

# Monthly Operational Report

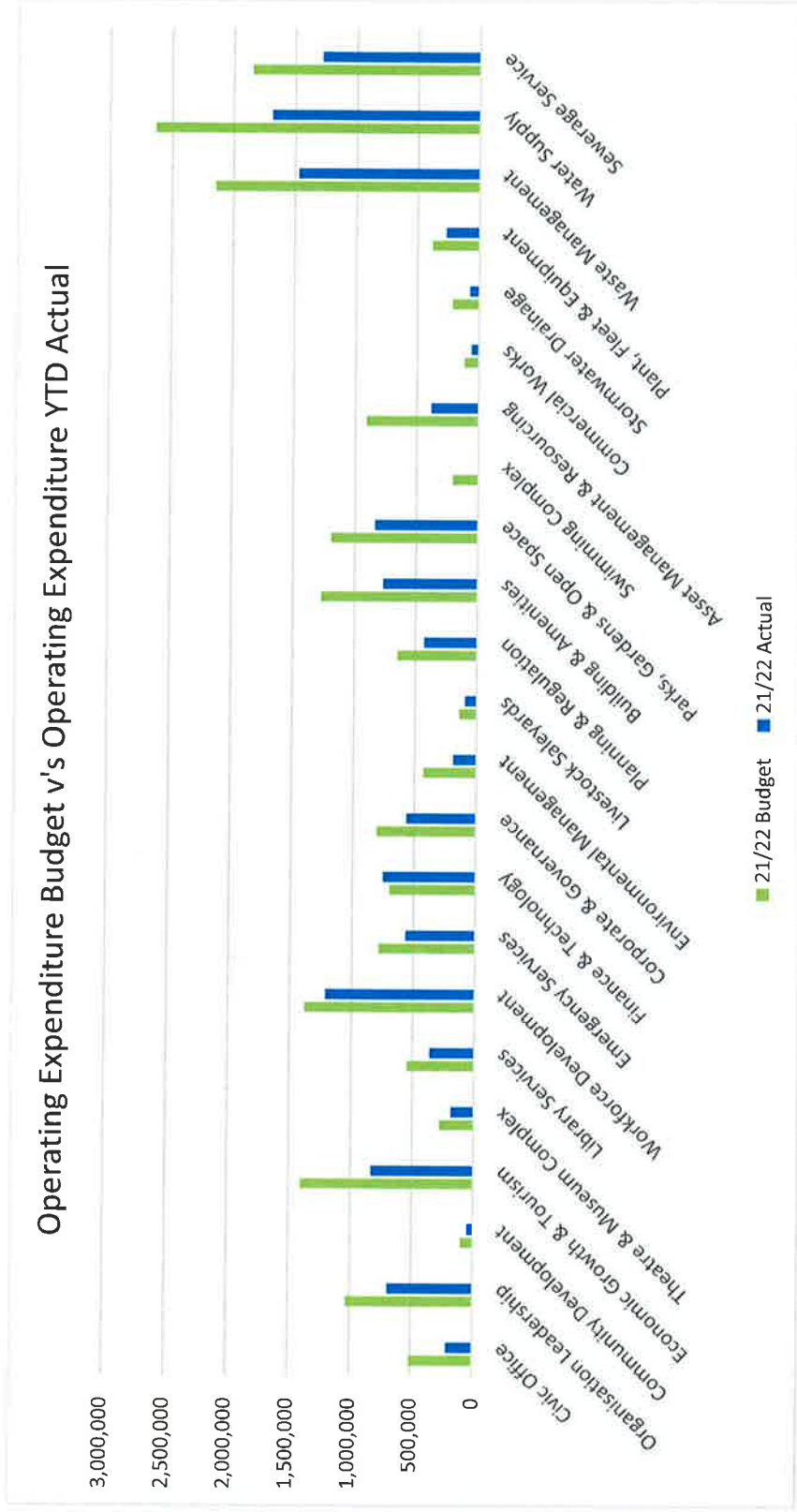
Tenterfield Shire Council April 2022

Council Meeting 25 May 2022

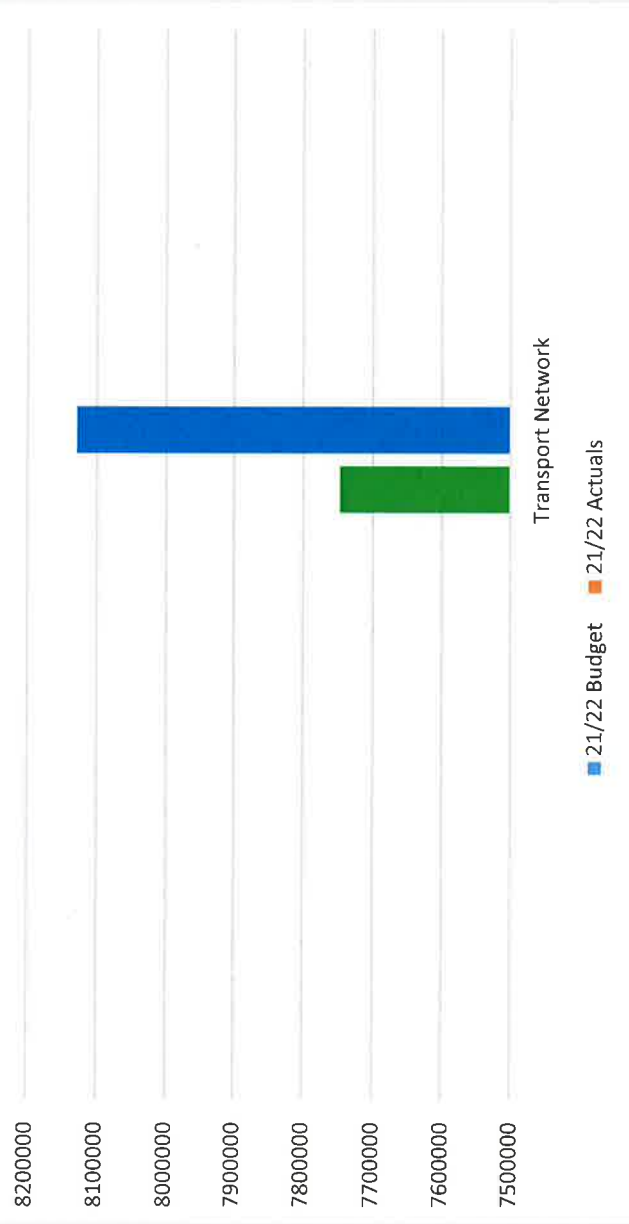


**TENTERFIELD**

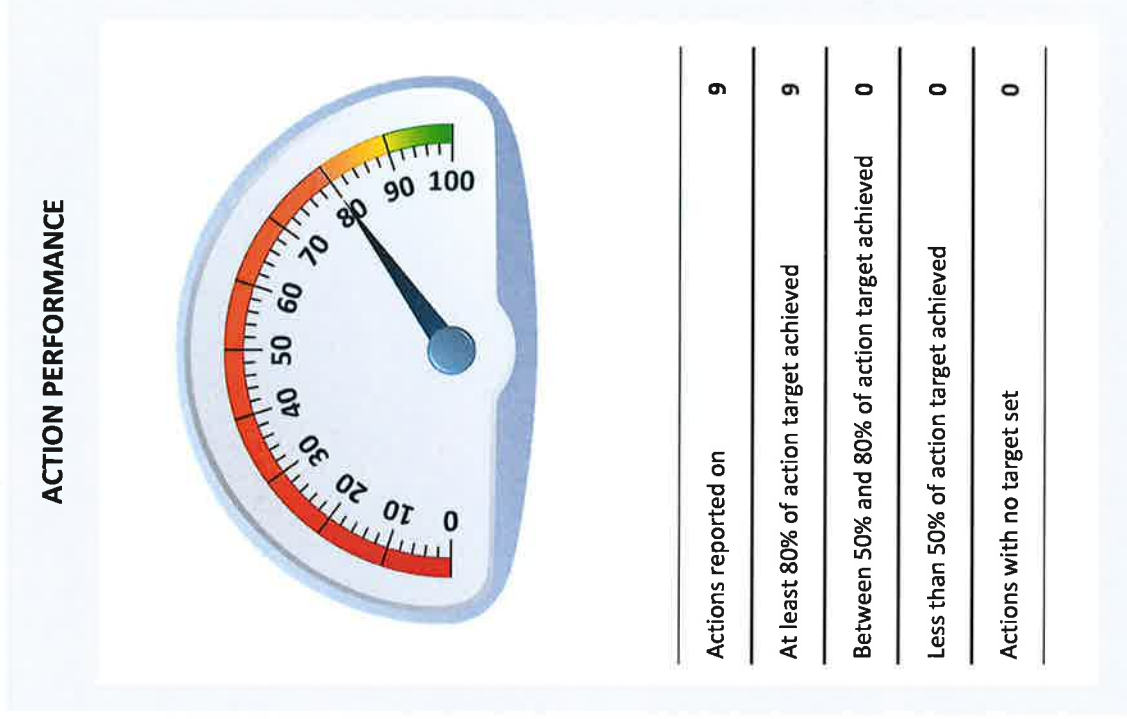
## Operating Expenditure Budget v's Operating Expenditure YTD Actual






# Operating Expenditure Budget v's Operating Expenditure Actuals







# 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	April-2022 Council is continuing to lobby the relevant Ministers and Bureaucrats and fighting for the communities best health outcomes task is ongoing the Mayor spoke to Adam Marshal and asked for his assistance in terms of lobbying. We are also working with our NEJO in terms of collective lobbying this task is ongoing.	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	April- 2022 Extensive discussion in terms of efficiency gains, and cost cutting has been had some gains have been identified and implemented, The CEO is working closely with elected Members, to plan a sustainable financial way forward for council. The CEO has tabled several possible strategy's that achieve efficiency's albeit at the cost of a reduction in services as well as some asset disposal supported by income producing commercial activity's. The Council also held to 0.7% rate raise for the 2022/2023 financial year. The tasks are complex however collegial discussion is on going.	In Progress	01/07/21	30/06/22	80.00 100.00  ON TRACK
4.1.1.2 Ongoing through publication of fortnightly Your Local News, regular media releases and publications.	Daryl Buckingham Chief Executive	April- 2022 the Civic office has been successful in sourcing a second printer whilst our regular printer recovers from the Lismore floods which did a cause some delays. Nothing further to report other than BAU	In Progress	01/07/21	30/06/22	80.00 100.00  ON TRACK

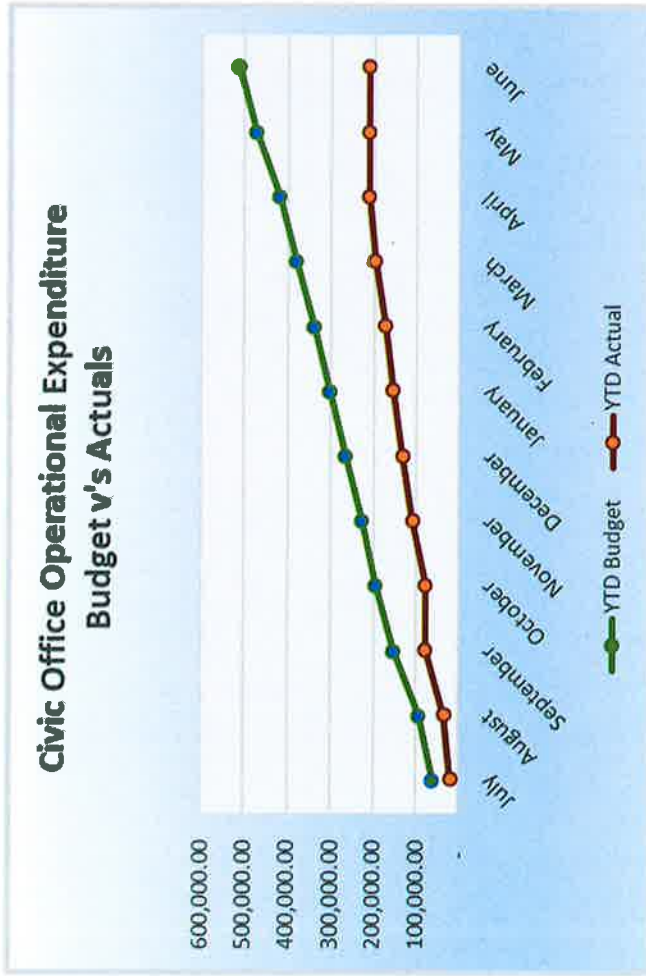
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.2.1 Influence and engender support from Federal and State Governments in relation to grants funding, advocacy and ongoing maintenance and improvement to social, economic and environmental fabric of the community.	Daryl Buckingham - Chief Executive	April -2022 This is an ongoing task as we are in the election cycle we will stand up and taking a watching brief to identify cost neutral opportunities as we are not in a position to secure grants that cost council due to our financial challenges. Although there is a moratorium on grant applications that cost council money in co-contributions, we are still applying for cost neutral funds or limited cost funds that don't require a co-contribution. I am pleased to report that the Library team was successful in securing a \$196,886 grant to modernize the Library .	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.1.3.1 Deliver business improvements, recognising emerging risks and opportunities.	Daryl Buckingham - Chief Executive	April- 2022: This is an ongoing task, the CEO has provided council with options for further savings however implementation would require a reduction in services. In the mean time we have found around 5% in efficiency's and are continuing to look for further savings.	In Progress	23/11/21	30/06/22	80.00	100.00	 ON TRACK
4.1.3.2 Manage the Civic Service of Council in a financially responsible manner in line with budget allocations.	Daryl Buckingham - Chief Executive	April -2022- This is a never ending task, continuous improvement is ongoing and takes term particularly when introducing agile methodologies I can report that we are on budget.	In Progress	23/11/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.3 Guide the decisions of the community to align with the Local Government Act and the Office of Local Government.	Daryl Buckingham - Chief Executive	<p>April-2022 The SRV process is ongoing the challenge is in educating the community that the financial challenges we as a community face are not self inflicted, but a result of a flawed system. Recent discussions with fellow GMs has highlighted that many councils face the same challenges, for example the GM of Armadale informed me that they are applying for a 58% rate rise as they need to raise an extra 10 million dollars to get their general fund back in the black. Even larger council such as Coffs Harbor are also struggling with a multi million dollar hole in terms of their general fund. The ongoing plan is to keep working with the community and council to work out the most affordable solution, including identifying ways to self generate income via commercial means.</p>	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	<p>April 2022- As reported we have a moratorium on applying for grants unless they are cost neutral and don't require a co-contribution. This does not mean that we are dead in the water and all business has ceased I am pleased to report the the Library team has been successful in securing \$196,886 for the library. Also although its still embargoed I can report that Fiona and her team has also been successful in securing a large grant ( I will report further when I am officially able to do so)</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
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	The Bruxner Way reclassification process is underway. April -2022 the required applications have been submitted for the next round. Ongoing task nothing further to report	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

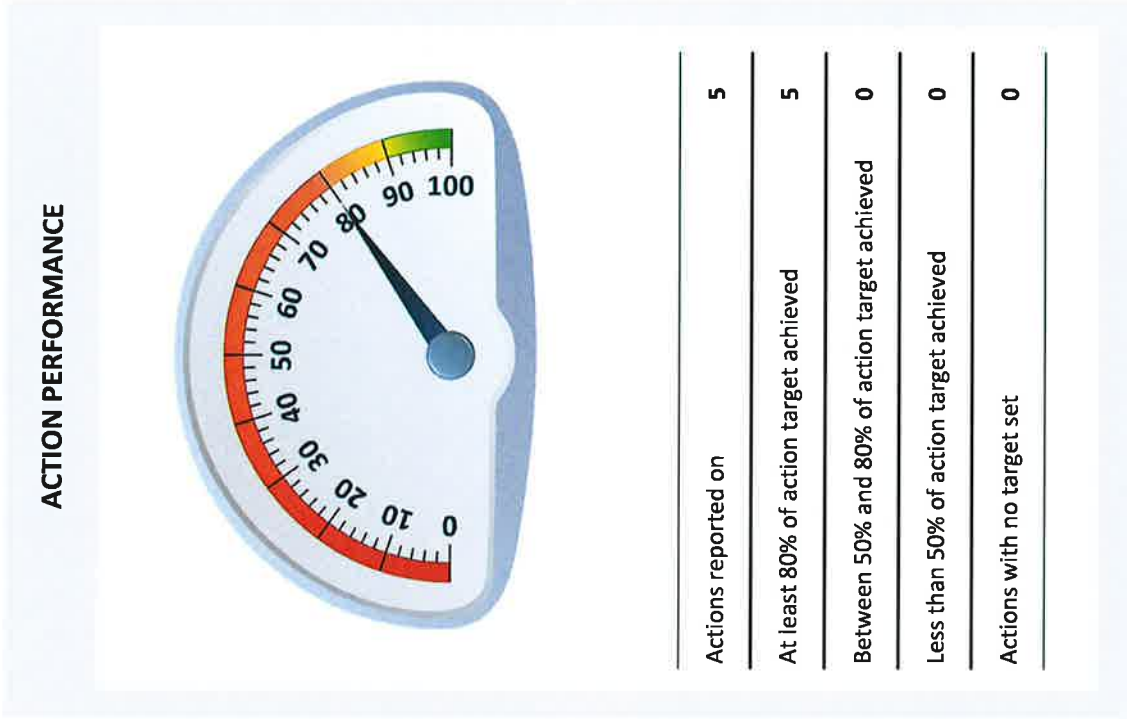


# 1. Civic Office



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Civic Office	472,555	179,564	38.00%
1. Operating Income	(39,772)	(33,581)	84.43%
2. Operating Expenditure	512,327	213,145	41.60%




## 2. ORGANISATION LEADERSHIP





## ACTION SUMMARY

### Business Unit: Organisation Leadership

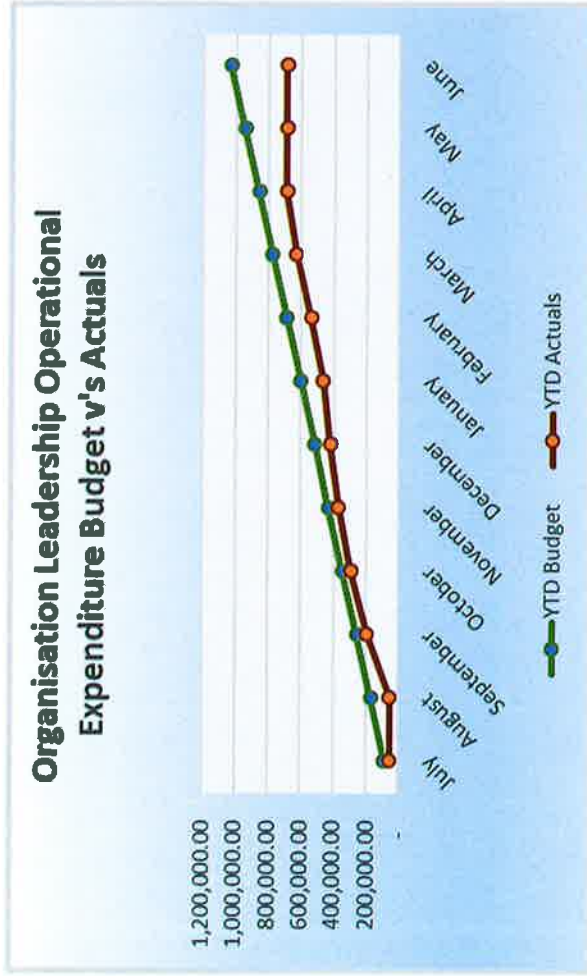
#### Service Profile: Organisation Leadership

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	April-2022 See previous comments this is an ongoing task we are constantly advocating in terms of health, asset transfers, investment attraction and cost shifting challenges.	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	April-2022 The ongoing sustainability of regional councils in NSW is an ongoing challenge, discussions with my fellow GMs in surrounding councils has highlighted that Tenterfield is not the only council under financial stress. The CEO has presented several scenarios in terms of getting councils general fund back in to positive territory and there are several possible strategy's on the table . This will require further investigation and analysis and work with council to identify the best way forward for the long term sustainability of council and the community.	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	Given the current moratorium and review of staff and positions any further enhancements are on hold.  April -2022 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	<p>Productivity, innovation and cost containment of Council strategies have been implemented and continually reviewed as State Government cost shifting impacts our bottom line, such as;</p> <ol style="list-style-type: none"> <li>1. The 0.7% rate peg for the 2022/23 financial year (which does not even cover Councils award required wage increase of 2%)</li> <li>2. The additional audit and internal costs,</li> <li>3. The rising emergency services levy costs, and</li> <li>4. Increasing inflationary pressures.</li> </ol> <p>April-2022 Council faces several risks in terms of its medium to long term financial sustainability as such we are still working through our long term sustainability analysis. This includes prosecuting multiple options and forecasting as well as options for efficiency gains whilst minimising service reductions. These are complex calculations and some of the required actions in terms of service reductions are not necessarily palatable. The Administration will continue to work in partnership with elected members to craft a sustainable plan over the next several weeks.</p>	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

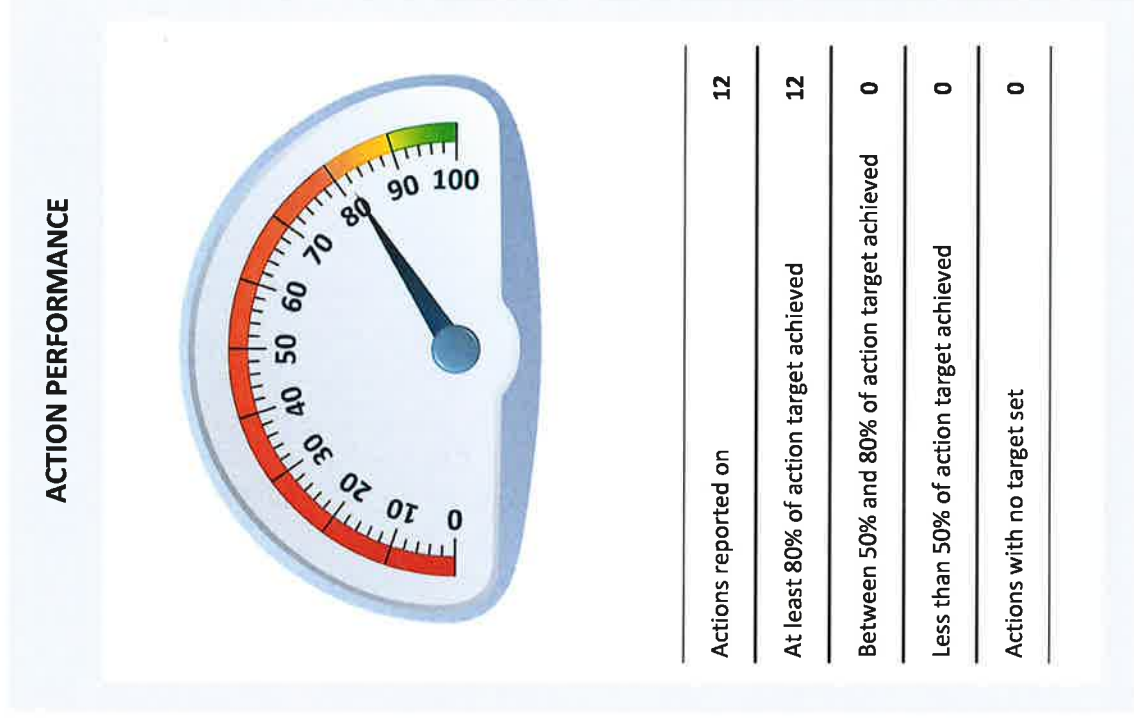
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.6.6 Manage the Organisational Leadership Service of Council in a financially responsible manner in line with budget allocations.	Daryl Buckingham - Chief Executive	<p>The following impacts the organisations financial sustainability as required under the Local Government Act;</p> <ol style="list-style-type: none"> <li>Upgraded core infrastructure assets for Council as a result of grant funded works (e.g. replacing timber bridges with concrete bridges, and widening and sealing of Mount Lindesay Road),</li> <li>New and upgraded community assets (e.g. public toilets, playgrounds and community halls),</li> <li>The increased cost of asset replacement,</li> <li>Increasing cost of managing grants applications and acquittals, and</li> <li>Increased costs due to meeting regulated requirements (e.g. audit costs, emergency services levy, and ongoing disaster recovery management).</li> </ol> <p>April- 2022 As previously highlighted we are working through our options to ensure medium to long term financial sustainability this is an ongoing process.</p>	In Progress	25/11/21	30/06/22	80.00	100.00	 ON TRACK

## 2. Organisation Leadership



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Organisation Leadership	1,030,747	693,413	67.27%
<b>2. Operating Expenditure</b>	<b>1,030,747</b>	<b>693,413</b>	<b>67.27%</b>






### 3. COMMUNITY DEVELOPMENT









## ACTION SUMMARY

Business Unit: Community Development

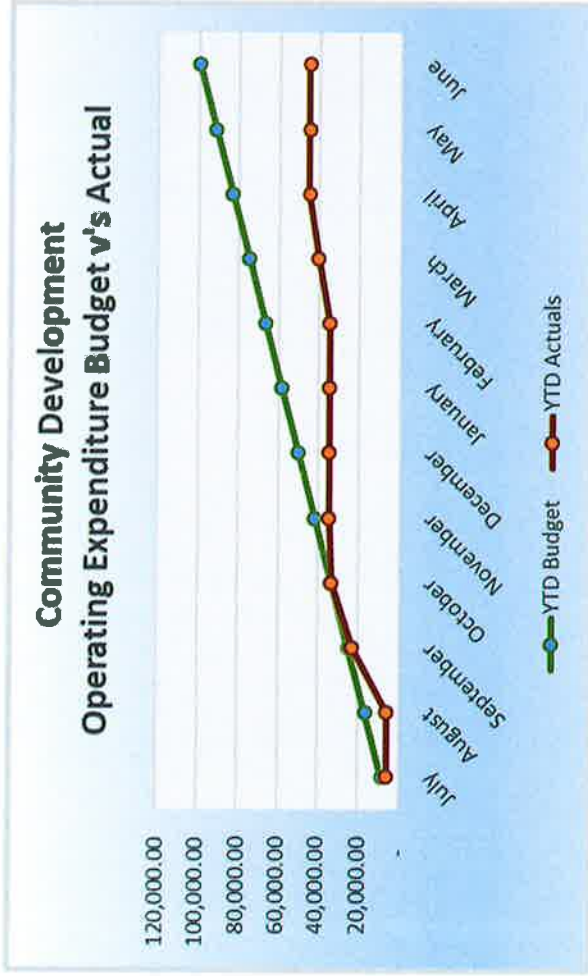
Service Profile: Community Development

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	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	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	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 have led 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	Continued advocacy. During the current period assisted to different meetings with the high school, Moombahlene, TAFE, Interagency monthly meeting, different committees as Disability & Inclusion and Aboriginal Advisory Committee, Angry Bulls Trials and the Primary school.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
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	Continues. The budget has been managed it accordingly.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK



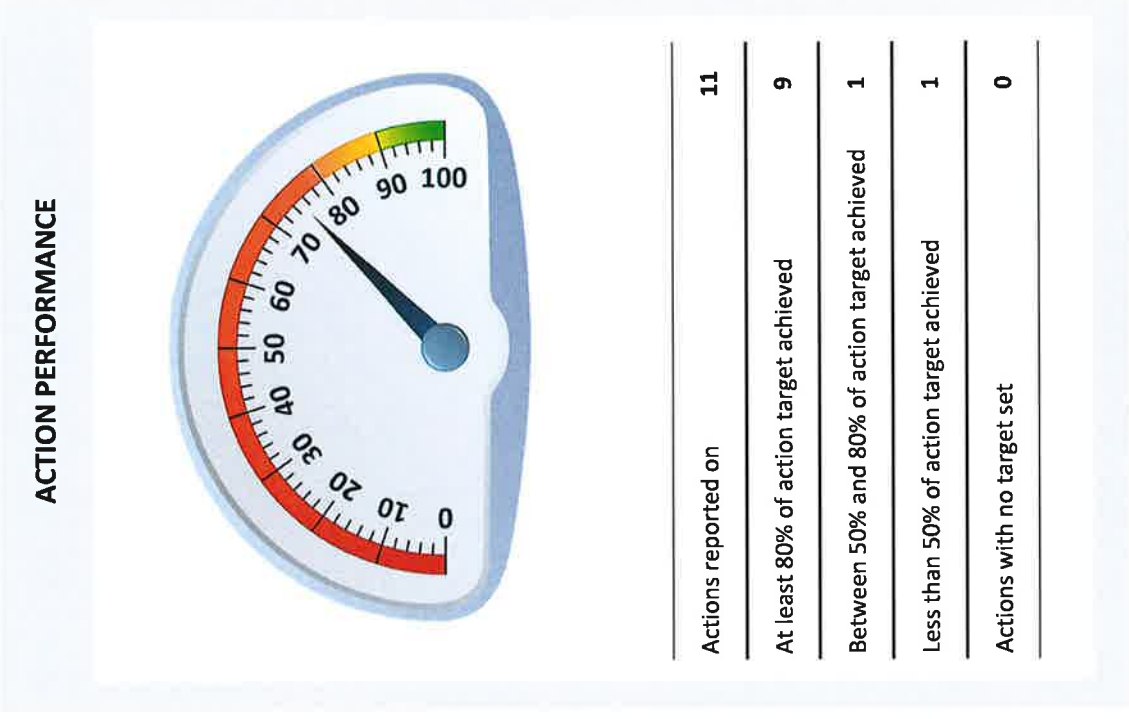
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.3.3 Deliver business improvements, recognising emerging risks and opportunities.	Natalia Londono - Community Development Officer	Continues. The identification of terms of reference in the Youth Committee.	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	This period attended of the Parks, Gardens & Culture committee, meeting with Park Run, TenterLIFE, Angry Bulls Trials.	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	Assemble and attendance of the Disability & Inclusion Committee.	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	Assemble and attendance of the Disability & Inclusion Committee.	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	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	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
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	Attendance and hosting of the Aboriginal Advisory Committee, starting the implementation of programs and activities that enhance 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 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Community Development	93,481	31,871	34.09%
1. Operating Income	(6,318)	(13,263)	209.92%
2. Operating Expenditure	99,799	45,134	45.23%


### 4. ECONOMIC GROWTH & TOURISM






## ACTION SUMMARY

### Business Unit: Economic Growth & Tourism

#### Service Profile: Economic Growth & Tourism

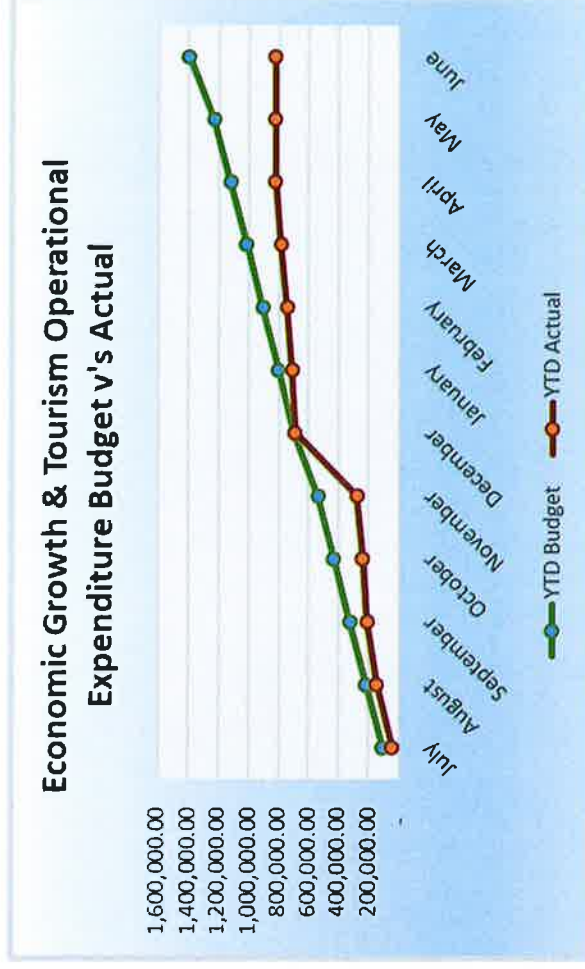
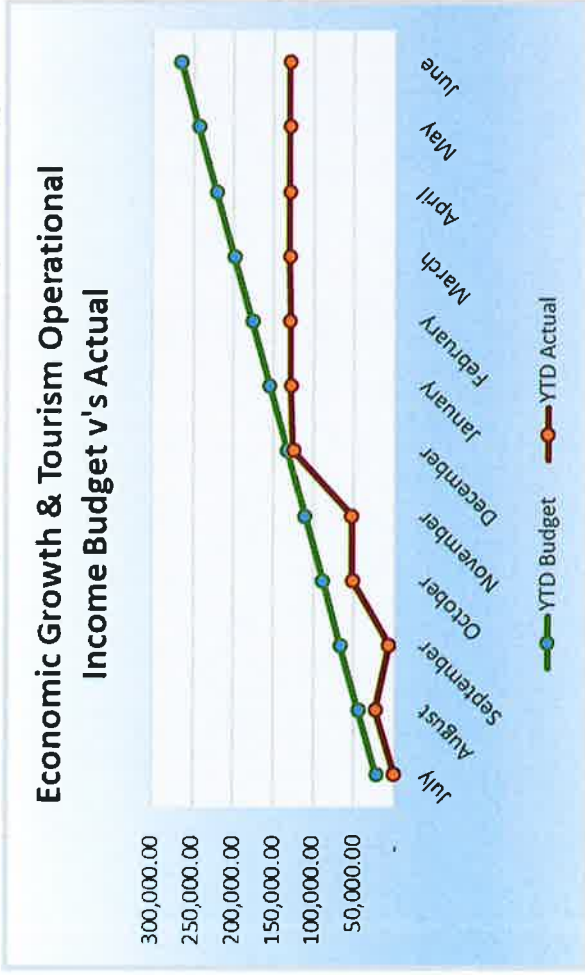
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.3.1 Deliver marketing activities and events to promote Tenterfield as a place to live, work and visit.	Bruce Mills - Manager Economic & Development & Special Projects	Lack of resources has meant limited activity in April. However, decision made (April) to promote Tenterfield Shire in Regional LIFESTYLE Magazine jointly with TCTIB. Promotion will focus on Shire, businesses, industries and people. Initial planning will be undertaken next month (May) for extensive photographic and editorial coverage of the Shire, including villages. Worked with local businesses and TCTIB on successful Autumn Festival - with focus over Easter Long Weekend 15 - 18 April to attract visitors to town and region. Also worked with local businesses and TCTIB to promote CBD with Autumn Window & Store Display Competition - with winners to be announced early next month (May).	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.1.1.1 Councilors have discussed development of council-owned land for housing and industrial estates - possibly in JVs with developers - and have suggested TSC putting out EOI for interest in TSC-owned land.	Bruce Mills - Manager Economic & Development & Special Projects	Due to staff constraints and insufficient resources to manage the current service requirements little progress being made apart from discussion. However, TSC has sold all lots at the industrial estate and more land needs to be made available, either through private, JV or TSC development. Several Councilors have looked at selling TSC owned land and are in favour of publicly inviting EOIs for the sale or JV development of the land to gauge potential without large cost for staff time and development costs directly for TSC.	In Progress	01/07/21	30/06/22	66.00	100.00	 MONITOR

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	Business outlook continue to be positive heading into peak autumn/winter tourist season. Work continues on Tenterfield's National Monument Project – streetscape recovery project – stage 1 – to reconstruct the former verandah and façade of the historic building. The Tenterfield Star is a highly significant building for the town with the restoration being undertaken by Tenterfield's National Monument Association – a community organisation formed to promote the nation-building role of the region, its town and its people. The project is the first in a series being funded by Tenterfield's National Monument Association in association with Tenterfield Shire Council administering a grant from the Federal Government's Drought Communities Program. The Tenterfield Star building was selected as the pilot project as work could get underway and be completed faster than other projects.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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	New manger has discussed budget deficit with CEO and fully understands financial challenges and need to deliver no or minimum cost projects.	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	Flood-damaged local roads and lower sections of Bruxner Highway have caused hold-ups for travelers. Repairs are continuing and all major roads are currently open at time of writing (8 April).	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
2.2.1.1 Maintain partnerships with neighboring Councils and industry.	Bruce Mills - Manager Economic Development & Special Projects	Staff shortage (COVID) has delayed finalising economic development and tourism plan in April Greater effort/focus will be needed and made in May to finish draft and circulate to Councilors for comment.	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	Continue to meet with local (Rouse St) business owners and Tenterfield Chamber of Tourism, Industry Business and Friends of the School of Arts Continue work on regional tourism plan continuing with strong (300) responses from questionnaire / survey of tourism and other businesses.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.2.4.1 Worked with VIC to ensure centre open at peak visitor times - despite few volunteers and limited staff resources. In April, total visitors to VIC were 2083, visitor nights total were 2473 - with inquiry strong for full range of activities - history, national parks, accommodation, wineries etc. Uploaded Mingoola bird-watching brochure to visitor webpage in April to add to existing bird-watching brochure.	Bruce Mills - Manager Economic Development & Special Projects	Liston Progress Association Continuing to work with Liston Progress Association (Stuart Bell and Glen Lamb) to encourage movement with the DRAFT agreement between Legume Progress Association and TSC – Northern Boarder Walk Signs project. Staff away sick has meant limited in direct action. Visitor Information Centre The Visitor Information Centre has been very busy in April with some days recording 120 visitors requesting info on local and regional attractions - with a total of XXXX for the month. Unable to provide social media/website numbers due to staff away sick.	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
2.3.1.4 Support local agricultural events and investigate an appropriate event that showcases the Tenterfield agricultural district and industries.	Bruce Mills - Manager Economic Development & Special Projects	Little done in this specific area due to staff shortages, although some work will be done in this area next month (May) to identify outstanding and interesting agricultural stories for advertising feature in Regional LIFESTYLE Magazine - as mentioned in earlier report of joint marketing initiative with the TCTIB.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
2.3.2.1 Support future proposals for improved telecommunications infrastructure.	Daryl Buckingham - Chief Executive	Good telecoms vital for regional areas. TSC staff will continue to lobby for better services.	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	Manager has held meetings with Tenterfield Chamber of Tourism Industry and Business chair and other reps, including at de-brief 28 April, 2022. However, at this stage TCTIB seems focused on TSC budget deficit and rate rise. Most discussion time taken up explaining how budget situation arose and why key TSC documents are budget and operational plan - rather than longer-term strategic plans which are higher level/aspirational and a requirement of State legislation, rather than day-to-day operations, services, planned maintenance/repairs etc. Once current situation settles down, will look to work with TCTIB on shared projects/workshops to improve business and services in town and region, initiated by TCTIB with support from TSC.	In Progress	01/07/21	30/06/22	40.00	100.00	 NEEDS WORK

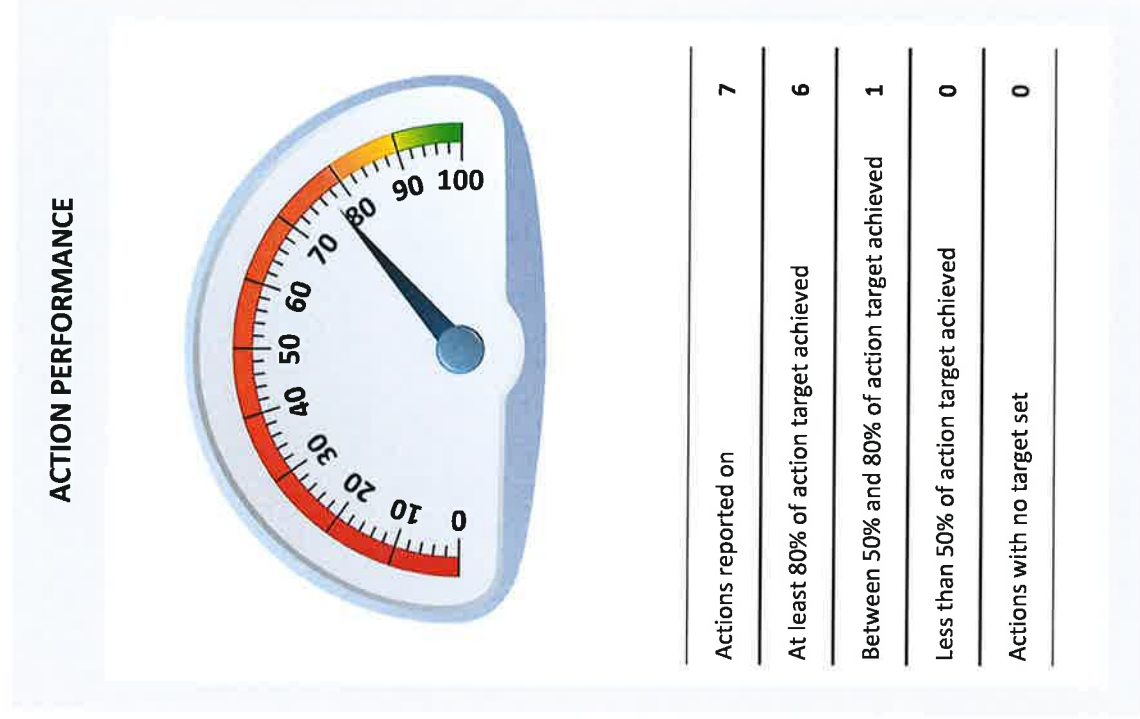
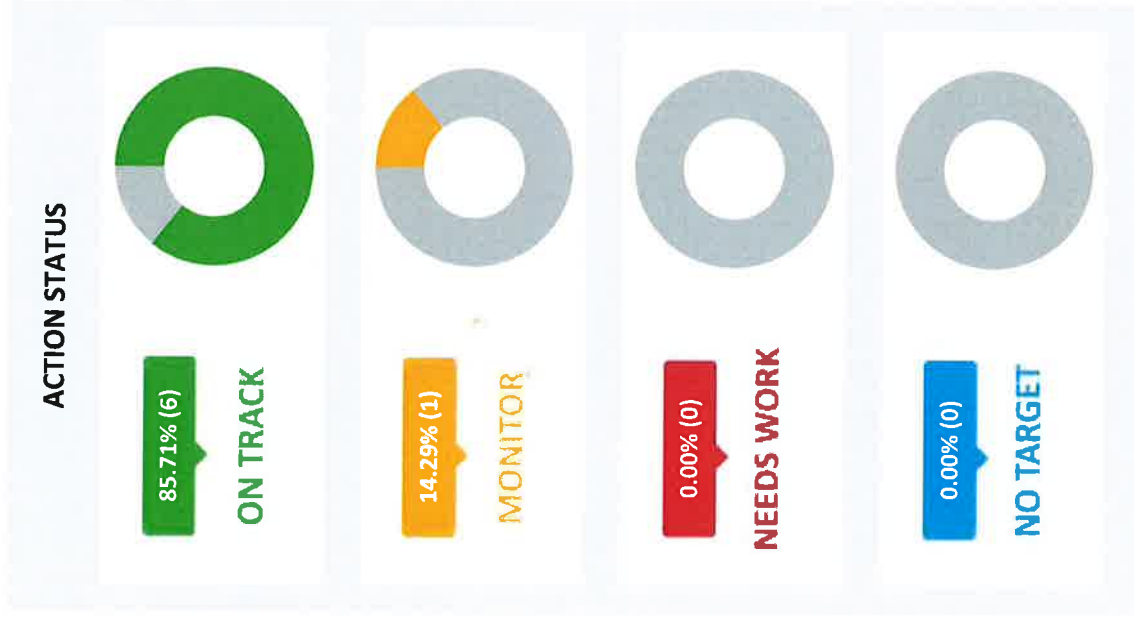
## 4. Economic Growth and Tourism



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Economic Growth and Tourism</b>	<b>1,141,479</b>	<b>(290,248)</b>	<b>-25.43%</b>
<b>1. Operating Income</b>	<b>(265,132)</b>	<b>(131,302)</b>	<b>49.52%</b>
<b>2. Operating Expenditure</b>	<b>1,399,752</b>	<b>831,426</b>	<b>59.40%</b>
<b>3. Capital Income</b>	<b>(2,070,000)</b>	<b>(1,095,000)</b>	<b>52.90%</b>
<b>4. Capital Expenditure</b>	<b>2,070,000</b>	<b>98,728</b>	<b>4.77%</b>
4235004. PSLP - Tenterfield Youth Precinct & Mountain Bike Trailhead	1,750,000	33,304	1.90%
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%
<b>6. Liabilities</b>	<b>6,859</b>	<b>5,900</b>	<b>86.02%</b>





## 5. THEATRE & MUSEUM COMPLEX





## ACTION SUMMARY

Business Unit: Theatre &amp; Museum Complex

Service Profile: Theatre &amp; 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 & Library Services	The funded Youth week programs of 4 x films presented in the cinema in partnership with the Community Advisor were well attended by 133 local youth over the two day event period. Upcoming youth programs include National Simultaneous Story Time in the Theatre May 25. Future program development and bookings for any new live performance shows are on hold pending staff shortages being resolved.	In Progress	01/07/21	30/06/22	80.00	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 & Library Services	The SoA Cinema and Theatre website user interface is being refreshed to include an 'Events' page listing to capture all programs across cinema, theatre, museum and library program activities. Further user enhancements are currently being reviewed such as online facility bookings and a refreshed graphic styling. April programs were promoted via all SOA media streams including print, digital and social media.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

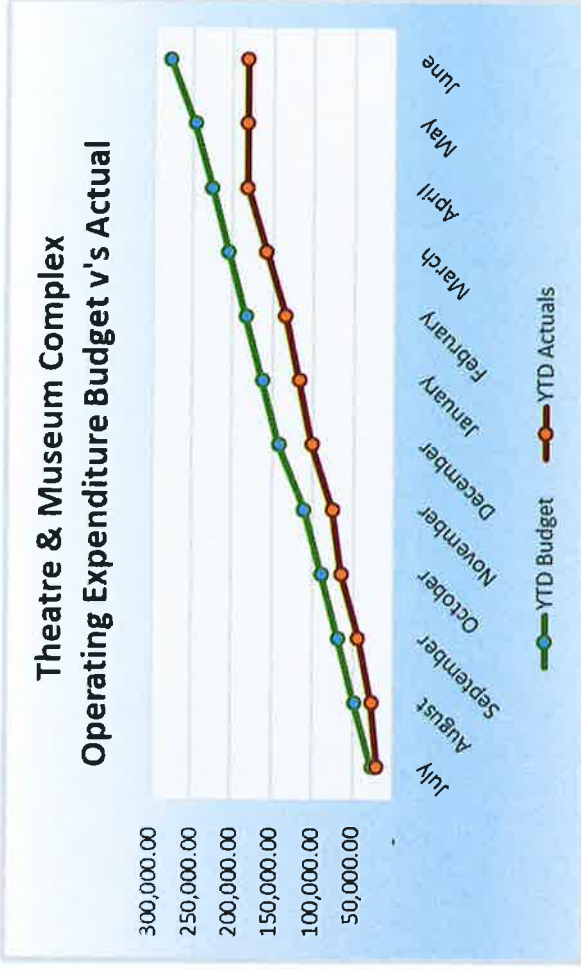
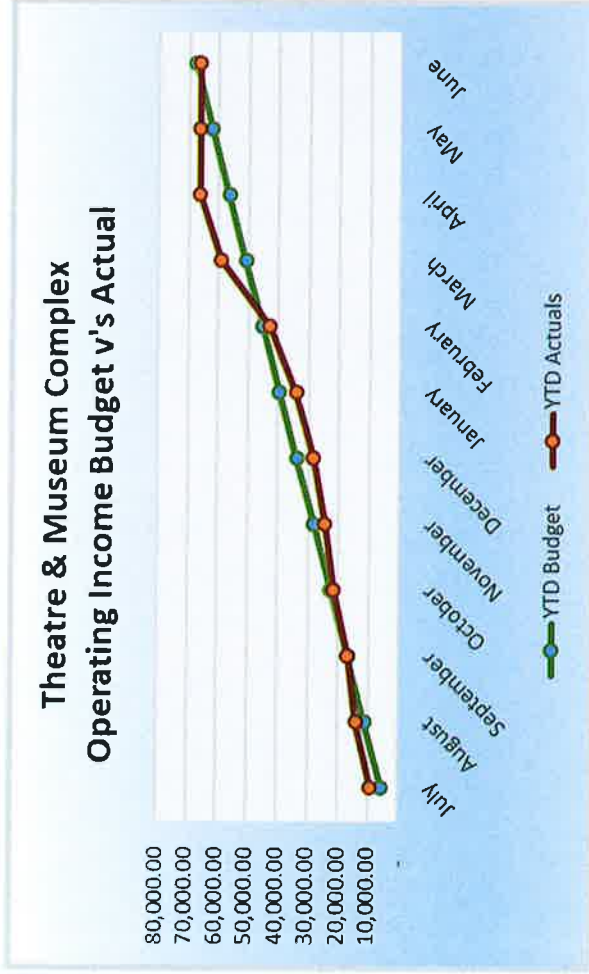
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.5.1 Manage and operate all aspects of the Sir Henry Parkes Memorial School of Arts (Cinema, Theatre, and Museum).		An internal audit and review of SOA systems and procedures has commenced across all areas of operations. The aim of the audit is to identify ways to improve efficiency, reduce risk and enhance service provision whilst ensuring compliance with public cultural facility industry standards and local, state and federal regulatory requirements. This process has identified multiple areas of priority to ensure compliance. Current staff shortages combined with maintaining core program service delivery is delaying the process to action the tasks.	In Progress	01/07/21	30/06/22	80.00	100.00	
1.2.5.2 Deliver business improvements, recognising emerging risks and opportunities.	Lee Mathers - Manager Arts Culture & Library Services	Fire safety inspections are currently being reviewed and items rectified by trade specialists.  An operational action plan is being developed as part of the internal audit and review process to identify and prioritise key actions required to implement new or improved systems to ensure SOA is operating in alignment with internal and external regulatory requirements. Key priority actions identified so far include the establishment of an equipment register for all cinema/theatre equipment, cataloguing the museum collection into an industry compliant digital	In Progress	24/11/21	30/06/22	80.00	100.00	

collection management system, out of hours facility access procedures by volunteers and the Friends of the School of Arts, implementation of a computerised point-of-sales system, establishment of a digital booking/event space management system, audit and upgrade of theatre A/V systems, service or replacement of vital A/V equipment that has not been serviced or repaired and as a result been inoperative for many years. This equipment includes a sound desk, light panel controller, commercial digital data projector and a series of lighting units. This presents a significant risk for live performance if the remaining working controllers fault there is no backup systems to ensure continued A/V capability.

The Manager Arts Culture and Library Services and the Arts and Culture Officer attended a meeting with the Regional Arts Board, Arts North West (ANW). The CEO and staff from ANW advised, traditionally connecting with and engaging with Tenterfield School of Arts has been difficult and unresponsive. As such they were very excited the SOA staff were available to meet. The initial meeting has provided invaluable professional network connections to assist with an audit of the theatre A/V and backstage equipment and advised they may also be able to provide professional development training for tech staff or volunteers in this area. ANW confirmed they can assist with the process of developing the Arts and Culture strategic plan for Tenterfield Shire and again provided professional contacts for other local regional Councils who have recently developed an Arts and Culture Strategy.

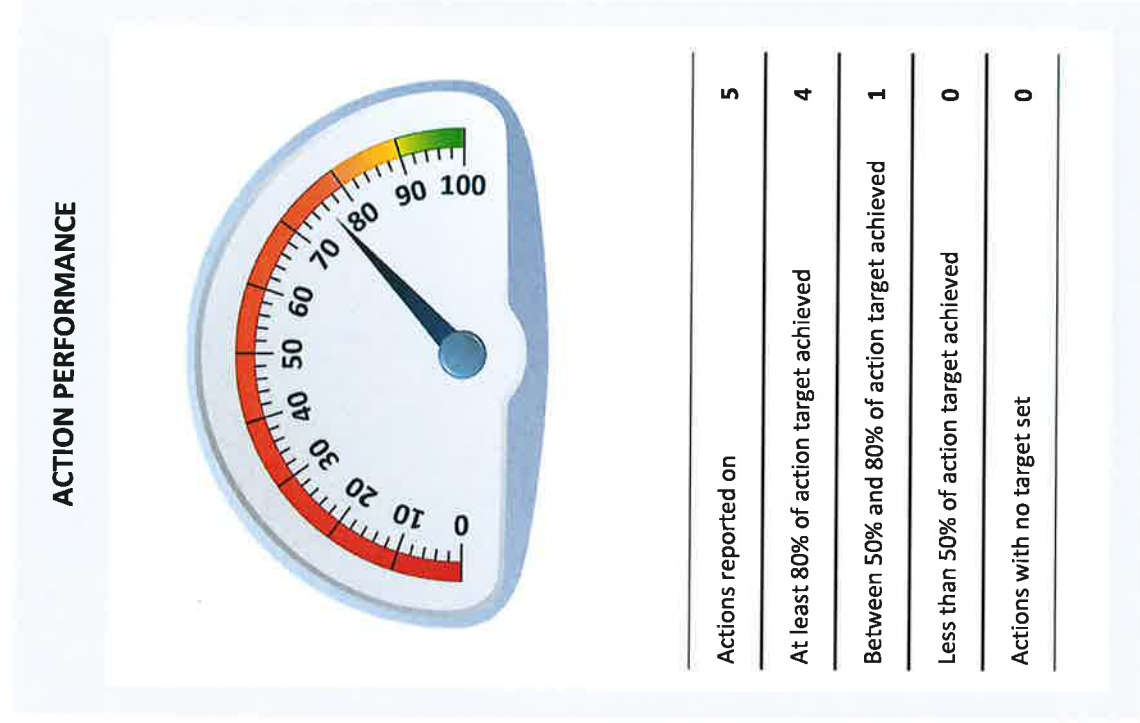
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.5.3 Manage the Theatre and Museum Complex in a financially responsible manner in line with budget allocations.	Lee Mathers - Manager Arts Culture & Library Services	All operations are managed within the available budgets with no overspend in this reporting period. A capital works grant from the State Library of \$198K to upgrade the public area of the library has been paid this reporting report. The scope of works and tender documentation is currently being developed.	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 & Library Services	The on boarding, training and development of the SOA volunteer program is being updated to align with Council induction procedure and include additional industry standards pertaining to heritage item care and collection management. Customer service and visitor information training through TAFE is also being explored to upskill existing volunteers.	In Progress	01/07/21	30/06/22	60.00	100.00	 MONITOR
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 & Library Services	The Manager Arts Culture and Library Services has made contact with the National Trust NSW to make initial introduction. A request has also been made to the National Trust on a Terms of Service Charter for the Friends of the School of Arts committee (Friends), an acquisition register of items acquired and gifted to the SOA by the Friends or Heritage Trust items stored on-site at the SOA outside of the Museum Collection items. No internal record of the above information could be located.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

## 5. Theatre and Museum Complex



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Theatre &amp; Museum Complex</b>	<b>215,362</b>	<b>120,147</b>	<b>55.79%</b>
<b>1. Operating Income</b>	<b>(67,679)</b>	<b>(66,259)</b>	<b>97.90%</b>
<b>2. Operating Expenditure</b>	<b>278,235</b>	<b>182,505</b>	<b>65.59%</b>
<b>4. Capital Expenditure</b>	<b>4,806</b>	<b>3,901</b>	<b>81.16%</b>
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




## ACTION SUMMARY

## Business Unit: Library Services

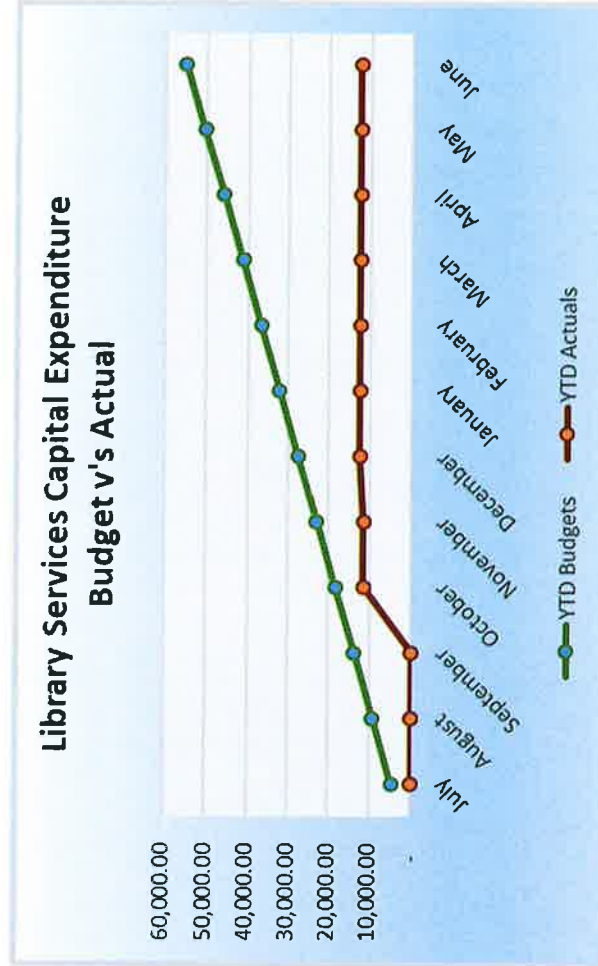
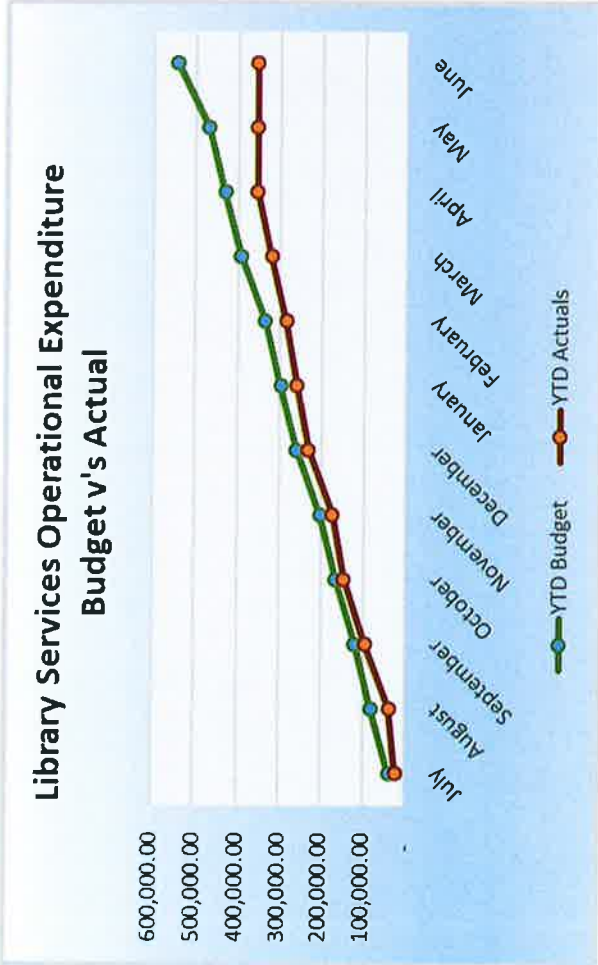
## Service Profile: Library Services

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 & Library Services	Weekly story time is being provided in the library for parents and children that includes a crafting activity as part of the session. The home library service is provided to community on a three weekly schedule.	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 & Library Services	Collection management is in progress to delete 5,000 old items from the collection in line with the collection management policy and in preparation for the grant funded Library Infrastructure upgrades.	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 & Library Services	In consideration of reduced staffing in the main library branch and low patronage the Torrington Library branch is temporarily closed and the Torrington Library Officer re-allocated to the main library branch to support continued service provision.	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 & Library Services	The State Library – Library Infrastructure upgrade will provide updated visitor and user experiences for visitors to the library including new meeting and study areas, activity spaces and circulation desk.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK



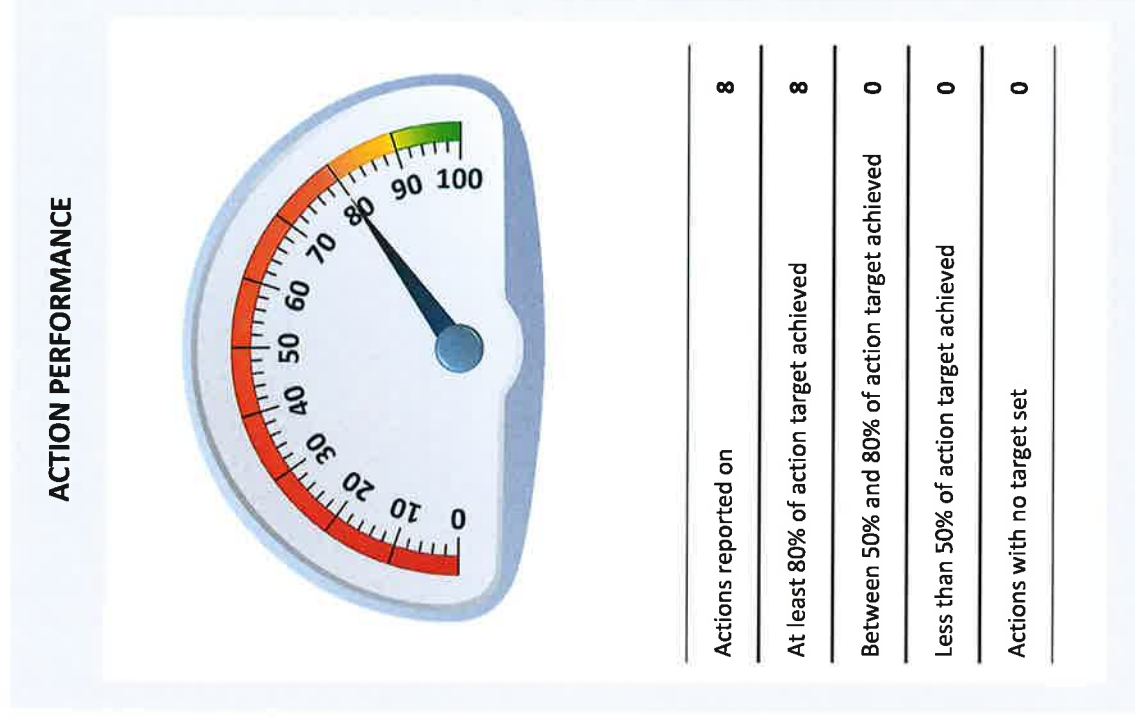
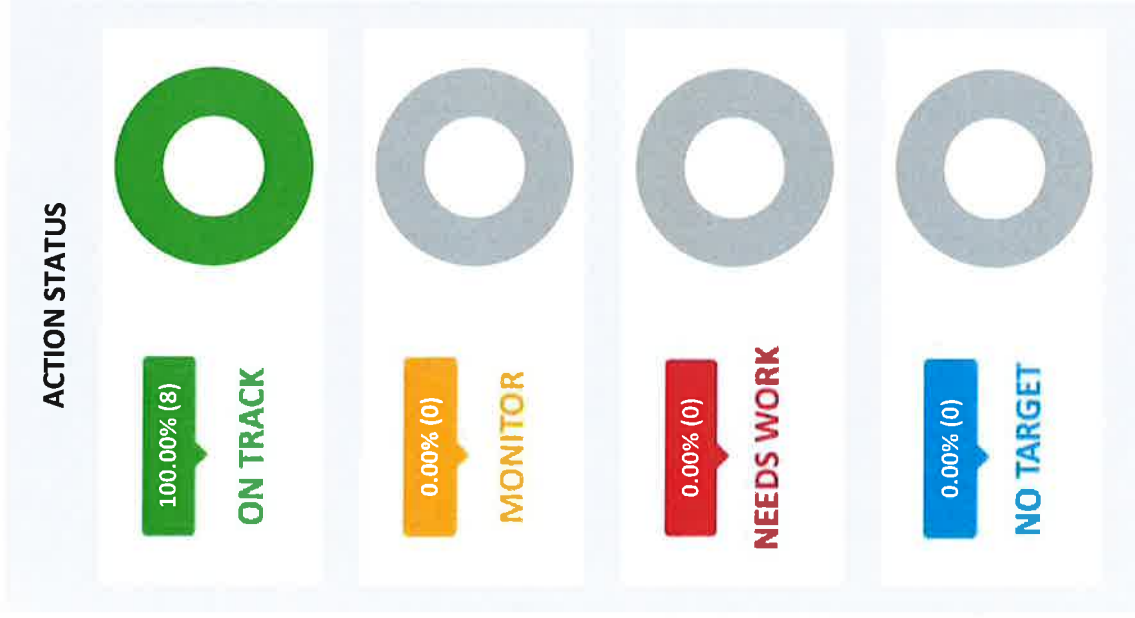
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.2 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).	Lee Mathers - Manager Arts Culture & Library Services	Initial audit and review of the museum collection has identified this collection is not being managed or documented in alignment with appropriate collection management policies. A meeting with the Museums Advisor as part of the Museums and Galleries NSW funded Museums program took place in April with a brief audit of the Museum exhibition area which identified current and future development strategies to improve the display areas and ensure compliance with climate control and security requirements.	In Progress	01/07/21	30/06/22	60.00	100.00	 MONITOR
		The library collection is being reviewed to delete items in preparation for the Library upgrades scheduled over the next 12 month period. Backend systems and procedures are also being reviewed to streamline collection management processes.						
		These activities will be included in the overall operational action plan being drafted.						

# 6. Library Services



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Library Services</b>	<b>517,755</b>	<b>289,376</b>	<b>55.89%</b>
<b>1. Operating Income</b>	<b>(68,692)</b>	<b>(67,368)</b>	<b>98.07%</b>
<b>2. Operating Expenditure</b>	<b>543,676</b>	<b>357,897</b>	<b>65.83%</b>
<b>3. Capital Income</b>	<b>(19,329)</b>	<b>(19,329)</b>	<b>100.00%</b>
<b>4. Capital Expenditure</b>	<b>55,100</b>	<b>12,594</b>	<b>22.86%</b>
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%




## 7. WORKFORCE DEVELOPMENT




## ACTION SUMMARY

Business Unit: Workforce Development

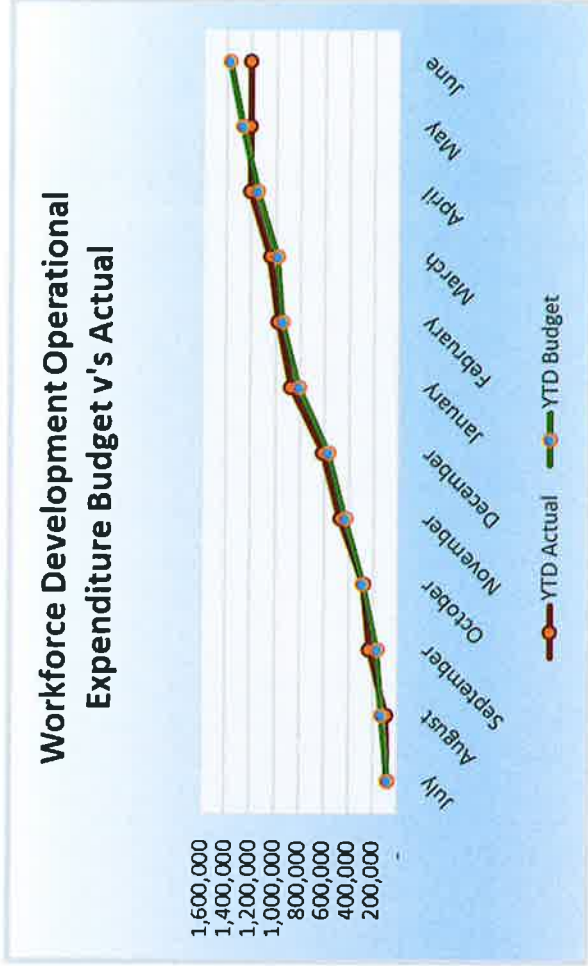
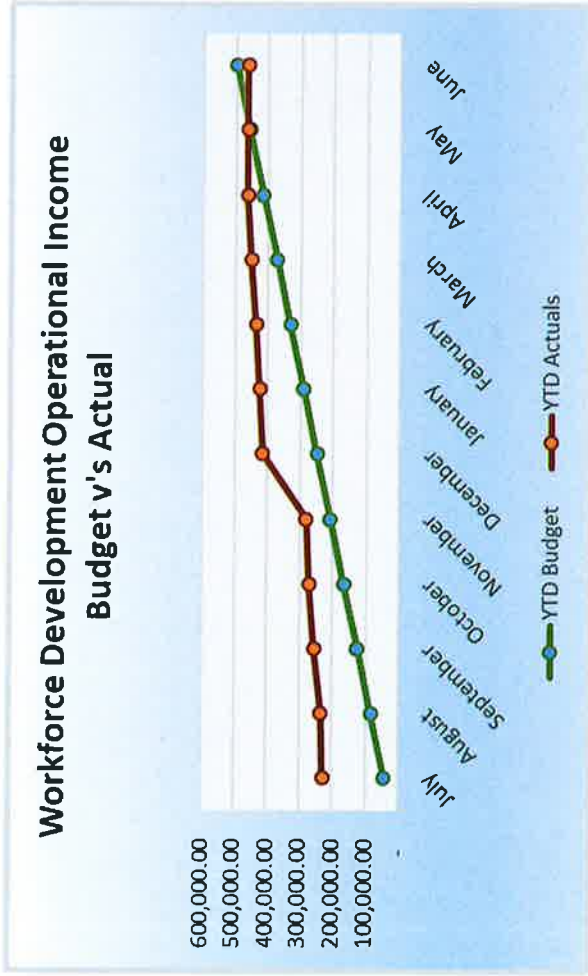
Service Profile: Workforce Development

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>Three (3) April departmental WHS &amp; Toolbox meetings conducted and recorded.</p> <p>Nine (9) April on site WHS visits/inspections conducted</p> <p>Six (6) April Staff inductions conducted</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>April workplace Covid cases increased requiring a higher level of management and Rapid Antigen Testing.</p> <p>Flexible work arrangements have been considered and where beneficial for the organisation and positional requirements implemented.</p> <p>Risk management procedures and processes continue to be reiterated with outdoor staff at the scheduled toolbox meetings.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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	<p>Certificate IV in civil construction is well underway.</p> <p>Certificate IV in civil construction (Plant Operation) is currently being organised for identified staff.</p> <p>An additional Code of Conduct / Bullying and Harassment training session has been organised.</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
4.3.3.2 Develop, manage and deliver the Workforce Management Strategy.	Wes Hoffman - Manager HR & Workforce Development	The 2021-2025 Workforce Management Strategies has been finalised. April - All vacancies are currently on hold. Current FTE 112, Current staffing level is 104.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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.	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.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

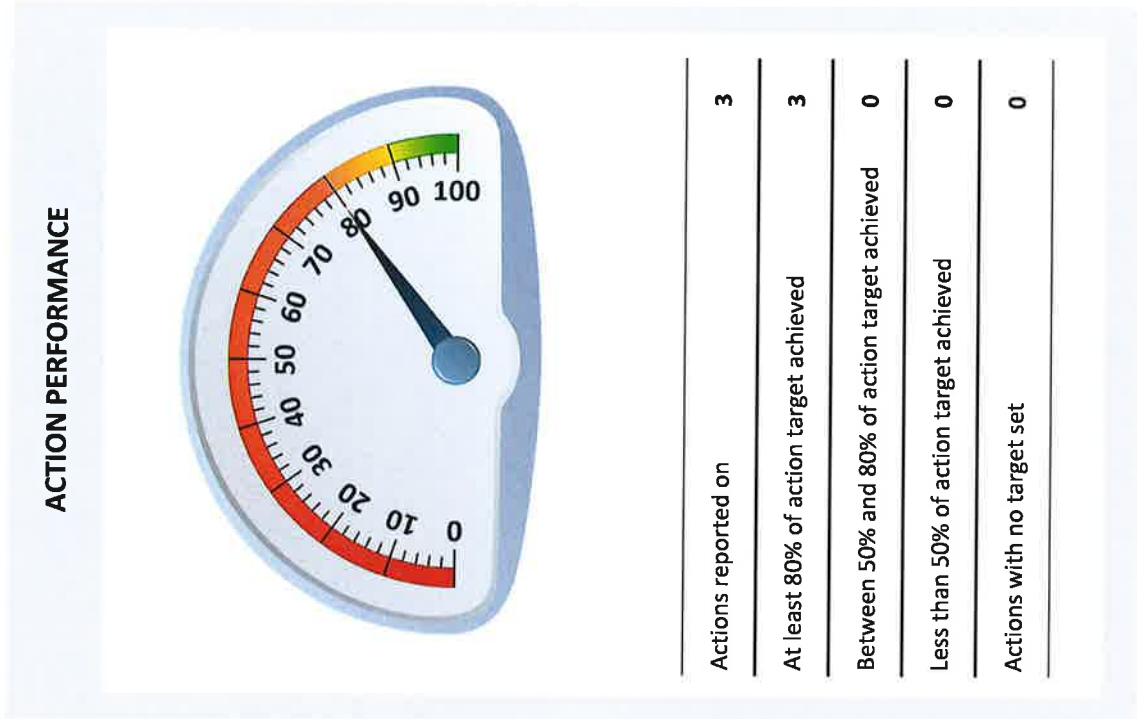
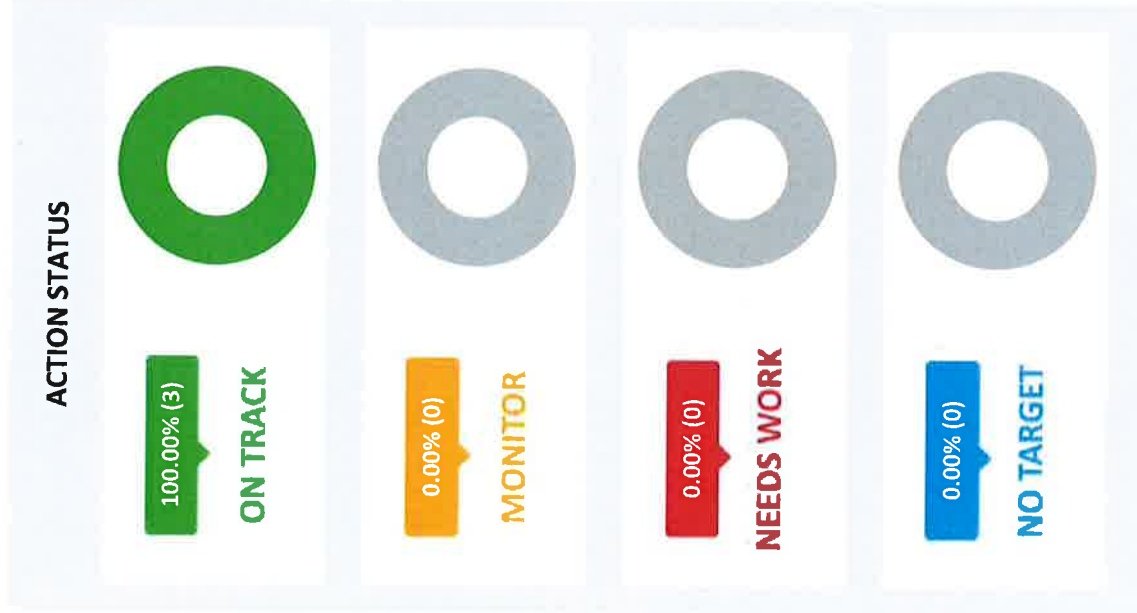
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.3.6 Manage and deliver Work Health and Safety and Risk Management Services.	Wes Hoffman - Manager HR & Workforce Development	<p>Workplace Rapid Antigen Testing has increased.</p> <p>Staff influenza vaccinations have been scheduled.</p> <p>Skin check program has been organised.</p> <p>Public liability claims being dealt with in line with councils obligations, insurer requirements and civil liability Act.</p> <p>April, Council is currently working on four (4) insurance related items.</p> <p>Council Enterprise Risk Management System has been reviewed and modified.</p>	In Progress	25/11/21	30/06/22	80.00	100.00	 ON TRACK

# 7. Workforce Development





COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Workforce Development	880,097	745,824	84.74%
1. Operating Income	(497,606)	(464,480)	93.34%
2. Operating Expenditure	1,377,703	1,210,304	87.85%

## 8. EMERGENCY SERVICES



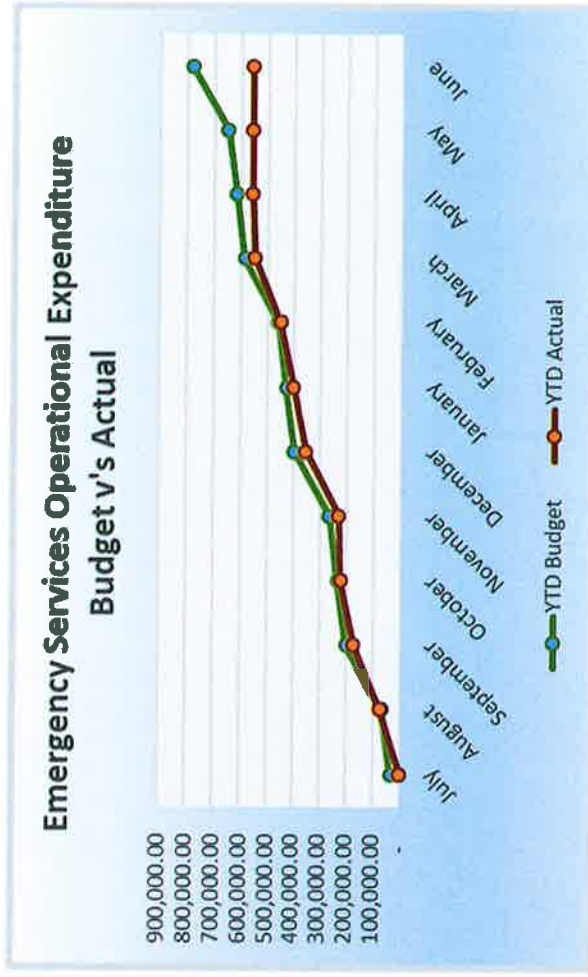
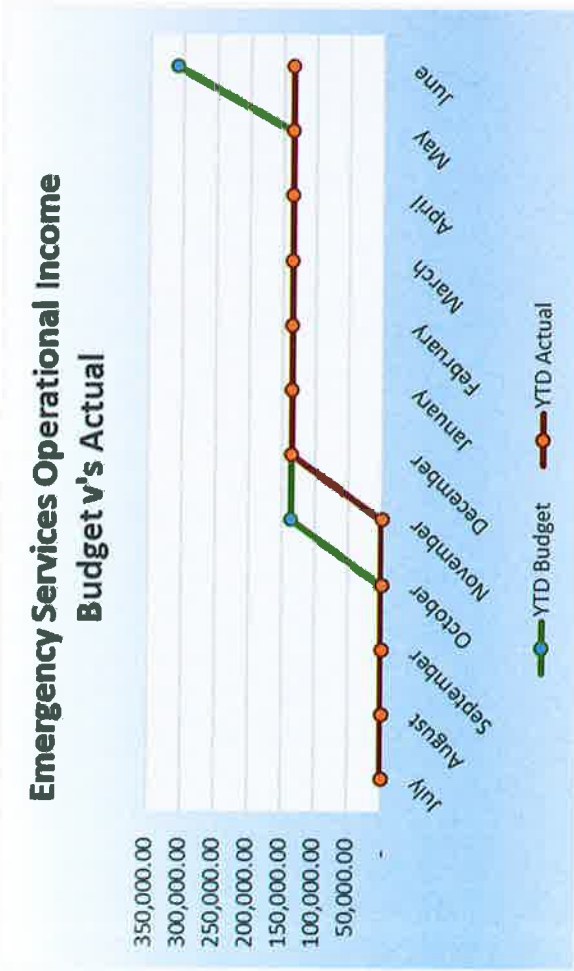


## ACTION SUMMARY

Business Unit: Emergency Services						
Service Profile: Emergency Services						
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	Status
3.2.4.1 Develop, manage and deliver Emergency Management functions and facilities.	Wes Hoffman - Manager HR & Workforce Development	LEMC meetings functioning effectively. Mingoola RFS Shed has now been completed. Official opening has been planned for 25 June 2022	In Progress	01/07/21	30/06/22	80.00 100.00 
		Proposed Tenterfield helicopter landing site assessment has now been delayed. This is due to NSW Ambulance denying funding to Westpac Rescue Helicopter to conduct the test landing and take off at Tenterfield. NSW Ambulance are engaging aviation consultants AVIPRO. Time line unknown at this stage.				
		Westpac Rescue Helicopter's Operations Manager has advised that a defined helicopter landing pad at Drake is not warranted. This is due the fact that there is no Hospital and that if required they will land at any appropriate location deemed by the nature of the emergency, environment and weather conditions at the time.				
3.2.4.2 Deliver business improvements, recognising emerging risks and opportunities.	Wes Hoffman - Manager HR & Workforce Development	Community Recovery Officer providing community Covid, flood and bush fire support through funded state funded initiatives Village community Emergency Management Plan (EMPLAN) under consultation & Development, still progressing.	In Progress	01/07/21	30/06/22	80.00 100.00 

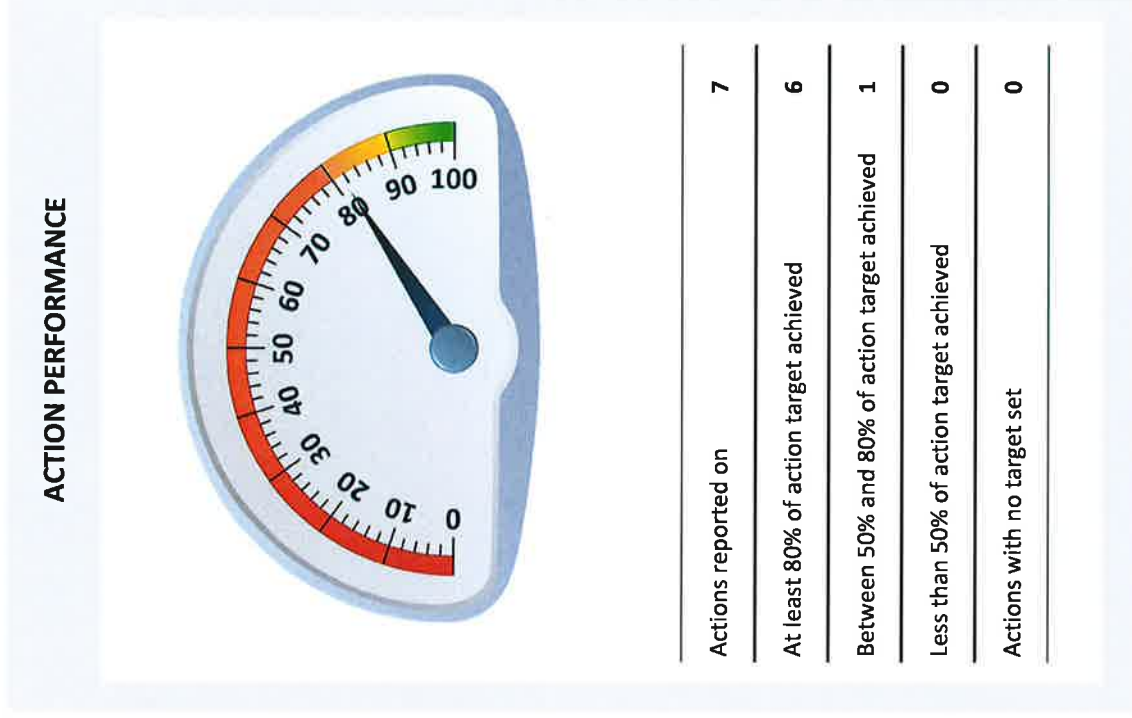
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.4.3 Manage the Emergency Service of Council in a financially responsible manner in line with budget allocations.	Wes Hoffman - Manager HR & Workforce Development	Working with RFS & SES with service level 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 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Emergency Services	475,289	423,699	89.15%
1. Operating Income	(308,020)	(136,869)	44.44%
2. Operating Expenditure	783,309	560,568	71.56%


## 9. FINANCE & TECHNOLOGY



## ACTION SUMMARY

Business Unit: Finance & Technology						
Service Profile: Finance & Technology						
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	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 April 2022. Council continuously updates and monitor any external risk and vulnerability by updating risks identified by Cyber Security NSW.	In Progress	01/07/21	30/06/22	 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 March 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 April 2022. The impact of completion will be shown in March Quarterly Budget Review once adopted. This will be updated each month from now.	In Progress	01/07/21	30/06/22	 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 April 2022. 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.	In Progress	25/11/21	30/06/22	 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 April 2022.	In Progress	01/07/21	30/06/22	80.00	100.00	
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 March, 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	60.00	100.00	
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 March 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.	In Progress	01/07/21	30/06/22	80.00	100.00	

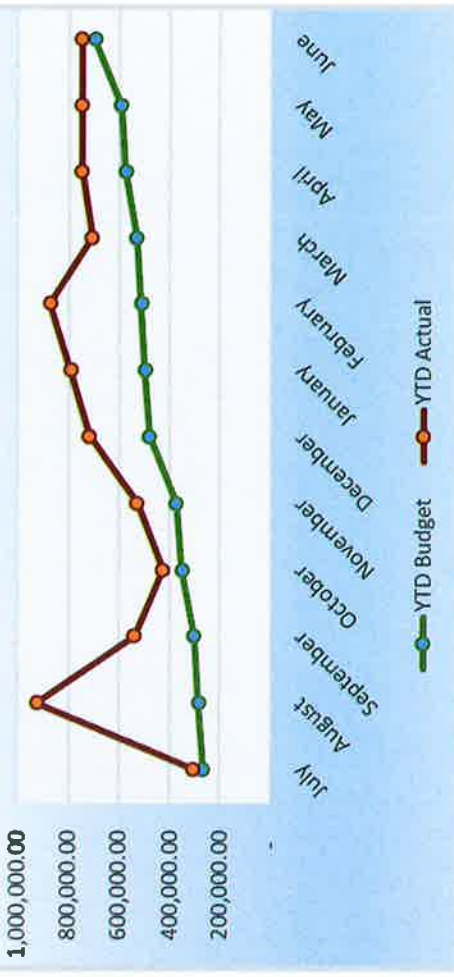
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.7.2 Manage and deliver financial services in line with statutory requirements.	Roy Jones - Manager Finance and Technology	Statutory requirements were met for the April 2022 period. Council interim financial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

# 9. Finance and Technology

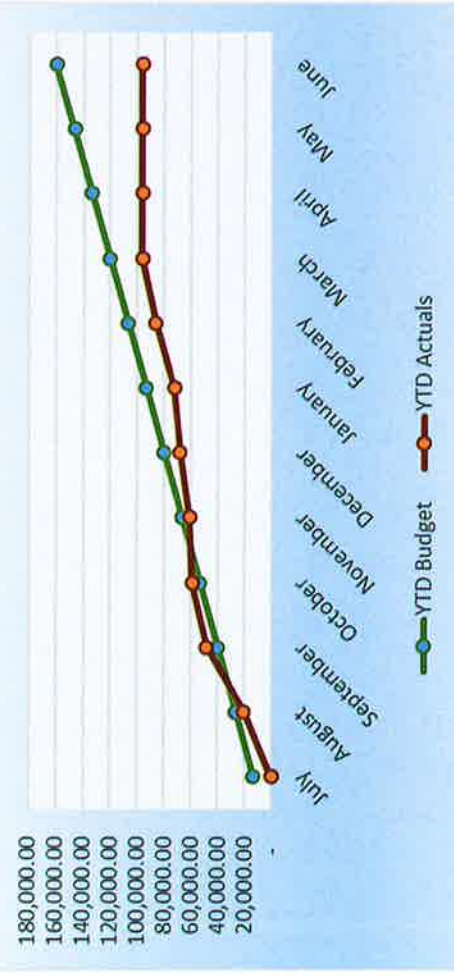
**Finance & Technology Operational Income Budget v's Actual**



**Finance & Technology Operational Expenditure Budget v's Actual**



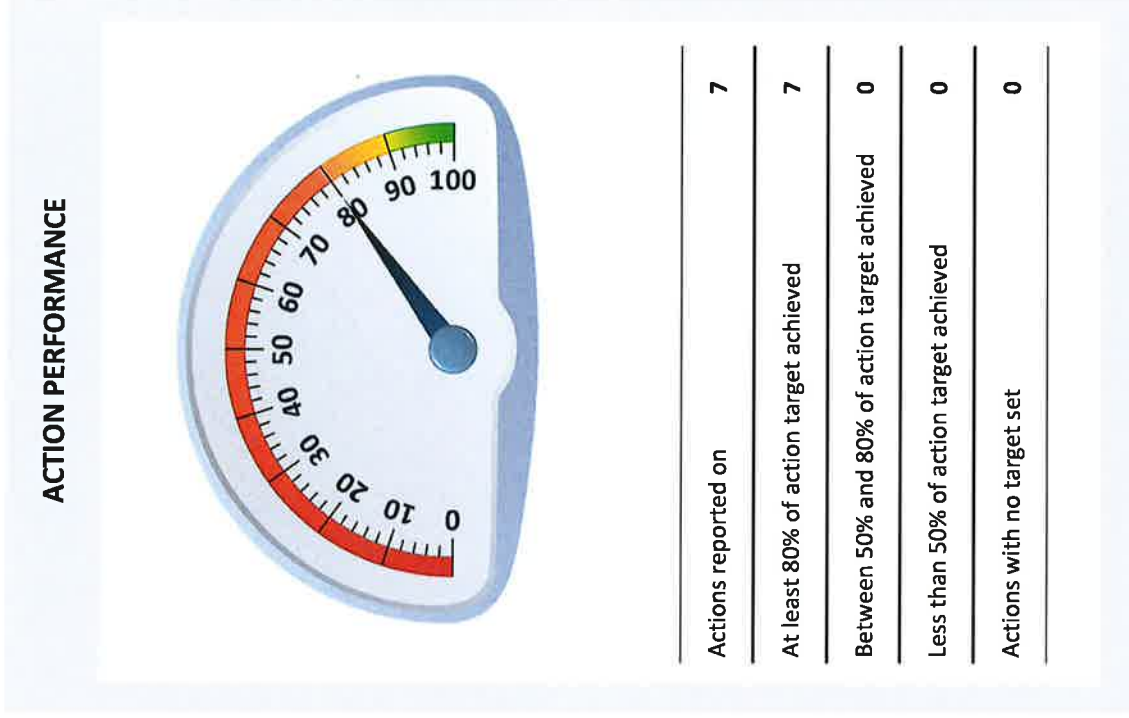
**Finance & Technology Capital Expenditure Budget v's Actual**





COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Finance &amp; Technology</b>	<b>(7,489,087)</b>	<b>(8,025,163)</b>	<b>107.16%</b>
<b>1. Operating Income</b>	<b>(8,423,816)</b>	<b>(8,924,796)</b>	<b>105.95%</b>
<b>2. Operating Expenditure</b>	<b>698,321</b>	<b>751,222</b>	<b>107.58%</b>
<b>4. Capital Expenditure</b>	<b>160,000</b>	<b>96,595</b>	<b>60.37%</b>
1810501. Computer Equipment - Finance	50,000	32,711	65.42%
1810508. Capitalised Software	110,000	63,884	58.08%
<b>6. Liabilities</b>	<b>76,408</b>	<b>51,816</b>	<b>67.82%</b>

## 10. CORPORATE & GOVERNANCE






## ACTION SUMMARY

## Business Unit: Corporate &amp; Governance

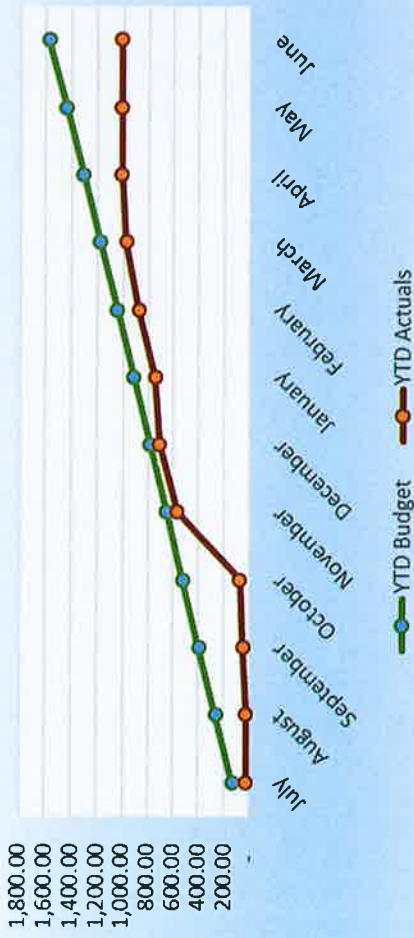
## Service Profile: Corporate &amp; Governance

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 continues to be under budget as at 30 April 2022.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.1.1.4 Manage and deliver services for community involvement in Council decision making processes.	Erika Bursford - Manager Customer Service, Governance & Records	Submissions for the Community Engagement Strategy which closed on May 2, these are currently being collated to report to council.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.1.1 Develop, manage and deliver Customer Services.	Erika Bursford - Manager Customer Service, Governance & Records	Frontline customer service has been effected by illness, which has had put operations in this area under added pressure during this period.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.1.2 Deliver business improvements, recognising emerging risks and opportunities.	Erika Bursford - Manager Customer Service, Governance & Records	Governance has been integral in developing the Community Engagement, Community Strategic Plan, Delivery Program and Operational Plans and has also given administration support in the creation of the Long Term Financial Plan, Revenue Policy, Workforce Management Strategy and Asset Management Plan. This has been accomplished with limited staffing and while also delivering day to day business as usual. This level of output cannot be sustained.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

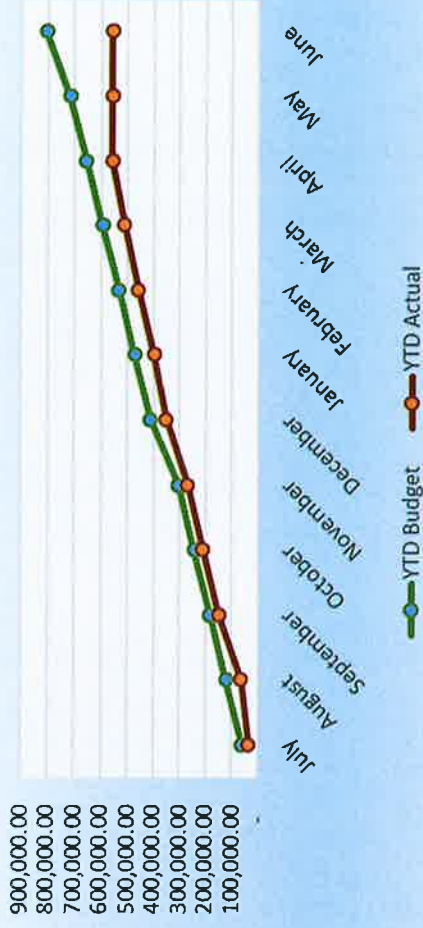
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.3.1.3 Develop, manage and deliver Governance Services.	Erika Bursford - Manager Customer Service, Governance & Records	The final version of Risk Management and Internal Audit Guidelines for Councils is expected to be in place by June 2022. The first of the Audit, Risk and Improvement Committee in the new term in Council was held on 13 April 2022, minutes are being provided to Council for the May General Council meeting for adoption.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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 April 2022 - 114 Phone Call Summary average for April 2022 - approximately 2500 Frontline in person enquires average 10 per day approximately 200 per month.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
4.3.4.4 Develop, manage and deliver Records Services.	Erika Bursford - Manager Customer Service, Governance & Records	The Records Management Assessment Tool was lodged with State Archives and Records Authority (SARA) in April 2022. Results for all departments will be reported in their Annual Report in July 2022. A new SARA portal will be established in July 2022 for future reporting.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

# 10. Corporate and Governance

Corporate & Governance Operational Income Budget v's Actual

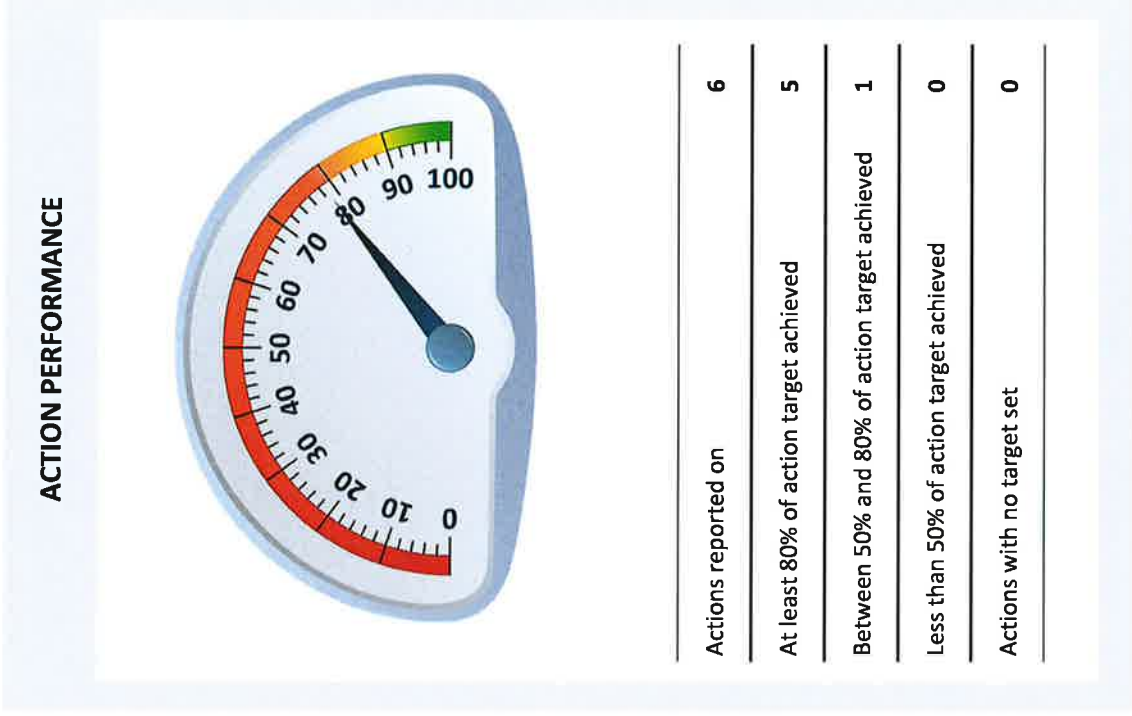


Corporate & Governance Operational Expenditure Budget v's Actual



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
Corporate and Governance	802,854	560,055	69.76%
1. Operating Income	(1,576)	(1,014)	64.35%
2. Operating Expenditure	804,430	561,069	69.75%


## 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>Companion Animals</p> <p>One dog was impounded in the month of April. The animal was not suitable for rehoming and as a result euthanased.</p> <p>Patrols continue to be conducted and action taken where breaches have been sighted.</p> <p>One warning letter sent to a dog owner requesting they keep their dog contained to the property at all times.</p> <p>Parking</p> <p>Two parking infringements were issued in the month of April with another three vehicle owners were warned not to exceed the parking time frame.</p> <p>Regular patrols are undertaken and Officers have noted that vehicles are not exceeding the allowable time frame.</p> <p>Council has lodged an application to access Transport NSW Drives 24 database which will give officers the ability to look up vehicle owners details. Infringements can then be sent via post in an attempt to mitigate safety issues arising from face to face confrontation.</p>	In Progress	30/11/21	30/06/22	80.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.2.1 Manage and deliver the Weeds Management Program, Council's Weeds Action Plan and regional weeds management plans.	Mark Cooper - Manager Open Space, Regulatory & Utilities	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. 35 property inspections done for April. Ongoing	In Progress	01/07/21	30/06/22	80.00	100.00	
		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						

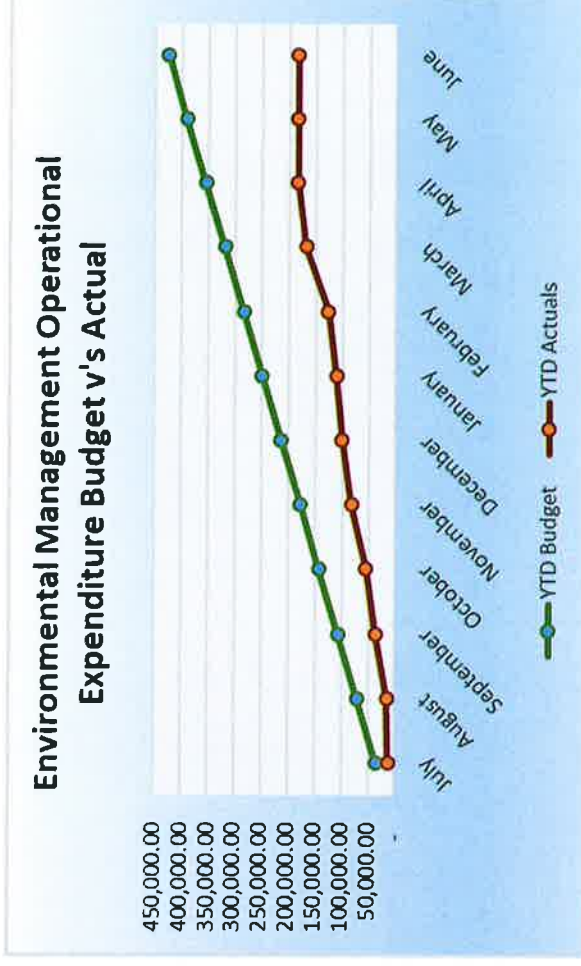
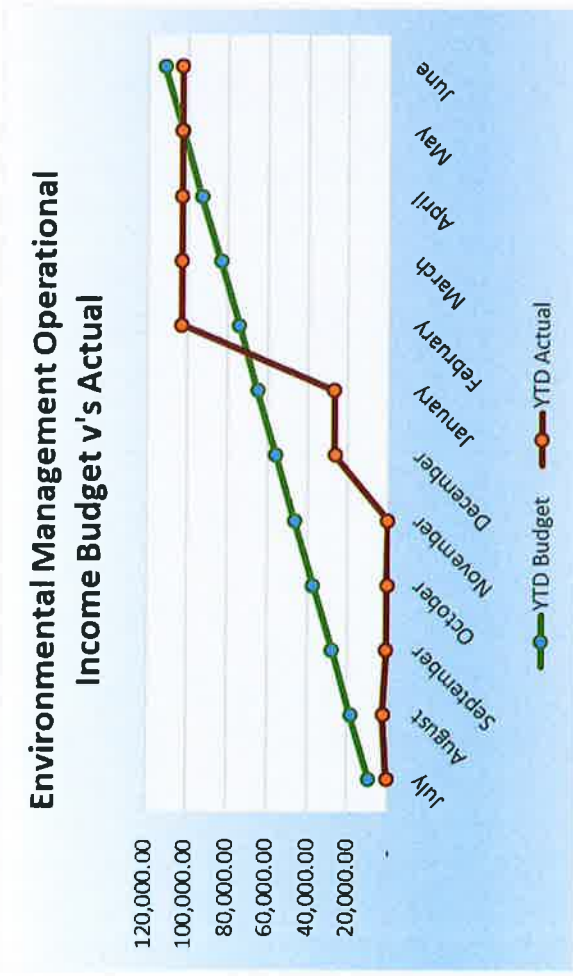


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.2.2.2 Deliver business improvements, recognising emerging risks and opportunities.	Mark Cooper - Manager Open Space, Regulatory & Utilities	High Risk Pathways and Waterways are inspected regularly for new weed incursions. High risk inspections are being carried out on properties within the Tenterfield LGA for priority weeds.	In Progress	01/07/21	30/06/22	72.00	100.00	
		Weed Control April						
		Black Knapweed – Aldershot and Bellevue Rds. and private property Tenterfield.						
		Parramatta grass Billirimba Rd Timbarra Rd						
		Green Cestrum Bonds Rd Urbenville						
		Tropical Soda Apple Urbenville Areas						
		Council lands Tenterfield Streets Tenterfield Sale Yards						
		Inspections Private Property Inspections – 35 Property inspections for April High-risk pathway Inspections – Mt Lindsey Hwy Tenterfield to Woodenbong, New England Highway Deepwater to Jennings, Bruxner Way and Tooloom Rd. High Risk Waterways - Tooloom River						
		Workforce Training 2 day Prohibited Matter Course in Armidale						

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	All works are carried out within Budget allocations.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
3.2.3.1 Develop, manage and deliver community weed and pest management reduction programs.	Mark Cooper - Manager Open Space, Regulatory & Utilities	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. Weed Officer attended a 2 day Prohibited Matter course in Armidale to further skills in identifying NSW's most serious weeds	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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	Council has received concerns about the rabbit population within town  Where Council receives complaints regarding overgrown unsightly lots Notices are issued requiring the owner to undertake work to comply. No weed notices sent out in April.  Complaint lodged with Council regarding an overgrown block Letter has been sent to the owner, which has now been slashed.  One complaint received in relation to livestock on public roads at Legume, Matter still ongoing.  No further complaints received in relation to horses out in the area of Leslie Creek / Bruxner Way.  Dealing with goats wandering on Long Gully Rd.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

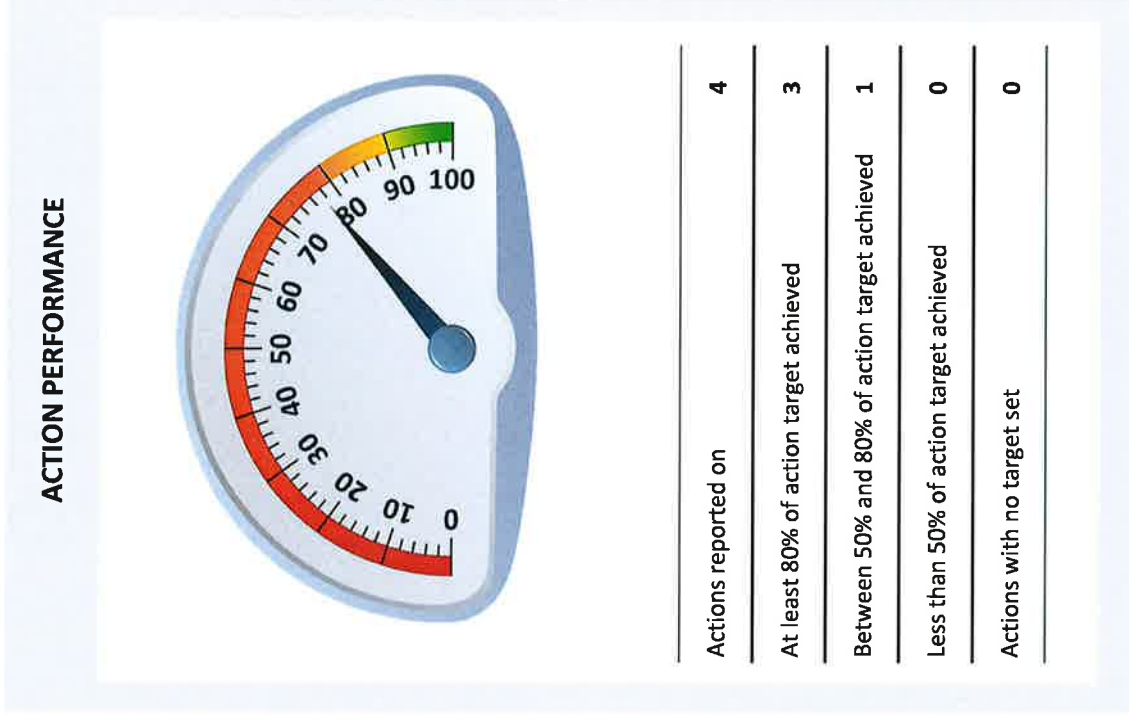


# 11. Environmental Management







COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Environmental Management</b>	<b>316,667</b>	<b>80,419</b>	<b>25.40%</b>
<b>1. Operating Income</b>	<b>(111,600)</b>	<b>(103,651)</b>	<b>92.88%</b>
<b>2. Operating Expenditure</b>	<b>426,204</b>	<b>184,071</b>	<b>43.19%</b>
<b>4. Capital Expenditure</b>	<b>2,063</b>	<b>0</b>	<b>0.00%</b>
4235501 . Covid-19 Council Pound Grant Expenditure	2,063	0	0.00%

## 12. LIVESTOCK SALEYARDS

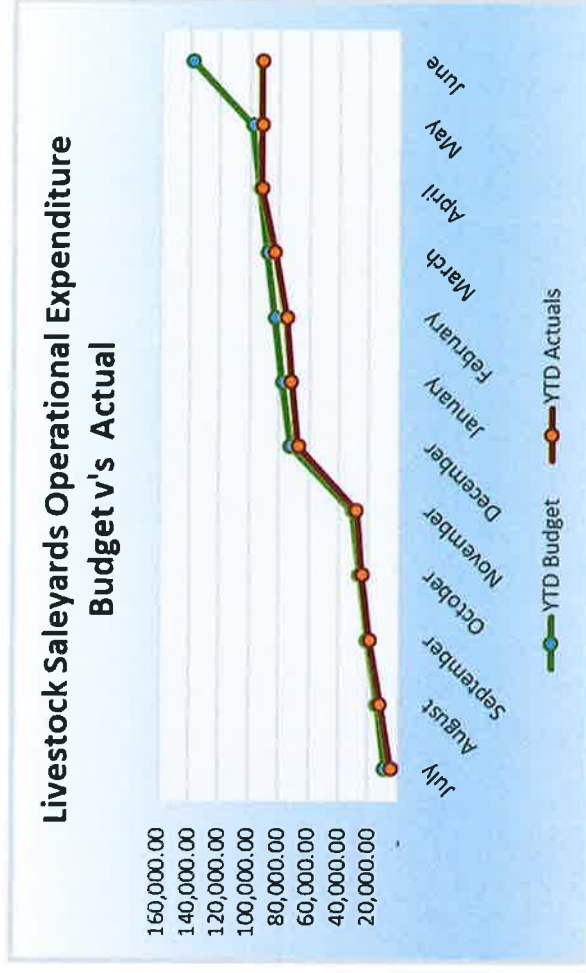
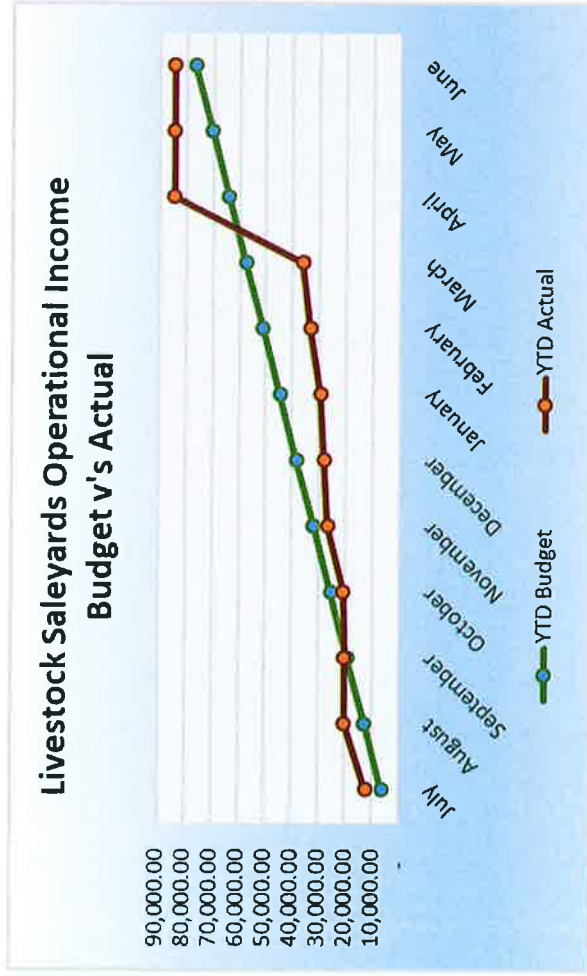


## ACTION SUMMARY

Business Unit: Livestock Saleyards						
Service Profile: Livestock Saleyards						
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	Status
2.1.3.1 Develop, manage and deliver Asset Management, Strategic and Management Plans for Saleyards.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Saleyard Management Plan Adopted. Saleyard induction now on the web site, with many users having completed the induction.	In Progress	01/07/21	30/06/22	 MONITOR
2.3.1.1 Manage and deliver Saleyards Services.	Mark Cooper - Manager Open Space, Regulatory & Utilities	<p>Cattle Numbers for April 2022</p> <p>Prime Sale – 0 Head - No Cattle Sales due to short weeks.</p> <p>Feature Weaner Sale -0 Head</p> <p>Private Weighing –42 Head - \$115,347.60</p> <p>Total - 42 Head - \$115,347.60</p> <p>Financial Year 2021/2022 8,635 Head - \$14,806,288.51</p> <p>Financial Year 2020/2021 8,963 Head - \$14,127,684.48</p> <p>Financial Year 2019/2020 9,247 Head - \$8,441,858.64</p> <p>Financial Year 2018/2019 21,656 Head - \$12,517,711.39</p> <p>Financial Year 2017/2018 19,027 Head - \$15,984,517.65</p> <p>Financial Year 2016/2017 24,151 Head - \$23,233,573.17</p> <p>Financial Year 2015/2016 22,654 Head - \$19,613,572.47</p>	In Progress	01/07/21	30/06/22	 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	Obtaining design and quotes for the installation of the Double Height loading ramp and proposing a new location within the saleyards. Double Height loading ramp to proceed after recent Saleyard meeting, Truckwash no longer to proceed. After discussion at the saleyard meeting a decision was made to no longer proceed and return the grant fund dollars. 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 improve on previous years.	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	Working and operating within budget. Major financial impact being the very low numbers of cattle being processed through the saleyards. Numbers will increase on previous years.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

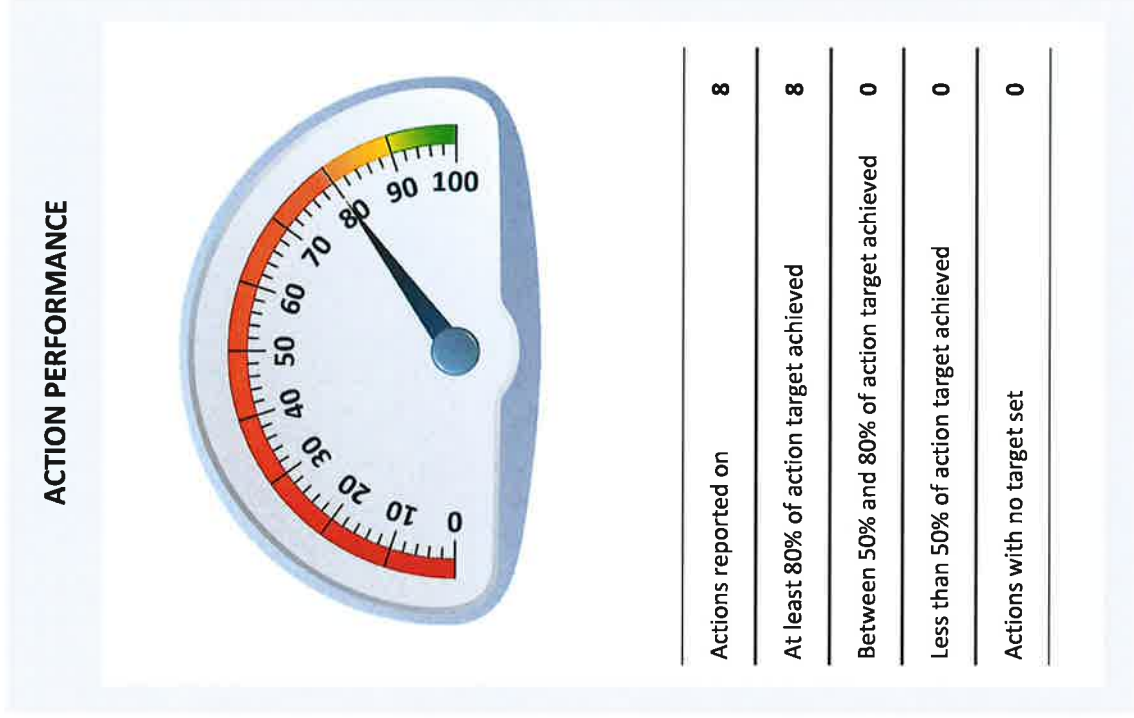
## 12. Livestock Saleyards



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Livestock Saleyards</b>	<b>242,942</b>	<b>7,745</b>	<b>3.19%</b>
<b>1. Operating Income</b>	<b>(76,594)</b>	<b>(84,550)</b>	<b>110.39%</b>
<b>2. Operating Expenditure</b>	<b>138,753</b>	<b>92,294</b>	<b>66.52%</b>
<b>4. Capital Expenditure</b>	<b>180,783</b>	<b>0</b>	<b>0.00%</b>
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	April 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. Twelve (12) DA's lodged, six (6) 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	April 2022 - Heritage Committee held 22 April 2022. Heritage advisor provides phone, email and in person advice for free.	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	April 22 - 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	April 2022 - Increase in subdivision applications in Tenterfield due to impending cessation of development stimulus package and discounts offered for water and sewer headworks charges. All applications assessed and determined in accordance with legislative requirements.	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	April 22 - 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	April 22 - Ongoing use of the NSW Planning Portal. Council's proposed integrated system - Greenlight - undergoing modifications.	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	April 22 - 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	April 22 - Cross department communications continue during assessment of DA's.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

**APPLICATIONS FOR DEVELOPMENT LODGED WITH COUNCIL – APRIL 2022**

App No.	Lodged	Applicant	Lot/Sec/DP	Location	Development
DA 2022.042	05-Apr-22	RYAN Kieran	12/11/73238	45 Barlows Gate Road, Lower Acacia Creek	Alterations/Extension to Existing Dwelling
DA 2022.043	8-Apr-22	Tenterfield Surveys (Taylor)	4/595068	60 Derby Street, Tenterfield	Five (5) Lot Urban Subdivision
DA 2022.044	12-Apr-21	HEART Joseph Frank	251/1261645	5475 Mt Lindesay Road, Liston	Shipping Container
DA 2022.045	12-Apr-21	SCHWOTTOVA Katrina	2/6/5585	12 Welch Street, Urbenville	Shed
DA 2022.046	19-Apr-22	CLARKE Kevin Andrew & Heather Dorothy	7/84/758959	148 Wood Street, Tenterfield	Use of Existing Building as a Detached Studio
DA 2022.047	21-Apr-22	Tenterfield Surveys (Kirby-Stanley)	13 & 14/ 1068028	14 Railway Street, Tenterfield	Two (2) Lot Boundary Adjustment
DA 2022.048	26-Apr-22	Tenterfield Surveys (Uhrig)	1/999209	17 Naas Street, Tenterfield	Eleven (11) Lot Urban Staged Subdivision
DA 2022.049	28-Apr-22	SOER Richard & Sharon (George Inn Custodian Pty Ltd)	2 & 3/ 1078142	130 High Street, Tenterfield	Alterations/Extension to Existing Hotel
DA 2022.050	28-Apr-22	Uniplan Group Pty Ltd (Rudge)	4/17/758959	230 Logan Street, Tenterfield	Manufactured Dwelling
DA 2022.051	28-Apr-22	GALVIN Douglas John	1/1037068	8986 New England Highway, Tenterfield	Manufactured Dwelling
DA 2022.052	28-Apr-22	Tenterfield Surveys (Spark)	2/17/758959 & 12/865242	439 Rouse Street, Tenterfield	Three (3) Lot Urban Subdivision
DA 2022.053	28-Apr-22	Tenterfield Surveys (Venes & Ho)	3/835915	2 - 4 Aldershot Road, Tenterfield	Four (4) Lot Urban Subdivision

**DETERMINATIONS ISSUED – APRIL 2022**

App No.	Lodged	Date of Approval	No. of Days	Applicant	Lot/Sec/DP	Location	Description of Development
DA 2022.015	4-Feb-22	5-Apr-22	61 Days	Tenterfield Surveys (Scott & Staal)	14/1238030,1 / 800446 & 4/818762	89 & 163 Geysers Road, Tenterfield	Nine (9) Lot Staged Rural Subdivision
DA 2022.033	25-Mar-22	19-Apr-22	26 Days	HUGHES Keith Walker	352/753323	1874 Torrington Road, Stannum	Installation of a Previously Used Residence
DA 2022.036	25-Mar-22	21-Apr-22	28 Days	HOLLEY Bradley (Daley)	31/1217890	52 Sunnyside Hall Road, Tenterfield	Shed

CDC 2022.037	28-Mar-22	19-Apr-22	23 Days	WHARMBY John (Williams)	2/596387	49 Clive Street, Tenterfield	Shed & Extension/Alteration to Existing Dwelling
DA 2022.044	12-Apr-21	21-Apr-22	10 Days	HEART Joseph Frank	251/1261645	5475 Mt Lindesay Road, Liston	Shipping Container
DA 2022.046	19-Apr-22	21-Apr-22	2 Days	CLARKE Kevin Andrew & Heather Dorothy	7/84/758959	148 Wood Street, Tenterfield	Use of Existing Building as a Detached Studio

#### s4.55 Modifications of Consent

Application No.	Applicant	Lot/DP	Location	Description of Development
CDC 2018.015/1	MEEKIN Anthony	2/65/DP758959	113 Wood Street, Tenterfield	Alterations to Existing Dwelling

#### OUTSTANDING APPLICATIONS

Application No.	Lodged	Status of Application/Comment	Applicant	Location	Proposed Development
DA 2018.072	6-Aug-18	Information Required from Applicant Insufficient Information provided to complete assessment	Tenterfield Shire Council	66-80 Boundary Road, Tenterfield	Truck Wash Facility
DA 2019.055	17-May-19	Refusal from NSW RFS Insufficient Information provided to complete assessment	RAWNSLEY Derek & PAINE Janine	632 Sugarbag Road, Drake	Tourist & Visitor Accommodation (Backpackers Accommodation)
DA 2019.104	15-Oct-19	Information Required from Applicant Insufficient Information provided to complete assessment	Wilshire & Co Superannuation Fund (Todd Wilshire)	1-9 Manners Street, Tenterfield	New Shed & Extension to Existing Shed (Awning)
DA 2020.033	21-Apr-20	Information Required from Applicant Insufficient Information provided to complete assessment	MOSER Eric (Marian Hansson)	332B Mount Lindesay Road, Tenterfield	Manufactured Building
DA 2021.012	01-Feb-21	Information Required from Applicant Insufficient Information provided to complete assessment	CORBETT Arran	Bluff River Road, Tenterfield	Primitive Camp Ground

DA 2021.080	29-Jun-21	Information Required from Applicant Insufficient Information provided to complete assessment	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 building & amenities
DA 2021.153	02-Dec-21	Information Required from Applicant Insufficient Information provided to complete assessment	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Tourist & Visitor Accommodation
DA 2021.158	15-Dec-21	Information Required from Applicant Insufficient Information provided to complete assessment	SACCON Giana	49 Duncan Street, Tenterfield	Dual Occupancy, Detached Garage & Studio
DA 2022.021	18-Feb-22	Awaiting NSW RFS Recommendations Under Assessment	Tenterfield Surveys (Sherry)	305 Washpool Creek Road, Tenterfield	Four (4) Lot Rural Subdivision
DA 2022.038	28-Mar-22	Awaiting NSW RFS Recommendations Under Assessment	Tenterfield Surveys (Attard)	8196 Mt Lindesay Road, Lower Acacia Creek	Two (2) Lot Rural Subdivision
DA 2022.039	29-Mar-22	Awaiting NSW RFS Recommendations Under Assessment	Tenterfield Surveys (Searle)	Bruxner Road, Drake	Four (4) Lot Rural Subdivision
DA 2022.040	29-Mar-22	Awaiting NSW RFS Recommendations Under Assessment	Tenterfield Surveys (Acacia Downs Custodian Pty Ltd)	Mt Lindesay Road, Lower Acacia Creek	Two (2) Lot Rural Subdivision
DA 2022.041	30-Mar-22	Awaiting NSW RFS Recommendations Under Assessment	MURPHY James Steven	151 Bulwer Street, Tenterfield	Two (2) Lot Urban Subdivision
DA 2022.042	05-Apr-22	Under Assessment	RYAN Kieran	Barlows Gate Road, Lower Acacia Creek	Alterations/Extension to Existing Dwelling
DA 2022.043	08-Apr-22	Under Assessment	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision

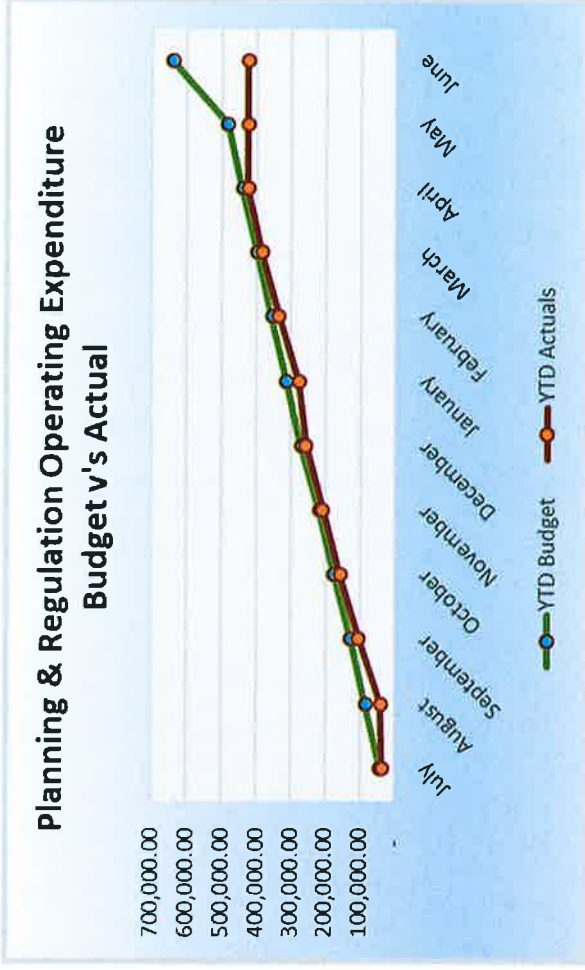
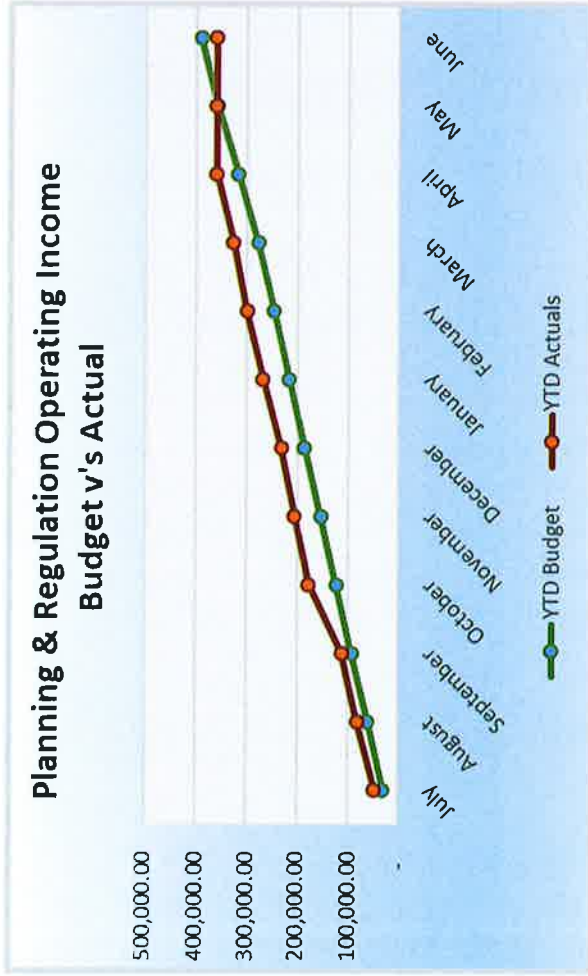
DA 2022.045	12-Apr-22	Under Assessment	SCHWOTTOVA Katarina	12 Welch Street, Urbenville	Shed
DA 2022.048	26-Apr-22	Under Assessment	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield	Eleven (11) Lots Staged Urban Subdivision
DA 2022.049	28-Apr-22	Information Required from Applicant Insufficient Information provided to complete assessment	SOER Richard & Sharon (George Inn Custodian Pty Ltd)	130 High Street, Tenterfield	Alterations/Extension to Existing Hotel
DA 2022.050	28-Apr-22	Under Assessment	Uniplan Group Pty Ltd (Rudge)	230 Logan Street, Tenterfield	Manufactured Dwelling
DA 2022.051	28-Apr-22	Under Assessment	GALVIN Douglas John	8986 New England Highway, Tenterfield	Manufactured Dwelling
DA 2022.052	28-Apr-22	Under Assessment	Tenterfield Surveys (Spark)	439 Rouse Street, Tenterfield	Three (3) Lot Urban Subdivision
DA 2022.053	28-Apr-22	Under Assessment	Tenterfield Surveys (Venes & Ho)	2-4 Aldershot Road, Tenterfield	Four (4) Lot Urban Subdivision

## 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 20/201 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.						0	14
	Value						\$0.00	\$1,646,918.00
Jun-22	No.						0	13
	Value						\$0.00	\$1,711,617.00
No. (Year to Date)		46	39	8	33	2	137	154
FY 21/22 Total Value (Year to Date)		\$10,947,345.00	\$1,482,412.00	\$7,234,581.00	\$0.00	\$370,000.00	\$20,895,338.00	
FY 20/21 Total Value		\$16,394,602.00	\$1,057,534.00	\$944,200.00	\$0.00	\$276,500.00		\$19,645,016.00

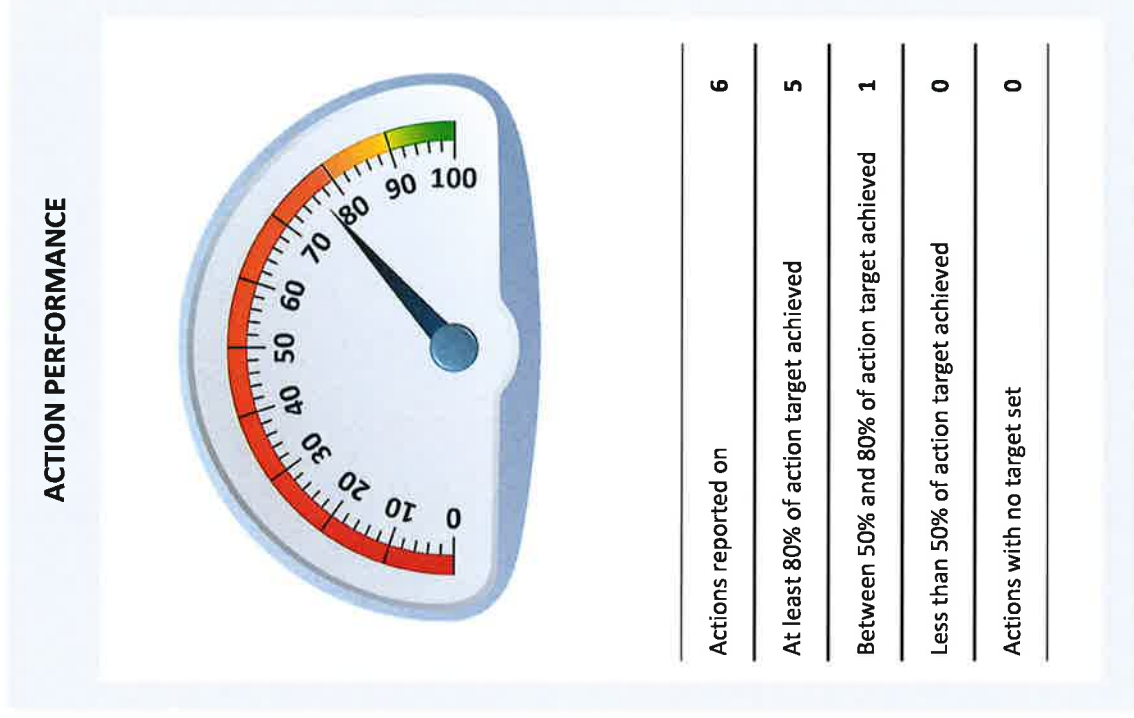


# 13. Planning and Regulation



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Planning &amp; Regulation</b>	<b>119,572</b>	<b>(35,758)</b>	<b>-29.90%</b>
<b>1. Operating Income</b>	<b>(390,405)</b>	<b>(361,048)</b>	<b>92.48%</b>
<b>2. Operating Expenditure</b>	<b>643,600</b>	<b>426,518</b>	<b>66.27%</b>
<b>3. Capital Income</b>	<b>(136,771)</b>	<b>(104,512)</b>	<b>76.41%</b>
<b>4. Capital Expenditure</b>	<b>3,148</b>	<b>3,285</b>	<b>104.34%</b>
3001000. Tenterfield Shire - Vibrant & Connected Mingoola - SCCF - Round 1	0	(3)	0.00%
3001001. Drought Communities Extension - Shire Entry Signs	3,148	3,287	104.42%

## 14. BUILDING & AMENITIES




## ACTION SUMMARY



Business Unit: Buildings & Amenities

Service Profile: Buildings & Amenities

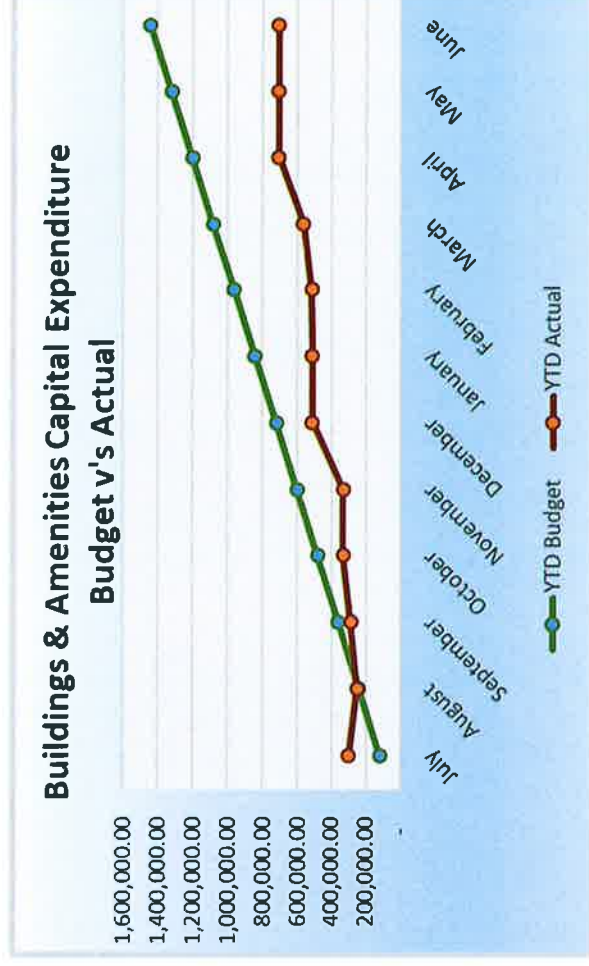
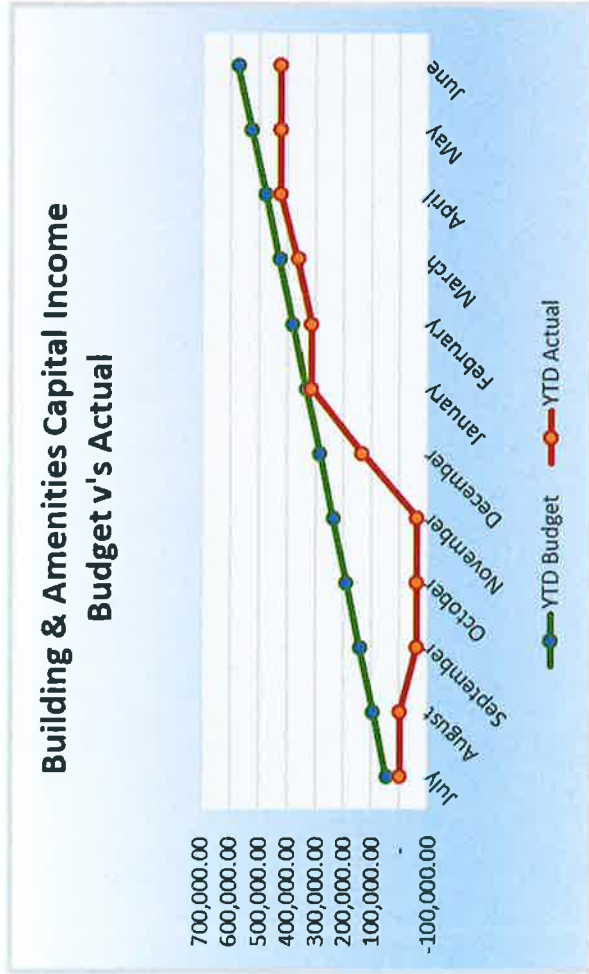
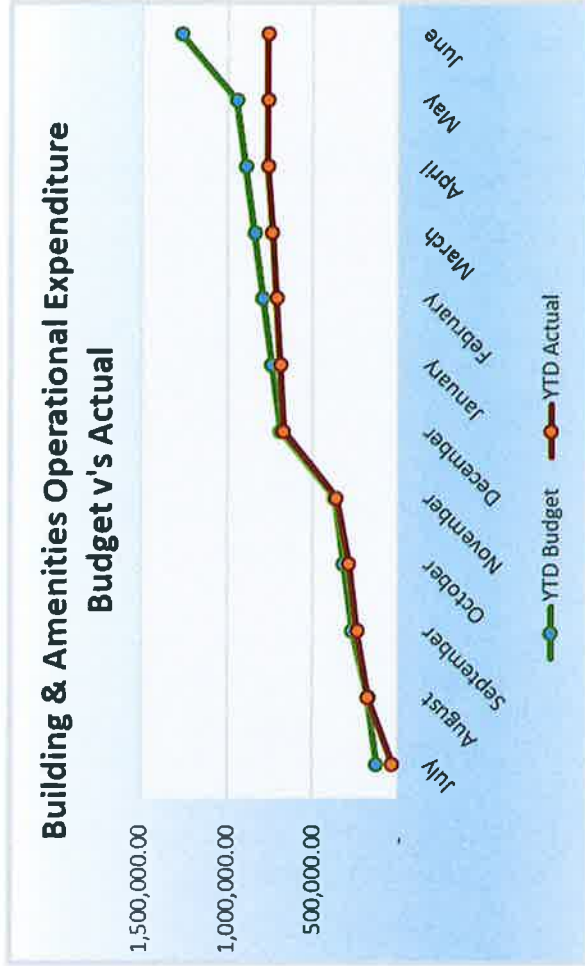
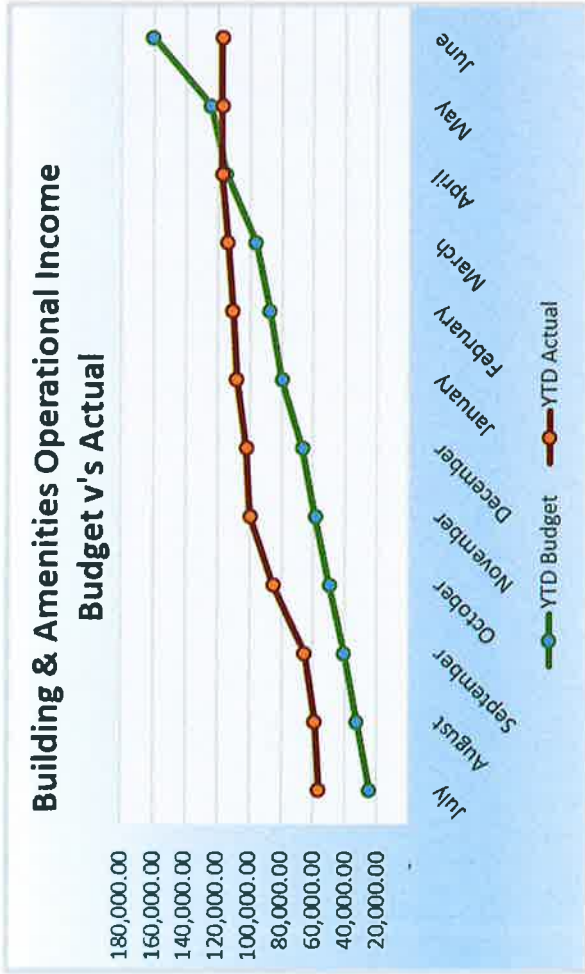
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.4.1 Deliver the Property Management Strategy, including maintenance and upgrades in line with Council needs.	Jodie Condrick - Administration Officer	<p>Administration Building Roof – scope is being prepared 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.</p> <ul style="list-style-type: none"> <li>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 is possible and in April a response was provided to the Department of Industry, Science, Energy and Resources and have been advised that due to the Federal Election any decision on the variation may not be available to Council till after due to the department being in caretaker period.</li> <li>The replacement of 5 broken windows and install handles on the ladies toilets at the Drake Hall has been completed in April 2022.</li> <li>The scaffolding work and contractor has now completed the towers and replacement of the bolts and struts in the Memorial Hall ready for Anzac day 2022.</li> <li>Work is still being completed to finalise the upgrades to the Drake Resource Centre and through the Drought Community Programme Extension during the month of April 2022.</li> <li>Dealing with licence to BackTrack over part of Lot 1 Sec. 37 DP 758959, 50 Francis Street. MOU has been negotiated by BackTrack and RFS. DA and CC have been approved. A draft licence has been prepared over part of</li> </ul>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

- 1/37/DP758959 and has been provided to BackTrack. Backtrack legal advisors yet to respond to the draft provided.
- Continuing to negotiate new licence agreement with Optus. Optus has provided a draft copy of the licence which is being reviewed.
  - 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.
  - A plumber has inspected the Urbenville Medical Centre regarding internal flooding issues. The plumber completed some works to gutters, downpipes, ducting etc. No heavy rain since to test the works. There is still a potential issue of water entering via Telstra ducting into the building.
  - Dealing with reissuing a lease to Transport Museum excluding Lot 4.
  - Received an enquiry from Acquirecomm Pty Ltd (acting on behalf of Telstra) to undertake the Property and Town Planning consultancy for the install of equipment to operate Prime TV from the Mt MacKenzie digital tower. We have engaged a consultancy firm to assist. It appears to be a replacement of exiting equipment on the tower
  - Investigating past dealings with property at 45 Martin Street occupied by Granite Borders Landcare. Council report will be prepared to determine future direction in regard to the property and support for Granite Borders Landcare.
  - Tenterfield Preschool & Kindergarten lease land from Council. No invoices were sent and no rent paid for approx. 8 years. An invoice for back rent was sent to the tenant in late 2021. The tenant has requested that past rent be waived due to financial constraints. A Council report will be prepared for consideration of the matter.

1.4.4.2 Deliver business improvements, recognising emerging risks and opportunities.	Jodie Condrick - Administration Officer	Seeking to manage Council property in April 2022 to reduce ongoing maintenance and depreciation costs. Regular discussion during the month of April 2022 with builders and contractors delivering projects to ensure delays are kept to a minimum or alternative solutions are identified. Quotes have been received for Sunnyside hall BBQ cover as part of the Stronger Country Communities Project and are yet to be selected Investigations are commencing in relation to the location of the Basketball hoops to the retractable seating at the Memorial Hall, the original hoop location is compliant with distance, however if the court is able to be centred allowing more space on each side wall can be achieved this will be done.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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	A number of projects are currently being organised with quotes and plans being revised in accordance with the 21/22 financial budget. Audit was completed for Memorial Hall projects for April 2022. Issues with insufficient budgeted allocations to properly maintain the commercial buildings in accordance with Council obligations as landlord under lease agreements. Focus on reducing Councils maintenance and replacement obligations in new lease negotiations.	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	Property Strategy - Under review investigations into seeking copies of similar size Councils property strategy during the month of April 2022.	In Progress	24/11/21	30/06/22	60.00	100.00	 MONITOR

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.4.4.5 Manage Land and Property Register and actions.	Jodie Condrick - Administration Officer	Being managed as required. Spreadsheets are being updated as required.  Budget has been organised for a new Building Conditions Assessment be completed in 2022/2023.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK
3.1.2.1 Development and delivery of the Building and Amenities Asset Management plan.	Jodie Condrick - Administration Officer	QBR has been updated in April 2022 Being developed using the Building Condition and Assessment Report 2019 in collaboration with the Asset Manager. Current Capital Works Memorial Hall – All Struts on the roof have been installed and the replacement of the bolts have now been completed, the hoop are to be installed towards the end of May and finalising the installation in June 2022 after the long weekend. Plans are being developed for the replacement of the Administration building roof. Band Hall relocation to Leechs Gully. In February 2022, Heritage consultant has inspected the property and is in the process of preparing the heritage report as part of DA process. Gem club have departed the premises. Gem Club has stored the past committee board/ honour board for safe keeping. It is to be returned to Council to store.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

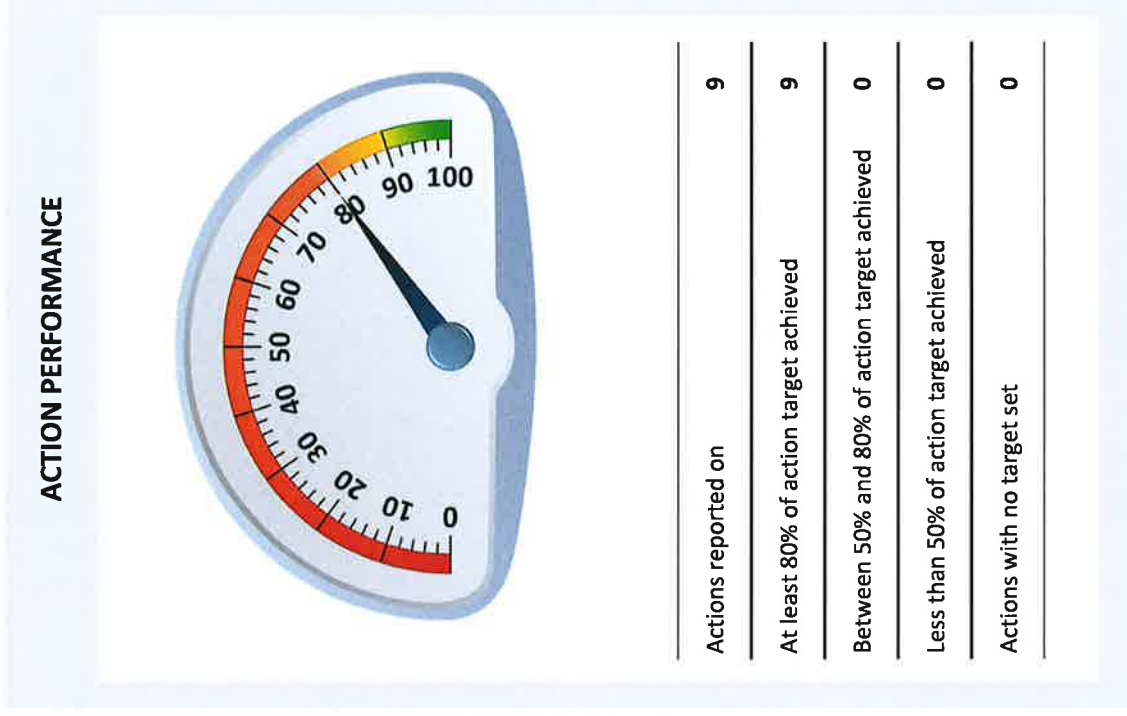
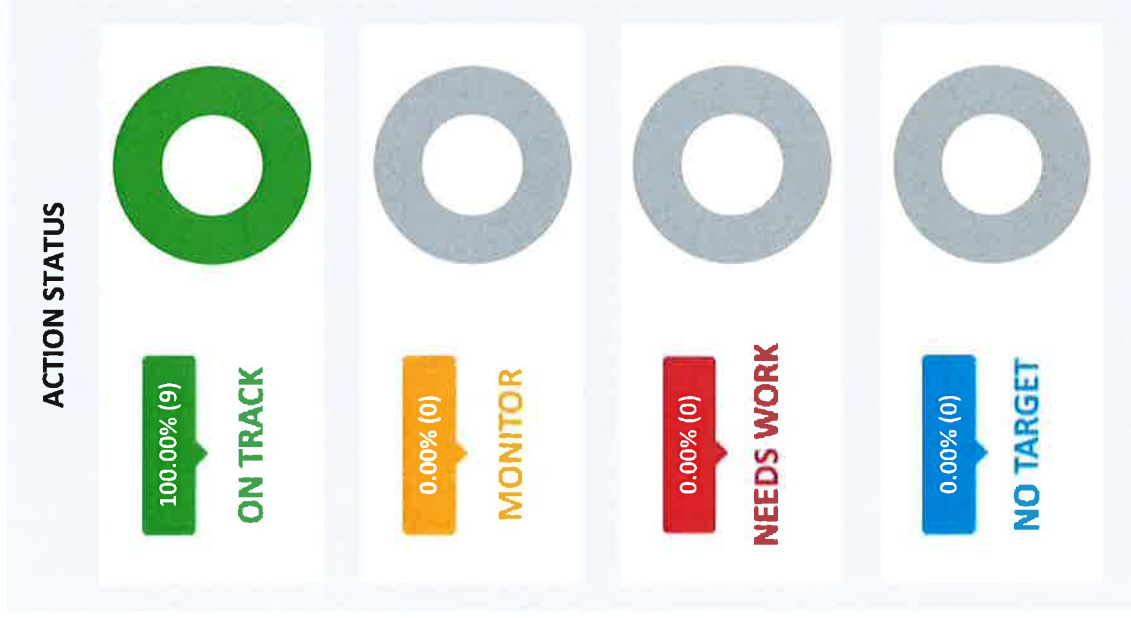
# 14. Building and Amenities



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Buildings &amp; Amenities</b>	<b>1,978,107</b>	<b>931,068</b>	<b>47.07%</b>
<b>1. Operating Income</b>	<b>(160,599)</b>	<b>(117,393)</b>	<b>73.10%</b>
<b>2. Operating Expenditure</b>	<b>1,266,420</b>	<b>765,809</b>	<b>60.47%</b>
<b>3. Capital Income</b>	<b>(572,603)</b>	<b>(426,578)</b>	<b>74.50%</b>
<b>4. Capital Expenditure</b>	<b>1,444,889</b>	<b>709,230</b>	<b>49.09%</b>
4200501. Admin Building -- Refurbishment	152,285	221,552	145.49%
4205502. Housing - 53 Welburn Lane - Renew Bathroom	20,000	0	0.00%
4205503. Housing - 53 Welburn Lane - Replace Carpet	15,000	0	0.00%
4230510. SCCF4-0858 Upgrades to Drake Hall	113,000	923	0.82%
4230511. Community Hall Steinbrook - Roof renewal	44,200	0	0.00%
4230512. SCCF4-0948 Improvements to Sunnyside Hall	138,116	0	0.00%
4235000. Tenterfield Memorial Hall Sporting Complex - SCCF-1023	66,290	55,623	83.91%
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	236,080	81.69%
4235005. BSBR000682 - Installation of Ceiling Fans & Emergency Lighting at Memorial Hall	50,000	0	0.00%
4235006. SCCF4-0949 Floor Refurbishments to Memorial Hall	131,117	0	0.00%
4235007. Memorial Hall Tenterfield - Upper Level - Storage	130,000	0	0.00%
4235008. Memorial Hall Tenterfield - Roof Repair	150,000	158,675	105.78%
4610508. Toilet Block Enhancements at Urbenville and Legume - SCCF-1105	28,615	30,251	105.72%




## 15. PARKS, GARDENS & OPEN SPACES






## 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	<p>Work commenced on the gardens at the SOA, with turf to be laid on a section of the garden to reduce maintenance. Staff have been pruning and mulching street trees.</p> <p>Petunias removed in gardens along Rouse street, new flowers to be planted.</p> <p>12 x new pinoaks to be planted along the Casino Rd replacing trees removed.</p> <p>Storm damaged Pinoak cleaned up along the Casino Rd.</p> <p>Three pin oaks are still to be removed in Logan Street. Winter job.</p> <p>Several Pin oaks to be removed along Cowper Street</p> <p>Mowing and brushcutting is a major work factor due to growing season.</p> <p>General cleaning of amenities and rubbish removal.</p> <p>Staff have pruned and removed trees in Bruxner park for safety concerns around the public toilets. The area has now been turfed.</p> <p>Damage to public toilets in Tenterfield and villages still a concern.</p> <p>Playground maintenance under taken.</p> <p>One staff member consistently working at the cemetery.</p> <p>Trees to be pruned in Rouse street prior to the maintenance of the fairy lights.</p> <p>Repairs to lighting at Federation park.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

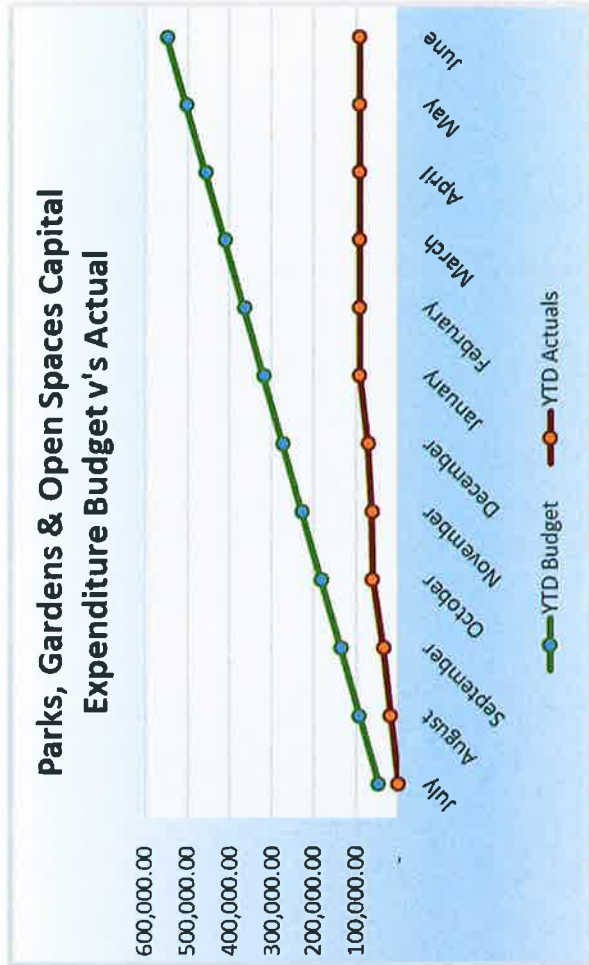
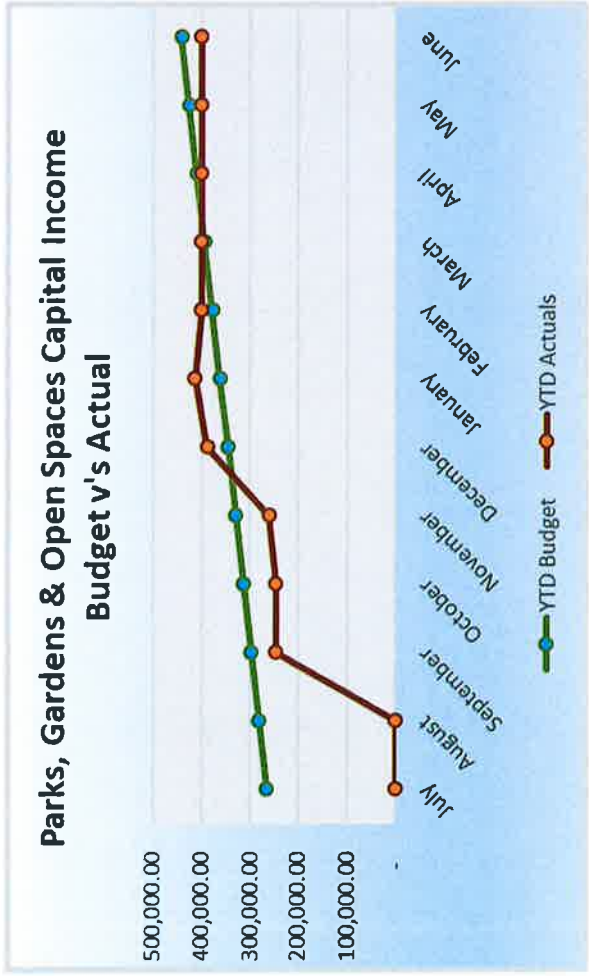
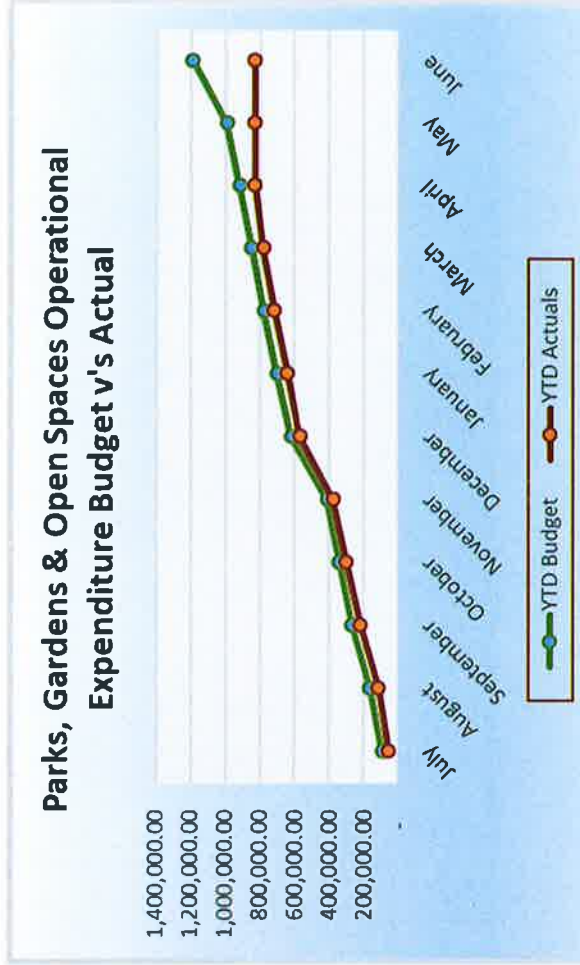
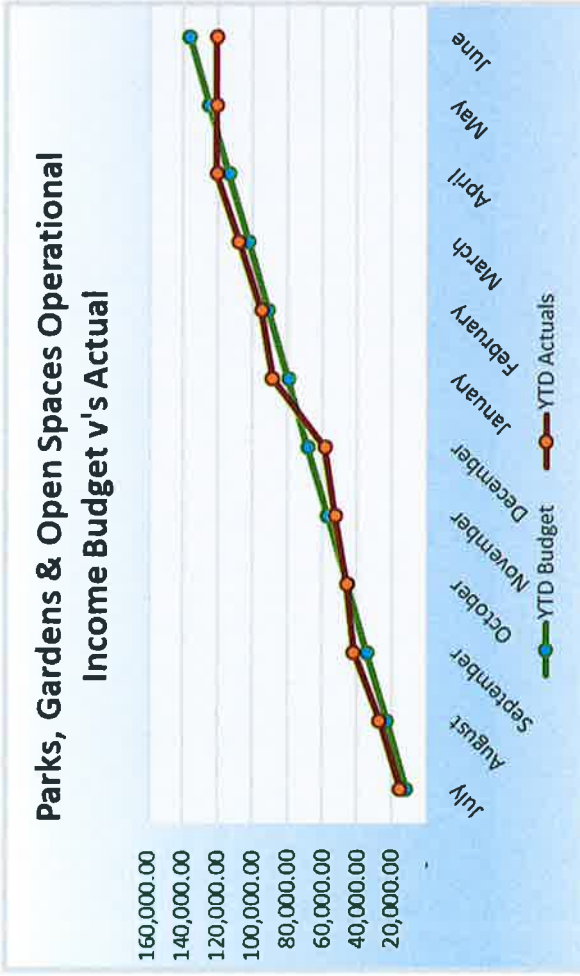
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.6.1 Work with the Tenterfield Shire Village Progress Associations and the Parks, Gardens and Open Space Committee to deliver individual town and village themes, promoting the unique aspects of each locality.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Village Concept Designs are in draft form, to be adopted through Council soon. 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. Shade structure ready to be installed over the exercise equipment at the Hockey field, weather permitting.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.2.2.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Difficult to implement maintenance programs as all the town should be of the one standard. Working towards.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.2.2.2 Deliver business improvements, recognising emerging risks and opportunities.	Mark Cooper - Manager Open Space, Regulatory & Utilities	Looking at ways to reduce the cost of maintenance within parks and maintain levels of service. New storage shed at the cemetery completed. Further slabs at the cemetery are being quoted.  Larger trees throughout the town and along Cowper Street are becoming a major concern due to ageing and structural problems.	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
1.2.2.3 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	Budget allocations are monitored and adhered to.  Stronger Country Communities Program – Round 3 acquittal was completed in January for the Rotary Park Shade cover and Fencing  Further Grant funding for dead tree removal  Completed the Acquittal for the Stronger Country Communities Funding – Round 3 for the Cricket nets.  Seeking companies to quote on the upgrade to the netball courts.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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.  Park bookings being received for the start of sporting organization's pre Covid. No Junior soccer, unable to form a committee.	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
1.3.1.1 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 for Hockey park near completed, with shade structure awaiting to be installed.  Work undertaken in Bruxner Park to have the area around the toilet block turfed to increase visibility within the park.  Community consultation package was delivered to the Jennings Progress Association to decide on which plan the community would like and the Progress Association has confirmed that Plan 1 has been chosen with the Community in February 2022  Meeting was held in February 2022 had with the Chamber to organise how the Summer under the stars will work ongoing Discussions with Peter Harris during February 2022 to organise performers for the Summer under the stars	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
1.3.1.2 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 due to budget restraints  12 New pin oaks will soon be planted along the Casino Rd	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

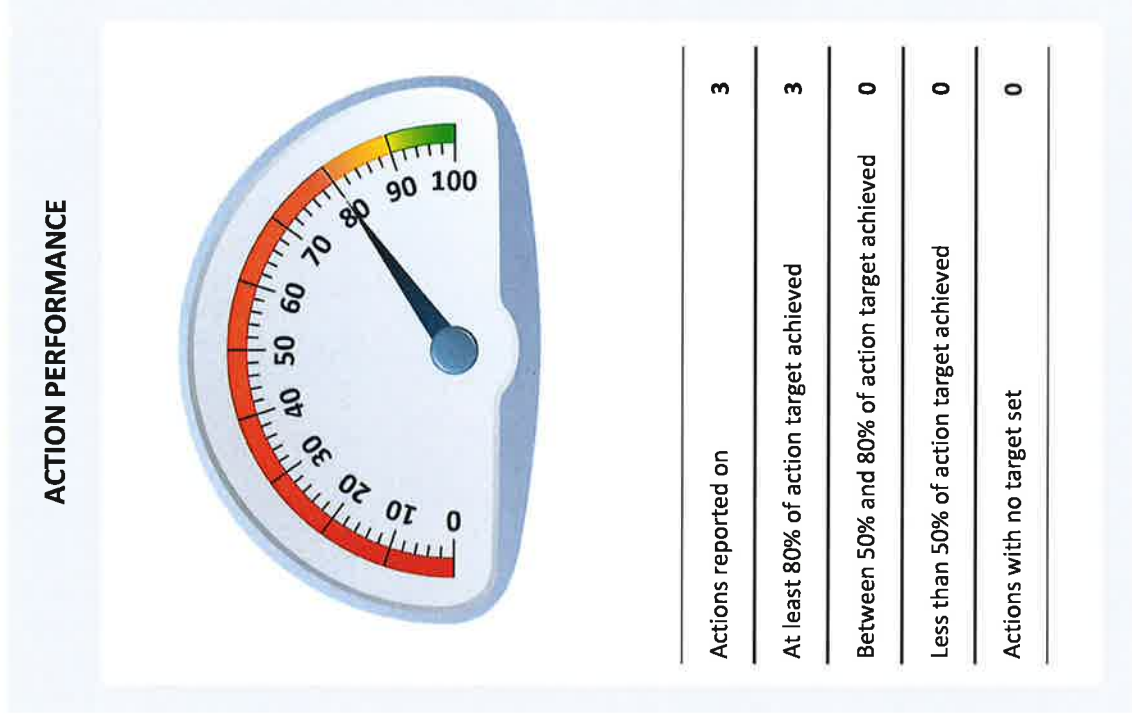
# 15. Parks, Gardens and Open Space



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Parks, Gardens and Open Space</b>	<b>1,160,066</b>	<b>403,280</b>	<b>34.76%</b>
<b>1. Operating Income</b>	<b>(136,500)</b>	<b>(121,204)</b>	<b>88.79%</b>
<b>2. Operating Expenditure</b>	<b>1,189,993</b>	<b>833,684</b>	<b>70.06%</b>
<b>3. Capital Income</b>	<b>(441,567)</b>	<b>(400,809)</b>	<b>90.77%</b>
<b>4. Capital Expenditure</b>	<b>548,140</b>	<b>91,610</b>	<b>16.71%</b>
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	46,056	55.06%
4605512. Shirley Park Cricket Net Replacement	10,925	11,073	101.36%
4605514. PSLP - Jennings Playground Precinct	250,000	6,186	2.47%
4605516. SCCF4-0951 Revitalisation of Tenterfield Netball Courts	160,000	0	0.00%




## 16. SWIMMING COMPLEX





## ACTION SUMMARY

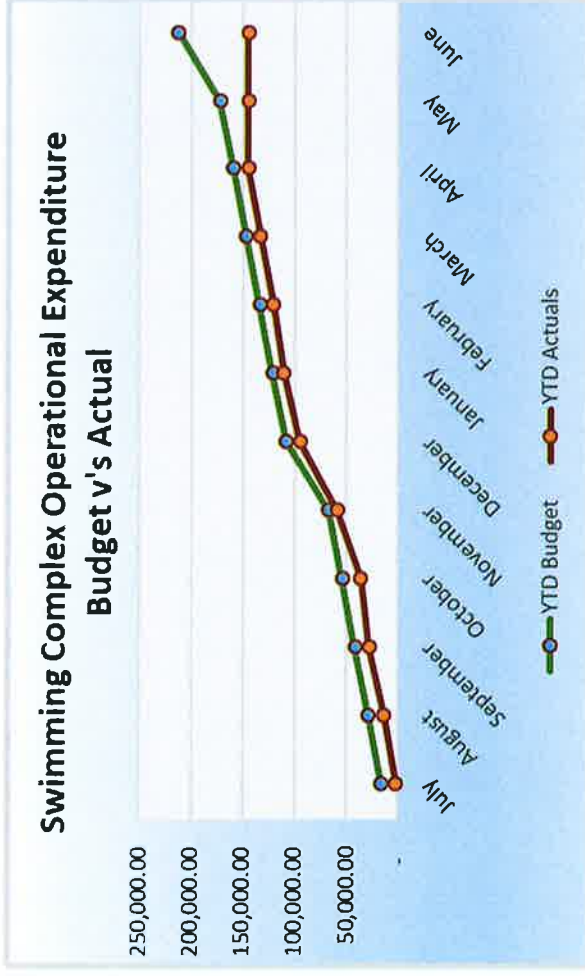
Business Unit: Swimming Complex

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>All plant room equipment will need to be serviced prior to new season commencing. It is recommended the pool is painted with fibreglass pool paint lining before the next season as the concrete shell is visible in many places and increasing running cost. The chlorine/acid doser control panel still needs replacing prior to the new season commencing</p> <p>Concrete grinding proves on the pool deck and throughout the change rooms needs to be completed prior to the season commencing, as it is in very poor condition and is slippery and a major hazard.</p> <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

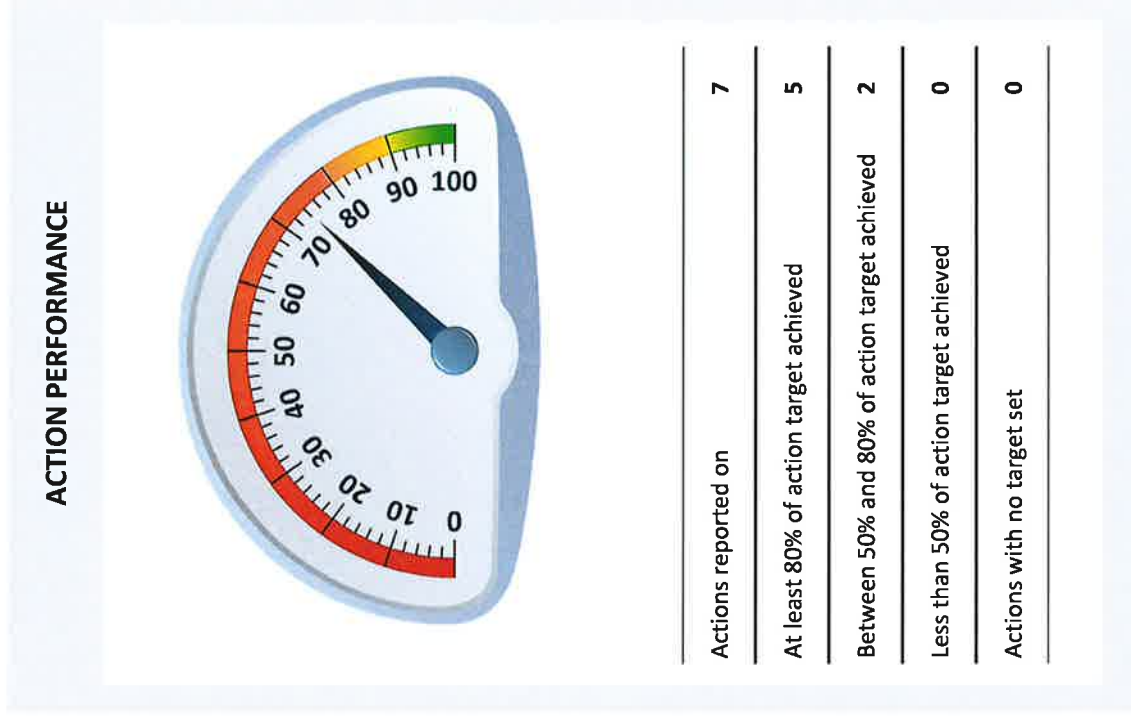
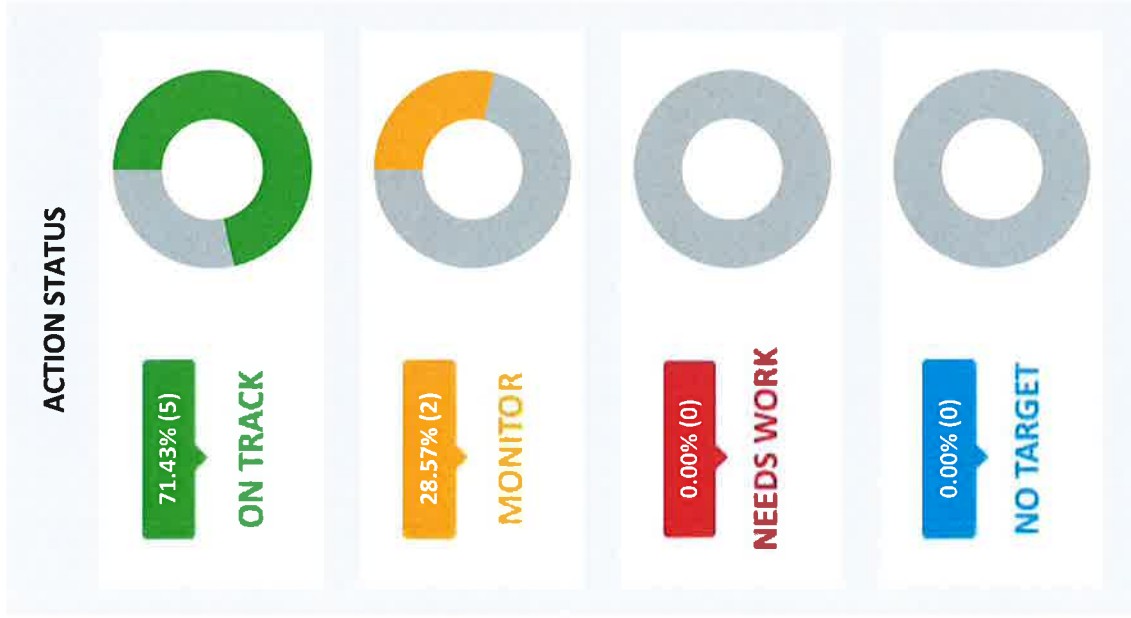
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.2.3.2 Manage the Swimming Complex Service of Council in a financially responsible manner in line with budget allocations.	Jodie Condrick - Administration Officer	Total Attendances YTD <ul style="list-style-type: none"> <li>• 2018/19 – 14756</li> <li>• 2019/20 – 14530</li> <li>• 2020-21 – 16377</li> <li>• 2021/22 – 13406</li> </ul>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
1.2.3.3 Implement Tenterfield War Memorial Baths (TWMB) Management Plan, review and update as necessary.	Jodie Condrick - Administration Officer	Current plan to be implemented in the 2023 summer season. This plan has not been reviewed since the original contract was issued.  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 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Swimming Complex</b>	<b>418,043</b>	<b>149,766</b>	<b>35.83%</b>
<b>2. Operating Expenditure</b>	<b>213,083</b>	<b>144,806</b>	<b>67.96%</b>
<b>4. Capital Expenditure</b>	<b>204,960</b>	<b>4,960</b>	<b>2.42%</b>
4600506. Shade Structure Over BBQ at Pool	4,960	4,960	100.00%
4600510. Swimming Pool - Water Heater	120,000	0	0.00%
4600511. Swimming Pool - Pool Blankets	80,000	0	0.00%

## 17. ASSET MANAGEMENT & RESOURCING

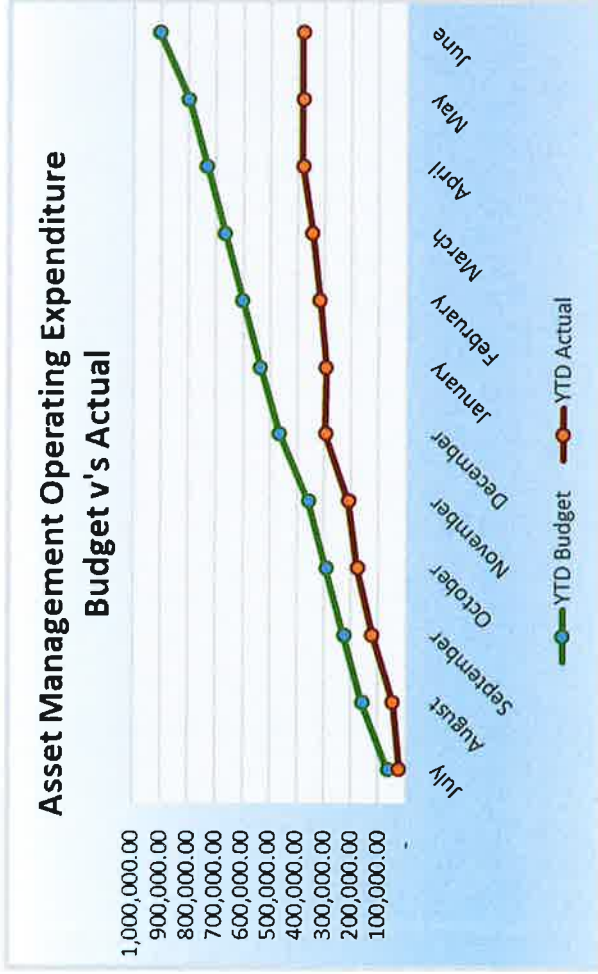


## ACTION SUMMARY

Business Unit: Asset Management & Resourcing						
Service Profile: Asset Management & Resourcing						
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	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.	In Progress	01/07/21	30/06/22	 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.	In Progress	24/11/21	30/06/22	 ON TRACK
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.	In Progress	24/11/21	30/06/22	 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.	In Progress	01/07/21	30/06/22	 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.	In Progress	01/07/21	30/06/22	 ON TRACK
5.1.4.1 Undertake annual inspections (or as deemed appropriate) for condition assessment of Council infrastructure and assets.	David Counsell - Manager Asset & Program Planning	Drainage culvert structures are being assessed on individual specific site basis for renewals a focus to improve efficiency of storm water drainage flows and safety in public areas.	In Progress	01/07/21	30/06/22	 MONITOR

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	Asset risks are being monitored the Risk Management system. Inspections are scheduled where resources allow to aid this process.	In Progress	01/07/21	30/06/22	60.00	100.00	 MONITOR

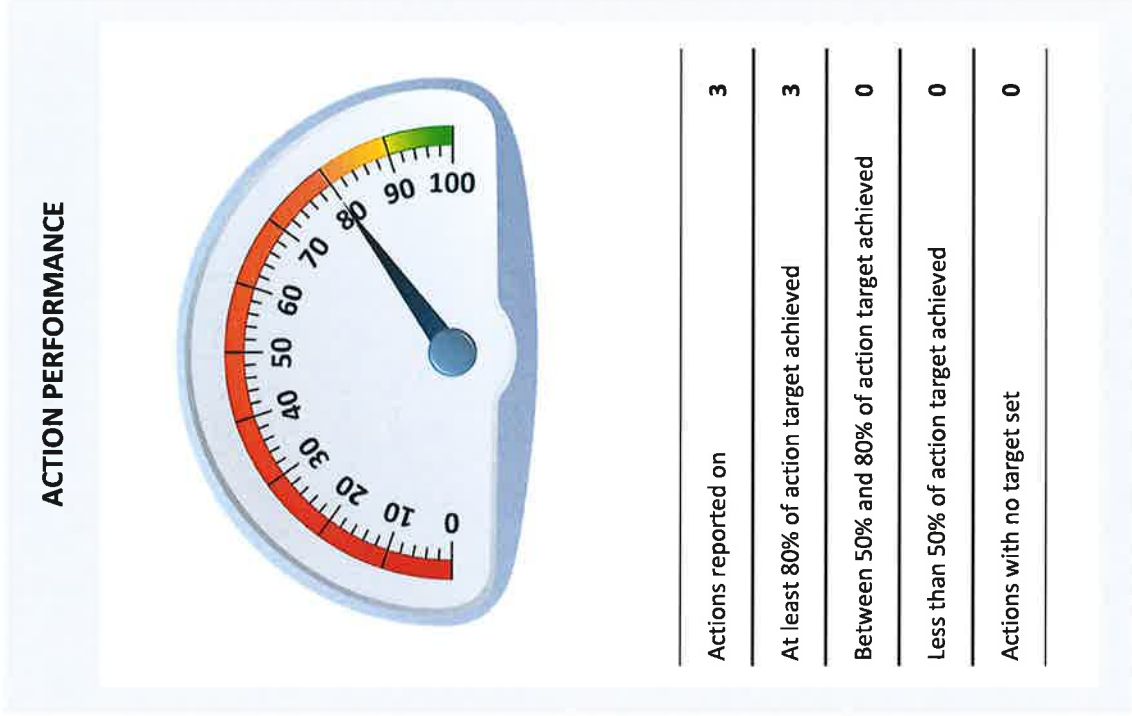
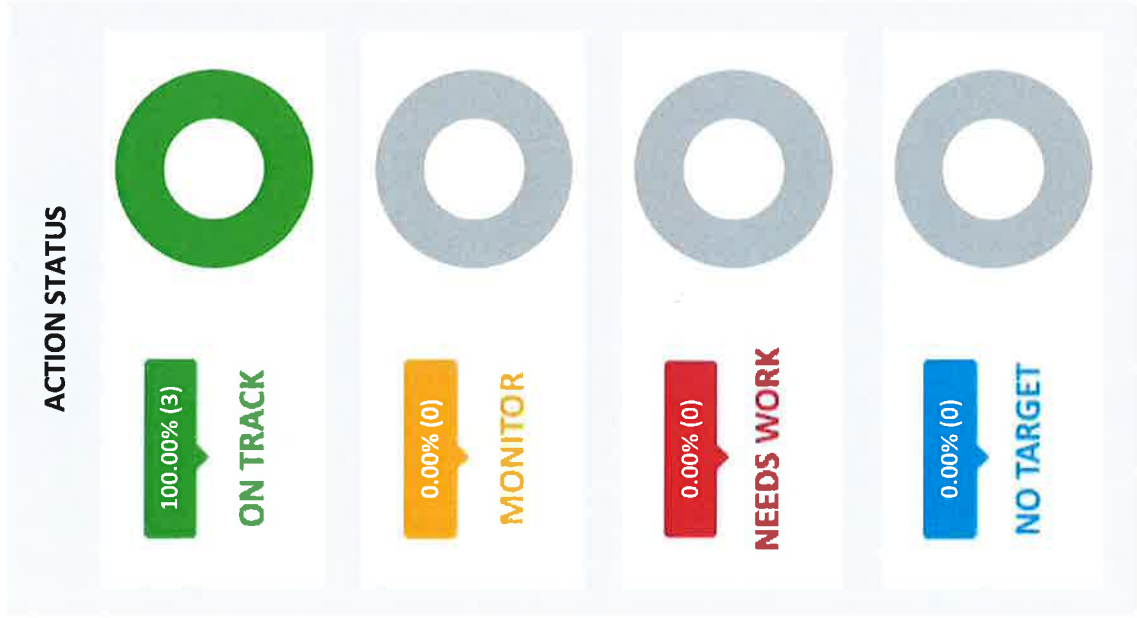
## 17. Asset Management and Resourcing



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Asset Management &amp; Resourcing</b>	<b>1,263,081</b>	<b>395,991</b>	<b>31.35%</b>
<b>1. Operating Income</b>	<b>(3,000)</b>	<b>(1,657)</b>	<b>55.25%</b>
<b>2. Operating Expenditure</b>	<b>906,613</b>	<b>381,243</b>	<b>42.05%</b>
<b>4. Capital Expenditure</b>	<b>350,804</b>	<b>9,780</b>	<b>2.79%</b>
6250501. Tenterfield Depot - Refurbishment Stage 1	20,804	9,780	47.01%
6250502. Tenterfield Depot - Wash Down & Recycle Bay	80,000	0	0.00%
6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements	100,000	0	0.00%
6250506. Tenterfield Depot - Fuel Tank Replacement/Remediation	150,000	0	0.00%
<b>6. Liabilities</b>	<b>8,664</b>	<b>6,626</b>	<b>76.47%</b>






## 18. COMMERCIAL WORKS



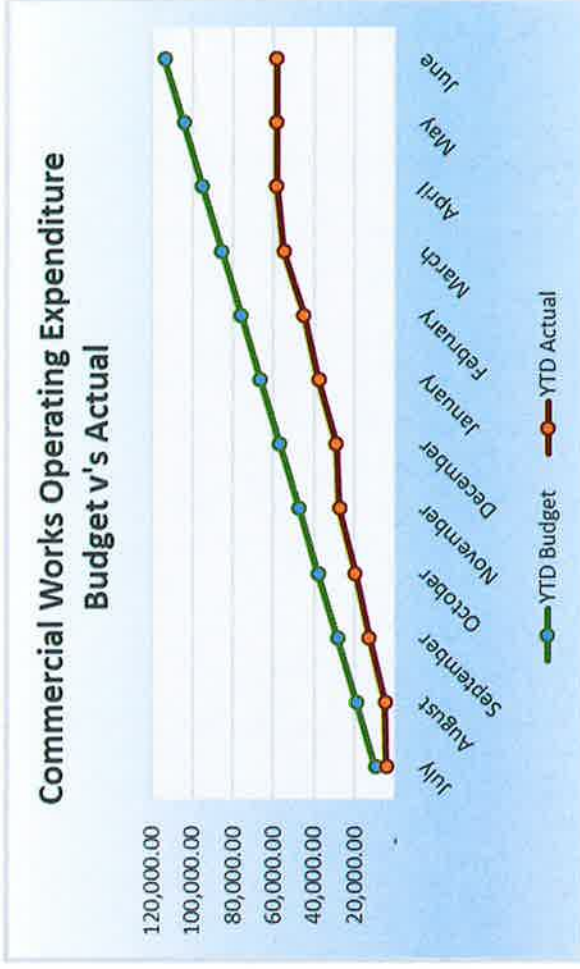
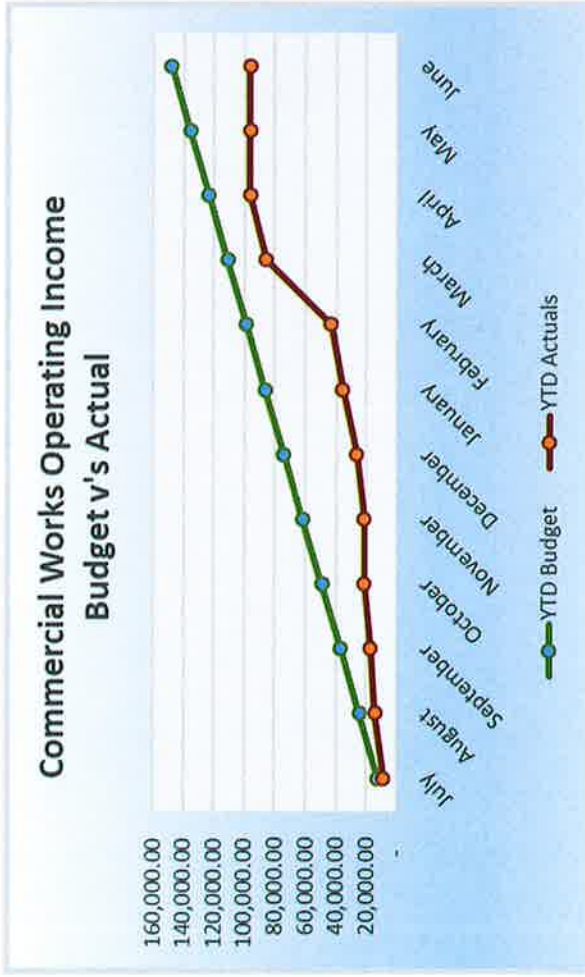
## ACTION SUMMARY

## Business Unit: Commercial Works

## Service Profile: Commercial Works

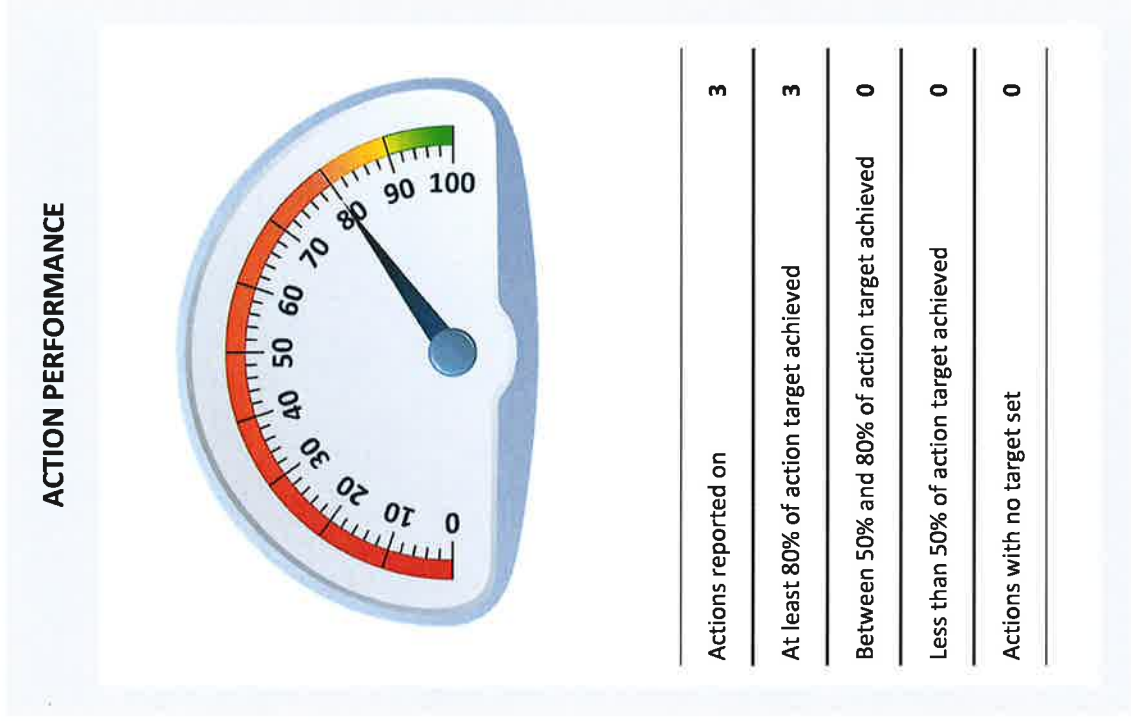
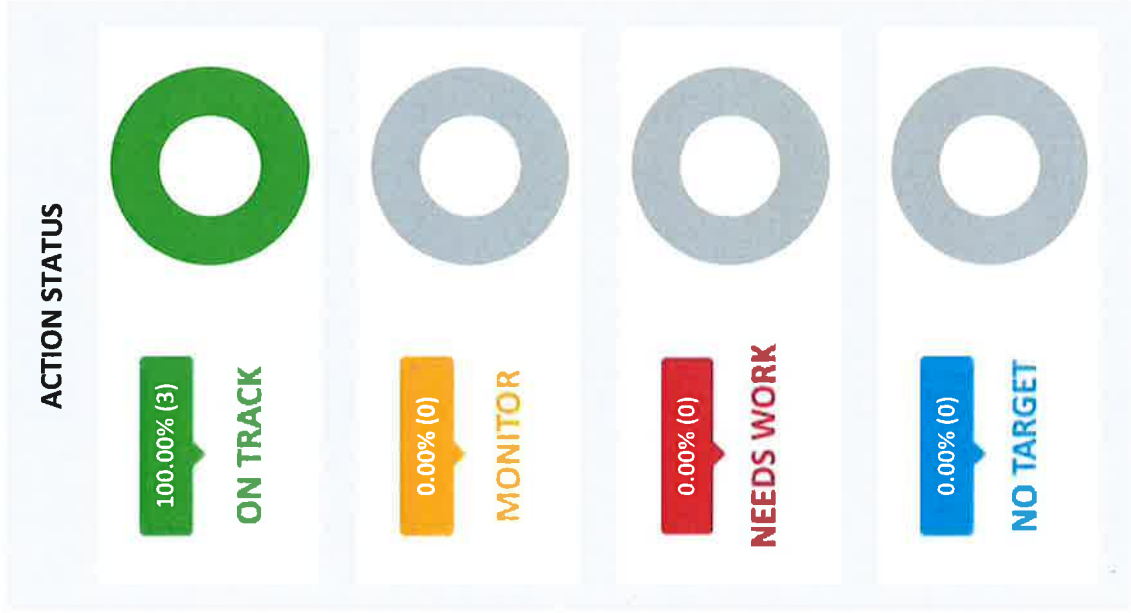
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.3.5.1 Commercial Works undertaken in accordance with demand.	James Paynter - Manager Works	Works are undertaken on demand, with scheduled work and operational priorities a consideration March 2022 April 2022 - Council continues to demonstrate commercial sustainability when completing Commercial works. May 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.	In Progress	01/07/21	30/06/22	80.00	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.	In Progress	24/11/21	30/06/22	80.00	100.00	 ON TRACK

# 18. Commercial Works






COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Commercial Works</b>	(34,071)	(37,781)	110.89%
<b>1. Operating Income</b>	(148,138)	(96,741)	65.30%
<b>2. Operating Expenditure</b>	114,067	58,960	51.69%

## 19. STORMWATER DRAINAGE

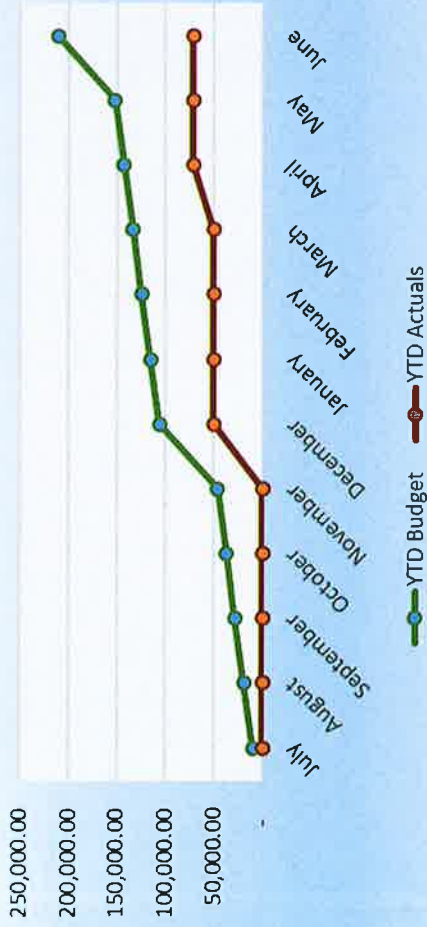


## ACTION SUMMARY

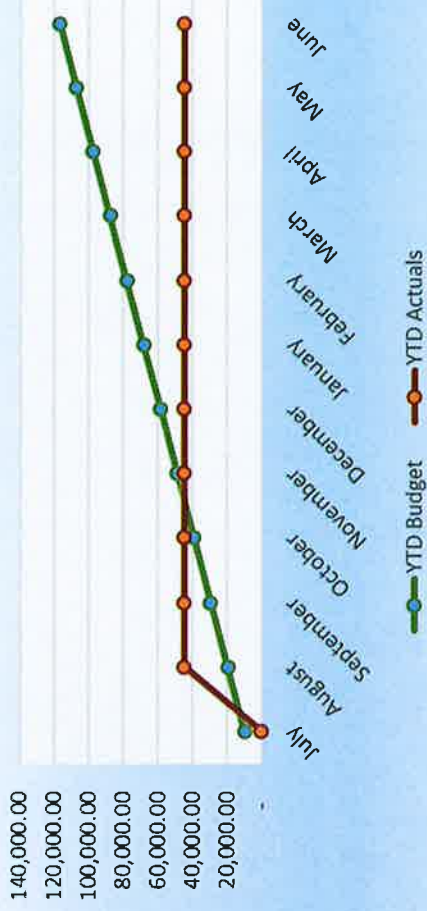
Business Unit: Stormwater Drainage						
Service Profile: Stormwater Drainage						
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	Status
3.3.1.1 Implement the Stormwater Asset Management Plan.	David Counsell - Manager Asset & Program Planning	Further storm water asset renewals works are being arranged to upgrading drainage pits and pipe inlets.	In Progress	25/11/21	30/06/22	 ON TRACK 80.00    100.00
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.	In Progress	25/11/21	30/06/22	 ON TRACK 80.00    100.00
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.	In Progress	25/11/21	30/06/22	 ON TRACK 80.00    100.00

# 19. Stormwater and Drainage

Stormwater & Drainage Operational Expenditure Budget v's Actual

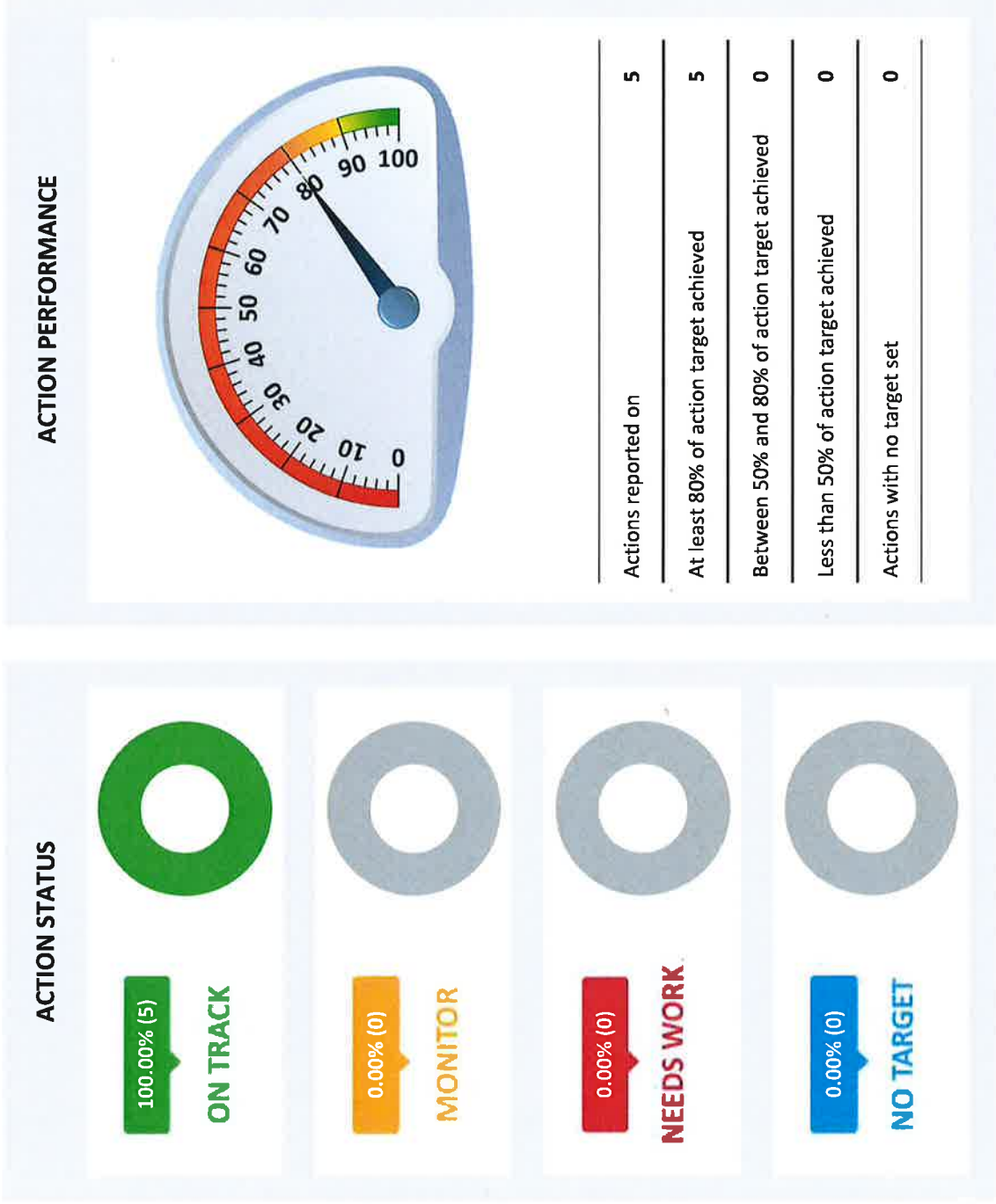


Stormwater & Drainage Capital Expenditure Budget v's Actual



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Stormwater &amp; Drainage</b>	<b>257,550</b>	<b>43,299</b>	<b>16.81%</b>
<b>1. Operating Income</b>	<b>(70,921)</b>	<b>(71,373)</b>	<b>100.64%</b>
<b>2. Operating Expenditure</b>	<b>211,271</b>	<b>71,795</b>	<b>33.98%</b>
<b>3. Capital Income</b>	<b>0</b>	<b>(2,154)</b>	<b>0.00%</b>
<b>4. Capital Expenditure</b>	<b>117,200</b>	<b>45,031</b>	<b>38.42%</b>
8252502. Drainage Pits - Upgrade	50,000	12,903	25.81%
8252523. Urban Culverts Renewal	27,200	6,996	25.72%
8252526. Stormwater Pipe Renewal	40,000	25,133	62.83%

## 20. TRANSPORT NETWORK



## 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 Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.3.2 Deliver business improvements, recognising emerging risks and opportunities.	James Paynter - Manager Works	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 March 2022 April 2022 - Council resources are stretched due to ongoing weather events combined with human resource shortages May 2022 - Council resources are stretched due to ongoing weather events combined with human resource shortages	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	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.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.1.7.1 Manage and deliver maintenance services for transport infrastructure.	David Counsell - Manager Asset & Program Planning	Transport assets, which are mainly roads, are maintained in accordance with the adopted annual budget.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
5.2.3.1 Manage and deliver construction services for transport infrastructure.	David Counsell - Manager Asset & Program Planning	Capital projects are being delivered with additional works funded through grant funding for road upgrading and timber bridge replacements.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK



## **May Grading Report**

Council is responding to the ongoing February and now May rain events. Council will respond to most roads over the next two to three 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 will return to conduct normal grading routine maintenance and full DRFA works (where funded) on roads according to road maintenance funding constraints.

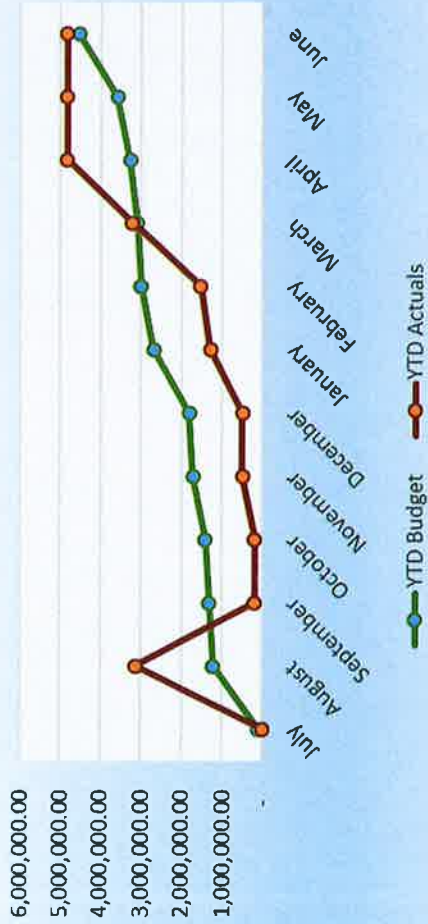
At times Council resources are responding multiple times to the same defect due to the ongoing onslaught of wet weather.

### **- Grading Schedule**

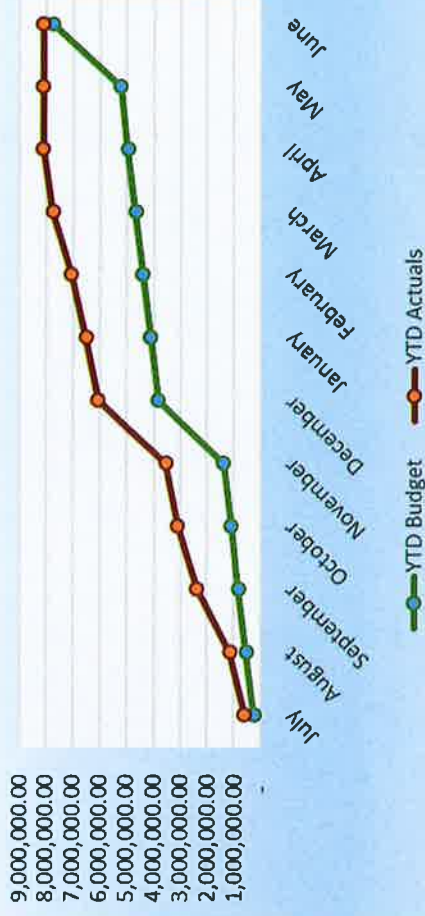
- o Eastern Grader –drainage crew have worked through Billirimba, Rocky River, Long Gully, Bruxner Road and Lower Rocky. The grader has attended to Paddy’s Flat Rd South, Bruxner Road (full grade), Tabulam Loop Rd (full grade), Ogilvie Rd and Cyril Smith Ct. (full grade). Council grader will patrol grade Gap Rd, Chauvel Rd, Dougherty’s Rd, Paddy’s Flat Rd and tributaries.
- o Northern Grader –This grader has repaired Wylie Ck Rd, Kia-Ora Rd, Border Gate Rd and Faggs Rd. This grader will now go to Vinegar Hill Rd, Paterson’s Rd, aiming to be at Beaury Ck Rd, Paddy’s Flat North and other tributary roads.
- o Western Grader –This crew has graded and repaired and Reedy Ck Rd, Catarhh Ck Rd and Torrington Streets. This crew is now conducting repairs to Silent Grove Rd and Binghi Rd and other roads as required due to the current event.
- o Central Grader –This crew have graded and conducted flood damage repairs to Washpool Rd, Geyers Rd, Tarban Rd, Brushabers Rd (needs to be repaired again), Koch’s Rd, Quarry Rd, Mt Mckenzie Rd, Dam Lane and completed Tenterfield street drainage. Expect to commence Torrington area LRCI works, weather depending. A drainage crew will continue to monitor the Central District in the coming month.
- o Plains Stn Rd at Frasers Cutting continues to allow traffic access under lights.

# 20. Transport Network

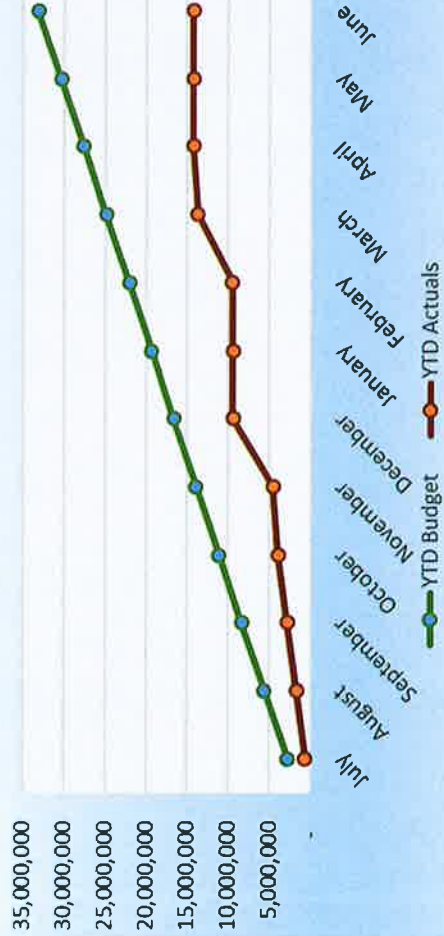
Transport Network Operational Income  
Budget v's Actual



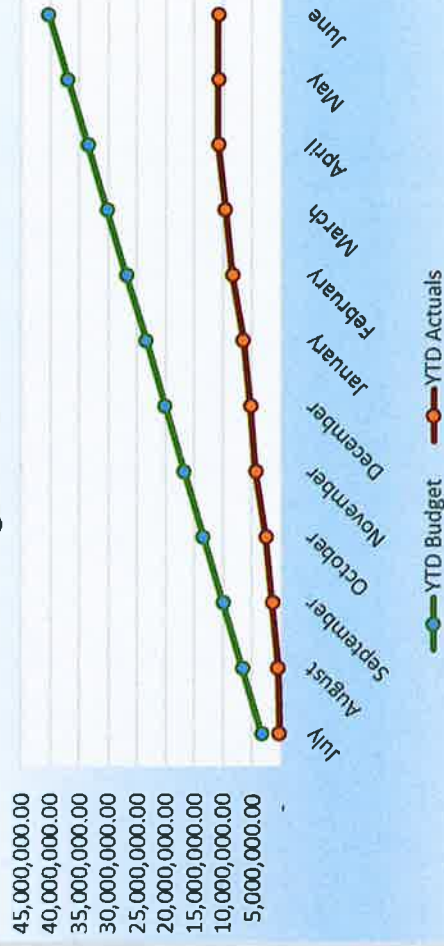
Transport Network Operational Expenditure  
Budget v's Actual



Transport Network Capital Income  
Budget v's Actual



Transport Network Capital Expenditure  
Budget v's Actual

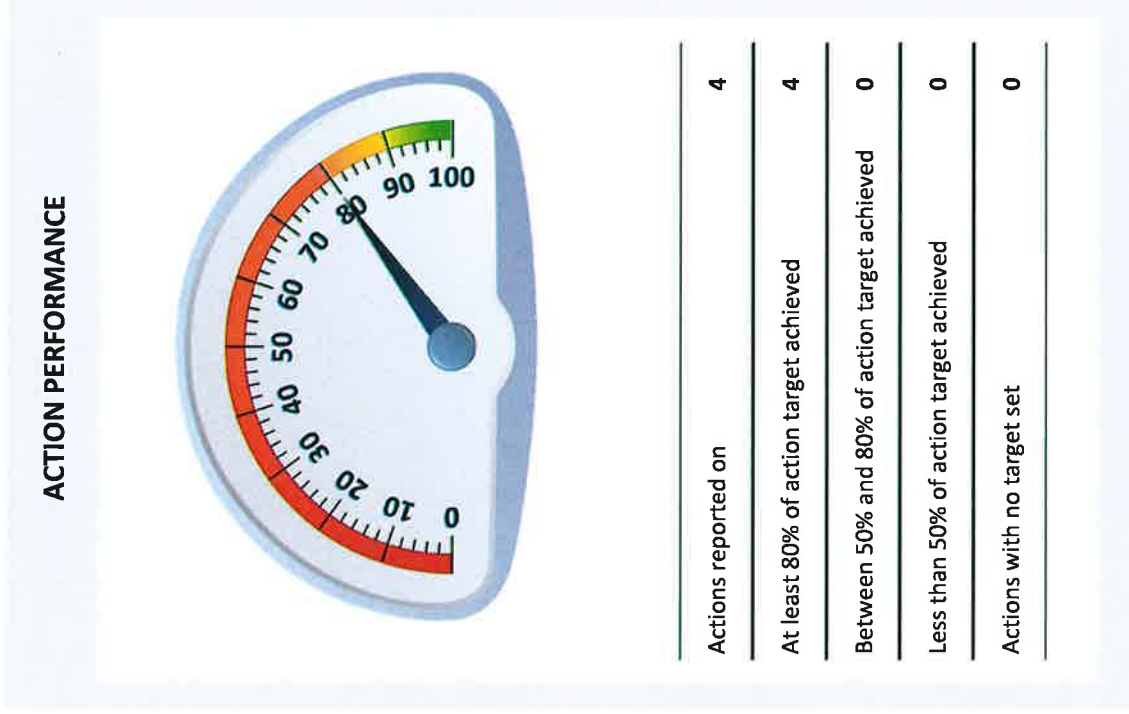
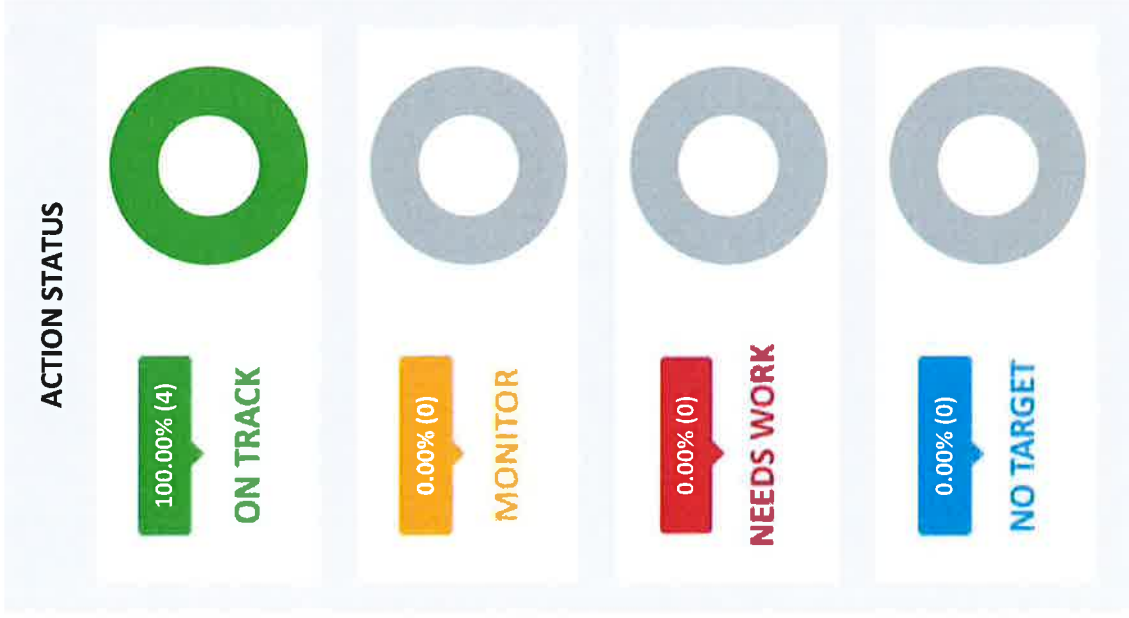


COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Transport Network</b>	<b>10,642,168</b>	<b>175,342</b>	<b>1.65%</b>
<b>1. Operating Income</b>	<b>(4,547,917)</b>	<b>(4,850,837)</b>	<b>106.66%</b>
<b>2. Operating Expenditure</b>	<b>7,746,979</b>	<b>8,128,814</b>	<b>104.93%</b>
<b>3. Capital Income</b>	<b>(33,108,851)</b>	<b>(14,259,768)</b>	<b>43.07%</b>
<b>4. Capital Expenditure</b>	<b>40,270,604</b>	<b>10,875,781</b>	<b>27.01%</b>
4210500. Mt McKenzie Tower Construct Access Road (SRV)	70,000	0	0.00%
6215110. Regional & Local Roads Traffic Facilities	66,000	59,036	89.45%
6215510. Regional Roads Block Grant - Reseals Program.	556,388	524,080	94.19%
6215531. Special Grant Mt Lindesay Road (RMS/Fed)	14,124,630	5,487,336	38.85%
6215543. Repair Program 2021/22	565,572	53,413	9.44%
6215544. BLERF - 0737 - Improve Mt Lindesay Road	5,746,545	93,062	1.62%
6215550. Footpaths Capital Works	100,000	164	0.16%
6215552. Roads to Recovery 2019-24	1,044,335	173,968	16.66%
6215553. MR 462 Bruxner Way Curve Improvements (Segments 7010, 7020 & 7030)	25,981	17,871	68.79%
6215556. Regional Roads Block Grant - Rehabilitation	350,000	204,101	58.31%
6215561. Fixing Local Roads - Tooloom Road Heavy Vehicle Access	163,011	153,881	94.40%
6215562. Repair Program 2020/21	127,163	92,031	72.37%
6215563. Federal Stimulus Safety Project 2299 Mt Lindesay Rd	44,130	28,121	63.72%

COA		21/22 Review 2 Budget	21/22 YTD Actuals April	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	360,203	44.67%
	6215566. Developer Contribution Road Works	9,013	14,984	166.25%
	6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)	3,359,155	400,128	11.91%
	6215570. DRFA AGRN960 EPAR Bruxner Way - Bridge 7325 Dumaresq River Overflow Channel	0	11,264	0.00%
	6215572. FLR300128 - Tooloom Road West Rehabilitation	2,999,566	2,836	0.09%
	6215575. ROSI - Sunnyside Platform Road Upgrade	0	21,374	0.00%
	6220270. Boonoo Boonoo Bridge, Mt Lindesay Road - Restart NSW Funding	1,627,322	541,603	33.28%
	6220271. Bridges Renewal Program - Deepwater River Bridge Renewal - Torrington Road	1,156,209	666,985	57.69%
	6220272. Bridges Renewal Program - Kangaroo Creek Bridge Replacement - Paddys Flat Road Nth	1,187,433	22,082	1.86%
	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	2,794	0.38%
	6220275. Emu Creek Bridge Replacement - Hootons Road - Restart NSW Funding	491,686	149,063	30.32%
	6220276. Bridges Renewal Program - Unknown Creek Bridge (67161) Replacement, Paddy's Flat Rd Sth	619,639	61,483	9.92%
	6220277. Fixing Country Bridges - Grahams Creek Bridge Replacement, Grahams Creek Rd	654,589	6,609	1.01%
	6220278. Fixing Country Bridges - Washpool Creek Bridge Replacement, Leechs Gully Rd	369,258	67,033	18.15%
	6220500. Urban Streets - Reseal Program	122,000	101,883	83.51%
	6220501. Road Renewal - Gravel Roads	635,628	253,326	39.85%
	6220503. Gravel Resheets	632,452	564,842	89.31%

COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
6220506. Bridges / Causeways (SRV to 2023/24)	550,000	72,061	13.10%
6220507. Rural Roads - Reseal Program	266,146	204,496	76.84%
6220512. Rural Culverts & Pipes	100,000	83,652	83.65%
6220513. Concrete Bridges	210,223	564	0.27%
6220514. Causeways	188,163	0	0.00%
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	0	0.00%
6240510. Logan Street Footpath Replacement Grant	15,000	0	0.00%
<b>6. Liabilities</b>	<b>281,353</b>	<b>281,353</b>	<b>100.00%</b>





## 21. PLANT, FLEET & EQUIPMENT



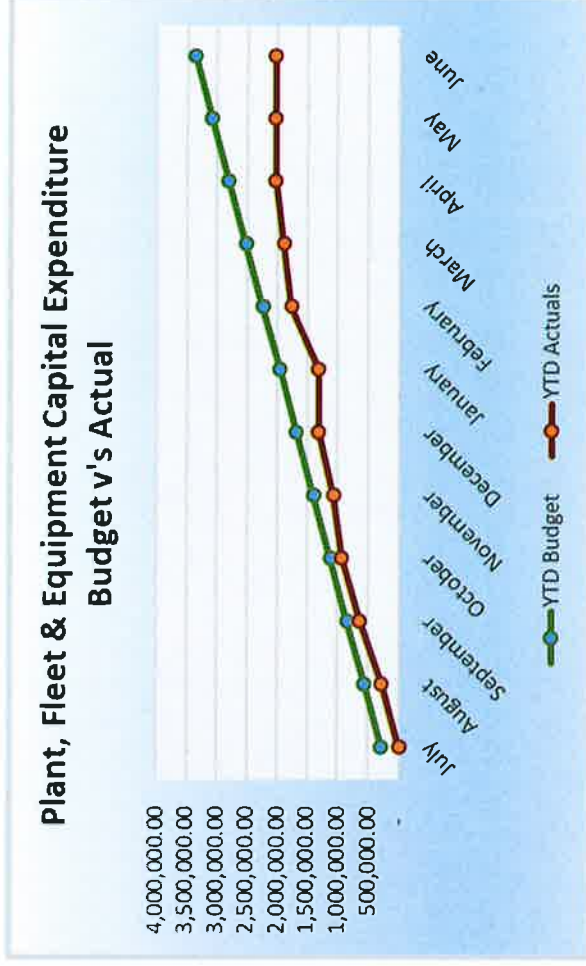
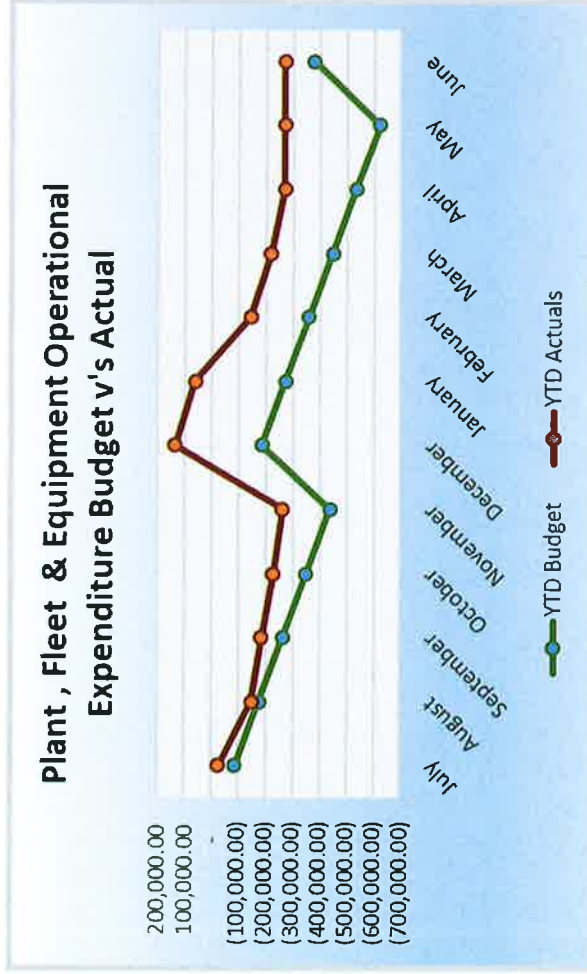
## ACTION SUMMARY

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.	James Paynter - Manager Works	Review of Fleet Asset Management Plan is complete, including LTPP and hire rate review. Integration into the new format a working progress with Manager Assets and Projects. Council awaits the delivery of three Medium Rigid Tradesman Trucks.	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 bowsers 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 back on track. Utilisation remains down at 9.56% under target with staff leave and poor weather both impacting this to some degree.	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.	James Paynter - Manager Works	Approximately 95% of Fleet asset maintenance is conducted within a week of falling due; maintenance is conducted in line with industry best practice. 100% of general Fleet safety inspections completed with the 90-day target. Fleet continues to achieve its benchmarks in this area.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

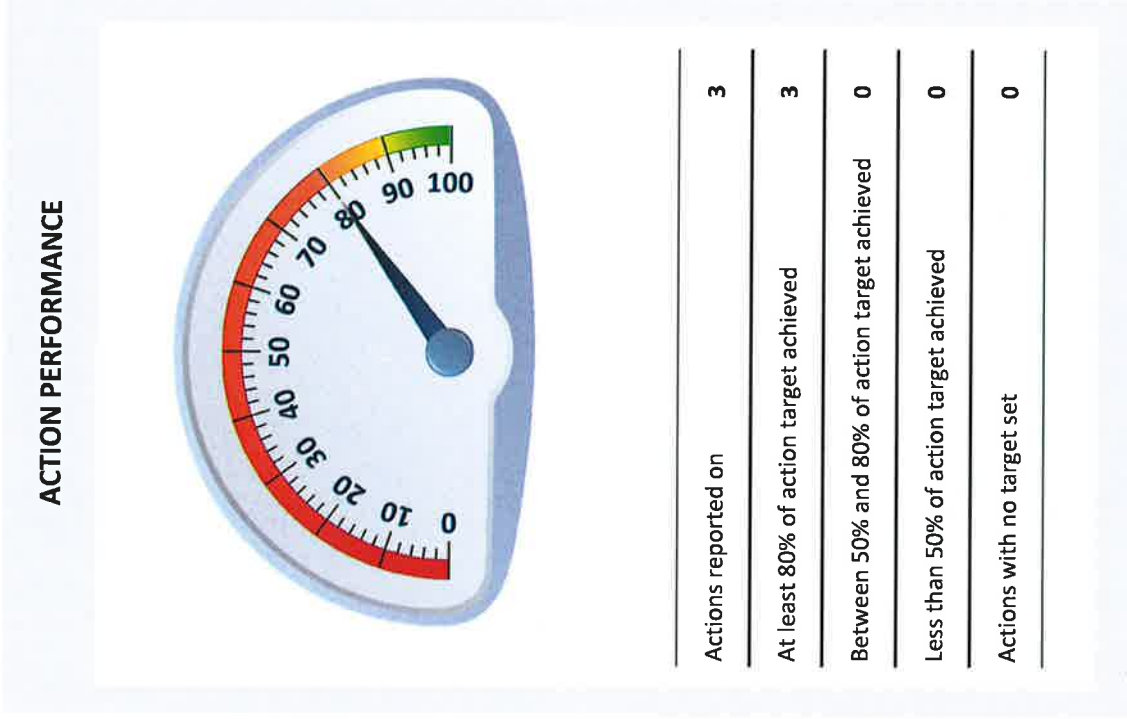
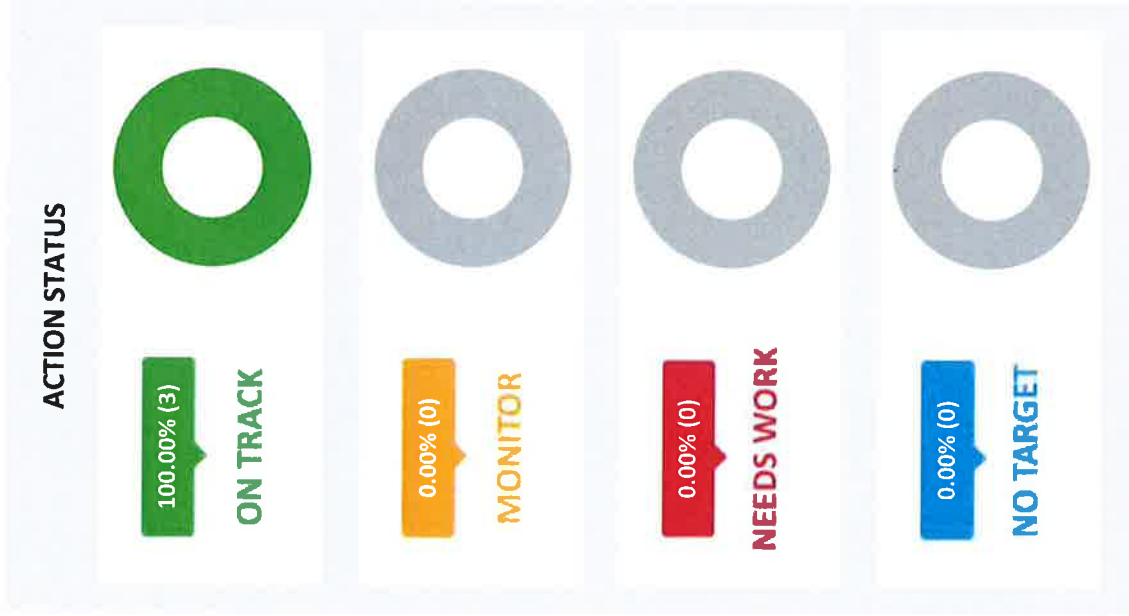
## 21. Plant, Fleet and Equipment



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Plant, Fleet &amp; Equipment</b>	<b>492,887</b>	<b>2,201</b>	<b>0.45%</b>
<b>1. Operating Income</b>	<b>(74,500)</b>	<b>(56,927)</b>	<b>76.41%</b>
<b>2. Operating Expenditure</b>	<b>(379,056)</b>	<b>(265,993)</b>	<b>70.17%</b>
<b>4. Capital Expenditure</b>	<b>3,364,406</b>	<b>2,048,465</b>	<b>60.89%</b>
6210500. Public Works Plant - Purchases	3,296,617	1,980,676	60.08%
6210502. Minor Plant Purchases	67,789	67,789	100.00%
<b>8. WDB of Asset Disposals</b>	<b>(2,417,963)</b>	<b>(1,723,344)</b>	<b>71.27%</b>



## 22. WASTE MANAGEMENT



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
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2.1.5.1 Delivery of the Waste Management Strategy.

Gillian Marchant -  
Manager Water &  
Waste

Ongoing operations with delivery in-line with Waste Management strategy.

In Progress

01/07/21

30/06/22

80.00

100.00



ON TRACK

April 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.

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 ton of bentonite was deployed inside the pit to stem the seepage problem.

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
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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

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

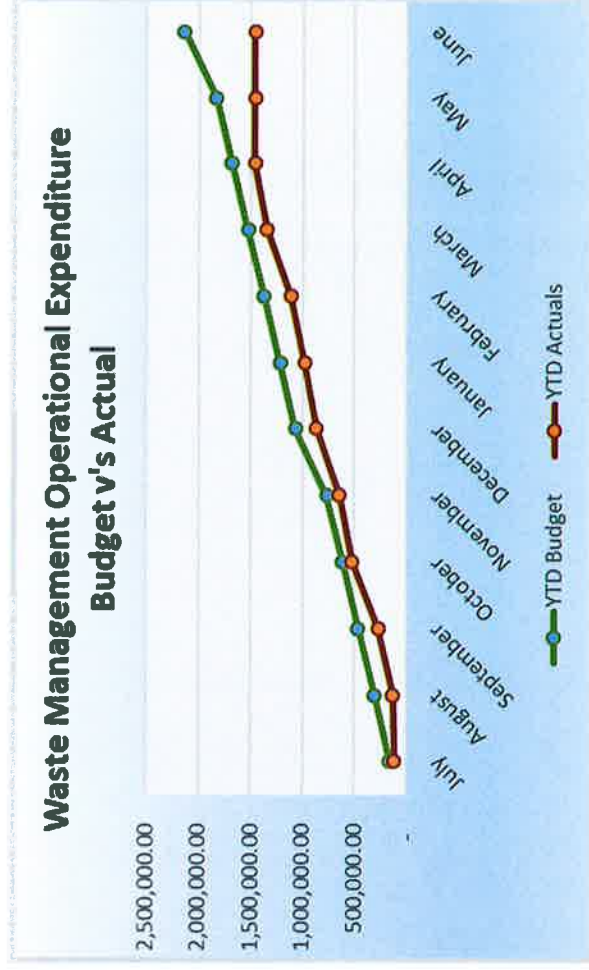
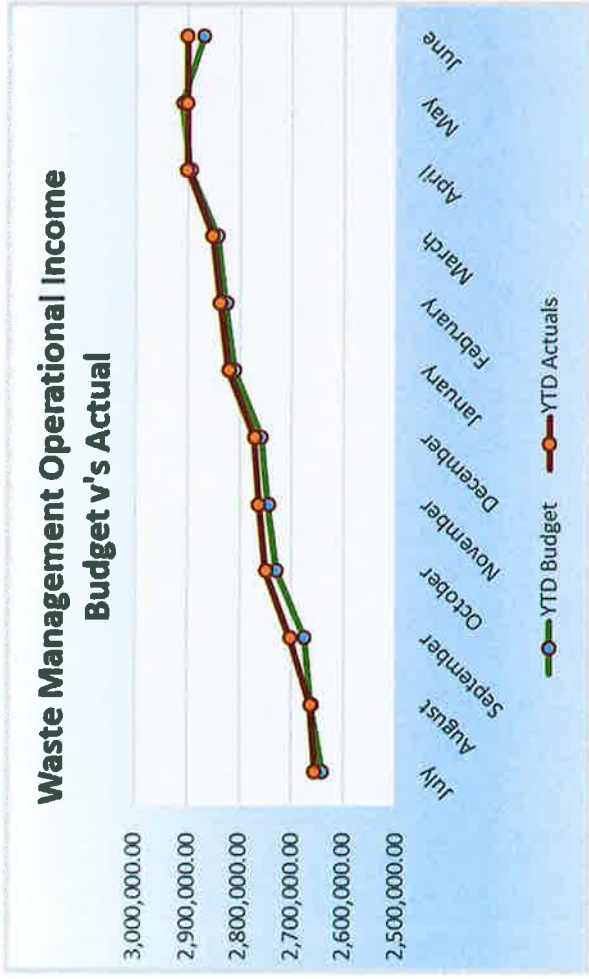
Risks have emerged for incorrect disposal of asbestos in recycling collections, advertising has commenced with correct disposal requirements. When contaminated recycling is then rejected and disposed of at asbestos prices costing Council and ratepayers. To try to reduce the contamination an advertising 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.

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

NIRW have provided new recycling stations for office collection one will be located in the library and one in the community centre at Drake.

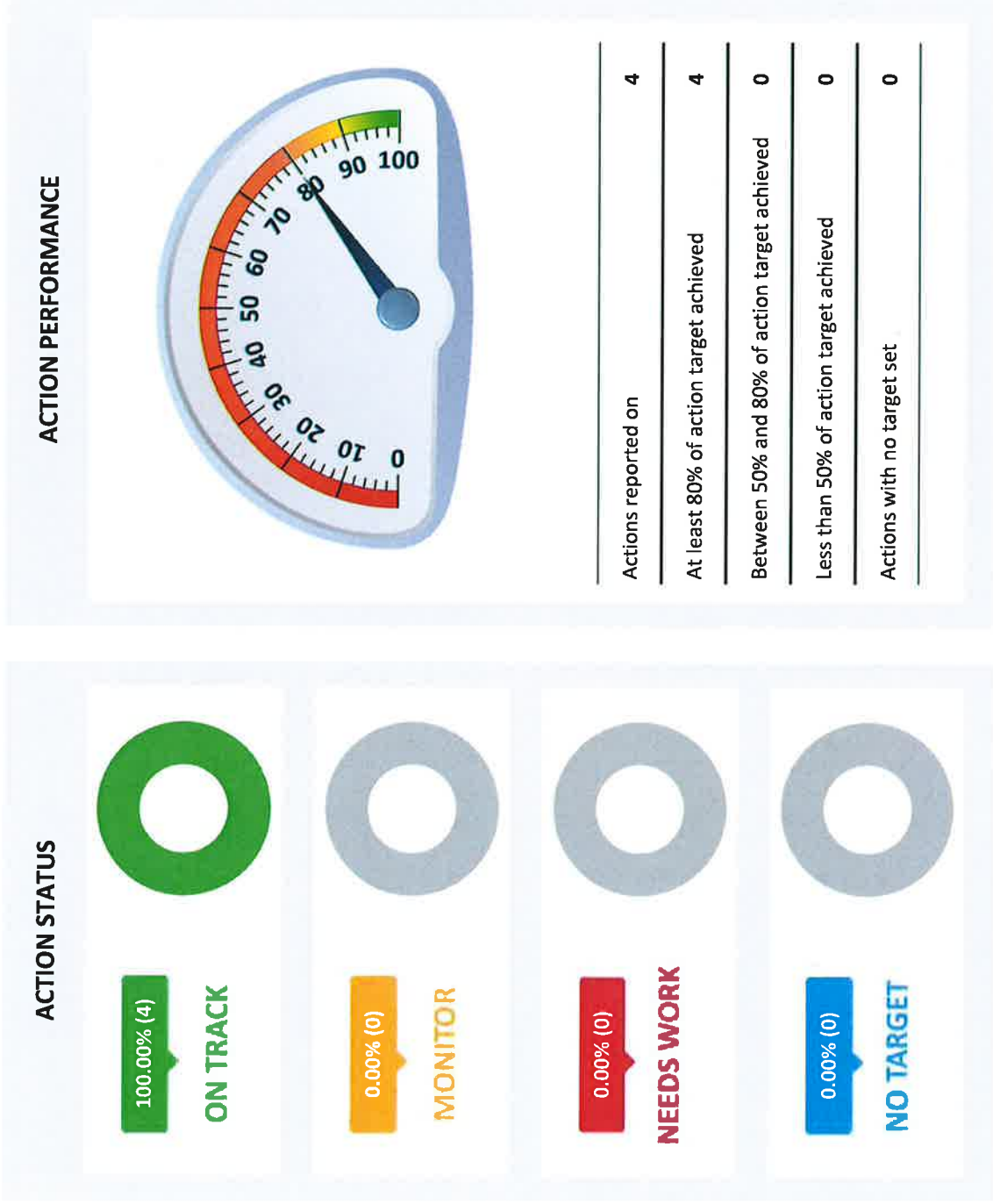
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.5.3 Manage Waste Services of Council in a financially responsible manner in line with budget allocations.	Gillian Marchant - Manager Water & Waste	<p>April 2022 Opportunity to continue the application 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 and planning continues with quotations called.</p> <p>Boonoo Boonoo facilities upgrade new site office, prefab offices have arrived, and slab has been poured in July, slab set and litter control fencing completed in August. Pylons for new site Office completed in September 2021, installation, delayed by wet weather expected March 2022, septic tank installed, offices installed.</p> <p>Addition of Triax mesh for pit access has stabilised the site allowing trucks to empty without bogging and subsequent damage.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

## 22. Waste Management



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Waste Management</b>	<b>3,191,823</b>	<b>(1,141,719)</b>	<b>-35.77%</b>
<b>1. Operating Income</b>	<b>(2,870,251)</b>	<b>(2,902,851)</b>	<b>101.14%</b>
<b>2. Operating Expenditure</b>	<b>2,140,880</b>	<b>1,467,233</b>	<b>68.53%</b>
<b>3. Capital Income</b>	<b>(781,012)</b>	<b>(77,144)</b>	<b>9.88%</b>
<b>4. Capital Expenditure</b>	<b>4,548,826</b>	<b>256,779</b>	<b>5.64%</b>
7080500. 240L Wheelie Bins	10,000	5,811	58.11%
7080503. Industrial Bins	6,150	1,054	17.14%
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	0	0.00%
7080561. Boonoo Boonoo Landfill - Environmental Improvements	12,020	23,867	198.56%
7080563. Torrington - Landfill Closure & Transfer Station Construction	25,000	19,276	77.10%
7080564. Boonoo Boonoo - Develop Stage 5	3,300,000	76,004	2.30%
7080568. Boonoo Boonoo - WHS Facilities & Amenities Upgrade	91,006	69,748	76.64%
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	12,464	41.55%
7080811. Tenterfield WTS Groundwater Bores	120,000	121	0.10%
7080821. Tenterfield WTS Bailer Bay Structure	1,458	1,458	100.00%
<b>6. Liabilities</b>	<b>153,380</b>	<b>114,265</b>	<b>74.50%</b>

## 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.	In Progress	01/07/21	30/06/22	80.00	100.00
		<p>April 2022 - New England Highway (Rouse Street) resealing progressed by RMS.</p> <p>Guttering completed on planter boxes raising of valves required before RMS works completed in October 2021 with December 2021 re-seal completion of main road.</p>					
		<p>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.</p> <p>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 2022 (Figure 1).</p>					
		<p>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.</p> <p>Additional requirements to complete an Annual Dams Safety Standards Report for Tenterfield Creek Dam completed March 2022. RFQ underway to undertake compulsory risk assessment for the dam under NSW Dam Safety requirements.</p>					



ON TRACK

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>April 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), RFQ for drilling underway.</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
3.3.2.2 Deliver business improvements, recognising emerging risks and opportunities.	Gillian Marchant - Manager Water & Waste	<p>April 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.</p> <p>Mobile booster platform installation at Urbenville WTP, and Compressor services including replacement of air dryer have been installed.</p> <p>A grant for water treatment improvement, increased storage capacity and secondary supply at Urbenville has been awarded to Council through New Grid &amp; Water Infrastructure NSW, deeds sent 29/04/2022 for signing.</p> <p>The integrated water catchment management grant (IWCM) deeds have been signed February 2022, has progressed with secure yield studies awarded, with draft reports received.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
3.3.2.3 Manage the Water Supply Service of Council in a financially responsible manner in line with budget allocations.	Gillian Marchant - Manager Water & Waste	<p>April 2022 -Bore line project is continuing with second pad formed at Archery, well head and controller installed. Shirley Park has been formed with new flood tower. East Street has new well head constructed with installation of pump and controller. The</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

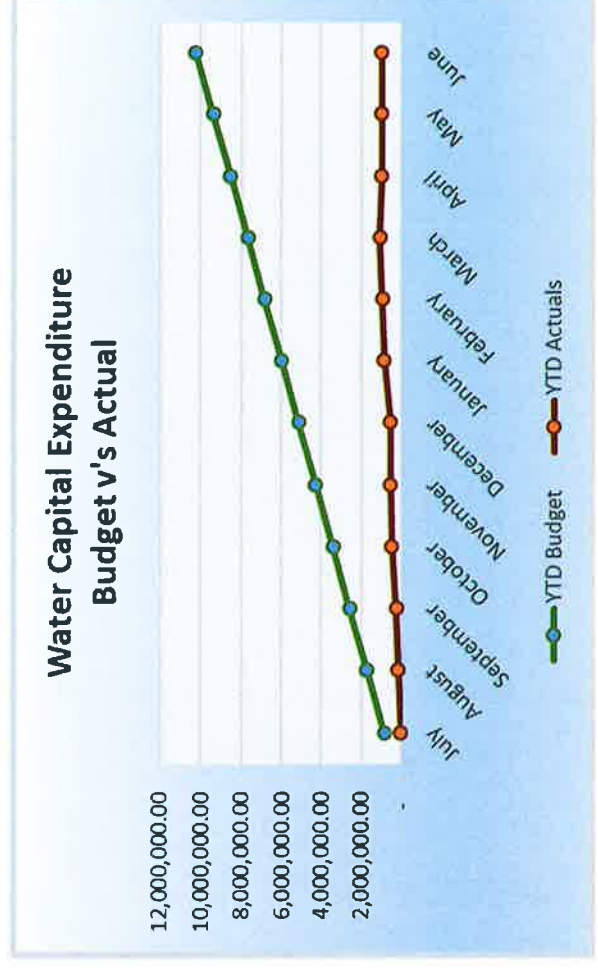
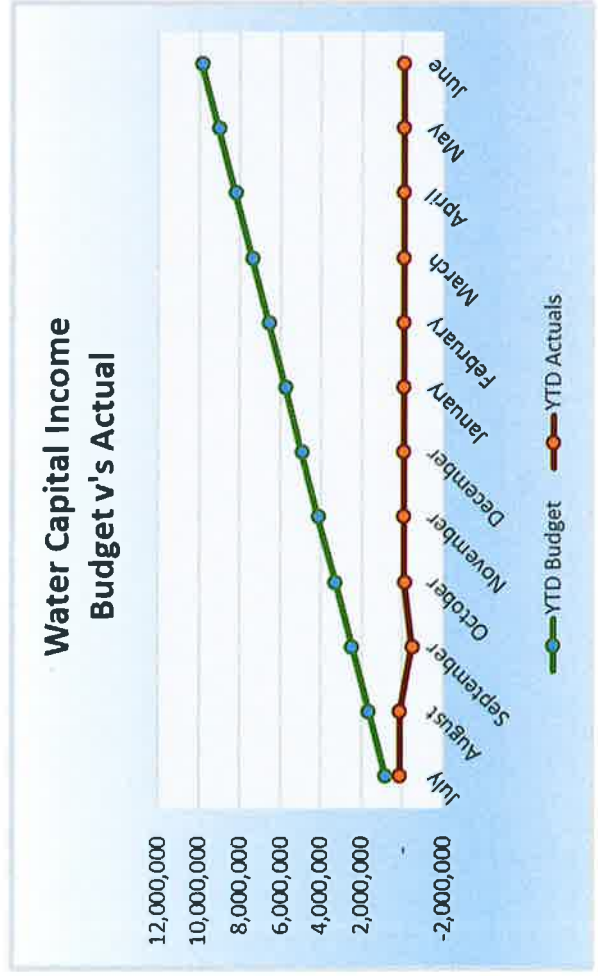
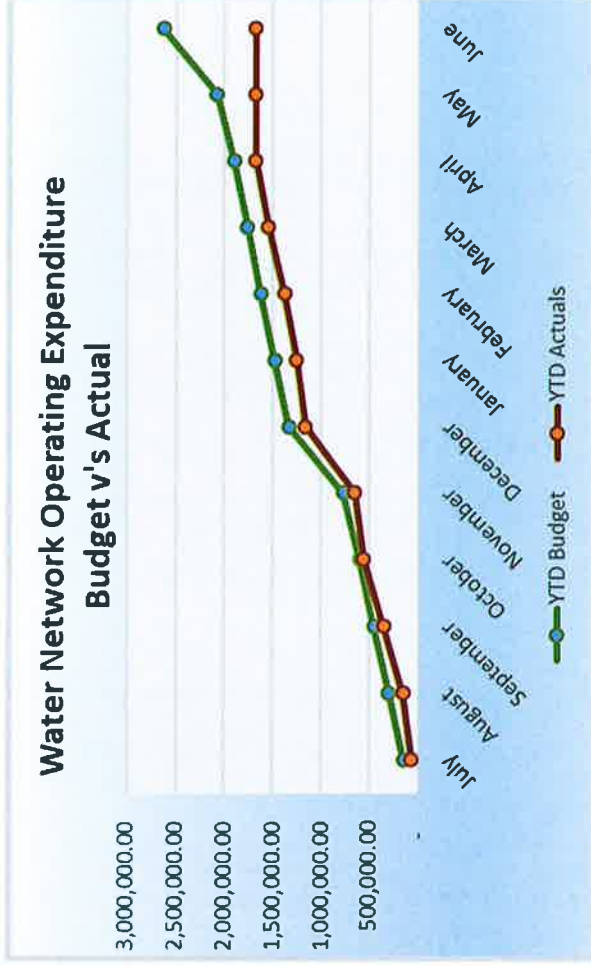
water and Sewer crew thanks the Works, Bridging crew for assisting with installation as well as Council's contractors MB industries and Mini Earthworx. Testing of the main controller at Museum/RFS is complete with electrical and electronic components working efficiently. Bore for the Rugby club has progressed 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 connections 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 analysis results.

Tenterfield Dam Level is 100%-new data loggers place level at 100%; Urbenville Tooloom Creek Level is 100% receiving 279mm for the month.  
Meter Reading to commence in May/June  
water meter readings commenced  
November/December.

- Tenterfield 0 major main; 2 new meter; 2 new service connections; 3 water limiters installed; 6 broken services repaired; 0 valve replacements and 0 hydrant replacements. Note Tenterfield WTP repairs including 20m poly pipe installed. 2 section 67 private works jobs completed.
- Jennings 0 including meter; 0 meter replacements;
- Urbenville had 0 major main broken main repairs, mains flushing occurred in 5 location, 0 new meter, 0 meter

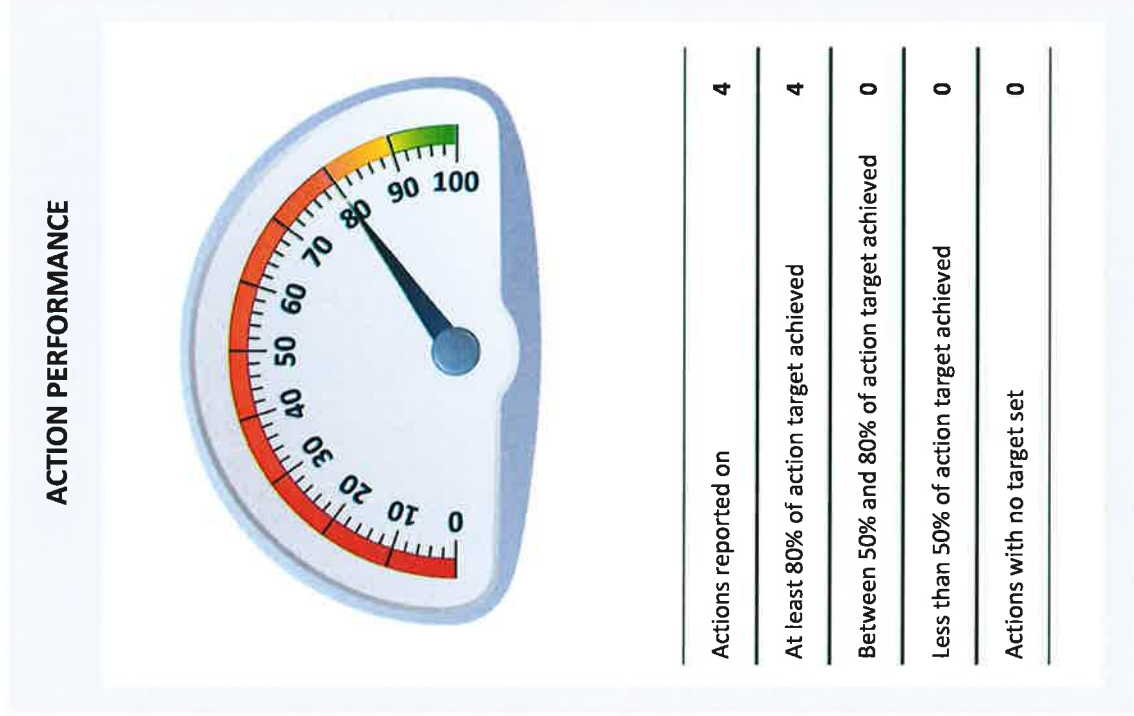
replacements, 0 water limiters installed and  
1 broken service repaired 0 hydrant  
replacement from damage. Valve testing and  
hydrant cleaning and checking continues.  
Urbenville pressure testing for fire  
suppression system at hospital, Repairs to  
DAFF system.

# 23. Water Supply



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Water Supply</b>	<b>310,453</b>	<b>924,697</b>	<b>297.85%</b>
<b>1. Operating Income</b>	<b>(2,879,897)</b>	<b>(1,960,177)</b>	<b>68.06%</b>
<b>2. Operating Expenditure</b>	<b>2,627,126</b>	<b>1,682,537</b>	<b>64.04%</b>
<b>3. Capital Income</b>	<b>(9,879,500)</b>	<b>48,678</b>	<b>-0.49%</b>
<b>4. Capital Expenditure</b>	<b>10,244,792</b>	<b>1,018,740</b>	<b>9.94%</b>
7484502. Tenterfield Valve Renewal	5,000	4,582	91.64%
7484505. Tenterfield Mains Replacement	276,000	195,001	70.65%
7484506. Tenterfield Meter Replacement	22,000	1,221	5.55%
7484522. Tenterfield Water Treatment Plant Construction	8,878,242	749,826	8.45%
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	0	0.00%
7484811. Urbenville Water Treatment Plant Upgrade	20,000	3,732	18.66%
7484812. Scada Renewal	8,550	8,550	100.00%
7484950. Legume Catchment - Water Supply Options Study	5,000	18,000	360.00%
<b>6. Liabilities</b>	<b>197,932</b>	<b>134,920</b>	<b>68.16%</b>

## 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>April 2022- Flooding occurred again this month and saw a large increase in water received at the Sewage Treatment Plant (STP), a smoke testing program will be included in future budgets to rectify illegal storm connections.</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

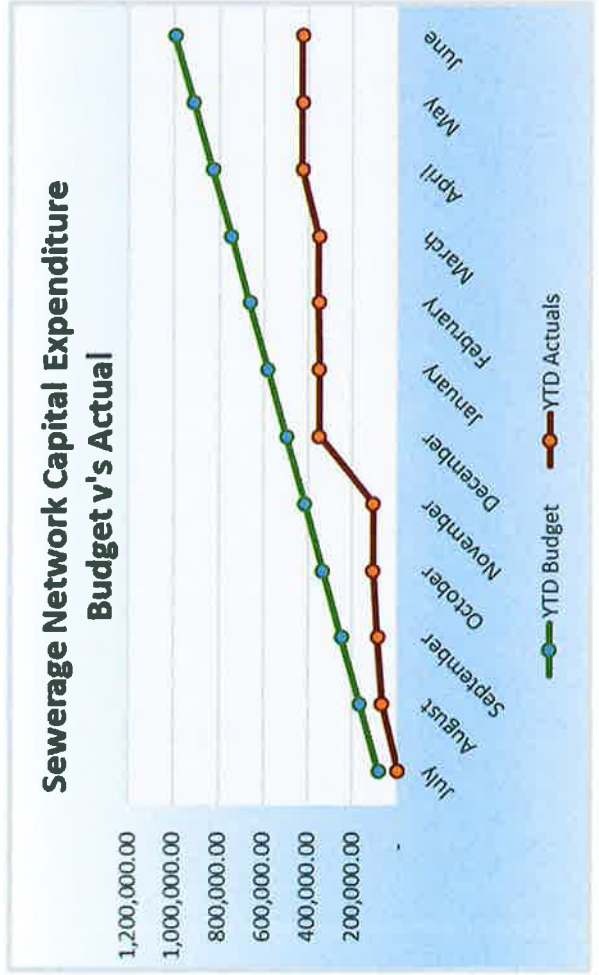
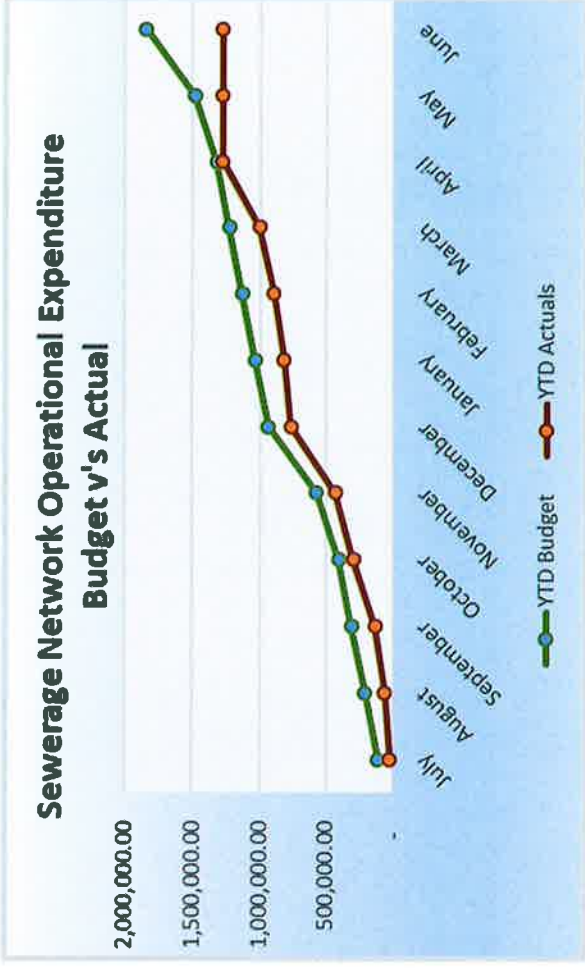
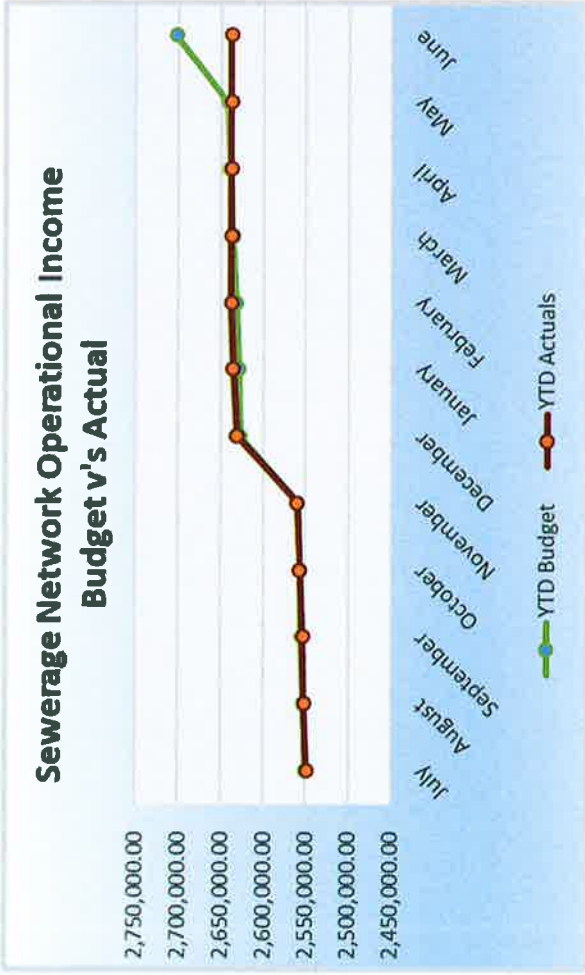
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.3.3.2 Deliver business improvements, recognising emerging risks and opportunities.	Gillian Marchant - Manager Water & Waste	<p>April 2022 - Sewer connections 2 at Tenterfield 0 Urbenville; Major pump station clearing 1 at Tenterfield 0 Urbenville;</p> <p>Blockages where reported and cleared at 4 locations in Tenterfield and 1 in Urbenville including 0 broken main repair, with 0 mains visually checked with new CCTV large tree roots in Tenterfield and 0 major manhole repair, 0 broken main repairs and 0 effluent line repair major pump station lid replacement (PS1) in Urbenville and 2 section 67 private works jobs completed in Tenterfield, in this reporting period.</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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>April 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> <p>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</p> <p>Manhole asset inspections and assessment for 300 manholes has been awarded with work commencing in completed in October 2021.</p> <p>Planning has commenced to extend the sewer system to the new water filtration</p>	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK

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..

Reporting for Sewerage Treatment Plant (STP) licences are now completed and forwarded to EPA. Additional performance reporting, and infrastructure reporting are also completed.

4.3.6.3 Council sewerage network upgrades and maintenance conducted in accordance with demand and affordability constraints.	Gillian Marchant - Manager Water & Waste	April 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, awaiting delivery April.	In Progress	01/07/21	30/06/22	80.00	100.00	 ON TRACK
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# 24. Sewerage Service



COA	21/22 Review 2 Budget	21/22 YTD Actuals April	21/22 Percentage Spent
<b>Sewerage Service</b>	<b>220,877</b>	<b>(914,057)</b>	<b>-413.83%</b>
<b>1. Operating Income</b>	<b>(2,701,982)</b>	<b>(2,642,739)</b>	<b>97.81%</b>
<b>2. Operating Expenditure</b>	<b>1,844,896</b>	<b>1,279,269</b>	<b>69.34%</b>
<b>3. Capital Income</b>	<b>(10,000)</b>	<b>(25,122)</b>	<b>251.22%</b>
<b>4. Capital Expenditure</b>	<b>994,793</b>	<b>427,950</b>	<b>43.02%</b>
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	0	0.00%
7872519. Tenterfield Network Renewal	189,100	120,249	63.59%
7872529. Sewer System Mapping Improvements	20,000	0	0.00%
7872531. Brine Disposal Infrastructure	0	49,354	0.00%
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	0	6,280	0.00%
7872813. Urbenville Sewer Pump Station Emergency Works - Replacement	91,093	19,935	21.88%
7872814. Urbenville - Major Pump Station Refurbishment	95,000	0	0.00%
<b>6. Liabilities</b>	<b>93,170</b>	<b>46,585</b>	<b>50.00%</b>