>June 2022 -Expansion of the future cell (cell 5) to aid in the fire restoration work, with EPA approval has been completed with thanks to works staff. Rock drainage and finalisation of moving leachate pipe have commenced which are required before installation of geotextile liner. Finalisation of storm water sediment basins have been completed. Leachate management plan, is completed and sent to EPA. Surface water management plan has been received in draft, under review. Further surveys have been undertaken which are required for masterplan update delayed due weather conditions, completed this month of April. Master plan entering final phase awaiting draft.</p> <p>Request by EPA for an investigation into pezio-wells commenced with initial checking of water levels and depths utilising a electrometer, further investigations have been awarded and were undertaken in June 2022, awaiting final report.</p> <p>Rainfall in April as for last month where higher than average at 124mm for this year the total rainfall for 4 months has been 838mm, this has lead to some seepage in the wall of the pit that where emergency repairs from fire damage. To repair the seepage, 1.5</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

ton of bentonite was deployed inside the pit to stem the seepage problem. Additional 1.5 ton of bentonite was deployed in May 2022.

2.1.5.2 Deliver business improvements, recognising emerging risks and opportunities.

Gillian Marchant -
Manager Water &
Waste

Ongoing assessments and improvements to the business program ensuring risks are undertaken as priorities.

In Progress

01/07/21

30/06/22

80.00

100.00



ON TRACK

June 2022 Opportunity to apply for green waste processing grant, with application completed and sent, unsuccessful notification received.

Risks have emerged for incorrect disposal of asbestos in recycling collections, advertising has commenced with correct disposal requirements. When contaminated recycling is then rejected and disposed of at asbestos prices costing Council and ratepayers. To try to reduce the contamination an advertising campaign was undertaken as well as staff have conducted audits and continue to audit recycling bins for contamination with over 55 initial contaminated bins identified, letters where sent to residents, subsequent inspections reduced the number of contaminated bins to 10. These continued offenders will be charged the audit will continue. A revision of recycling policy is in final version with research included from other Councils, the new policy is expected to be provided in August 2022.

An Audit of Recycling bins was conducted in May 2022 with various contamination found, loads where rejected, with residents notified.

Risk for transfer stations with flares disposed to Tenterfield, notably these need to adequately disposed of and Northern Inland regional Waste (NIRW) group is assisting as, generally an issue for coastal regions with water craft as safety regulations.

Green waste and food waste, joint report with Northern Rivers Regional Waste has commenced which will assist Council with new mandatory FOGO (Food Organics and Green Organics) legislation scheduled to commence in 2030.

Due to issues with the public utilising the transfer stations and lifting rubbish bins into the industrial bins, Council has purchased new hydraulic bin lifters to be deployed at Drake, Urbenville and Liston. These lifters will be operated by trained waste staff on request from patrons.

2.1.5.3 Manage Waste Services of Council in a financially responsible manner in line with budget allocations.

Gillian Marchant -
Manager Water &
Waste

June 2022 Opportunity to continue the application for funding from the bushfires in 2019 has continued from expressions of interest to phase 1 reports and currently in phase 2 application under the smarty grants system. The announcement occurred on Wednesday the 1st December, with Council to receive \$773,692 for improvements at Boonoo Boonoo and Torrington, deeds have been signed, works have commenced onsite for office deployment, truck shelter is now erected with sewer nearing completion and planning continues with quotations called, surveys completed awaiting drawings.

In Progress

01/07/21

30/06/22

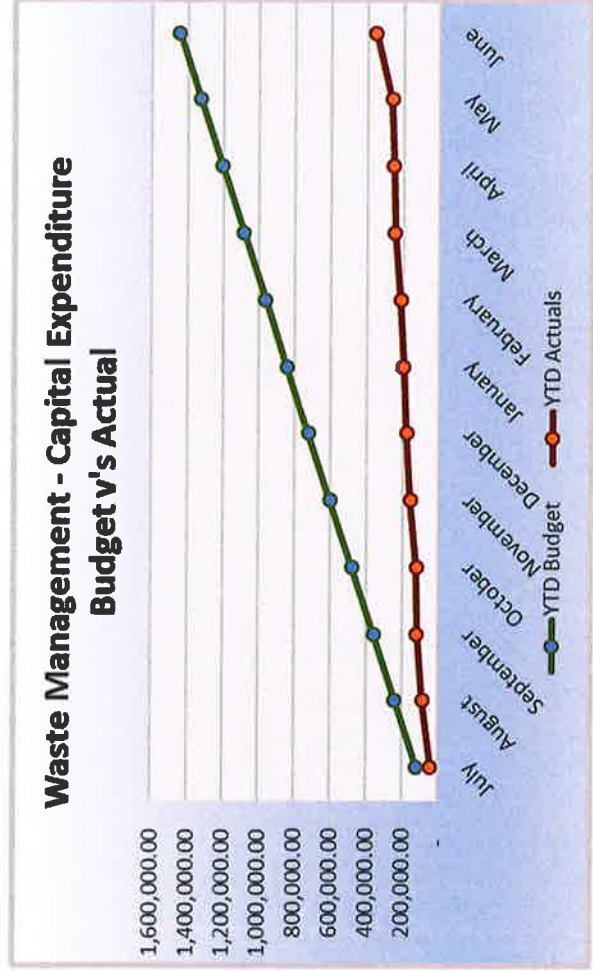
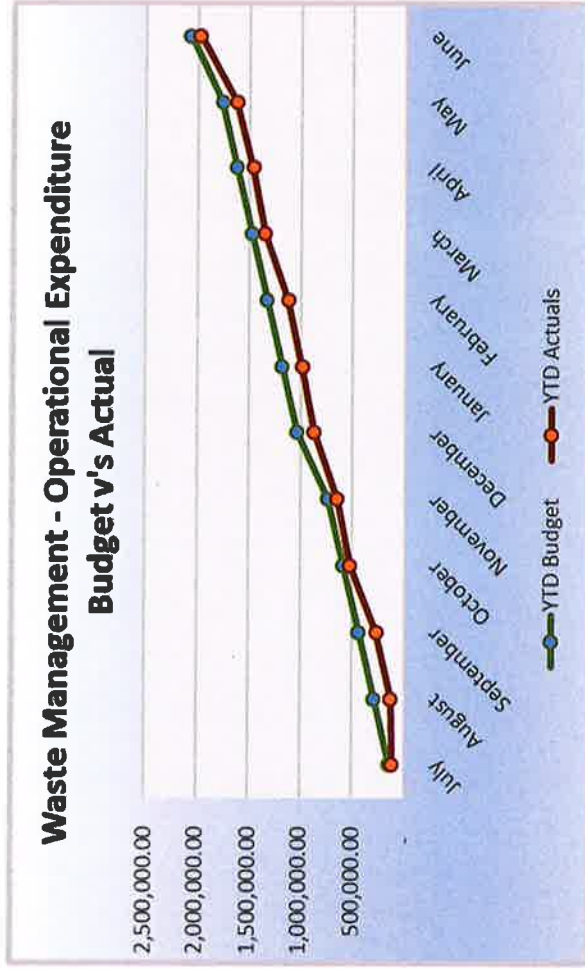
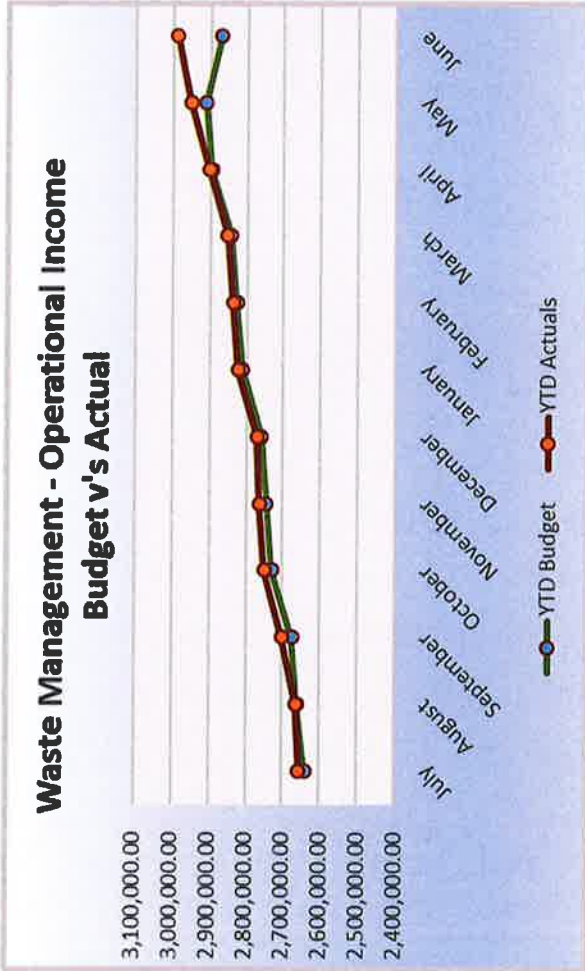
80.00

100.00



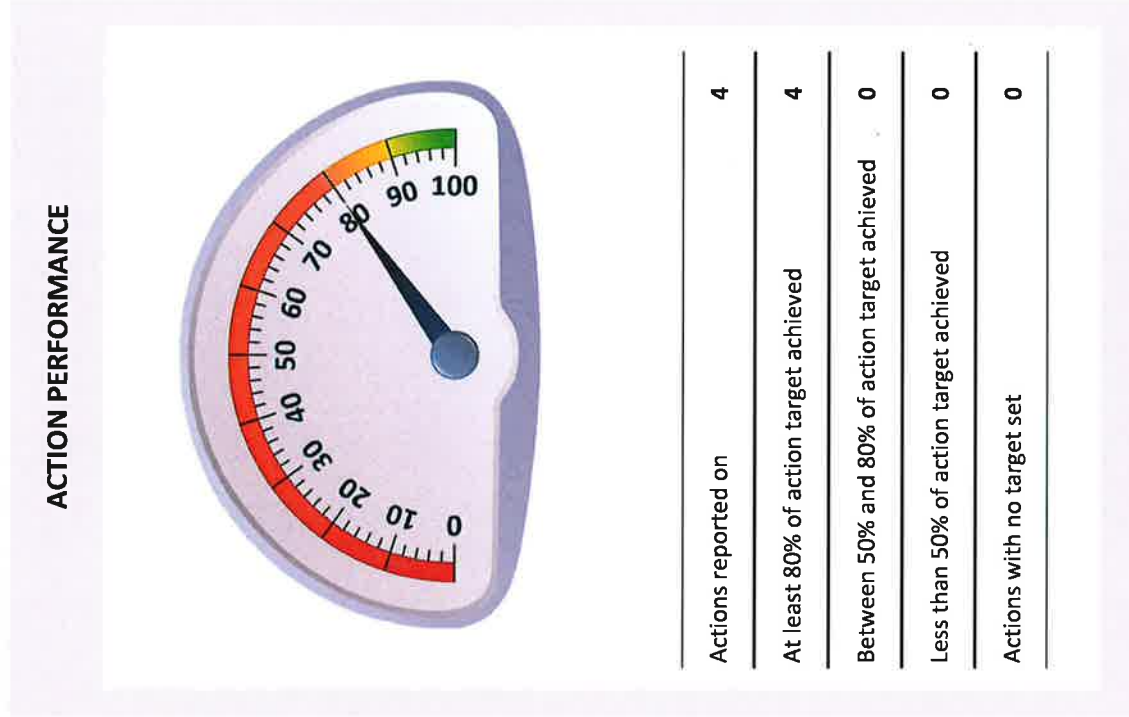
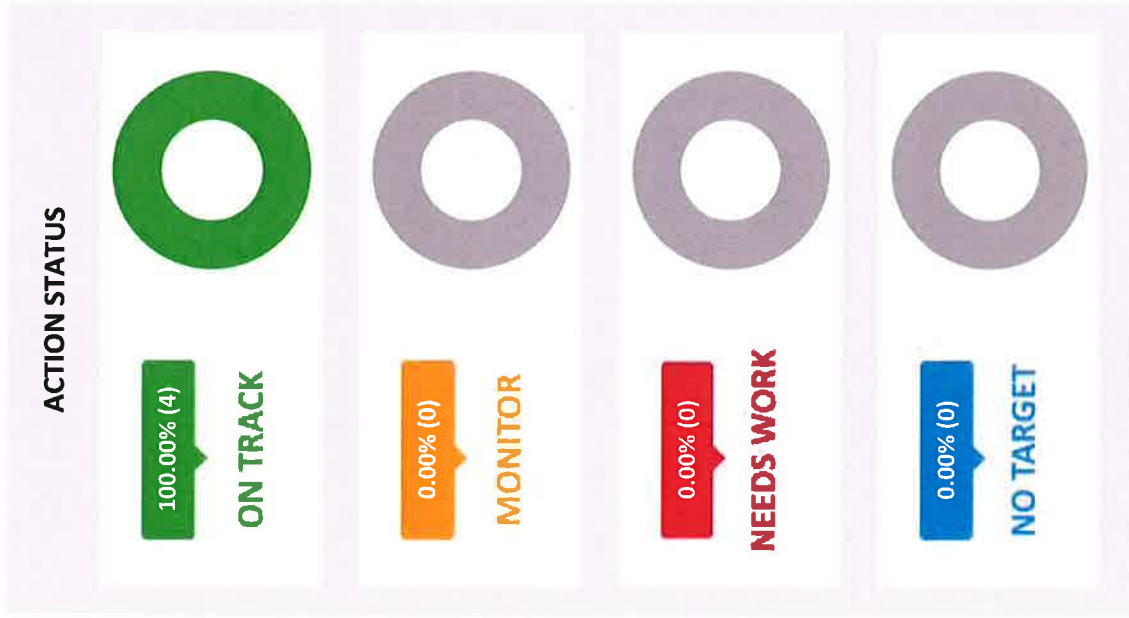
ON TRACK

22. Waste Management



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Waste Management	(135,003)	(727,657)	538.99%
1. Operating Income	(2,870,251)	(2,986,929)	104.07%
2. Operating Expenditure	2,067,434	1,982,264	95.88%
3. Capital Income	(781,012)	(80,756)	10.34%
4. Capital Expenditure	1,448,826	357,764	24.69%
7080500. 240L Wheelie Bins	10,000	31,437	314.37%
7080503. Industrial Bins	6,150	2,109	34.29%
7080554. Boonoo Boonoo - Landfill Cover	10,000	0	0.00%
7080555. Boonoo Boonoo - Cell Remediation Asset	50,000	0	0.00%
7080558. Tip shop - Drake, Liston & Tenterfield	46,500	46,454	99.90%
7080559. Green Waste Hungry Bin - School Trial	2,000	0	0.00%
7080560. EPA Bushfire Recovery Program for Council Landfills	773,692	4,500	0.58%
7080561. Boonoo Boonoo Landfill - Environmental Improvements	12,020	25,047	208.38%
7080563. Torrington - Landfill Closure & Transfer Station Construction	25,000	19,374	77.49%
7080564. Boonoo Boonoo - Develop Stage 5	200,000	130,248	65.12%
7080568. Boonoo Boonoo - WHS Facilities & Amenities Upgrade	91,006	83,983	92.28%
7080720. Mingoola - Open Transfer Station	70,000	0	0.00%
7080731. Torrington Landfill - Access Road	1,000	522	52.24%
7080732. Torrington Landfill - Convert to Transfer	30,000	12,512	41.71%
7080811. Tenterfield WTS Groundwater Bores	120,000	121	0.10%
7080821. Tenterfield WTS Bailer Bay Structure	1,458	1,458	100.00%


23. WATER SUPPLY



ACTION SUMMARY

Business Unit: Water Supply



Service Profile: Water Supply

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.1 Implementation of Water Service Strategic Plan in accordance with NSW Office of Water Guidelines.	Gillian Marchant - Manager Water & Waste	Ongoing operations with implementation in-line with Water Service Strategic plan as provided by NSW Office of Water Guidelines. June 2022 - The RMS works continued through December and February 2021 ensuring schedule and amenity of the town through re-instatement of garden beds which where redesigned to narrow the beds, as originals where too wide for the Parks and Gardens staff creating some safety traffic concerns. Due to the works undertaken on the New England Highway and the traffic load all works are required to be finalised by the end of day including restoring pavement works completed in March and finalised in July 2021, Guttering completed on planter boxes raising of valves required before RMS works completed in October with December re-seal completion of main road. Opportunity to continue the Urbenville flood study now completed February 2022, to undertake a risk assessment has gained OEH endorsement, the grant has been prepared awaiting submission. Tenterfield update of the flood risk study has also gained endorsement and has been shortlisted, grant has been applied for awaiting decision. NSW Dam Safety regulation changes have ensured a suite of additional works including undertaking and implementing the new Dam Safety Management System (DSMS),	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

completed in August 2021. Additional requirements to complete an Annual Dams Safety Standards Report for Tenterfield Creek Dam completed March 2022. RFQ completed and awarded in May to undertake compulsory risk assessment for the dam under NSW Dam Safety requirements.

A Grant has been submitted to aid in improvements to the dam, as a disabled fishing platform October 2020, grant successful and awarded, planning underway for delivery of the floating platform to be located inside the Dam compound at Otterburn park. Quotations for the fishing platform have been received and reviewed with award imminent for the end of January 2022. A walkway for the platform and fencing are under investigation, plans have been undertaken quotations for concrete paths received and provided to Fisheries for approval, awaiting decision. Adjustment of fencing will be required for installation of the new platform, quotes received, and contractor engaged June 2022. A new opportunity to further the masterplan development with application for grant.

Arrival of new weather stations occurred this month May 2022, deployment pending.

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.3.2.1 Implementation of the Water and Drought Management Plans.	Gillian Marchant - Manager Water & Waste	<p>June 2022 The Tenterfield Sustainable and Disaster Resilient Communities program will provide a water source, and minor reticulation activities, for the villages of Drake, Liston, Legume, and Torrington. The reticulation will predominantly service pumps for groundwater/river water holding tanks and standpipe delivery systems, including solar systems. The project will improve the community's resilience and ability to prepare and respond to future disasters. Council applied and was awarded \$960,000 to deliver the Villages bore program. The Village bore program for Liston, Legume, Drake and Torrington has progressed with deeds signed and RFQ released in December 2021 for hydrogeologist water search extended closing in March 2022 (awarded), initial meetings completed, data provided. RFQ for drilling completed and expected to be sent in July 2022.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
3.3.2.2 Deliver business improvements, recognising emerging risks and opportunities.	Gillian Marchant - Manager Water & Waste	<p>June 2022 A Grant has been submitted to aid in improvements to the dam, as a disabled fishing platform October 2020, grant successful and awarded, planning underway for delivery of the floating platform to be located inside the Dam compound at Otterburn park. Quotations for the fishing platform have been received and reviewed with award imminent for the end of January 2022. A walkway for the platform and fencing are under investigation, plans have been undertaken quotations for concrete paths received and provided to Fisheries for approval, awaiting decision. Adjustment of fencing will be required for installation of the new platform, quotes received, and contractor engaged June 2022. A new opportunity to further the masterplan development with application for grant.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Arrival of new weather stations occurred in May 2022, deployment pending.

Mobile booster platform installation at Urbenville WTP, and Compressor services including replacement of air dryer have been installed.

A grant for water treatment improvement, increased storage capacity and secondary supply at Urbenville has been awarded to Council through New Grid & Water Infrastructure NSW, deeds sent 29/04/2022 for signing and returned 1st milestone completed payment pending.

The Integrated water catchment management grant (IWCM) deeds have been signed February 2022, has progressed with secure yield studies awarded, with draft report received. Additional surveys required, including extended benthic survey of Urbenville, quotations received and awarded in May 2022.



ON TRACK

100.00

80.00

30/06/22

01/07/21

In Progress

June 2022 -Bore line project is continuing with second pad formed at Archery, well head and controller installed. Shirley Park

Gillian Marchant -
Manager Water &
Waste

3.3.2.3 Manage the Water Supply Service of Council in a financially responsible manner in line with budget allocations.

has been formed with new flood tower. East Street has new well head constructed with installation of pump and controller. The water and Sewer crew thanks the Works, Bridging crew for assisting with installation as well as Council's contractors MB industries and Mini Earthworx. Testing of the main controller at Museum/RFS is complete with electrical and electronic components working efficiently. Bore for the Rugby club has progressed with well head construction.

Metering for archery field is completed. Fencing the compounds for the bores and finalisation of the bore on the common with Shirley park connection to new line remain. Testing requirements by NWS Health are pending waste disposal requirements by EPA have been finalised, reports required to recommence program testing. Reports completed and testing program completed, reviewed by NSW Health, DPE Water and EPA, commenced program February 2022, 4 runs completed in April 2022. Flooding in Lismore have delayed sample transport, additionally bore sampling program is complete awaiting finalisation of analysis results. Reverse Osmosis unit was return to Osmoflow this month. Council thanks Osmoflow for their assistance during the drought.

Works have commenced for the New Water Filtration Plant on Scrub Road, the project was awarded to contractors LC Water. Final designs have progressed with most plans at 100%, DPE section 60 plans reviewed and meeting for responses to comments completed January 2022, section 60 granted. To ensure the timeframes for the project initial site establishment and preliminary groundwork has commenced. Councillors, Staff, Minister Melinda Pavey and Council's Major Peter Petty conducted a Sod-turning event to commemorate the commencement of the program in June 2021 for the New Water Treatment Plant. Preliminary earth works including rock breaking have been completed. Installation of the new power pole has also occurred in March 2022. Filling the site commenced in April and continued in May, with installation of geofabric. Pipework commenced in June, 2022 with preparation of sump areas for concreting for the new Water Filtration Plant.

NSW Dam Safety regulation changes have ensured a sweet of additional works including undertaking and implementing the new Dam Safety Management System (DSMS), completed in August 2021. Additional requirements to complete an Annual Dams Safety Standards Report for Tenterfield Creek Dam completed March 2022. RFQ completed and awarded in May to undertake compulsory risk assessment for the dam under NSW Dam Safety requirements.

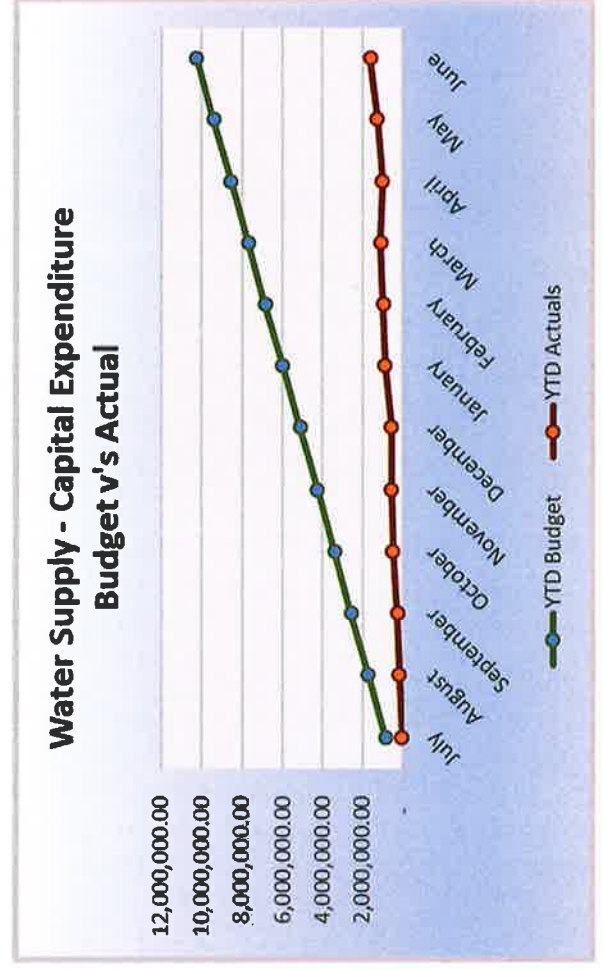
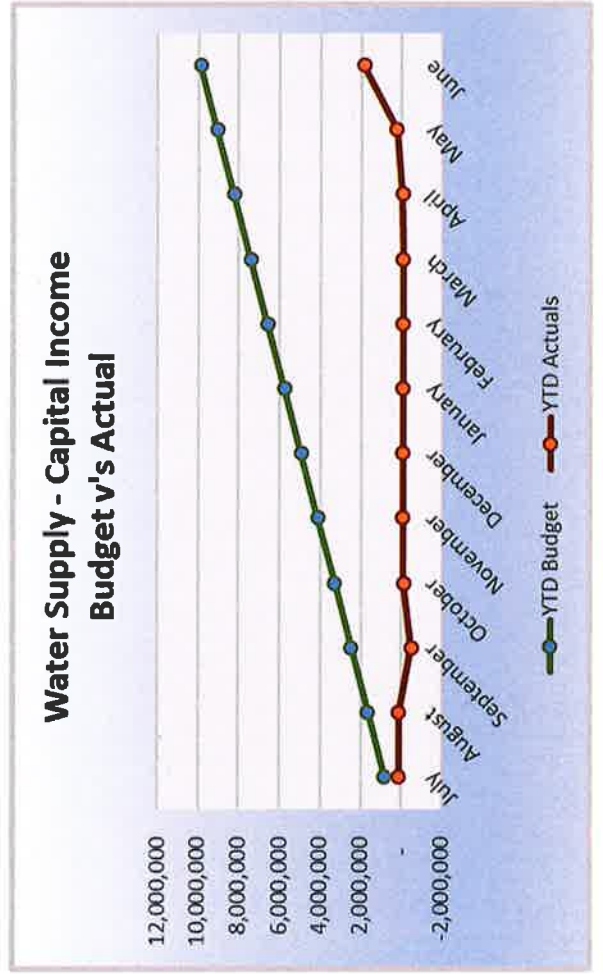
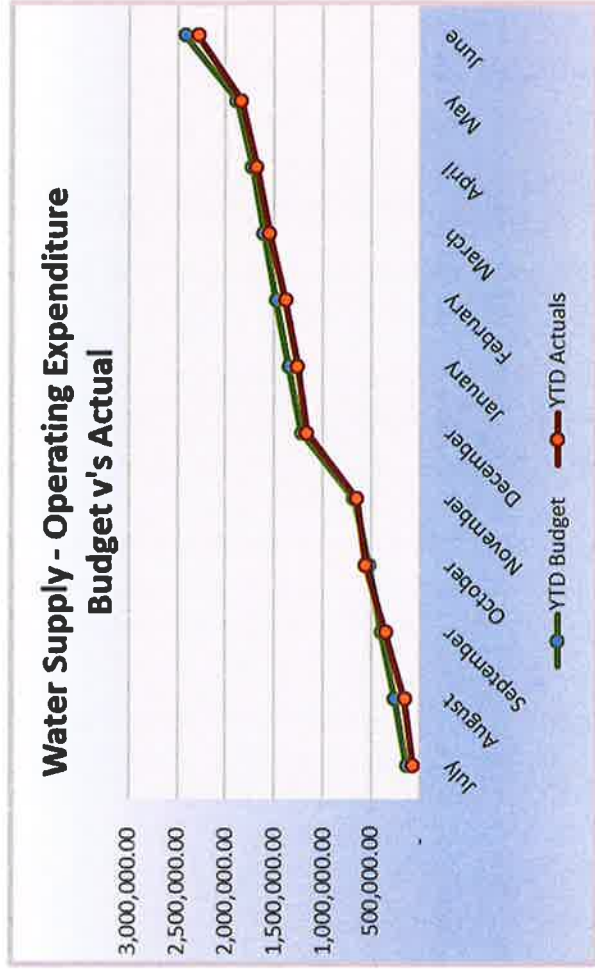
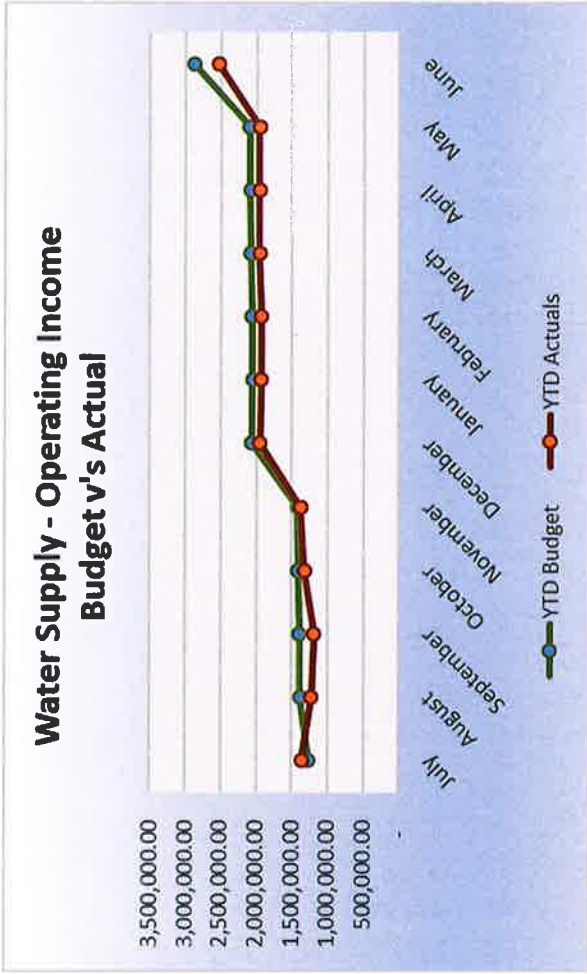
Tenterfield Dam Level is 100%-new data loggers place level at 100%; Urbenville Tooloom Creek Level is 100% receiving 33mm for the month of June.
Meter Reading completed in May/June
water meter readings commenced November/December.

- Tenterfield 0 major main; 7 new meter; 0 new service connections; 0 water limiters installed; 1 disconnection, 10 broken services repaired; 0 valve replacements and 0 hydrant replacements. Note Tenterfield WTP repairs including 20m poly pipe installed in April 2022, Fluoride tank maintenance and prominent service inspections May 2022. 1 section 67 private works jobs completed (major repair of Mt Lindsay main). Clive street main replacement progressing.
- Jennings 0 including meter; 0 meter replacements; Major main break (Southern Downs) left community without water Staff supplied water bottles to the community in response to the shortage, mains where flushed to clear debris from repair and return of water.
- Urbenville had 0 major main broken main repairs, mains flushing occurred in 5 location, 0 new meter, 0 meter

replacements, 0 water limiters installed and 1 broken service repaired 0 hydrant replacement from damage. Valve testing and hydrant cleaning and checking continues. Urbenville pressure testing for fire suppression system at hospital, Repairs to DAFF system in April 2022, repairs to service line at WTP and prominent service inspections May 2022.

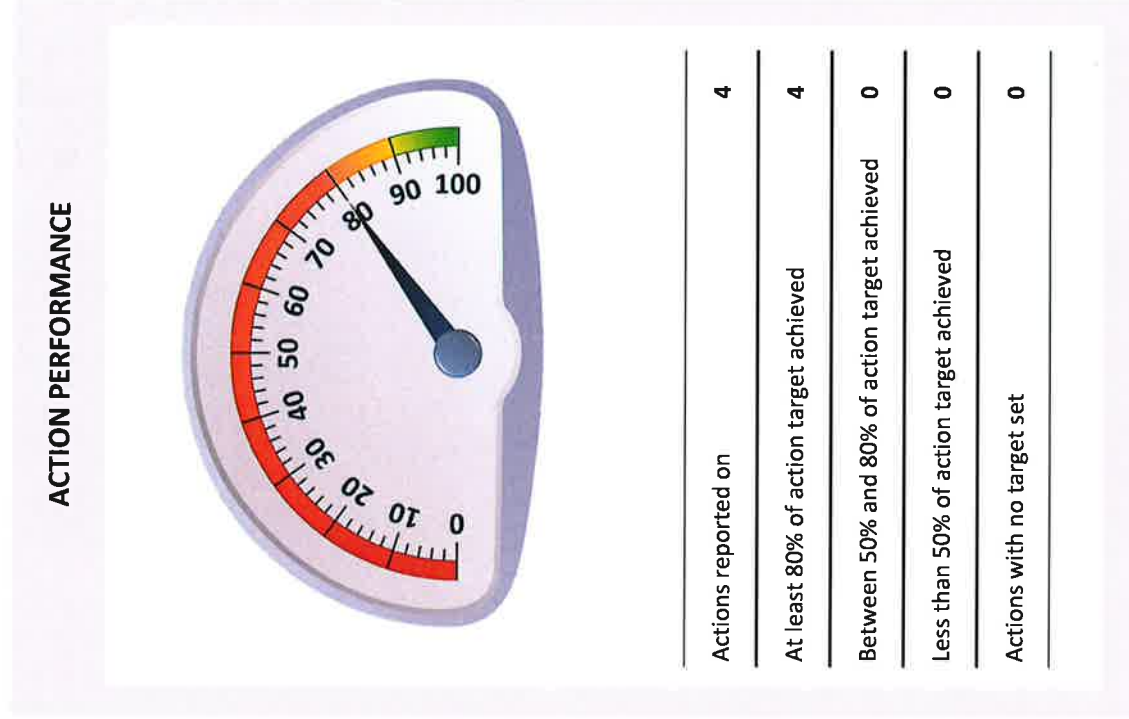
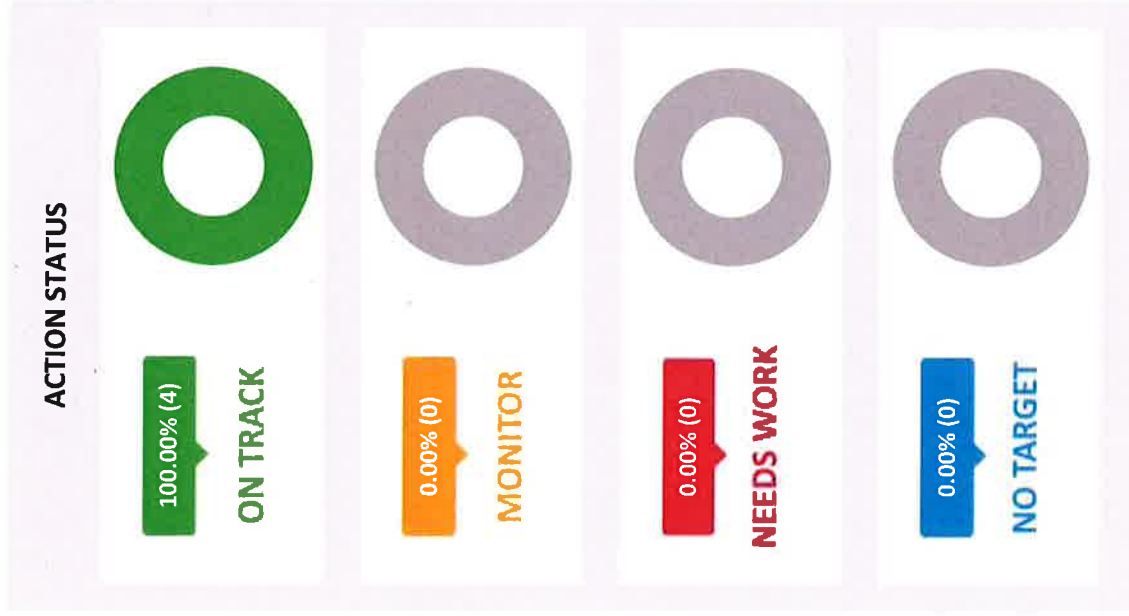
Tenterfield Dam capacity and consumption graphs are provided below (Graph 1); the new data logging probes to assist with raw water information are on-line and delivering a variety of information including a more precise depth measure, allowing dam percentage to be measured more accurately (Graph 2) issues with telemetry have stopped retrieval of information. Installation and testing periods are demonstrated by gaps in information (Graph 2); Tooloom Creek capacity and consumption graph is provided below (Graph 3). Water quality information is also available in monthly water health cards available at Water Health Cards | Tenterfield Shire Council (nsw.gov.au)

23. Water Supply



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Water Supply	(95,282)	(485,457)	509.50%
1. Operating Income	(2,879,897)	(2,540,499)	88.21%
2. Operating Expenditure	2,419,323	2,287,299	94.54%
3. Capital Income	(9,879,500)	(1,857,022)	18.80%
4. Capital Expenditure	10,244,792	1,624,765	15.86%
7484502. Tenterfield Valve Renewal	5,000	4,582	91.64%
7484505. Tenterfield Mains Replacement	276,000	257,456	93.28%
7484506. Tenterfield Meter Replacement	22,000	11,163	50.74%
7484522. Tenterfield Water Treatment Plant Construction	8,878,242	1,263,859	14.24%
7484532. Tenterfield Water Supply - Drought Augmentation	0	35,600	0.00%
7484533. Water Network Mapping Improvements	20,000	0	0.00%
7484534. Tenterfield Apex Park Bore Dispenser	10,000	2,229	22.29%
7484537. Tenterfield Reservoir - Outlet Works	20,000	0	0.00%
7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program	980,000	9,847	1.00%
7484811. Urbenville Water Treatment Plant Upgrade	20,000	13,479	67.40%
7484812. Scada Renewal	8,550	8,550	100.00%
7484950. Legume Catchment - Water Supply Options Study	5,000	18,000	360.00%


24. SEWERAGE SERVICES





ACTION SUMMARY

Business Unit: Sewerage Services

Service Profile: Sewerage Services

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.3.3.1 Maintenance and operation of sewerage network, in line with the Asset Management Strategy.	Gillian Marchant - Manager Water & Waste	<p>June 2022- Flooding occurred again this month and saw increases in water received at the Sewage Treatment Plant (STP), a smoke testing program has been reviewed and expected to commence in July 2022 to rectify illegal storm connections, information was included in the fortnightly our local news.</p> <p>Smoke testing Diagram 2022</p> <p>To ensure the best performance of the Tenterfield STP, Handos Contracting where engage to clean the pump stations and de-sludge the STP sludge lagoons and finishing ponds. These commenced in December and concluded in January. Storms in January provided the source for fault in the pontooned sludge lifter. The lifter exploded and caught fire, with thanks to the local Tenterfield Fire Service for their prompt. Urbenville de-sludging of finishing ponds commenced in February 2022, however due to flooding finalisation of cleaning could not occur and equipment was removed from site until conditions are dryer.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.3.3.2 Deliver business improvements, recognising emerging risks and opportunities.	Gillian Marchant - Manager Water & Waste	<p>June 2022 - Our customer base is the public, other Council departments and contractors. Tenterfield</p> <p>Sewer connections 0; Major pump station clearing 1; Blockages were reported and cleared at 4 locations; 0 broken main repair; with 3 mains visually checked with new CCTV. Large tree roots in Tenterfield and 0 major manhole repair, 0 broken main repairs and 0 section 67 private works jobs completed in this reporting period. Auger replacement on Step Screens at STP June 2022</p> <p>Urbenville</p> <p>Sewer connections 0; Major pump station clearing 1; Blockages were reported and cleared at 2 locations; 0 broken main repair; with 0 mains visually and 0 major manhole repair, 0 broken main repairs and 0 effluent line repair. Major pump station refurbishment June 2022 and lid replacement May 2022 (PS1) in Urbenville and 0 section 67 private works jobs completed, in this reporting period.</p> <p>Average time for response to sewer chokes remained at 20 minutes while the median response time is at 30 minutes.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	
3.3.3.3 Manage the Sewerage Services of Council in a financially responsible manner in line with budget allocations.	Gillian Marchant - Manager Water & Waste	<p>June 2022- Manhole refurbishment quotations received and under review. RFQ under development, additional manhole assessment has commenced with council's contractor FITT undertaking a review of 400 inspections. Manhole inspections completed, with some high risk replacement manholes identified, these will be added to the RFQ. Molesworth/Miles Street pumping station review and design amendment under development.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	

RFQ for manhole refurbishment released assessed and reviewed for budgetary constraints; re-released finalisation occurred in June with Council Contractors Fitt commenced works in July 2021 with completion in August 2021. Example of manhole re-lining report provided below

Manhole asset inspections and assessment for 300 manholes has been awarded with work commencing in completed in October 2021.


Planning has commenced to extend the sewer system to the new water filtration plant council will engage designers to develop plans. New main to the water filtration plant has commenced with surveyors engaged and completed long section plans for detailed designs to occur. An onsite meeting occurred in March design completion in approximately 8 weeks.

RFQ for sewer mains relining has been released in July, Tender submissions received August, assessment and awarded in September 2021. Works commenced in November and continued to December delayed by COVID restrictions, now completed, project book and EPA reports have been finalised and sent May 2022.

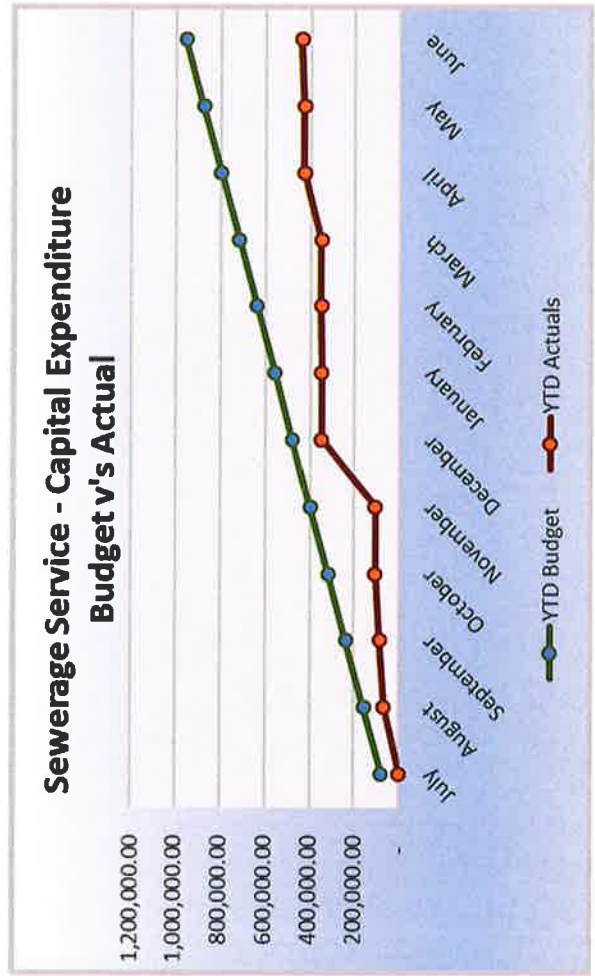
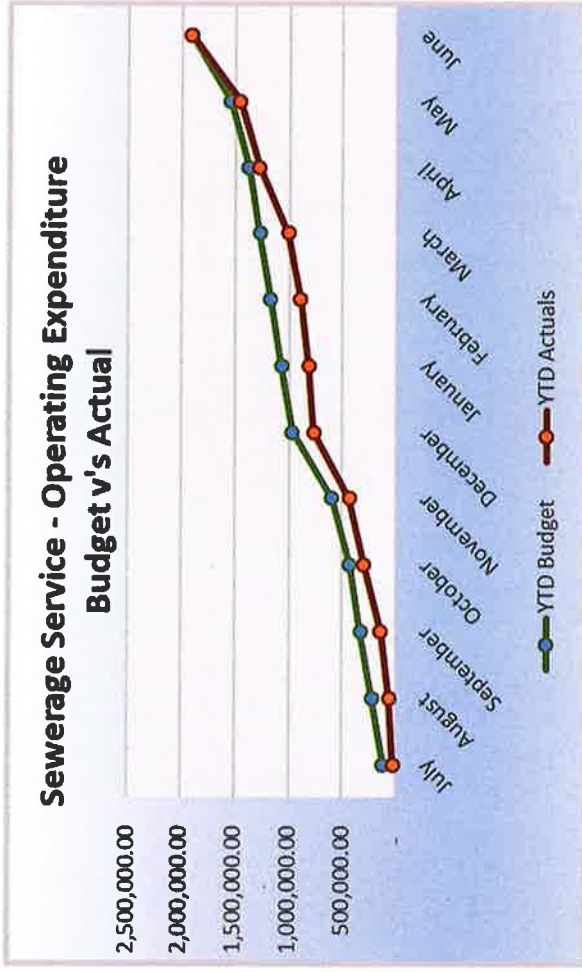
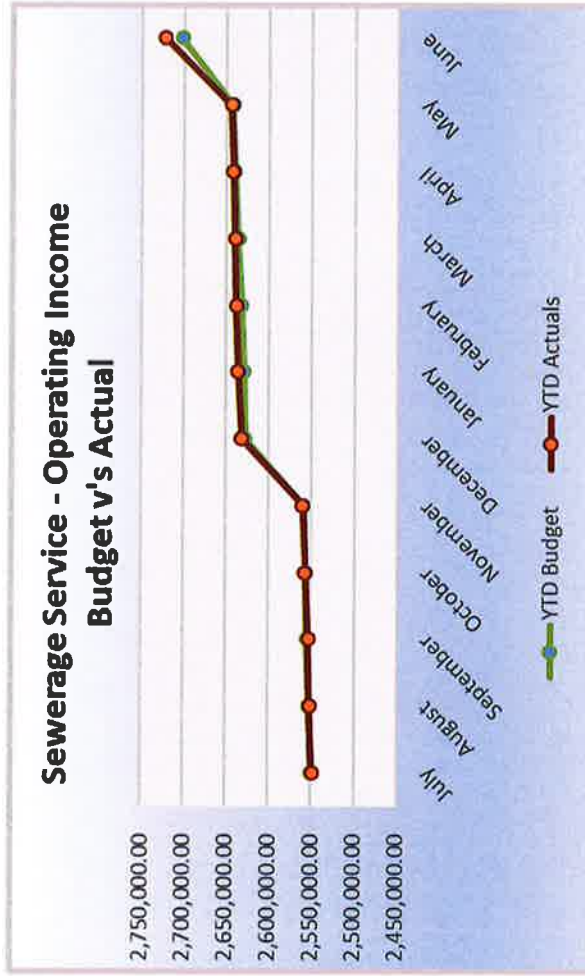
Reporting for Sewerage Treatment Plant (STP) licences are now completed and forwarded to EPA.

Additional performance reporting, and infrastructure reporting are also completed.

Urbenville major Pump Station replacement June 2022.

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.6.3 Council sewerage network upgrades and maintenance conducted in accordance with demand and affordability constraints.	Gillian Marchant - Manager Water & Waste	<p>June 2022 - Due to increasing demands for infrastructure renewals and replacements utilising poly pipe a new butt-welding larger unit is expected to be purchased quotations have been requested and awarded with purchase order raised, delivered and in use June 2022.</p> <p>Arrival of new weather stations occurred this month May 2022, deployment pending.</p> <p>Verification mapping for Councils Water and Sewer assets is expected to commence in July with contractors utilising GPS equipment for locations in Tenterfield then Urbenville.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

24. Sewerage Service



COA	21/22 Review 3 Budget	21/22 YTD Actuals June	21/22 Percentage Spent
Sewerage Service	147,089	(398,144)	-270.68%
1. Operating Income	(2,701,982)	(2,722,277)	100.75%
2. Operating Expenditure	1,903,644	1,909,876	100.33%
3. Capital Income	(10,000)	(25,122)	251.22%
4. Capital Expenditure	955,427	439,379	45.99%
7872502. Tenterfield Mains Relining (1km Year)	291,000	140,733	48.36%
7872503. Tenterfield Mains Augmentation	67,900	0	0.00%
7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)	158,500	91,398	57.66%
7872515. Tenterfield Upgrade Road to Tertiary Ponds	5,000	0	0.00%
7872517. Tenterfield Scada System Upgrade	31,600	9,748	30.85%
7872519. Tenterfield Network Renewal	189,100	120,249	63.59%
7872529. Sewer System Mapping Improvements	20,000	0	0.00%
7872531. Brine Disposal Infrastructure	49,354	49,754	100.81%
7872800. Urbenville Dehydrator	10,000	0	0.00%
7872801. Removal Sludge from Tertiary Ponds/Renewal of Capacity	10,600	0	0.00%
7872804. Urbenville Telemetry Upgrade	15,000	0	0.00%
7872807. Urbenville Telemetry From PS to STP	10,000	0	0.00%
7872810. Surface Aerator/Mixer sized for Urbenville	6,280	6,280	100.00%
7872813. Urbenville Sewer Pump Station Emergency Works - Replacement	91,093	21,217	23.29%