

Monthly Operational Report

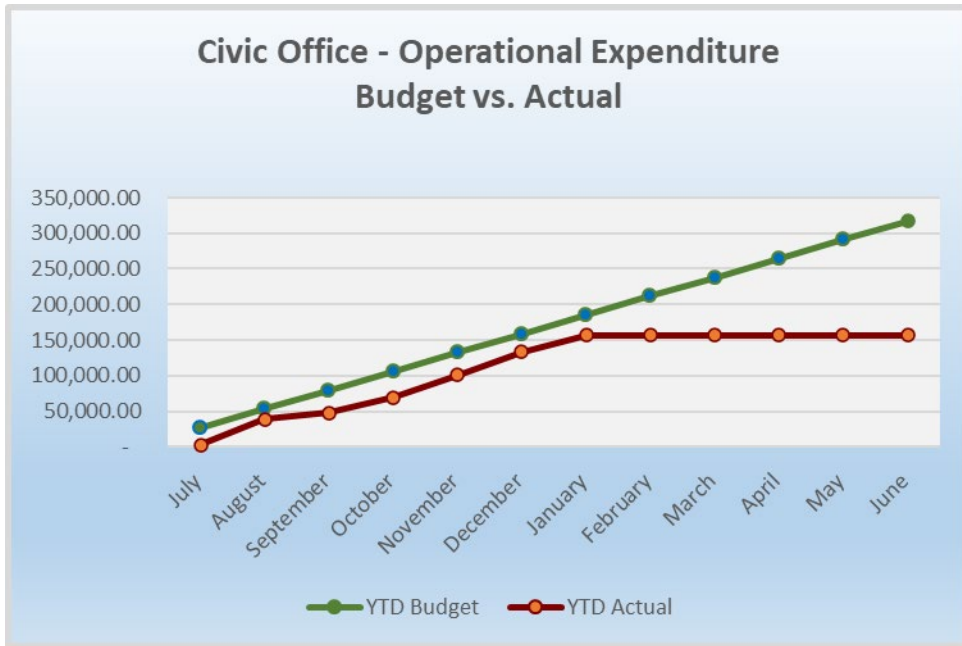
Tenterfield Shire Council December 2022/January 2023

Council Meeting 22 February 2023







TENTERFIELD



1. Civic Office



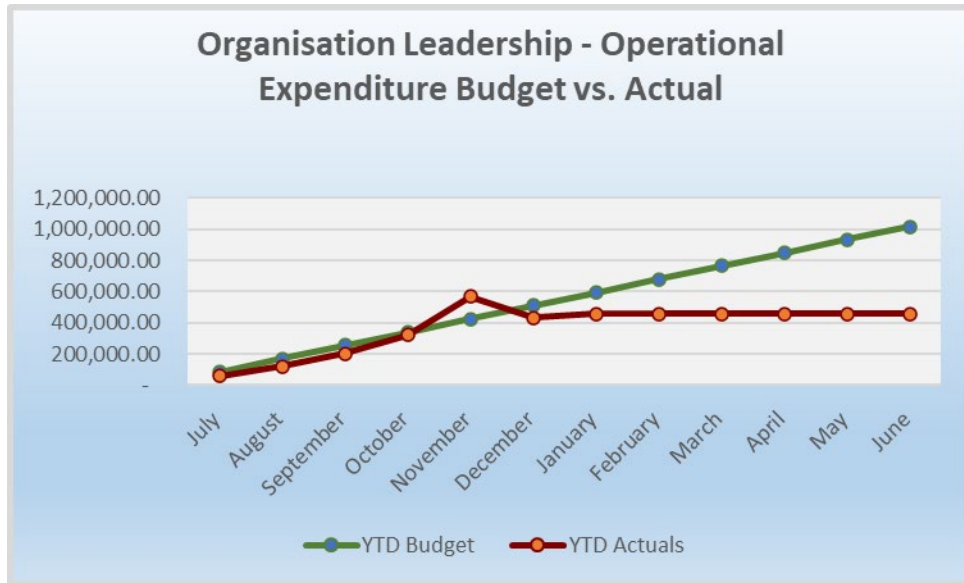
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Civic Office	329,401	159,803	48.51%
1. Operating Income	11,993	3,084	25.72%
2. Operating Expenditure	317,408	156,719	49.37%

1. CIVIC OFFICE

Business Unit: Civic Office			
Service Profile: Civic Office			
Action	Responsibility	Progress Comment	Status
2.1.3.1 Investigate, advocate for, and source funding to improve heavy vehicle access across the region.	Chief Executive	Dec/Jan - 2023 this is ongoing however I can report that council has successfully applied for several roadworks/ improvement grants totaling several million dollars these grants and works will no doubt improve heavy vehicle travel throughout the shire.	 No TARGET
5.1.1.9 Influence and advocate support from Federal and State government in relation to promotion of Tenterfield community objectives.	Chief Executive	Dec/Jan 2023- I am pleased to report Council has successfully applied for several community development grants, at the time of writing announcement of these grants is embargoed, further detail will be published when approval has be acquired.	 No TARGET
5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.	Chief Executive	Dec/Jan 2023- Nothing further to report	 No TARGET
5.1.1.11 Manage communication, media and information channels.	Senior advisor Communications & Economic Development	<p>Facebook</p> <p>Page views for December 2022 came back to a more normal 5620 (after spiking in Nov through the interest in the Better Homes & Gardens post). FB views for January 2023 were 5781 - most viewed were the two Australia Day posts 2681 & 2276 and Breastsreen mobile van 2036.</p> <p>Flying-fox roost Naas St</p> <p>Officer has worked with State Government Environment officers on communication and management plan. Funding has been secured through formal agreement with the Dept of Planning and Environment to engage a consultant to prepare a flying-fox management plan. Officer is currently dealing with consultants/contractors and the Department to engage consultant to prepare plan over coming months, including further community consultation. Species are protected and plan will provide options for management.</p>	 No TARGET





Action	Responsibility	Progress Comment	Status
5.1.1.12 Deliver councillor services.	Chief Executive	Dec/Jan - 2023 - Ongoing nothing further to report.	 No TARGET
5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.	Chief Executive	Dec/Jan - 2023- Nothing further to report	 No TARGET

2. Organisation Leadership



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Organisation Leadership	1,018,194	457,847	44.97%
2. Operating Expenditure	1,018,194	457,847	44.97%

2. ORGANISATION LEADERSHIP

Business Unit: Organisation Leadership			
Service Profile: Organisation Leadership			
Action	Responsibility	Progress Comment	Status
5.1.2.4 Implement the long-term financial strategy, aligning the Long-Term Financial Plan with the Asset Management Plan.	Chief Executive	Dec/Jan 2023- We are currently working on two projected LTFPs however we will be adopting the current pre - SRV version until May when we will receive the IPART result once we have a result we will adjust the LTFP accordingly.	 NEEDS WORK
5.1.2.5 Apply for a Special Rate Variation.	Chief Executive	Dec/Jan - 2023 The SRV application has been lodged with IPART we now have to wait until May 2023 for a decision.	 ON TRACK
5.1.2.6 Report to council identifying efficiency savings of 10-15% across the budget, for the 2022/23 financial year.	Chief Executive	Complete has been reported to council as directed.	 ON TRACK
5.1.2.7 Provide Council a Review of operating plan for the Visitor Information Centre.	Senior Advisor Communications & Economic Development	<p>The Visitor Information Centre continues to operate six-days-a-week with reduced opening hours on Saturdays - now closing 2:30pm. Staff (one casual) and volunteers do their best and have limped through up to now. However, the casual staffer who's been working at the VIC every Saturday has advised she can no longer commit to every Saturday from the end of this month (February).</p> <p>5 December 2022 PETER ALLEN JACKET DONATED VISITORS' CENTRE A satin jacket worn by Peter Allen when he was a regular performer at the Greek Theatre in Los Angeles has found its way to the Tenterfield Visitors' Information Centre ... more than 33 years later. The jacket was caught by a fan when Peter tossed it into the crowd and has been kept until recently when the lady, who lives between Australia and the US, made the donation to the Tenterfield Visitors' Centre. The jacket is now on display at the VIC with other Peter Allen Memorabilia.</p>	 NO TARGET

7 December 2022

Volunteers' Xmas function.

Visitors' Information Centre and School of Arts volunteers were hosted by Council at the School of Arts Café at an end-of-year Xmas function on Wed, 7 December. The Mayor, Cr Rhodes, the Chief Executive and staff attended and thanked all volunteers for their work and dedication throughout the year at both centres.

As advised in an email to Councillors, concern over staff safety and to ensure no staff member had to work alone, particularly on Saturdays in the run-up to and over the Christmas break when the main Council office is closed, the decision was made to run Visitor Information services from the School of Arts from Saturday 3 December to the end of the first week in January and for the week days between Christmas and New Year, 28 December to 2 January inclusive. Signs were placed at the Visitors' Information Centre advising tourists to go to the SoA where toilets are also available.

January 2023 – visitors through the Visitors' Information Centre totalled 872, with 394 or 45% from Queensland, 319 or 36% from NSW, 46 from Vic 46 and 43 from Overseas.

Visittenterfield Website Jan 1 - Jan 31, 2023 and Dec 1 - 31 Dec 2022

Users (visits) 4756, new users 4617 (87%) and page views totalled 12,267.

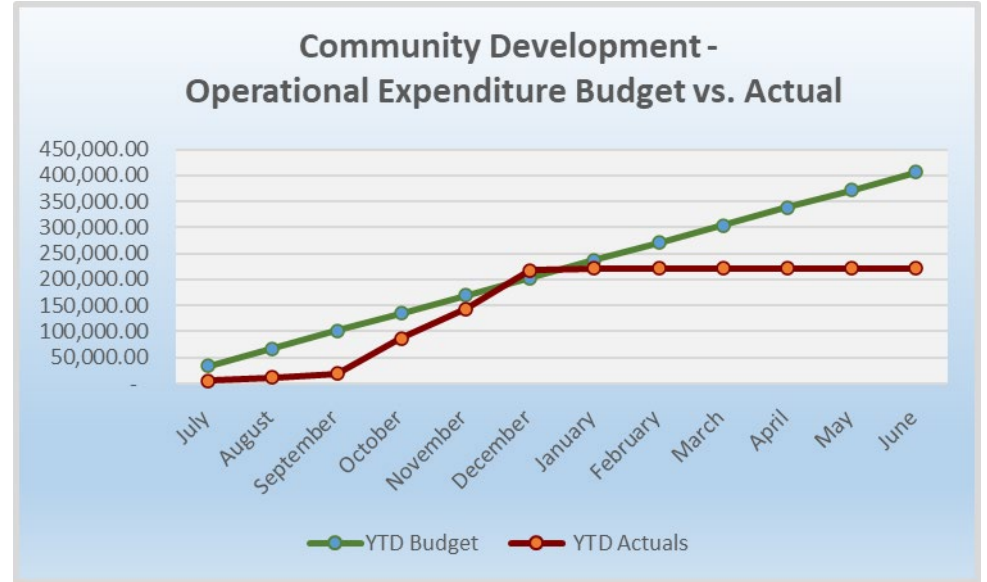
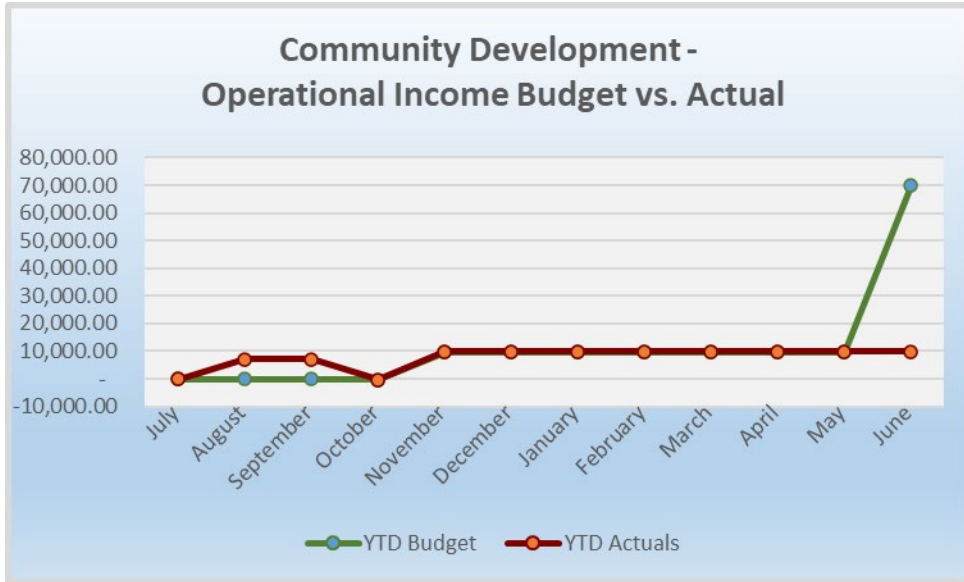
For December there were 4036 visits.

Visit Tenterfield Facebook page Jan 1 - Jan 31

and 1 Dec 2022 - 31 Dec




Visits totalled 6562 up 20% on the previous month, December with 5471 visits.



3. Community Development



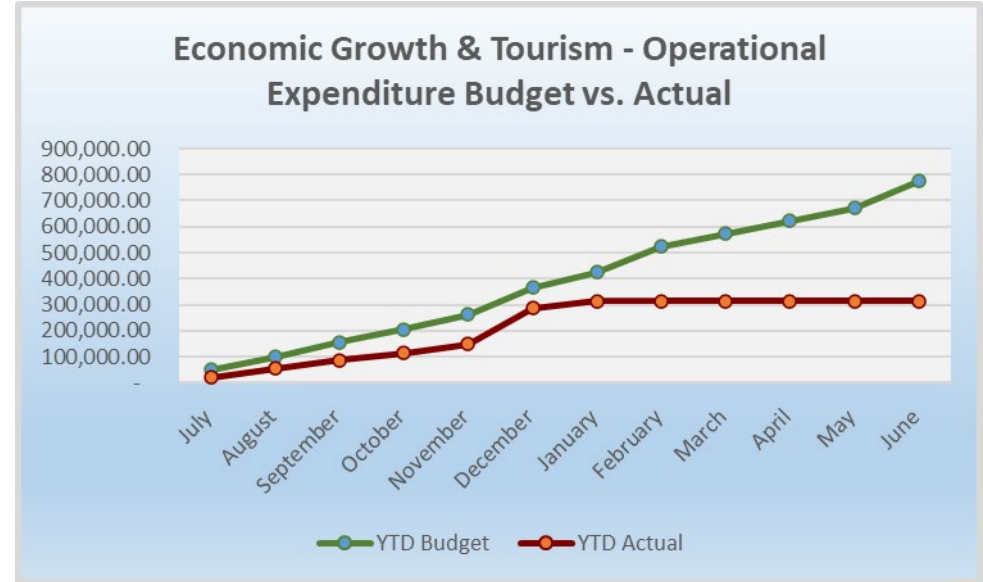
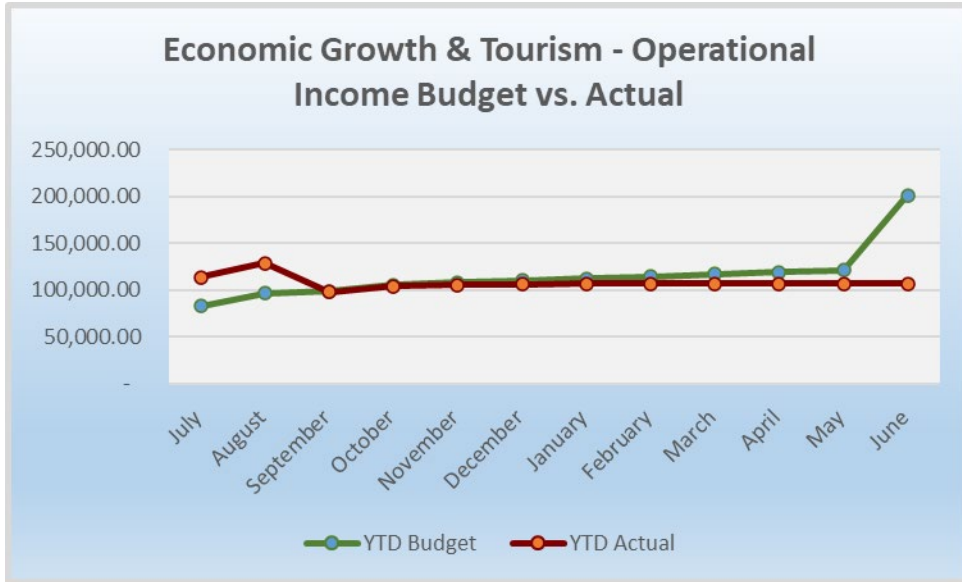
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Community Development	336,171	211,197	62.82%
1. Operating Income	(69,949)	(9,757)	13.95%
2. Operating Expenditure	406,120	220,953	54.41%

3. COMMUNITY DEVELOPMENT

Business Unit: Community Development			
Service Profile: Community Development			
Action	Responsibility	Progress Comment	Status
1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.	Manager Arts, Culture and Library Services	<p>During the December / January reporting period communications involved presenting community information via two issues of 'Tenterfield in Touch' on 5 December 2022 and 25 January 2023. Key information provided in these issues included details on a range of community organised events such as Torrington Market Day, Urbenville Christmas in the Corner, Sunnyside events and a range of different events hosted by the communities around the shire over the Christmas period.</p> <p>The 25 January 2023 issue of Tenterfield in Touch provided information on Seniors Week, The Uluru Statement - Indigenous Voice to Parliament initiative, and celebrations across the Shire for Australia Day in addition to a range of training and workshops regarding mental health support and awareness, grant writing and driving lessons. The Disability Action Plan and the Get it Together Projects were published as well as grants and funding opportunities.</p>	 No TARGET
1.1.1.2 Provide opportunities for the community to participate in decision making via Council Committees.	Manager Arts, Culture and Library Services	<p>During the December/January reporting period the following committee meetings provided opportunity for community to contribute to Council activities:</p> <ul style="list-style-type: none"> • Aboriginal Advisory Committee – Wed 07 December 2022 	 No TARGET
1.1.2.1 Implement wellbeing programs and activities in partnership with the Aboriginal Advisory Committee. Contribute to NAIDOC week and develop and implement Reconciliation Action Plan (RAP).	Manager Arts, Culture and Library Services	<p>During the December reporting period a draft Reconciliation Action Plan was reviewed by Manager of Human Resources and CEO and then submitted to Reconciliation Australia to assist with guidance on the next stage of the development process in alignment with appropriate cultural protocol frameworks. During the January report period, Reconciliation Australia provided feedback on the submission. No major changes were required with suggestion for some minor amendments on the format and phrasing. The draft is being reviewed by the Manager Arts, Culture and Library Services.</p>	 No TARGET


Action	Responsibility	Progress Comment	Status
1.1.3.1 Support the physical and mental health of the community, through wellbeing activities which improve community capacity and resilience. This includes contributing and supporting local events such as Youth Week.	Manager Arts, Culture and Library Services	<p>During the December and January reporting period the Community Advisor provided detailed information to the Progress Associations and other community groups across the Shire on current and upcoming grant funding opportunities. To support, enable and build capacity across the groups the Community Development advisor has offered full support to assist the groups in the preparation and submission of funding applications for project activities that important to their community groups.</p> <p>The Community Development Advisor was successful in receiving \$10,000 grant from State Government through – Children and Young People Wellbeing Recovery Initiative - Small Grants for regional NSW 2022 to develop a music program. Program promotion and engagement occurred during December and the program commenced in the January engaging 14 kids and young people into the program. The program will run for two school terms as after school program culminating in a performance at the Sir Henry Parkes Memorial School of Arts.</p> <p>The community events funded through the Reconnecting Regional NSW Communities Events funding, being auspiced by Council, during the December reporting period totalled \$60.2K.</p>	 No TARGET
1.2.3.1 Deliver and report to the OLG on the Council's Disability Inclusion Action Plan.	Manager Arts, Culture and Library Services	<ul style="list-style-type: none"> • Rotary Club (Bavarian Multicultural Music Festival & Markets) = \$20,000 • Legume Progress (Association Inc Legume Picnic Day)= \$2,000 • Got Ya Back Productions (Carnival of Animals Village Tour) = \$6,218 • Tenterfield Farmers & Producers Market=\$10,909 • The Be Group Australia Pty (Live Inspire) =\$21,090 <p>The Reconnecting Regional NSW Communities Events funding has supported events for a total of \$169,625 until January reporting period. No funds were dispersed during January 2023.</p> <p>A range of community events, opportunities and activities were promoted through the Tenterfield in Touch Newsletter distributed to 520+ subscribers.</p>	 No TARGET

4. Economic Growth and Tourism



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Economic Growth and Tourism	729,657	(1,357,857)	-186.10%
1. Operating Income	(201,337)	(106,967)	53.13%
2. Operating Expenditure	774,017	312,938	40.43%
3. Capital Income	(1,819,223)	(1,743,568)	95.84%
4. Capital Expenditure	1,969,169	175,259	8.90%
4235004. PSLP - Tenterfield Youth Precinct & Mountain Bike Trailhead	1,714,593	170,259	9.93%
5400509. RTBR - Art Installations Tenterfield Creek	5,000	5,000	100.00%
5400510. LF027 Tenterfield Dam Recreational Precinct - Stage 1 Fishing Platform	249,576	0	0.00%
6. Liabilities	7,031	4,480	63.72%

4. ECONOMIC GROWTH & TOURISM

Business Unit: Economic Growth & Tourism			
Service Profile: Economic Growth & Tourism			
Action	Responsibility	Progress Comment	Status
2.1.1.1 Develop and implement the Economic Development Strategy and Tourism Development Strategy, which also aligns with the Regional Economic Development Strategy (REDS).	Senior Advisor Communications & Economic Development	<p>Airstrip sale tender</p> <p>Officer has advised the two tenderers for the airstrip none was compliant and thanked them for their interest and efforts.</p> <p>Officer has since contacted commercial company AVDATA on options to collect data on aircraft movements (landings), including quote for trial of automated equipment. Officer will provide update at workshop.</p> <p>Sale of "Bendall's"</p> <p>Officer has negotiated contract for auction of "Bendall's" – Lot 2 DP 1037068 New England Highway, Tenterfield - through local real estate agent Jack Thomas of Nutrien Harcourts. The auction will be held Thursday, 16 March 11:30am at Nutrien Harcourts' rooms, Rouse St.</p> <p>This follows survey of the pump station site adjacent to NE Highway which Council will retain under separate title.</p> <p>Marketing of "Bendall's" started 3/02/2023 with billboards/website and press ads.</p> <p>Housing market remains strong</p> <p>Latest Realestate.com.au results (Feb 2022 – January 2023) show the median price for a house in Tenterfield is now \$402,500 – up 31.1% in the past 12 months – with 84 houses sold in the past year. For rental properties, median rent is now \$400/wk – up 9.6% in the past year. 3 bed house median rent \$392, 4-bed \$450. Rental yield is now 5.5%.</p> <p>Agents report continued strong inquiry from the North Coast, Sydney and as far afield as Townsville.</p> <p>Northern Border Trail Sign project</p> <p>Progress continues following engineering approval of sites for direction/interpretive signs. Sign-maker was to have to proofs for checking to Council in February.</p> <p>Northern Border Trail Sign project</p> <p>Progress continues following engineering approval of sites for direction/interpretive signs. Sign-maker was to have to proofs for checking to Council in February.</p>	 No TARGET

Cont..

Northern Rail Defenders' Forum

Officer attended Northern Rail Defenders' Forum public meeting at Tenterfield Bowling Club on Mon 12 December 2022 - also attended by Mayor and Crs.

Led by retired Professor Siri Gamage, the group earlier met with residents at Wallangarra – aiming to build community support for re-opening rail lines – north and south, with a focus on re-opening the line to Wallangarra to allow historic steam trains to travel to Tenterfield.

Meeting heard from several speakers of the lack of public transport in northern New England and the difficulty faced by low-income residents travelling to medical appointments and visiting friends and relatives outside the region. Group wants governments to re-think rail for regular passenger and freight services. Cost to restore lines from Armidale to Wallangarra should be compared with the hundreds of millions of dollars being spent on strengthening 100km section of the Newell Highway and the billions being spent of the Inland Rail route with no agreement on final route to and past Goondiwindi, let alone through to the Port of Brisbane.

2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities.

Senior Advisor
Communications &
Economic
Development

Staffing is a concern at the Visitor Information Centre and are currently looking at employing another casual to maintain visitor services on Saturdays. Other activity:

The bike rides around Tenterfield routes have been uploaded to the 'VisitTenterfield' website.

The broader NEHC1000 (1000km bike ride across the New England) is being finalised and will soon be uploaded to the New England High Country Website.

The 'We Are Explorers' digital marketing running for both Tenterfield and New England High Country is progressing and proofs will hopefully be available for checking Feb/March - of the road trip around Tenterfield and the region.



No TARGET

5.2.3.1 Support future proposals for improved telecommunications infrastructure.

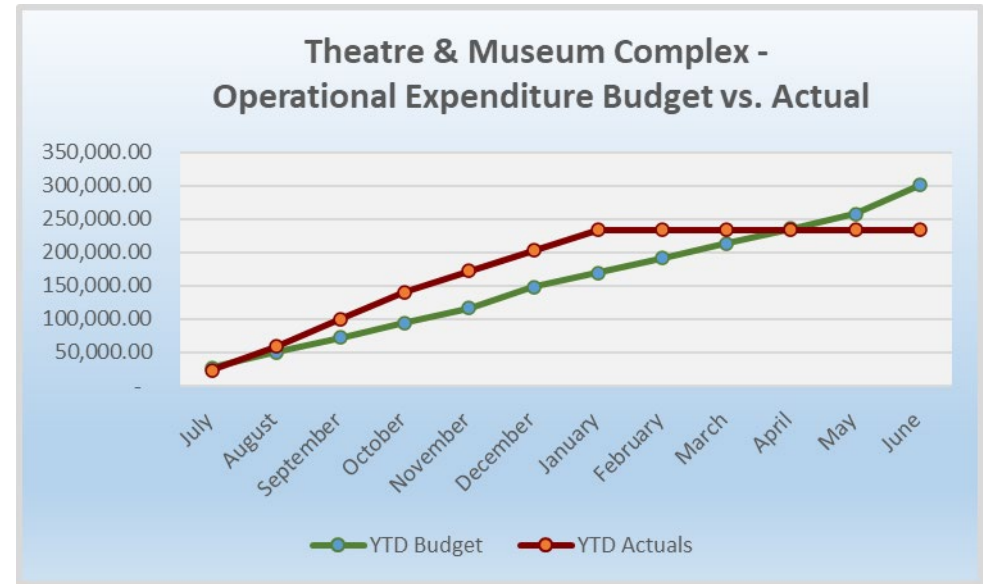
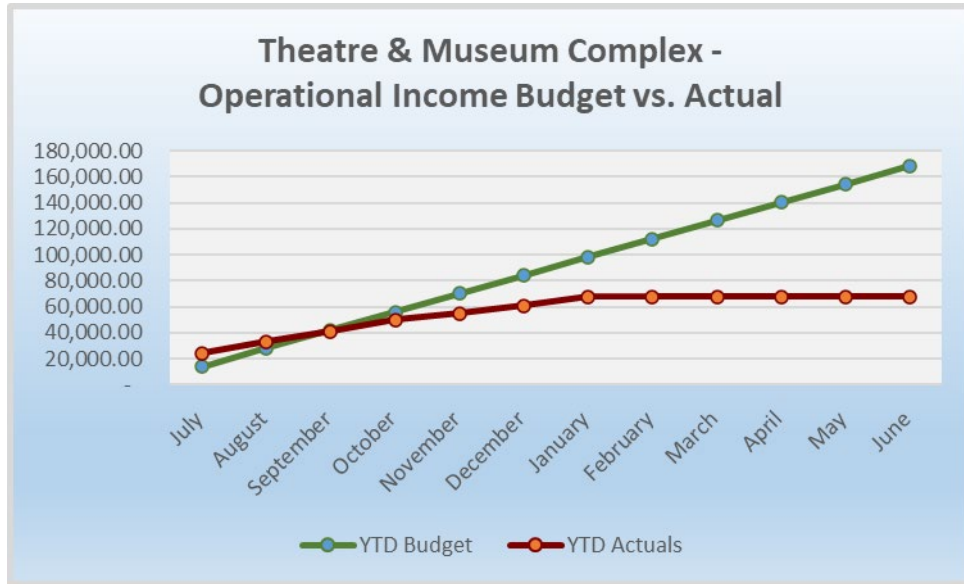
Senior Advisor
Communications &
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Development

Nil to report in this area.






No TARGET

5. Theatre and Museum Complex

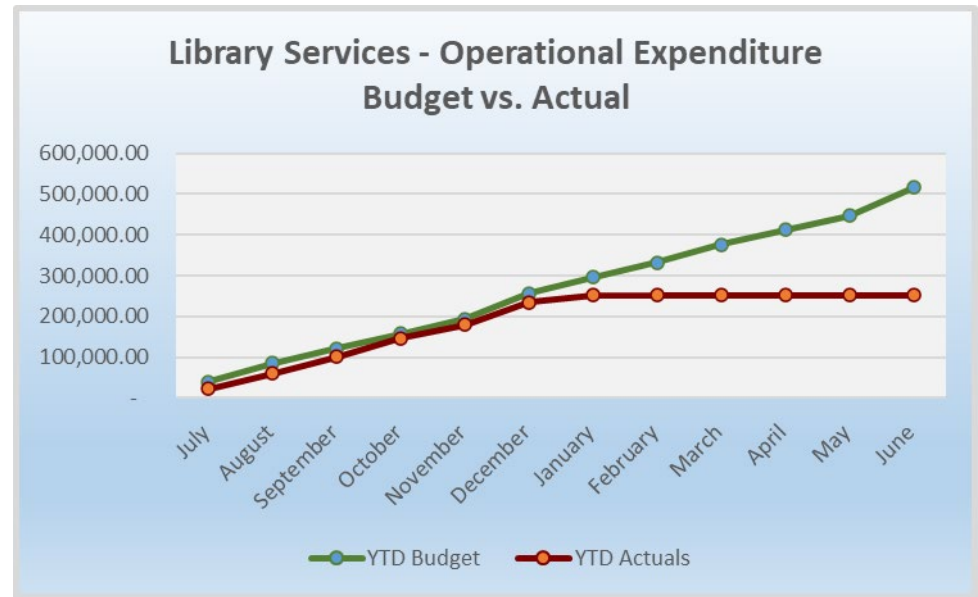
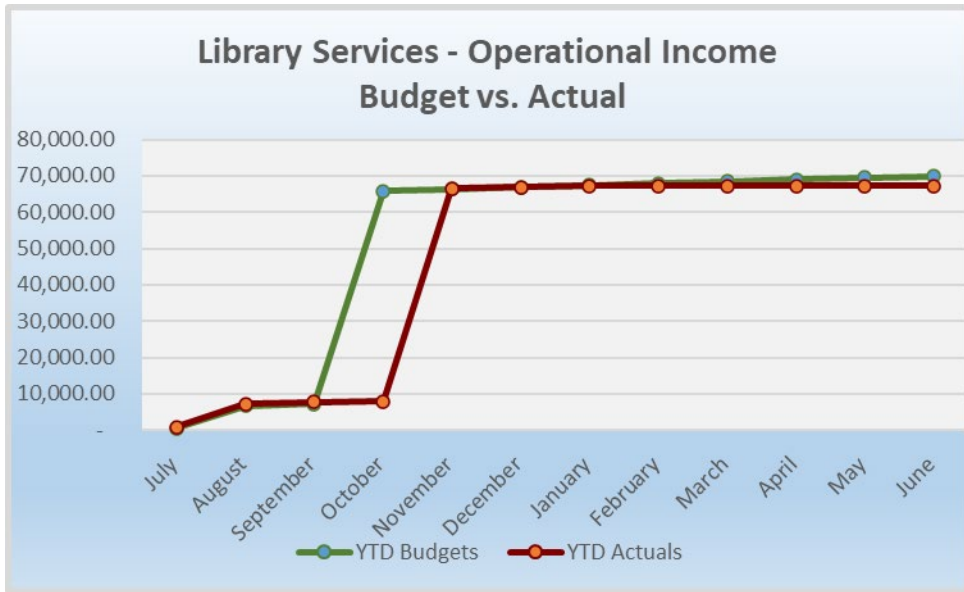


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Theatre & Museum Complex	132,336	165,345	124.94%
1. Operating Income	(168,316)	(67,774)	40.27%
2. Operating Expenditure	300,652	233,119	77.54%

5. THEATRE & MUSEUM COMPLEX



Business Unit: Theatre & Museum Complex			
Service Profile: Theatre & Museum Complex			
Action	Responsibility	Progress Comment	Status
1.1.3.4 Develop and proactively manage and deliver cinema program, theatre education and youth related programs.	Manager Arts, Culture and Library Services	<p>During the December reporting period, the School of Arts Theatre program screened 21 movie sessions with total attendees of 325. The movie title 'Mrs. Harris Goes to Paris' with 177 ticket sales was the highest at the box office followed by "Black Panther" with 59 ticket sales. An exclusive movie session was held for Drake Public School for end of the year party. No live shows occurred during the December reporting period.</p> <p>During the January reporting period, the School of Arts Theatre program screened 30 movie sessions and two live shows with total attendees of 535. The movie titles 'Lyle, Lyle, Crocodile' with 162 and 'Avatar: The Way of the Water' with 150 ticket sales attracted the highest audience attendance during the holiday period. Two live shows for children and all ages 'Carnival of the Animals' were held during the January reporting period with a box-office total of 92 attendees. The audience feedback for the live show was very positive.</p>	 No TARGET
1.1.3.5 Manage and operate the Sir Henry Parkes Memorial School of Arts (Cinema, Theatre, and Museum) in partnership with the National Trust of Australia.	Manager Arts, Culture and Library Services	<p>During the December reporting period, the total number of visitors to the museum was 174. The number of museum visits increase as more tourists visited the town during the holiday period. Staff training of mock tour sessions continued for practice and learning purposes.</p> <p>During the January reporting period, the number of visits were 190 in total. An ongoing visitors' Australian postcode/ country of origin record system has been established for statistical recording purposes. The gallery lighting maintenance continued after the holiday period with the replacement of non-functioning lighting and upgrade to LED globes were possible. The staff mock tour training program was on hold during this period.</p>	 No TARGET
1.2.4.1 Provide volunteer training and upskilling in a safe and engaging work environment.	Manager Arts, Culture and Library Services	<p>During the December reporting period expression of interest for new volunteers was released for a new volunteer intake in 2023. An exclusive volunteers Christmas party was held at Courtyard Café including School of Arts and Visitors Information Centre volunteers with the Council's staff participation.</p> <p>During the January reporting period new volunteer applicants have been shortlisted and their onboarding recruitment process commenced with HR. A farewell dinner was held for a long-serving volunteer Barbara Carter by the School of Arts team at the Tenterfield Bowling Club. Ongoing advertising campaign for new volunteer continues during this reporting period.</p>	 No TARGET

6. Library Services

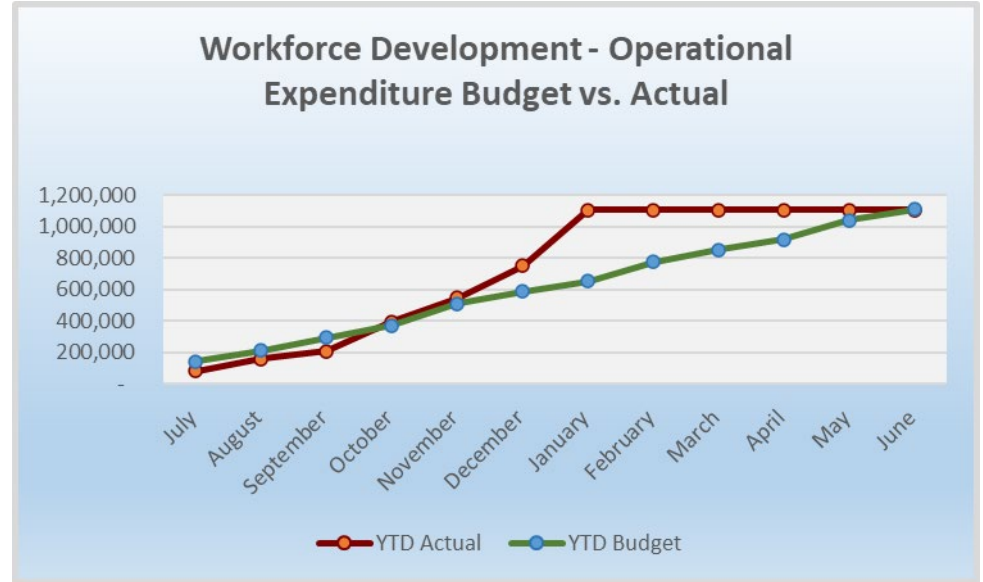
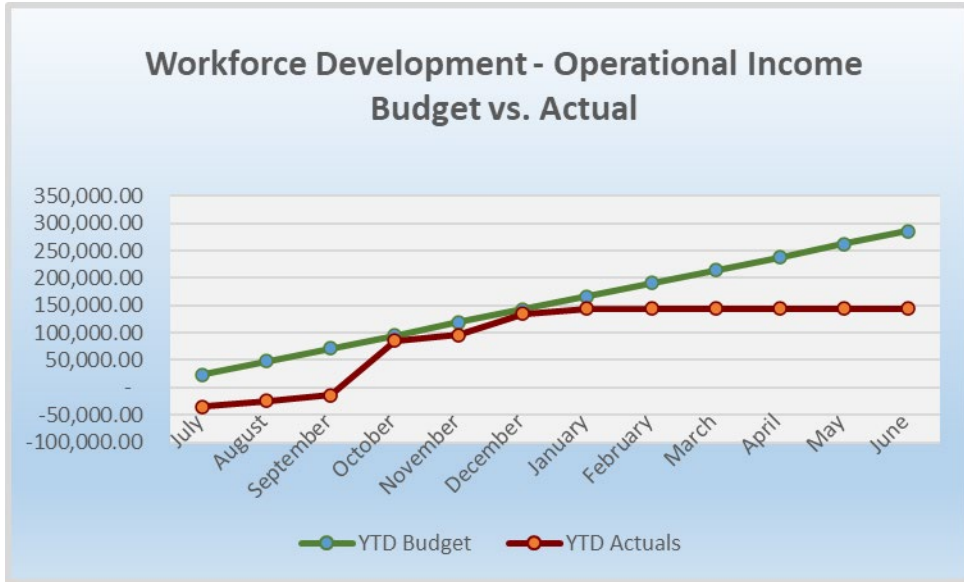


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Library Services	496,106	(19,948)	-4.02%
1. Operating Income	(69,931)	(67,224)	96.13%
2. Operating Expenditure	516,531	252,373	48.86%
3. Capital Income	(221,786)	(221,786)	100.00%
4. Capital Expenditure	264,292	12,413	4.70%
5000515. Local Priority Grant 2019/20	3,848	3,498	90.91%
5000520. Local Priority Grant 2020/21	19,329	8,915	46.12%
5000522. Local Priority Grant 2021/22	19,329	0	0.00%
5000523. Public Library Infrastructure Grant - Refurbishment of the Tenterfield Library	196,886	0	0.00%
5000524. Local Priority Grant 2022/23	24,900	0	0.00%
6. Liabilities	7,000	4,275	61.07%

6. LIBRARY SERVICES




Business Unit: Library Services			
Service Profile: Library Services			
Action	Responsibility	Progress Comment	Status
1.1.3.2 Deliver technology and resources to individuals and small groups via library services.	Manager Arts, Culture and Library Services	<p>During the December reporting period the Library provided services to 989 members who borrowed 1,185 items. 175 members and visitors spent 189 hours using the public computers. 11 Children and 9 Parents attended 3 Storytime sessions during the month of December.</p> <p>The home Library service delivered 101 items to 17 members and the last home library delivery for the 2022 calendar year; and included additional items due to the Library Christmas / New Year closure period.</p> <p>The library held 3 Tech Savvy Seniors (TSS) workshops with 14 participants. TSS sessions will recommence in February 2023.</p> <p>During the January reporting period the Library provided services to 587 members who borrowed 1408 items. 177 members and visitors spent 190 hours using the public computers. The home Library service delivered 83 items to 23 members.</p> <p>Library Refurb project update: Weeding of the collection has been completed and the total collection is now approx. 20,000 items. This collection size is slightly above State Library median guidelines for the population size of Tenterfield Shire. Two independent estimates for the supply and fit out of new library furniture are in final stages of review. Suppliers have been selected from the local government procurement register.</p> <p>Self-service Library Resource Hub update: The self-service kiosks have been installed at each Branch location and a PC with multi-function printer installed at Urbenville. A PC and printer have not been installed at the Drake hub as this would impact on the income of DVRC business model for the hire of PC's and printing services. Liaison is in process with the Agents to confirm operating days for the Library Resource Hubs and once confirmed the Agent Agreements can be finalised and delivery of collections and training organised for each site.</p>	 No TARGET
1.1.3.3 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).	Manager Arts, Culture and Library Services	<p>No collection management activities occurred during the December reporting period.</p> <p>During the January reporting period the Manager Arts, Culture and Library Services has requested updated quote from Sydney based Museum Curator and eHive Collection management specialist Gay Hendriksen for the provision of face-to-face training on-site at the School of Arts and received acknowledgement from Museums and Galleries NSW the Museum Collection and Digitisation project aligns and received approval to apply for their Skills Development Funding.</p>	 No TARGET



7. Workforce Development



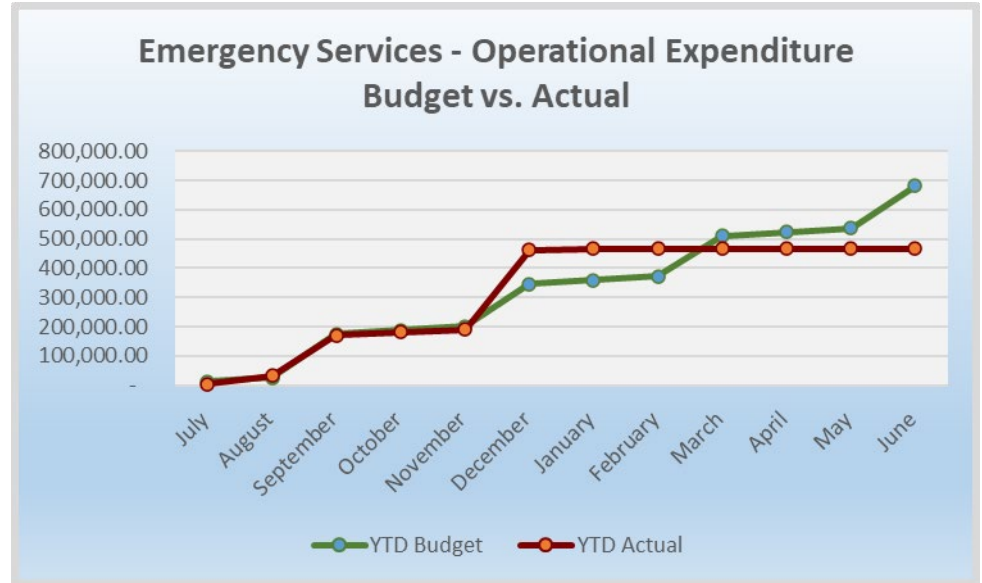
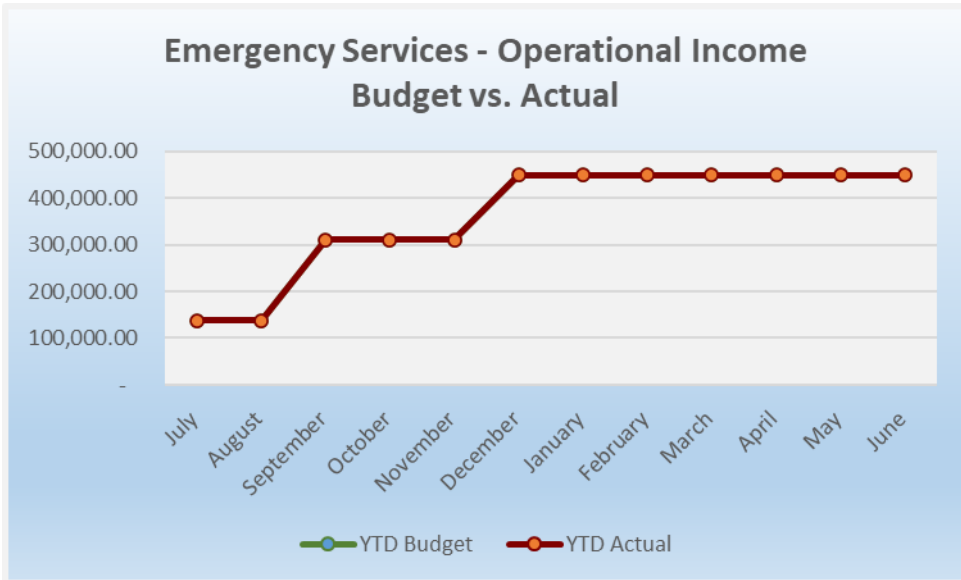
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Workforce Development	824,133	960,665	116.57%
1. Operating Income	(285,567)	(144,382)	50.56%
2. Operating Expenditure	1,109,700	1,105,047	99.58%

7. WORKFORCE DEVELOPMENT

Business Unit: Workforce Development			
Service Profile: Workforce Development			
Action	Responsibility	Progress Comment	Status
5.1.1.4 Develop, manage and deliver the Workforce Management Strategy.	Acting Manager HR & Workforce Development	<p>Recruitment moratorium continues. For December, the structural review and organisational change led to one (1) redundancy and one (1) secondment. Recruitment for two (2) crucial roles in Council commenced in December/January for the Manager HR, Workforce Development & Safety and WHS & Risk Management Coordinator. Both close in February 2023.</p> <p>Casual staff are still being managed in an effort to assist with the current service delivery expectations. Current Full Time Equivalent (FTE) - 106 (Note, this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes).</p> <p>Current head count - 85 (Note, this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes). Current Casual count - 15 (Note, casuals are not included in the FTE or head count and work varied schedules).</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by the current financial constraints.</p>	 ON TRACK
5.1.1.5 Facilitate worker health and wellbeing consultation communication, and participation processes.	Acting Manager HR & Workforce Development	<p>Eleven (11) WHS toolbox talks were conducted.</p> <p>1 minor incident occurred during January. 216 days since the last lost time injury. WHS Workplace audits conducted 2, and WHS inspections conducted 2.</p> <p>Council's employee assistance program continues with ongoing onsite counselling sessions being provided monthly. Additional outreach program has been initiated commencing February 2023.</p>	 ON TRACK
5.1.1.6 Develop, manage and deliver Employer the skills targeted training plans.	Acting Manager HR & Workforce Development	<p>Certificate IV in civil construction supervision ongoing.</p> <p>Certificate III in civil construction plant operations ongoing.</p> <p>Prepare Work Zone Traffic Management Plans completed.</p> <p>Diploma in Facilities Management and Arts & Cultural Administration underway. Construction Induction (White Card) enrolment for commencement in February. Staff undertaking Certificate III in Parks & Gardens (Horticulture) was completed in December.</p>	 ON TRACK


Action	Responsibility	Progress Comment	Status
5.1.1.7 Develop, manage and deliver Employer of Choice recruitment and retention services.	Acting Manager HR & Workforce Development	The repositioning of our staff resourcing to ensure where possible the retention of valuable staff assets remains a priority during this period of organisational change and is ongoing. Implementation of some specific Workforce Management Strategies are being impeded by the current financial constraints.	 ON TRACK
5.1.1.8 Manage and report on Council's Enterprise Risk Management Framework and Risk Register.	Acting Manager HR & Workforce Development	Council's risk register continues to be monitored, reviewed and updated.	 ON TRACK

8. Emergency Services

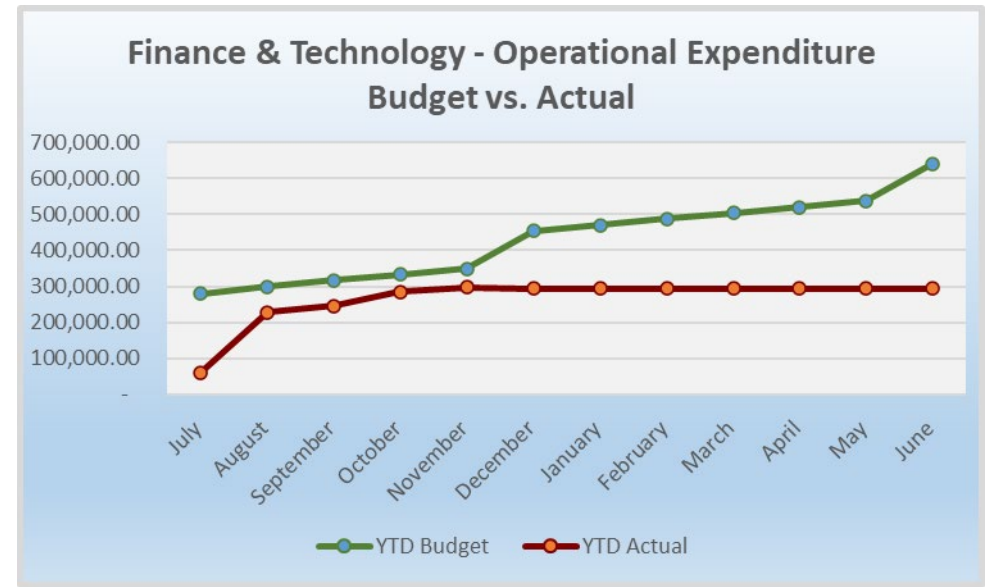
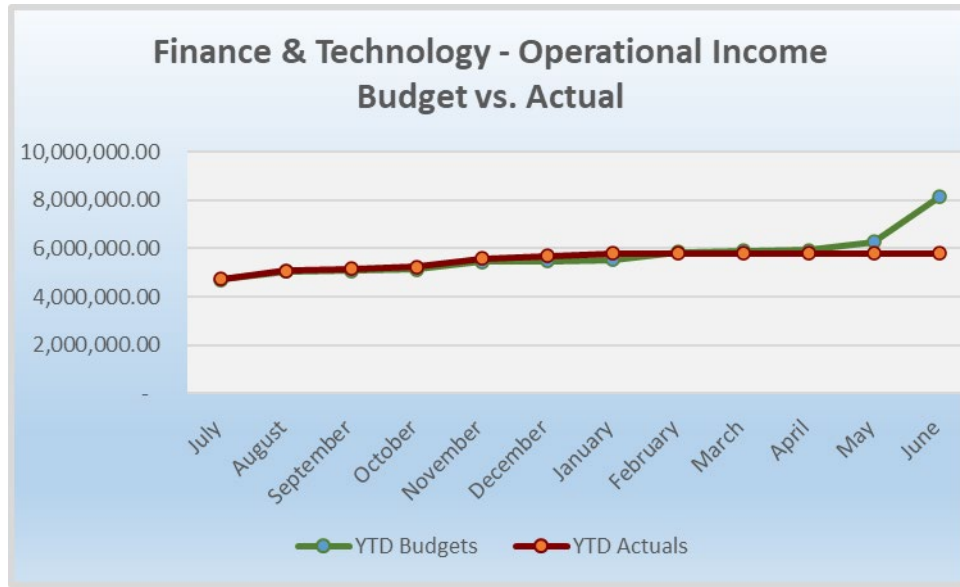


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Emergency Services	232,514	17,663	7.60%
1. Operating Income	(448,895)	(448,895)	100.00%
2. Operating Expenditure	681,409	466,558	68.47%

8. EMERGENCY SERVICES




Business Unit: Emergency Services			
Service Profile: Emergency Services			
Action	Responsibility	Progress Comment	Status
3.1.6.1 Develop, manage and deliver Emergency Management functions and facilities.	Acting Manager HR & Workforce Development	<p>Local Emergency Management Committee (LEMC) meeting dates for 2023 have been finalised, with first meeting to commence in March.</p> <p>Council's Community Recovery Officer has been actively working with NSW Reconstruction Authority (formerly NSW Resilience), and with the Tenterfield community providing emergency recovery information and programs.</p>	 MONITOR


9. Finance and Technology



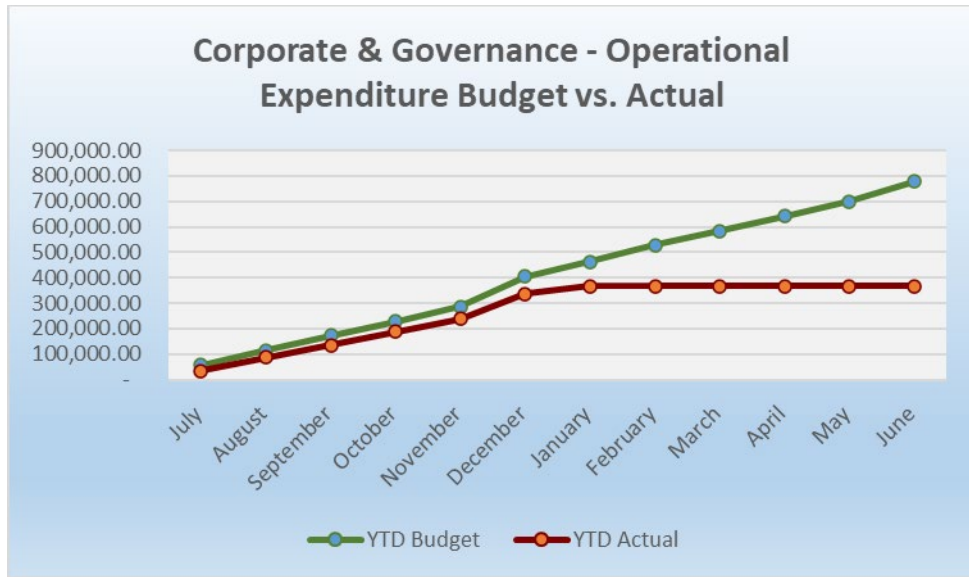
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Finance & Technology	(7,197,997)	(5,412,030)	75.19%
1. Operating Income	(8,142,471)	(5,791,604)	71.13%
2. Operating Expenditure	641,181	293,218	45.73%
4. Capital Expenditure	225,000	43,173	19.19%
1810501. Computer Equipment - Finance & Tech	75,000	0	0.00%
1810508. Capitalised Software	150,000	43,173	28.78%
6. Liabilities	78,293	43,184	55.16%

9. FINANCE & TECHNOLOGY

Business Unit: Finance & Technology			
Service Profile: Finance & Technology			
Action	Responsibility	Progress Comment	Status
5.1.2.1 Manage and deliver finance services.	Manager Finance and Technology	Council continues to seek to provide affordable services and delivery whilst ensuring finances are operated effectively. On 9 December 2022 Council formally applied to IPART for a Special Rate Variation application. This Application to IPART was consistent with the Notification of Intent to Apply. The final determination by IPART in May 2023 will determine the level of services available across the shire. Council is continuously ensuring its Working Capital is used effectively in providing operational services to its stakeholders. As at December 22/January 23 Council is delivering and managing its financial services.	 MONITOR
5.1.2.2 Manage and report on Council's Long-Term Financial Plan, and facilitate and support internal and external audits.	Manager Finance and Technology	Council Long Term Financial Plan has been updated and presented to Council as part of the Integrated Planning and Reporting documents. The plan will be updated upon final determination by IPART as part of the Special Rate Variation Application. The audit for 30 June 2022 has been completed and Council has received its Final Management Letter.	 MONITOR
5.1.2.3 Manage investments - Plan develop and manage Council's investment portfolio.	Manager Finance and Technology	Investments are managed within Council's Investment Policy guidelines. Investments are reported to Council every month as part of the Finance and Accounts report, with the latest update being provided for January 2023. Council's interest income has increased since the incremental increase in interest rates over the past few months. This has assisted council in its cash flow. Council has adopted an updated Investment Policy during the month of November and all investments are to be managed and administered under the new policy.	 MONITOR


Action	Responsibility	Progress Comment	Status
5.1.4.1 Develop, manage and deliver Council's Technology Strategic Plan.	Manager Finance and Technology	<p>Council's Technology Strategic Plan is a work in progress documents which is being updated on a regular basis in conjunction with requirements associated with hardware and cyber security. The main focus due to funding allocation is Cybersecurity and threats originating from external sources. Council IT staff are in continuous training and development with NSW Cybersecurity. Further, quotations are being received and compared from external service providers experts in the field of Cybersecurity to safe guard Council's IT Infrastructure and minimize financial fraud due to a compromised system.</p> <p>As at January 2023, Council was not in receipt of the final settlement invoice. However, Council has received the invoice in February 2023.</p> <p>Council also needs to consider realistically what Asset Management software and requirements it needs in the near future to fulfil its audit obligation. A stakeholder meeting is required to understand these requirements prior to seeking new software vendor.</p>	 MONITOR




10. Corporate and Governance



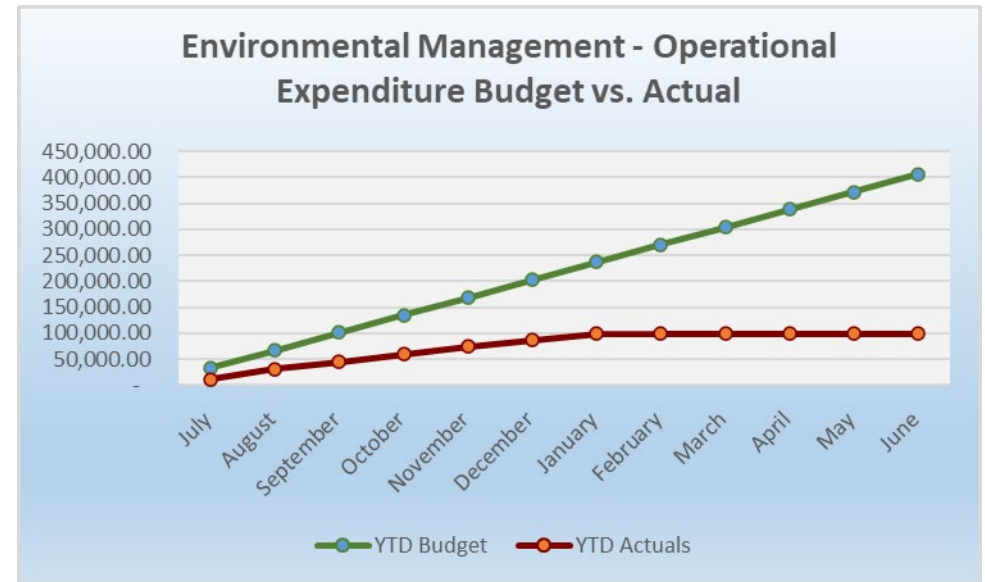
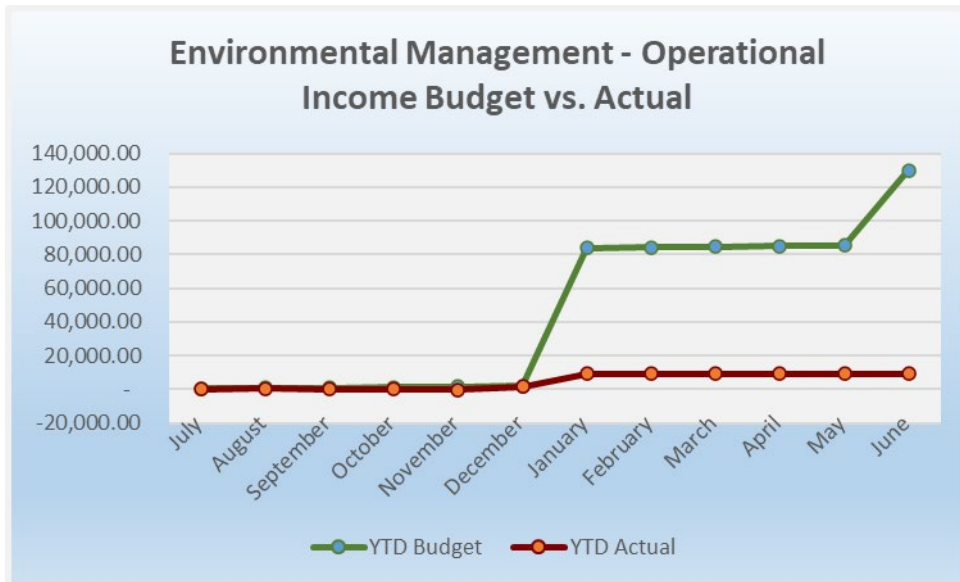
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Corporate and Governance	777,618	365,901	47.05%
1. Operating Income	(1,616)	(2,049)	126.78%
2. Operating Expenditure	779,234	367,950	47.22%

10. CORPORATE & GOVERNANCE

Business Unit: Corporate & Governance			
Service Profile: Corporate & Governance			
Action	Responsibility	Progress Comment	Status
5.1.1.1 Develop, manage and deliver Customer Services, in accordance with the Customer Service Charter.	Manager Customer Service, Governance & Records	<p>Compliments for December 2022 - 0 Compliments for January 2023 - 3 Complaints for December 2022 - 0 Complaints for January 2023 - 0</p> <p>Abusive customers for December 2022 - Abusive customers for January 2023 - 1 (related to stray dog which the customer brought in to town in their utility. Dog was going to be dropped off in the front foyer of the administration building).</p> <p>Customer Service General Enquiries for December 2022 - 68 Customer Service General Enquiries for January 2023 - 64 Total Inbound calls for December 2022 - 1,117 Total inbound calls for January 2023 - 1,752 Inbound calls for Customer Service for December 2022 - 227 Inbound calls for Customer Service for January 2023 - 417 Inbound calls for Planning and Development Services for December 2022 - 145 Inbound calls for Planning and Development Services for January 2023 - 148 Inbound calls for Infrastructure and Engineering Services for December 2022 - 223 Inbound calls for Infrastructure and Engineering Services for January 2023 - 283 Inbound calls for Rates for December 2022 - 93 Inbound calls for Rates for January 2023 - 115</p> <p>Customer service staff receipted and registered the following applications in December 2022: Section 10.7 Planning Certificates - 24 Section 603 Certificates - 15 Dwelling Permissibility Search - 3 Section 735A - 2 Sewer Diagrams - 8 Drainage Diagrams - 8</p> <p>Customer service staff receipted and registered the following applications in January 2023: Section 10.7 Planning Certificates - 36 Section 603 Certificates - 22 Dwelling Permissibility Search - 2 Section 735A - 3 Sewer Diagrams - 10 Drainage Diagrams - 4</p> <p>Customer service continues to receive an increasing number of GIPA applications for conveyancing purposes, as part of the sale of properties.</p>	



Action	Responsibility	Progress Comment	Status
<p>5.1.1.2 Develop, manage and deliver Governance Services, in accordance with the OLG Compliance Guide, IP&R Framework and Reporting including the Monthly Operational Report, GIPA and PIDS and facilitate and support the ARIC.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>Public Interest Disclosure Report for January to June 2022 submitted to NSW Ombudsman's Office in August 2022.</p> <p>Government Information (Public Access) Report for 2021/2022 submitted to the Information and Privacy Commission in October 2022.</p> <p>Code of Conduct Complaint Statistics for 1 September 2021 to 31 August 2022 reported to the Office of Local Government in November 2022.</p> <p>Annual Report, including audited financial statements, adopted by Council on 23 November 2022.</p> <p>Audit, Risk and Improvement Committee meeting held on 7 December 2023.</p>	
<p>5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>Records staff continue to scan maps, School of Arts records and categorise previously digitised documents in December 2022 and January 2023.</p> <p>Staff prepared for the commencement of the Records Management Assessment Program in January 2023, as directed by State Archives and Records Agency (NSW). This is the second year of the assessment program, and six sections have been selected to take part in the program. Manager and Records Coordinator will facilitate each section through the assessment framework during February 2023.</p>	
<p>5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>The final report for the survey was submitted to Council's Ordinary Meeting of 26 October 2022. Overall satisfaction with Council's services has declined, although key public facilities such as parks, gardens and the pool are still considered to be important services delivered by Council.</p>	

11. Environmental Management



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Environmental Management	276,964	90,226	32.58%
1. Operating Income	(129,886)	(9,391)	7.23%
2. Operating Expenditure	406,162	98,976	24.37%
4. Capital Expenditure	688	640	93.02%
4235501. Covid-19 Council Pound Grant Expenditure	688	640	93.02%

11. ENVIRONMENTAL MANAGEMENT

Business Unit: Environmental Management			
Service Profile: Environmental Management			
Action	Responsibility	Progress Comment	Status
3.1.2.1 Enforce Companion Animals, Illegal Dumping and Parking Control regulations.	Manager Open Space, Regulatory & Utilities	<p>One feral cat impounded for December and January.</p> <p>Council no longer has a Ranger or suitable on call staff to deal with complaints. Council currently has no Ranger to enforce parking regulations, and miscellaneous complaints are being dealt with when time allows.</p> <p>No abandon vehicles impounded.</p> <p>No illegal dumping was reported for December / January.</p> <p>Calls were received for straying livestock on public roads.</p> <p>Complaints about dogs not being walked on leads and owners not picking up after their animal, Ranger not replaced to undertake patrols.</p> <p>Complaints received about keeping of Dingoes as domestic pets.</p>	 MONITOR
3.1.2.2 Manage and deliver the Weeds Management Program, Council's Weeds Action Plan and regional weeds management plans.	Manager Open Space, Regulatory & Utilities	<p>Weed Officer Report - December and January</p> <p>Black Knapweed - inspections and treatments along Bellevue and Aldershot Rds., and on private property as required.</p> <p>Tropical Soda Apple - treatments in the Urbenville area as part of the Bushfire Recovery Grant.</p> <p>St John's Wort - 2 control runs along the New England Highway from Deepwater to Wallangarra and along the Bruxner Highway to Black Swamp rd.</p> <p>Groundsel Bush- Paddy's Flat Rd, Hootens Rd and Leslie Creek Rd.</p>	 ON TRACK
		<p>Blackberrys - Bryans Gap Rd, Barney Downs Rd, Finns Rd, Myon Mount Rd, Bellevue Rd, Rosemount Rd, Millers Lane, Somerlads Rd, Long Gully Rd, Black Swamp Rd, Mt Wellington Lookout Rd, Scrub Rd, Kelly's Rd, Scrub School Rd, Mill Lane, Snakes Gully Rd, Bald Rock Rd and Dairy Mountain Rd.</p> <p>Tenterfield Streets</p> <p>Private Property Inspections - 69 inspections undertaken for December and January</p>	

Cont.

High Risk Pathways - Inspections carried out along the New England Highway from Deepwater to Wallangarra, from Tenterfield to Tabulam along the Bruxner Highway, St John's Wort found in Places along the New England and on the outskirts of Tenterfield on the Bruxner Highway. Tenterfield to the Beardy River along the Bruxner way, Tenterfield to Woodenbong along the Mt Lindsey Highway and Tooloom road.

1 x Tropical Soda Apple Plant found on Mt Lindsey Highway at Bald Knob Forest.

A follow up Black Knapweed surveillance exercise was undertaken in the Tenterfield area on the 24th and 25th of January with the assistance of NSW Department of Primary Industries, Local land Services and multiple other agencies and Biosecurity officers from across the State in the core infestation site.

Attended the Tenterfield Show with a Weed Information Stand for the 2 days.

3.1.2.3 Notices and Orders to be issued or served where necessary as per the Local Government Act, EPA Act and POEO Act and Associated Regulations.

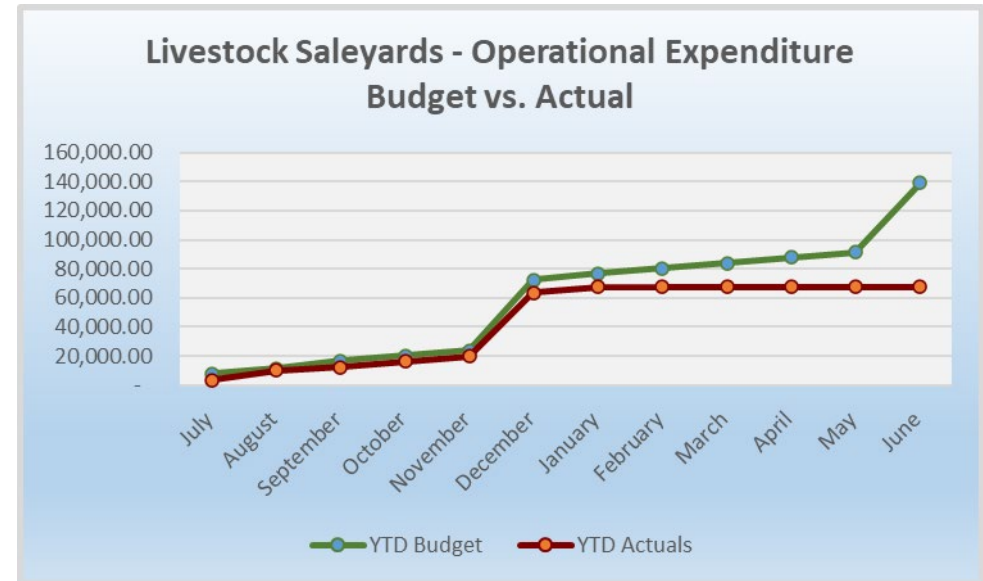
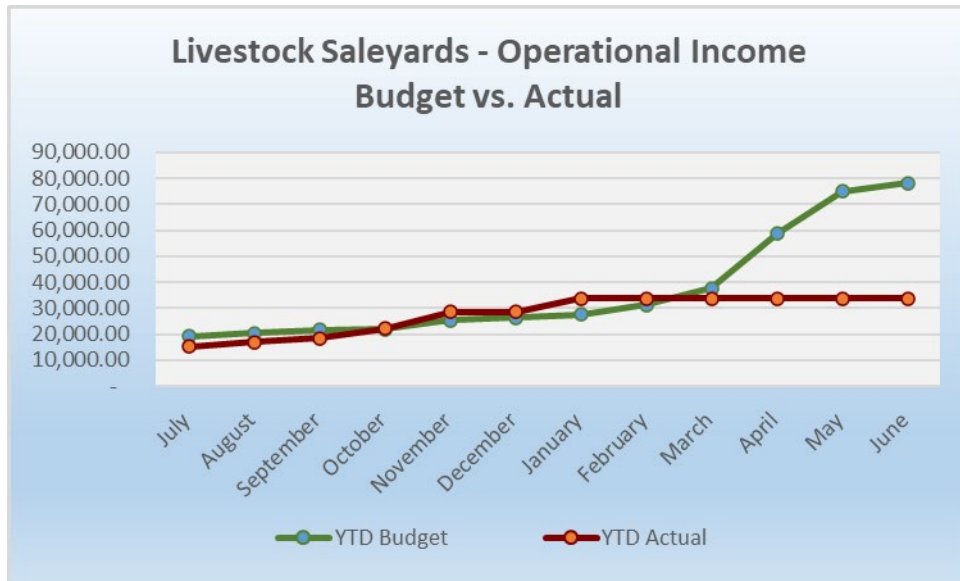
Manager Open
Space, Regulatory
& Utilities

Two notices were issued in relation to overgrown/untidy blocks, of which 1 is still ongoing.




NEEDS WORK

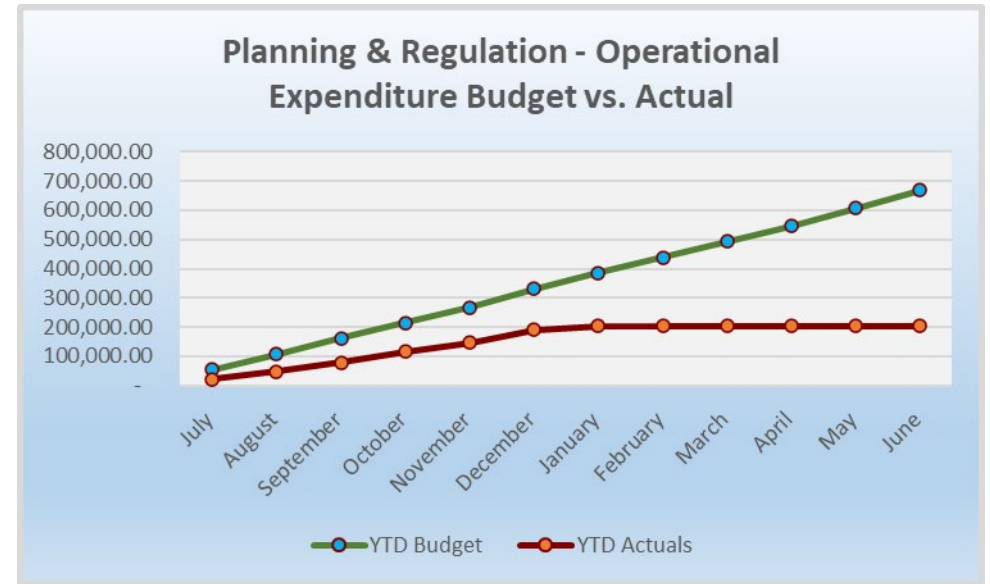
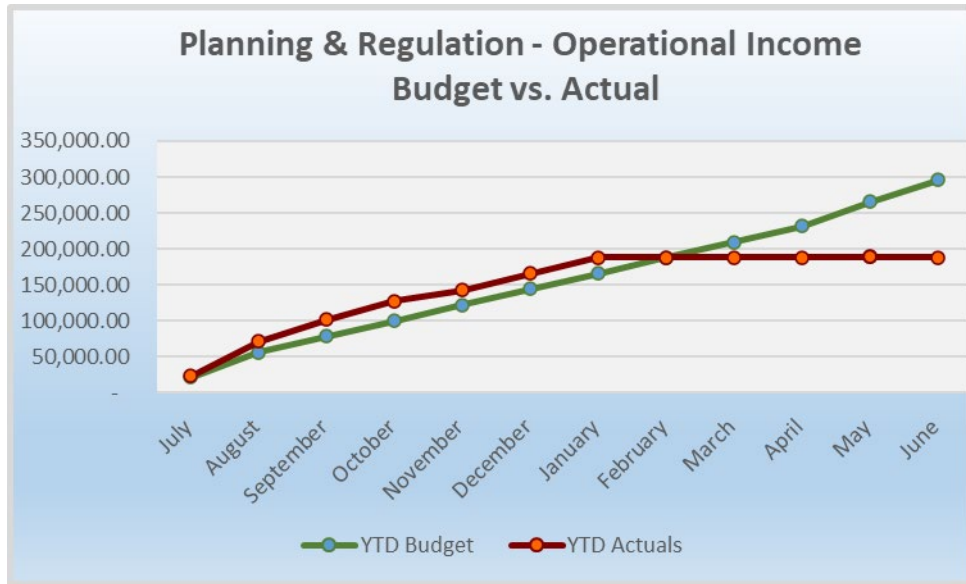
12. Livestock Saleyards



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Livestock Saleyards	431,341	374,647	86.86%
1. Operating Income	(78,188)	(33,758)	43.18%
2. Operating Expenditure	139,241	67,755	48.66%
3. Capital Income	162,348	162,348	100.00%
4. Capital Expenditure	207,940	178,302	85.75%
4220504. Improvements to Loading Ramps & Traffic Facilities	207,940	178,302	85.75%




Business Unit: Livestock Saleyards					
Service Profile: Livestock Saleyards					
Action	Responsibility	Progress Comment		Status	
2.1.2.1 Manage and deliver commercial Saleyards Services.	Manager Open Space, Regulatory & Utilities	December /January 2023 Prime Cattle - 507 Head		\$685,373.07	 ON TRACK
		Private Weighing 0 Head			
		Total 507 Head		\$685,373.07	
		Financial Year 2022/2023	2,004 Head	\$ 3,149,401.62	
		Financial Year 2021/2022	10,963 Head	\$ 20,493,246.30	
		Financial Year 2020/2021	8,963 Head	\$ 14,127,684.48	
		Financial Year 2019/2020	9,247 Head	\$ 8,441,858.64	
		Financial Year 2018/2019	21,656 Head	\$ 12,517,711.39	
<p>Thompson Longhorn have completed the Double Height ramp. Materials ordered for the installation of laneways and holding pens to complete the project.</p> <p>Biggest risk being further reduction in numbers as to whether the saleyards will remain viable. Increase in the throughput of 2000 head from last financial year. Saleyard induction on the website, with the public completing the induction process.</p>					

13. Planning and Regulation



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Planning & Regulation	347,521	(25,256)	-7.27%
1. Operating Income	(295,550)	(188,452)	63.76%
2. Operating Expenditure	669,313	203,312	30.38%
3. Capital Income	(26,242)	(40,115)	152.87%

13. PLANNING & REGULATION

Business Unit: Planning & Regulation			
Service Profile: Planning & Regulation			
Action	Responsibility	Progress Comment	Status
3.1.1.1 Monitor and deliver the Tenterfield Local Environmental Plan 2013 and Development Control Plan 2014 (as amended).	Manager Planning & Development Services	December-January - All applications assessed in accordance with relevant regulatory and legislative requirements.	 ON TRACK
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Development Services	December - January- Local Heritage Fund Applications - successful applicants have until April 2023 to complete works. Heritage advisor working on Mingoala Heritage Trail project (funded) with draft sign completed - project to be completed by May 2023.	 ON TRACK
3.1.1.3 Manage and deliver development, building and construction regulatory services.	Manager Planning & Development Services	December-January- with a further loss of administration staff member in January, processing times for all functions of the department are further extended - including planning certificates, property & building enquiries, dwelling permissibility searches, processing of DA's, CC's, CDC's, On Site Sewage Management applications, Building Certificates, inspections. Focus is directed to applications lodged and paid for by customers. Regulatory actions/complaints being considered only as urgent if there is a likelihood of environmental harm or public health issues due to limited staff availability and focus on delivering development and construction applications, otherwise prioritized based on issue. Ongoing issues with the integration of the Greenlight System, NSW Planning Portal and Altus.	 MONITOR

Applications Lodged December 2022

DA Number	Applicant	Property Address	Description of Work
2022.143	R & J Wait	1447 Timbarra Road, Timbarra	Pool & Deck
2022.144	Z Jorgenson	Mt Lindesay Road, Legume	Relocatable Dwelling
2022.145	V Sherry	50 Francis Street, Tenterfield	Shed
2022.146	S Scott	117 Logan Street, Tenterfield	Temporary Use – Farmer’s Market
2022.147	Tenterfield Surveys (Ellis)	7652 Bruxner Highway, Drake	Two (2) Lot Subdivision
2022.148	McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Pool
2022.149	Tenterfield Surveys (Sattolo)	124 Logan Street, Tenterfield	Two (2) Lot Boundary Adjustment
2022.150	K Hampton	148 Manners Street, Tenterfield	Temporary Use – Eat Street Event
2022.151	J Bryant	289 Bellevue Road, Tenterfield	Dwelling
2022.152	E Hart	267 Paddys Flat Road, Tabulam	Dwelling – Dual Occupancy

Applications Determined December 2022

DA Number	Applicant	Address	Description of Work
2022.084	Tenterfield Surveys (Sattolo)	27 Casino Road, Tenterfield	Two (2) Lot Subdivision
2022.091	TENTERFIELD SURVEYS (Anjerin Genetic Resources Pty Ltd)	Mole Station Road, Woodside	3 Lot Boundary Adjustment
2022.117	Tenterfield Surveys (Burton-Ree)	109 Wallaroo Range Road Willsons Downfall	Four Lot Boundary Adjustment
2022.123	SISSON Lee & Nigel	131 Rouse Street, Tenterfield	Two (2) Lot Subdivision
2022.129	BURLEY Peter	454 Rouse Street, Tenterfield	Use of Existing Building as Studio & Recreation Facility (Outdoor) Open Garden
2022.135	Linda Martin	8654B New England Highway, Tenterfield	Extension
2022.136	Westbuilt (Wilson)	Neagles Lane, Tenterfield	Dwelling - Manufactured
2022.139	Karen Lancaster	193 East Street, Tenterfield	Dwelling
2022.141	Janette Styles	2782 Torrington Road, Torrington	Amenities
2022.143	R & J Wait	1447 Timbarra Road, Timbarra	Pool & Deck
2022.145	V Sherry	50 Francis Street, Tenterfield	Shed
2022.148	McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Pool
2022.149	Tenterfield Surveys (Sattolo)	124 Logan Street, Tenterfield	Two (2) Lot Boundary Adjustment

Applications Outstanding –December 2022

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

2021.153	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Tourist & Visitor Accommodation	Awaiting RFS recommendations/under assessment
2021.158	SACCON Giana	49 Duncan Street, Tenterfield	Dual Occupancy, Detached Garage & Studio	Information Required from Applicant
2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant
2022.048	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield	Eleven (11) Lots Staged Urban Subdivision	Under assessment
2022.068	Tenterfield Surveys Pty Ltd	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant
2022.112	Tenterfield Surveys (Reid)	Catarrh Creek Road, Torrington	2 Lot Subdivision	Awaiting RFS recommendations/under assessment
2022.113	Tenterfield Surveys (Galloway)	15 Four Mile Creek Road, Tenterfield	2 Lot Subdivision	Awaiting RFS recommendations/under assessment
2022.127	Tenterfield Surveys (White)	197 Bruxner Road, Drake	Three (3) Lot Rural Subdivision	Under assessment/Awaiting RFS recommendations
2022.131	Tenterfield Surveys (George)	132 Sunnyside Loop Road, Tenterfield	14 Lot Rural Residential Subdivision	Under assessment/Awaiting RFS Recommendations
2022.140	John Dean	228 Old Ballandean Road, Tenterfield	Dwelling	Awaiting additional information from applicant
2022.142	Tenterfield Surveys (Harvey)	706 Sunnyside Loop Road, Tenterfield	Ten (10) Lot Subdivision – Three (3) stages	Under assessment/Awaiting RFS recommendations
2022.144	Z Jorgenson	Mt Lindesay Road, Legume	Relocatable Dwelling	Under assessment
2022.146	S Scott	117 Logan Street, Tenterfield	Temporary Use – Farmer's Market	Under assessment/Neighbour notification

2022.147	Tenterfield Surveys (Ellis)	7652 Bruxner Highway, Drake	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
2022.150	K Hampton	148 Manners Street, Tenterfield	Temporary Use – Eat Street Event	Under assessment/neighbour notification
2022.151	J Bryant	289 Bellevue Road, Tenterfield	Dwelling	Under assessment
2022.152	E Hart	267 Paddys Flat Road, Tabulam	Dwelling – Dual Occupancy	Under assessment

Applications Lodged January 2023

DA Number	Applicant	Property Address	Description of Work
2023.001	Annette Vasta	36 Parkes Drive, Tenterfield	Dwelling
2023.002	Adam Enslow	1189 White Swamp Road, Kooreelah	Dwelling
2023.003	Westbuilt (Kennedy)	Geyers Road, Tenterfield	Dwelling
2023.004	Wes Smith Building (Spark)	442 Mt Lindesay Road, Tenterfield	Dwelling
2023.005	Tenterfield Surveys (Mierau Pty Ltd)	Tarban Road, Tenterfield	Six (6) Lot Rural Subdivision
2023.006	Tenterfield Surveys (Gibbins)	Bellevue Road, Tenterfield	Two (2) Lot Rural Subdivision
2023.007	Karl Foskett	181 Border Gate Road, Cottonvale	Garage

Applications Determined January 2023

DA Number	Applicant	Address	Description of Work
2023.001	Annette Vasta	36 Parkes Drive, Tenterfield	Dwelling
2020.033	MOSER Eric (Marian Hansson)	332B Mount Lindesay Road, Tenterfield	Manufactured Building
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2022.144	Z Jorgenson	Mt Lindesay Road, Legume	Relocatable Dwelling
2022.146	S Scott	117 Logan Street, Tenterfield	Temporary Use – Farmer’s Market
2022.150	K Hampton	148 Manners Street, Tenterfield	Temporary Use – Eat Street Event

Applications Outstanding – January 2023

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

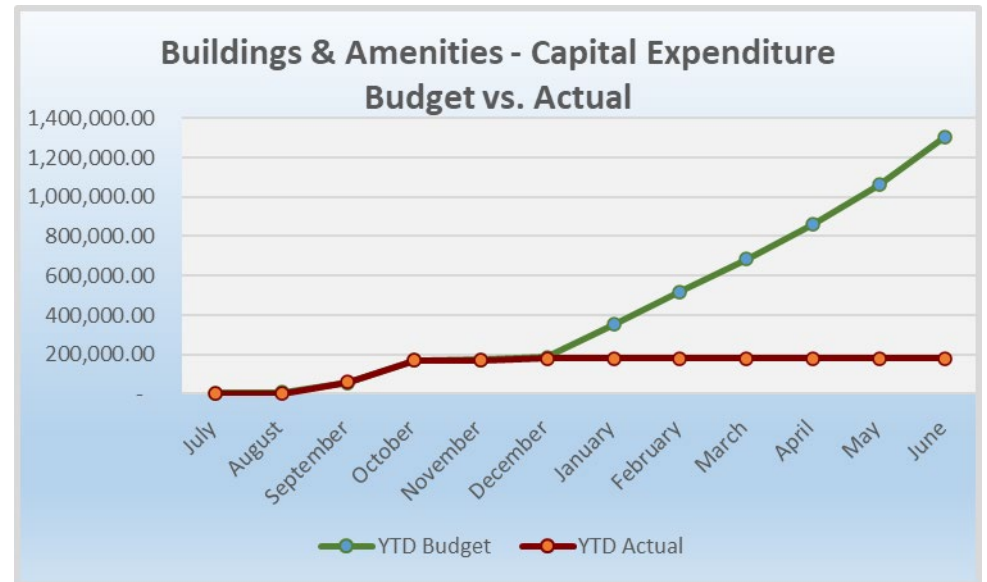
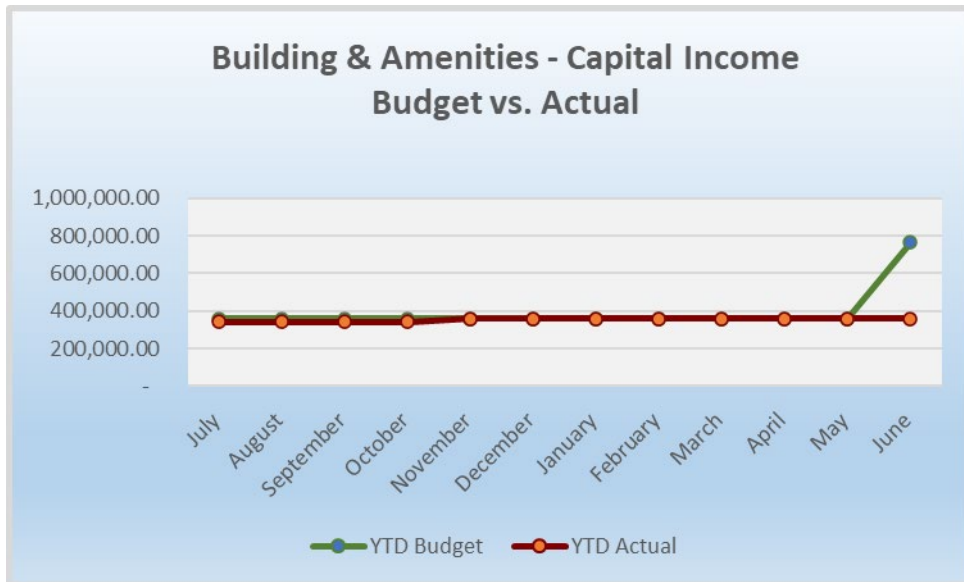
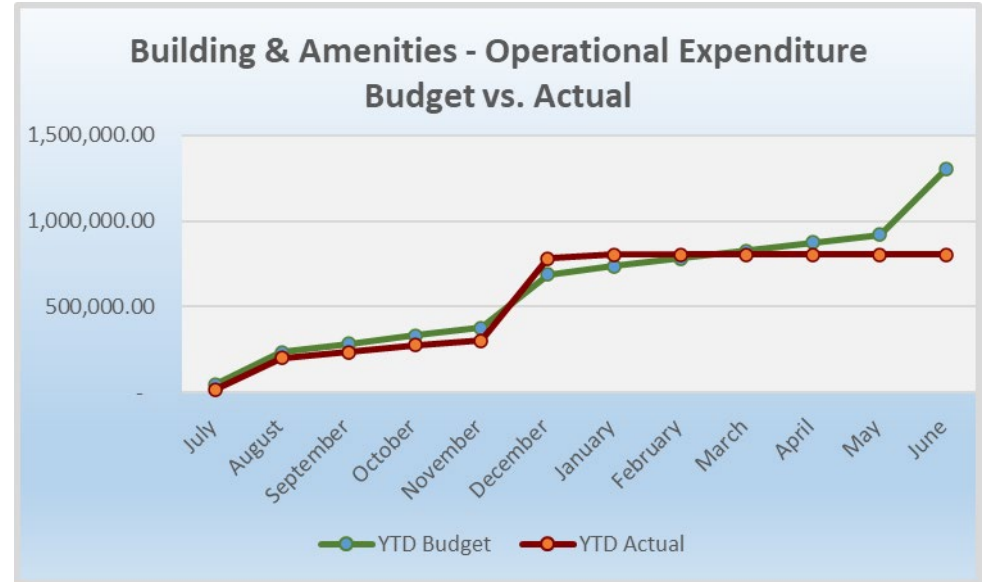
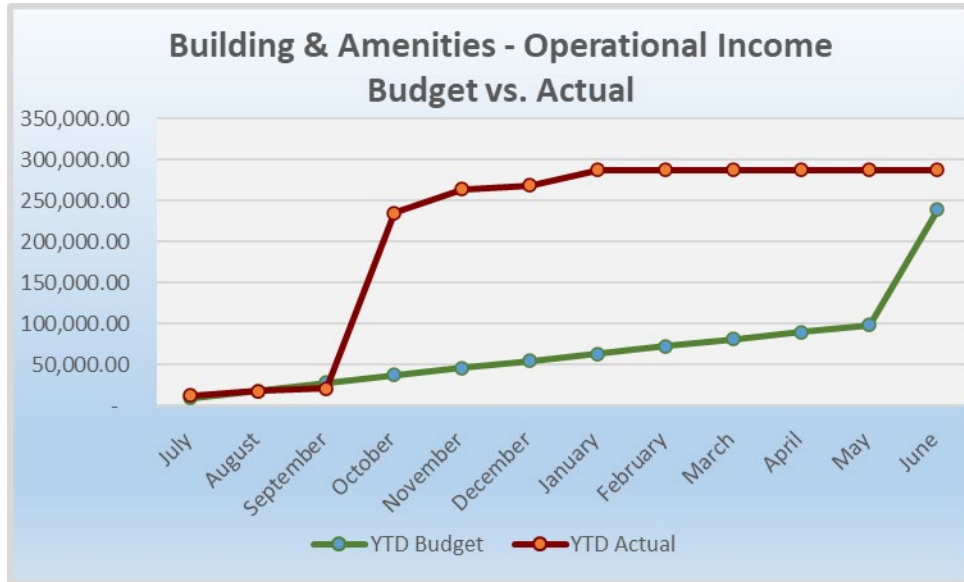
2021.153	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Tourist & Visitor Accommodation	Awaiting RFS recommendations/under assessment
2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant
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2022.131	Tenterfield Surveys (George)	132 Sunnyside Loop Road, Tenterfield	14 Lot Rural Residential Subdivision	Under assessment/Awaiting RFS Recommendations
2022.140	John Dean	228 Old Ballandean Road, Tenterfield	Dwelling	Awaiting additional information from applicant
2022.142	Tenterfield Surveys (Harvey)	706 Sunnyside Loop Road, Tenterfield	Ten (10) Lot Subdivision – Three (3) stages	Under assessment/Awaiting RFS recommendations
2022.147	Tenterfield Surveys (Ellis)	7652 Bruxner Highway, Drake	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
2022.151	J Bryant	289 Bellevue Road, Tenterfield	Dwelling	Awaiting updated BASIX plan
2022.152	E Hart	267 Paddys Flat Road, Tabulam	Dwelling – Dual Occupancy	Awaiting BASIX certificate
2023.002	Adam Enslow	1189 White Swamp Road, Kooreelah	Dwelling	Under assessment
2023.003	Westbuilt (Kennedy)	Geyers Road, Tenterfield	Dwelling	Under assessment
2023.004	Wes Smith Building (Spark)	442 Mt Lindesay Road, Tenterfield	Dwelling	Under assessment

2023.005	Tenterfield Surveys (Mierau Pty Ltd)	Tarban Road, Tenterfield	Six (6) Lot Rural Subdivision	Under assessment/Awaiting RFS recommendations
2023.006	Tenterfield Surveys (Gibbins)	Bellevue Road, Tenterfield	Two (2) Lot Rural Subdivision	2023.006
2023.007	Karl Foskett	181 Border Gate Road, Cottonvale	Garage	2023.007

FY 22/23 Development Statistics


		Dwellings	Additions/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 22/23 Monthly Total	FY 21/22 Monthly Total
Jul-22	No.	6	1	0	0	1	0	8	9
	Value	\$1,199,500.00	\$199,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,398,600.00	\$1,311,501.00
Aug-22	No.	5	3	4	2	2	0	16	16
	Value	\$2,339,980.00	\$23,000.00	\$238,220.00	\$135,000.00	\$0.00	\$0.00	\$2,736,200.00	\$935,531.00
Sep-22	No.	5	3	2	0	3	1	14	19
	Value	\$895,900.00	\$450,000.00	\$71,196.00	\$0.00	\$0.00	\$0.00	\$1,417,096.00	\$1,992,350.00
Oct-22	No.	4	1	2	0	2	1	10	12
	Value	\$826,065.00	\$48,000.00	\$49,000.00	\$0.00	\$0.00	\$48,000.00	\$971,065.00	\$7,634,761.00
Nov-22	No.	2	0	1	1	1	0	5	16
	Value	\$820,000.00	\$0.00	\$70,000.00	\$48,467.00	\$0.00	\$0.00	\$938,467.00	\$852,959.00
Dec-22	No.	3	2	1	0	2	2	10	8
	Value	\$1,649,000.00	\$86,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$1,775,000.00	\$1,922,572.00
Jan-23	No.	4	0	1	0	2	0	7	13
	Value	\$1,702,475.00	\$0.00	\$20,486.89	\$0.00	\$0.00	\$0.00	\$1,722,961.89	\$2,266,697.00
Feb-23	No.							0	15
	Value							\$0.00	\$1,746,032.00
Mar-23	No.							0	17
	Value							\$0.00	\$840,500.00
Apr-23	No.							0	12
	Value							\$0.00	\$1,392,435.00
May-23	No.							0	18
	Value							\$0.00	\$1,158,383.00
Jun-23	No.							0	18
	Value							\$0.00	\$1,553,750.00
No. (Year to Date)		29	10	11	3	13	4	70	
FY 22/23 Total Value (Year to Date)		\$9,432,920.00	\$806,100.00	\$488,902.89	\$183,467.00	\$0.00	\$48,000.00	\$10,959,389.89	
FY 21/22 Total Value		\$12,875,932.00	\$966,000.00	\$1,924,958.00	\$7,470,581.00	\$0.00	\$370,000.00		\$23,607,471.00

14. Buildings and Amenities



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Buildings & Amenities	1,601,784	337,819	21.09%
1. Operating Income	(239,128)	(287,350)	120.17%
2. Operating Expenditure	1,300,429	804,195	61.84%
3. Capital Income	(763,660)	(360,013)	47.14%
4. Capital Expenditure	1,304,143	180,987	13.88%
4200501. Admin Building -- Refurbishment	49,524	16,365	33.04%
4200508. Admin Building - Roof Replacement	300,000	3,240	1.08%
4205504. Housing - 268 Douglas St - Replace Water-Damaged Carpet	25,000	0	0.00%
4210500. Mt McKenzie Tower Construct Access Road (SRV)	70,000	0	0.00%
4230510. SCCF4-0858 Upgrades to Drake Hall	109,277	0	0.00%
4230512. SCCF4-0948 Improvements to Sunnyside Hall	138,116	110,493	80.00%
4230513. BSBR000689 - Mingoola Hall Improvements	120,000	0	0.00%
4235000. Tenterfield Memorial Hall Sporting Complex - SCCF-1023	64,667	12,402	19.18%
4235001. Memorial Hall Internal Acoustic, Ventilation & Insulation Treatments	97,019	30,744	31.69%
4235002. Restorations to Pioneer Cottage	14,131	7,744	54.80%
4235003. BCRRF Stream 1 Memorial Hall	31,292	0	0.00%
4235005. BSBR000682 - Installation of Ceiling Fans & Emergency Lighting at Memorial Hall	154,000	0	0.00%
4235006. SCCF4-0949 Floor Refurbishments to Memorial Hall	131,117	0	0.00%

14. BUILDINGS & AMENITIES

Business Unit: Buildings & Amenities			
Service Profile: Buildings & Amenities			
Action	Responsibility	Progress Comment	Status
1.2.1.4 Develop and deliver the Property Management Strategy.	Building & Property Coordinator	<p>Property Strategy - Under review investigations into seeking copies of similar size Council's Property Strategy- This may not get drafted until 2022/2023 due to work requirements and being understaffed within the department - ongoing.</p> <p>Council Buildings</p> <ul style="list-style-type: none"> • Cleaning Contract for all Council buildings and RFS Control Centre is currently being drafted looking to advertise in February 2023. • Staff are currently trying to manage Council property in December 2022 and January 2023 understaffed and with a reduced budget. At present staff are trying to reduce ongoing maintenance and depreciation costs by investigating the selling of Council assets. Only maintenance that is being completed is items that pose an issue to staff or community safety. • Staff are continually having issues with insufficient budget allocations to properly maintain the commercial buildings in accordance with Council obligations as landlord under lease agreements and are only now repairing items that are considered to be unsafe. • Security Audit is still being completed on all Council buildings and park land with a clean-up of security codes. A letter has been drafted for the return of excess keys from community groups. With current workloads and a decrease in staff the urgency to complete this audit has been reduced due to more pressing issues. • Property Asset Valuation inspections have been completed across the shire in January 2023 and awaiting draft reports to be sent to Finance department in February. • One (1) police report has been lodged in December and Three (3) police reports have been lodged in January 2023, due to graffiti and vandalism to toilet blocks. This doesn't include damage to the Christmas decorations in Bruxner Park. • Each police report takes up to 30 – 40 mins to complete. Due to the increased number of malicious damage reports around public areas in town, the local police have asked staff to report any suspicious activity, so they are able to move the individuals along. 	

Cont.

Current Capital Works

- Memorial Hall Foyer, Toilets and Kitchen work is now completed in January 2023.
- Received a new quote for the administration roof to replace the air conditioning units and awaiting approval from insurance company.
- Administration Roof needs to be replaced, due to staff shortages this project will hope to be put out to tender in the first half of the year; and
- Band Hall relocation to Leechs Gully –awaiting lodgement of Development Application by Leechs Gully Progress Association.

1.2.1.5 Manage and update Land and Property Register.

Building &
Property
Coordinator

• Land and Property register is currently being managed as required. Spreadsheets are being updated as needed. The operational land database was last updated in October and completed the valuation of assets in January 2023.

• Due to essential work commitments and staff shortages, staff are finding time genuinely difficult to complete a review of Council land and buildings in the shire for the consideration of Council, identifying assets to assist that through disposal may reduce ongoing maintenance and depreciation costs in a material way.



NEEDS WORK

1.2.1.6 Develop and deliver the Buildings and Amenities Asset Management Plan.

Building &
Property
Coordinator

Licences & Agreements on Council owned/managed Land

- Heads of terms agreement between Council and Telstra for Prime TV has been executed by both parties. Agreement has now been executed.
- Signed Licence Agreement between Council and BackTrack Works Ltd has now been executed and invoice for Licence has been issued.

GRANT FUNDING

Following Grant Projects are still outstanding:

2021-2023 NSW Heritage Grant – Community Heritage

- The Mingoola Trail – Content for the sign -to be located at Mingoola – working group liaising with design team on sign changes.



NEEDS WORK

Cont.

Drought Communities Programme Extension

- Streetscape Recovery Project – work is underway with the expectation of 3 buildings to be finished by the end of March 2023.
- Upgrades to the Drake Resource Centre –Acquittal documents to be completed -ongoing.

Local Drought Stimulus Package

- Memorial Hall Internal Acoustic & Insulation Treatments – Fire system is completed, and funding should be claimed, awaiting final payments of invoices;

National Bushfire Funding

- Advertising Campaign Expansion & Brochure Production - Extension for time has been applied for one (1) outstanding project to the Resilience NSW for the National Bushfire Funding (RES 40/20). Discussions being had for the possibilities of an extension.

Public Spaces Legacy Program

- Tenterfield Youth Precinct & Mountain Bike Trail Head – Draft POM was approved from Crown Lands and submissions accepted until 8 February 2023. The Geo Tech report has been received allowing quantities and estimates to be refined and the Change of Speed limit surrounding site implemented to 40km/hr.
- Jennings Playground Project - has been completed with the seal of the carpark completed in December - final landscaping to be completed.

Stronger Country Communities Programs

- Scope of works are needed for the Memorial Hall floor, emergency lighting and fans, resurfacing of netball court, Upgrades to Drake hall, would like to go out to tender in the new year – ongoing.

Black Summer Funding

- Removal of dead trees has commenced (Tenterfield Park), Mungoola Hall Upgrades to include a stand alone toilet and Memorial Hall installation of Fans and lighting scope of work needs to be drafted for a tender. Due to other work requirements these scopes have not been completed in December 22 & January 23.

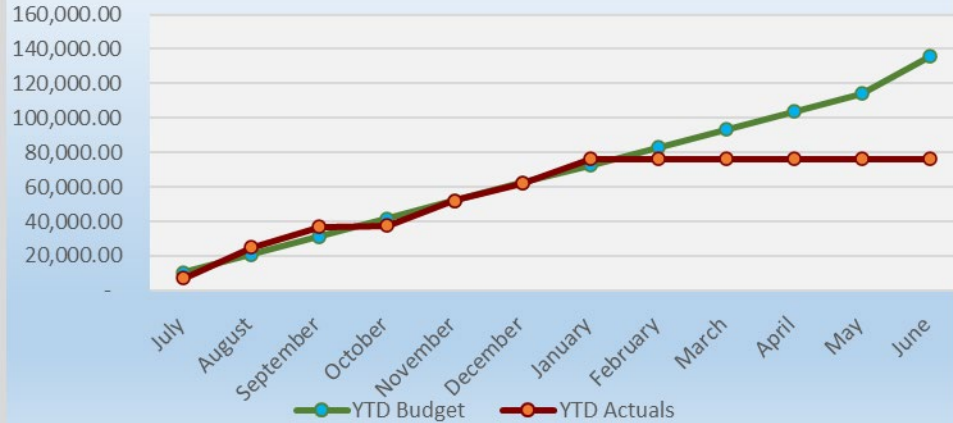
Action	Responsibility	Progress Comment
1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.	Building & Property Coordinator	Property specialist position is currently vacant, any Crown Land, Aboriginal Land Claims and Designated Native Title advice has been deferred until a person has been appointed 'to the position.
		<p>Last update from November 2022</p> <ul style="list-style-type: none">• Awaiting outcome to a request from Crown lands regarding Aboriginal Land Claim 9002 & 47019.• Draft POM for Crown Street reserve has been endorsed by Council at the September 2022 Council Meeting, a draft POM and the application for Ministerial consent for the POM was forwarded to Crown Land – currently awaiting approval – submissions received from the community;• Continuing to investigate and locate evidence for Aboriginal land claims over Claim 31776 & 9253



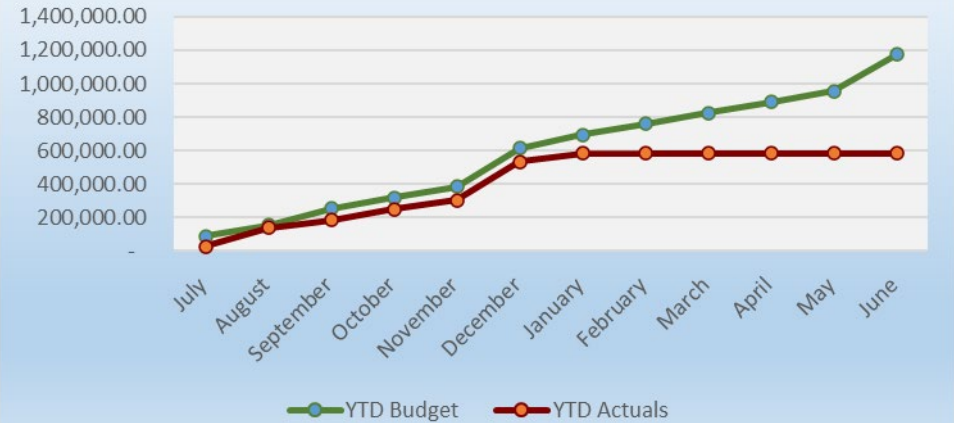
NEEDS WORK

15. Parks, Gardens and Open Space

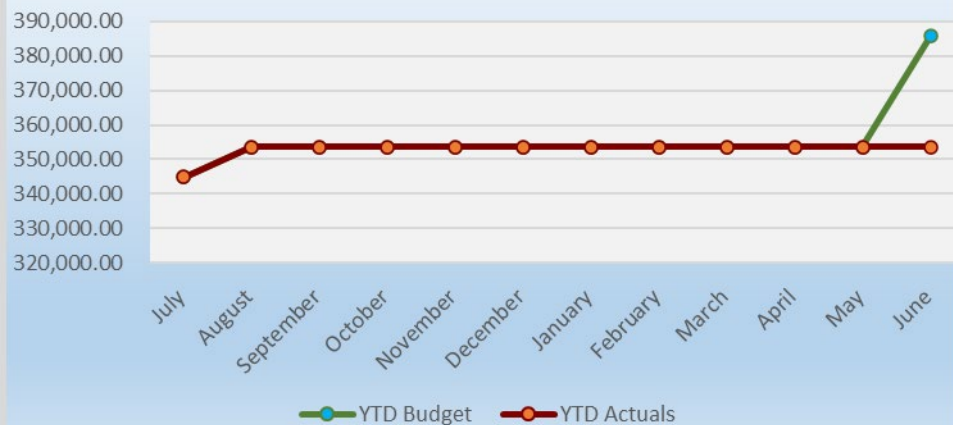
Parks, Gardens & Open Space - Operational Income Budget vs. Actual



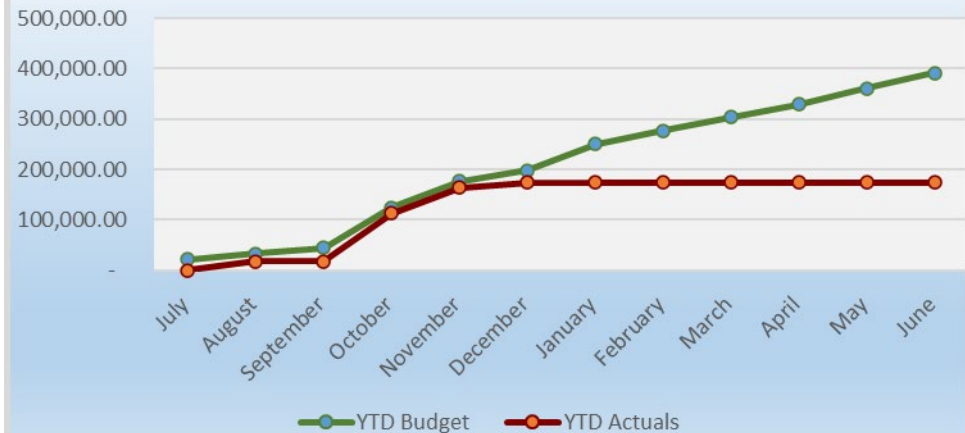
Parks, Gardens & Open Space - Operational Expenditure Budget vs. Actual






Parks, Gardens & Open Space - Capital Income Budget vs. Actual



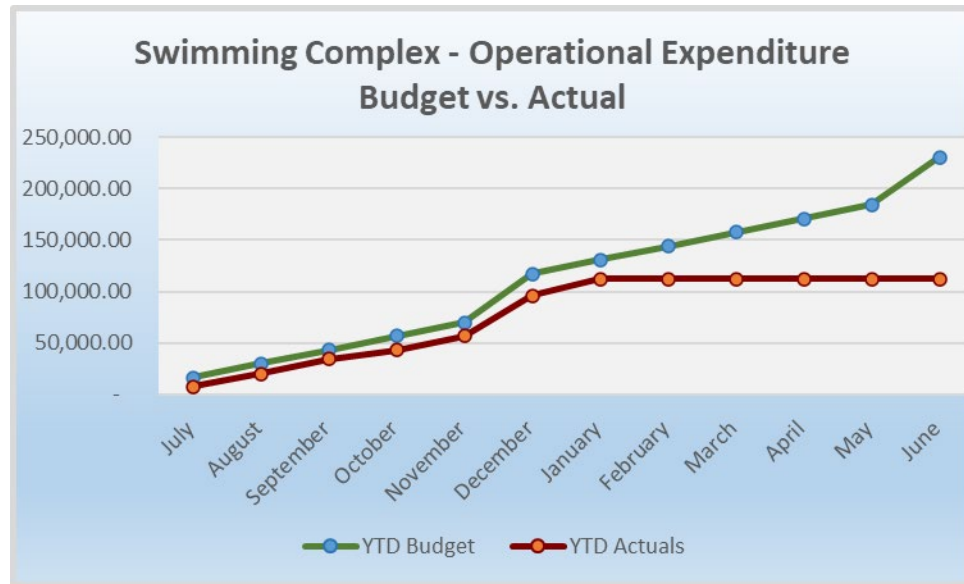
Parks, Gardens & Open Space - Capital Expenditure Budget vs. Actual



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Parks, Gardens and Open Space	1,043,520	328,246	31.46%
1. Operating Income	(135,737)	(76,147)	56.10%
2. Operating Expenditure	1,172,587	584,517	49.85%
3. Capital Income	(385,667)	(353,667)	91.70%
4. Capital Expenditure	392,337	173,543	44.23%
4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion	15,428	0	0.00%
4605514. PSLP - Jennings Playground Precinct	216,909	173,543	80.01%
4605516. SCCF4-0951 Revitalisation of Tenterfield Netball Courts	160,000	0	0.00%


Action	Responsibility	Progress Comment	Status
1.2.1.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.	Manager Open Space, Regulatory & Utilities	<p>Two Staff members have resigned, Remaining staff prioritising jobs. General cleaning and maintenance of amenities. Damage to the public toilets has now been reduced as Jubilee park toilet is being closed earlier. Graffiti is continuing to happen in toilets. Playground maintenance being undertaken. Suppliers contacted in relation to the upgrade of the netball courts. One (1) staff member required at the Cemetery on a rotating roster. Several pin oaks are still to be removed along Cowper and Logan streets. Anti-social behaviour still occurring in the front of Bruxner Park. Rubbish left and thrown on the footpath. Two (2) staff are required on a daily bases for Toro Zero turn and Toro Triple Deck mowers.</p> <p>Fourteen (14) days of annual leave and three (3) days sick leave was used. December / January seen extra events that required extra time to set up. Started to replant Rouse Street gardens.</p> <p>One (1) extra team member required on bins due to increased waste from visitors to the area.</p> <p>Memorandum of Understanding signed with Essential Energy to formalise existing work practices and processes to meet Australian Standards and existing policies.</p>	 MONITOR
1.2.1.2 Work with the Tenterfield Shire Village Progress Associations and the Parks, Gardens and the Parks, Gardens and Open Space Committee to support individual town and village themes.	Manager Open Space, Regulatory & Utilities	<p>Parks and Garden and Arts and Culture Committee are now combined. Village concept plans have been adopted and on Council website Grant funded upgrade to Jennings playground, including shade structure, BBQ and bin restrictor completed with carpark to be sealed in December. Additional bins installed at Jennings Park due to increase use of the park. Water availability to Jennings toilets is becoming an issue, investigations into connecting to main. Public toilets at Drake have had the door locks broken now repaired. Rubbish bin removed, on a trial basis continuing from Legume toilet block, as it was continually use for house hold rubbish. Investigation into the broken handwashing tap in Tringle park at Urbenville looking at installing a timer tap and remove the push plate.</p>	 NEEDS WORK
1.2.1.3 Implement the tree management plan.	Manager Open Space, Regulatory & Utilities	<p>Tree management Plan approved by the Parks and Garden Committee, to adopt the plan excluding the tree replacement species along Logan Street. No street trees have been planted or replaced due to budget restraints. At the recent Parks and Garden meeting, a discussion to include tree planting on the New England Hwy south in memory of Queen Elizabeth. Essential Energy are planning to remove large Pin oak tree on Cowper Street (Dangerous split in trunk) in November.</p>	 MONITOR

16. Swimming Complex

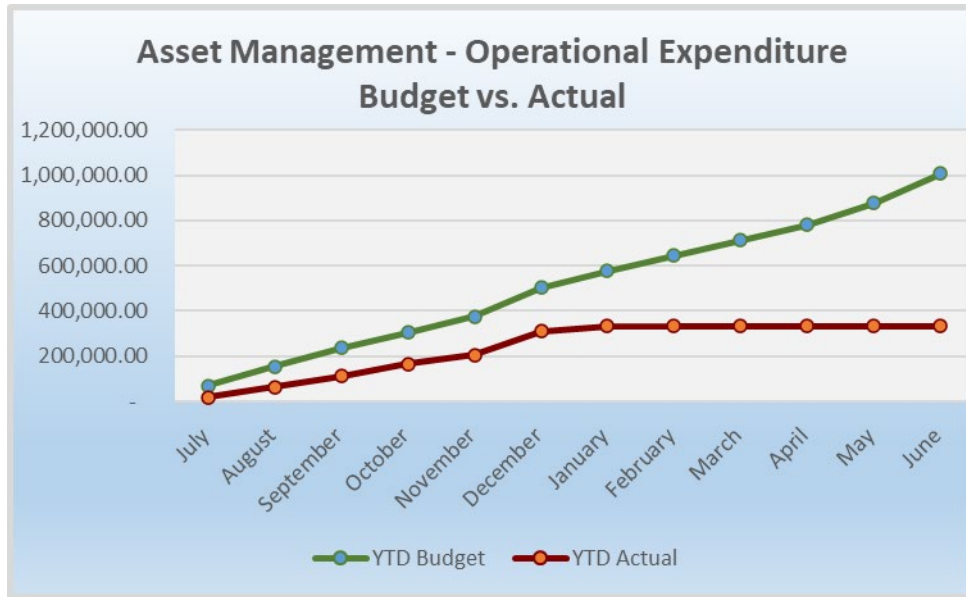


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Swimming Complex	255,853	119,192	46.59%
2. Operating Expenditure	230,853	112,491	48.73%
4. Capital Expenditure	25,000	6,701	26.80%
4600512. Swimming Pool - Equipment Renewal	25,000	6,701	26.80%

16. SWIMMING COMPLEX






Business Unit: Swimming Complex																																																								
Service Profile: Swimming Complex																																																								
Action	Responsibility	Progress Comment						Status																																																
1.2.2.1 Manage the Tenterfield War Memorial Baths (TWMB) Management Plan, and contribute to service delivery.	Building & Property Coordinator	<p>Management Plan</p> <ul style="list-style-type: none"> • Council is in negotiations with pool contractors regarding the management of the pool contract - ongoing. • Current Management Plan to be implemented in the 2023 summer season. This plan is currently under review. <p>Works identified for budget for next few years</p> <ul style="list-style-type: none"> • Pool needs to be painted with fibreglass pool paint lining, as the concrete shell is visible in many places and increasing running cost. • Replace Roof on amenities building due to rust and leaking, heating system will need to be removed to complete these works. • More Concrete grinding on the pool deck and throughout the change rooms needs to be completed, • Ongoing problems with the plant room dropping out and foot valve failing and losing prime. A leak has been identified from the solar pump, with solar panel worn and requires replacing <p>Month Review</p> <ul style="list-style-type: none"> • Learn to swim programs have been running in December with the Schools, and a 2-week holiday program commenced in January • Christmas parties were organised in December 2022 and the Christmas Carnival late night shopping strengthened the support network. • January was filled with holiday activities, birthday pool parties, learn to swim programs and many pool and gym entries with an average pool temp of 28C'. • Learn to swim program taught 162 lessons • 4-week intensive squad program continues to strengthen the competitor swimmers and assist the development squad. • Swim Camp was organised, and 32 children attended and was extended from 2 days to a 3 day camp. • The Mercantile was a success with more teams nominating each year, and now will be organised with the Swim Club as it was traditionally. <p>Total Attendances</p> <table border="1"> <thead> <tr> <th></th> <th>October</th> <th>November</th> <th>December</th> <th>January</th> <th>February</th> <th>March</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>• 2018/19</td> <td>1,037</td> <td>2,372</td> <td>2,972</td> <td>4,196</td> <td>2,904</td> <td>1,275</td> <td>14,756</td> </tr> <tr> <td>• 2019/20</td> <td>732</td> <td>3,984</td> <td>1,318</td> <td>5,006</td> <td>2,560</td> <td>930</td> <td>14,530</td> </tr> <tr> <td>• 2020/21</td> <td>1,459</td> <td>4,144</td> <td>2,568</td> <td>4,383</td> <td>2,759</td> <td>1,064</td> <td>16,377</td> </tr> <tr> <td>• 2021/22</td> <td>1,684</td> <td>1,456</td> <td>2,673</td> <td>3,291</td> <td>2,523</td> <td>1,779</td> <td>13,406</td> </tr> <tr> <td>• 2022/23</td> <td>1,573</td> <td>2,770</td> <td>2,693</td> <td>3,366</td> <td>-</td> <td>-</td> <td>10,402</td> </tr> </tbody> </table>		October	November	December	January	February	March	YTD	• 2018/19	1,037	2,372	2,972	4,196	2,904	1,275	14,756	• 2019/20	732	3,984	1,318	5,006	2,560	930	14,530	• 2020/21	1,459	4,144	2,568	4,383	2,759	1,064	16,377	• 2021/22	1,684	1,456	2,673	3,291	2,523	1,779	13,406	• 2022/23	1,573	2,770	2,693	3,366	-	-	10,402						 NEEDS WORK
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17. Asset Management and Resourcing

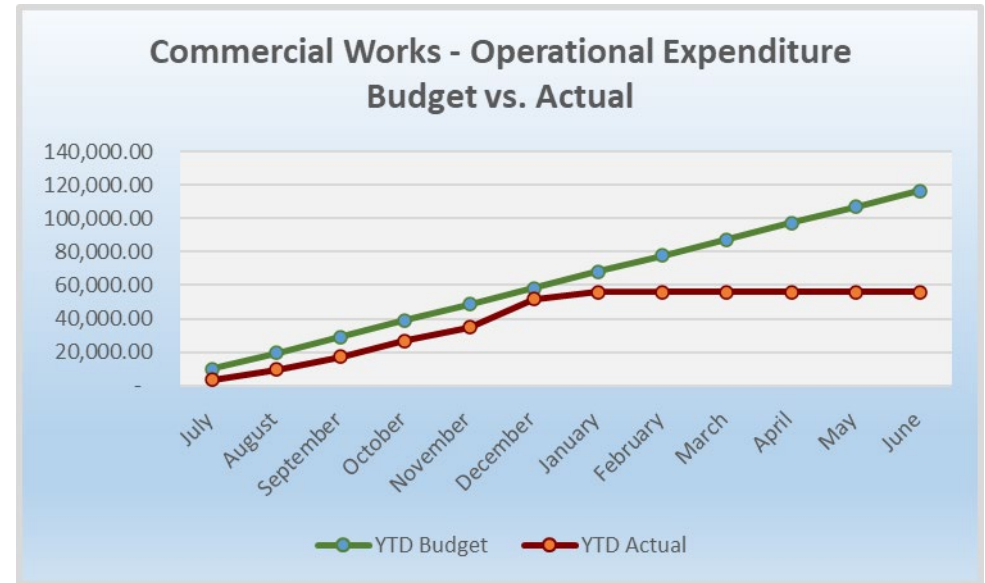
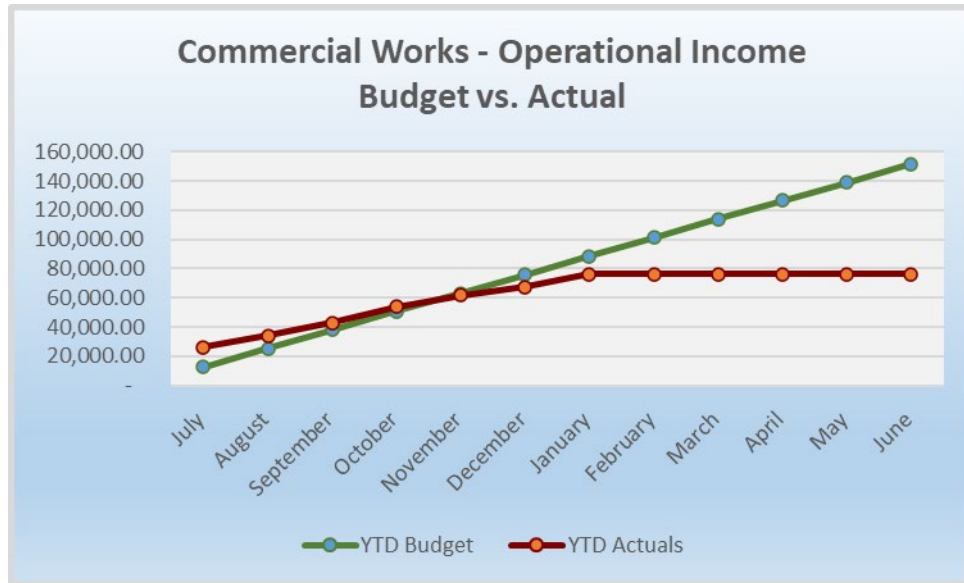


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Asset Management & Resourcing	1,226,589	340,823	27.79%
1. Operating Income	(10,000)	(516)	5.16%
2. Operating Expenditure	1,007,752	332,125	32.96%
4. Capital Expenditure	220,000	4,335	1.97%
6250502. Tenterfield Depot - Wash Down & Recycle Bay	20,000	0	0.00%
6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements	100,000	0	0.00%
6250506. Tenterfield Depot - Fuel Tank Replacement/Remediation	100,000	4,335	4.33%
6. Liabilities	8,837	4,878	55.20%

17. ASSET MANAGEMENT & RESOURCING


Business Unit: Asset Management & Resourcing			
Service Profile: Asset Management & Resourcing			
Action	Responsibility	Progress Comment	Status
5.1.3.1 Develop and implement the Asset Management Strategy and associated systems.	Manager Asset & Program Planning	Report to be updated in March.	 NEEDS WORK
5.1.3.2 Deliver and manage the Pedestrian Access and Mobility Plan (incorporating the Disability Action Plan) and Bike Plan.	Manager Asset & Program Planning		 NEEDS WORK
5.1.3.3 Infrastructure and assets inspections.	Manager Asset & Program Planning		 NEEDS WORK
5.1.3.4 Review and update Council's Risk Register and intervention programs on an ongoing basis in accordance with inspection schedules.	Manager Asset & Program Planning		 NEEDS WORK
5.1.3.6 Develop and implement the Depot Master Plan.	Manager Asset & Program Planning		 NEEDS WORK

18. Commercial Works

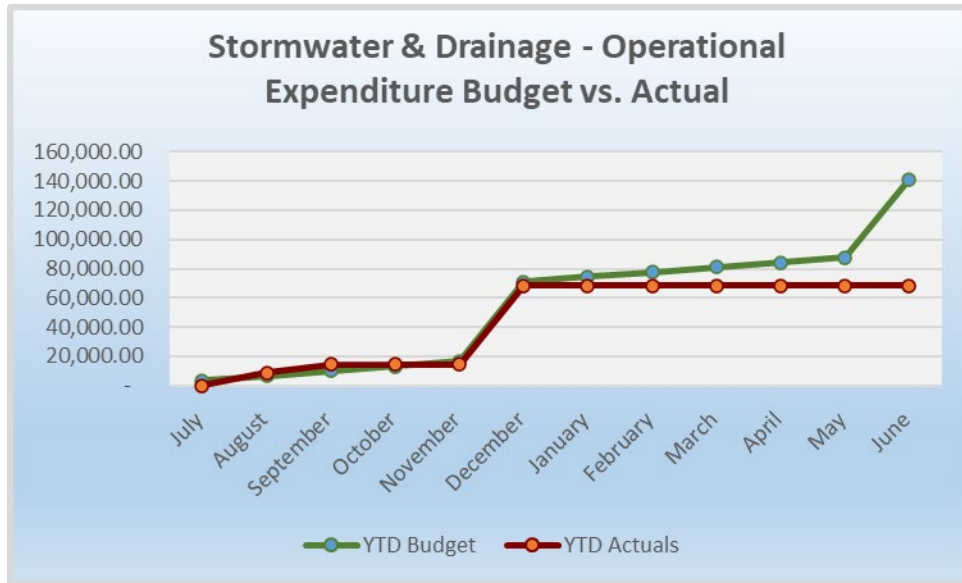


COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Commercial Works	(35,159)	(19,972)	56.80%
1. Operating Income	(151,842)	(76,110)	50.12%
2. Operating Expenditure	116,683	56,139	48.11%

18. COMMERCIAL WORKS


Business Unit: Commercial Works			
Service Profile: Commercial Works			
Action	Responsibility	Progress Comment	Status
5.1.3.7 Commercial Works undertaken in accordance with demand.	Manager Works	<p>November 2022 - Council continues to operate and deliver commercial works in a financially responsible manner as resources come available. Resources are mostly directed to Council's infrastructure repairs due to the rain events since March 2021. Low staffing levels have affected Council's ability to deliver Commercial Works.</p> <p>January 2023 - Council continues to operate and deliver commercial works in a financially responsible manner as resources come available. Resources are mostly directed to Council's infrastructure repairs due to the rain events since March 2021. Low staffing levels have affected Council's ability to deliver Commercial</p>	 NEEDS WORK

19. Stormwater and Drainage



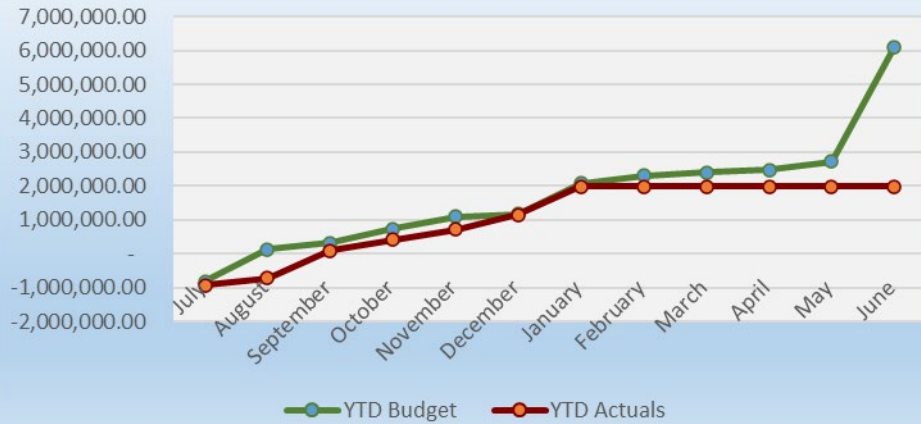
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Stormwater & Drainage	199,993	(3,330)	-1.67%
1. Operating Income	(71,478)	(71,590)	100.16%
2. Operating Expenditure	141,271	68,556	48.53%
3. Capital Income	0	(367)	0.00%
4. Capital Expenditure	130,200	71	0.05%
8252502. Drainage Pits - Upgrade	63,000	0	0.00%
8252523. Urban Culverts Renewal	27,200	71	0.26%
8252526. Stormwater Pipe Renewal	40,000	0	0.00%

19. STORMWATER DRAINAGE

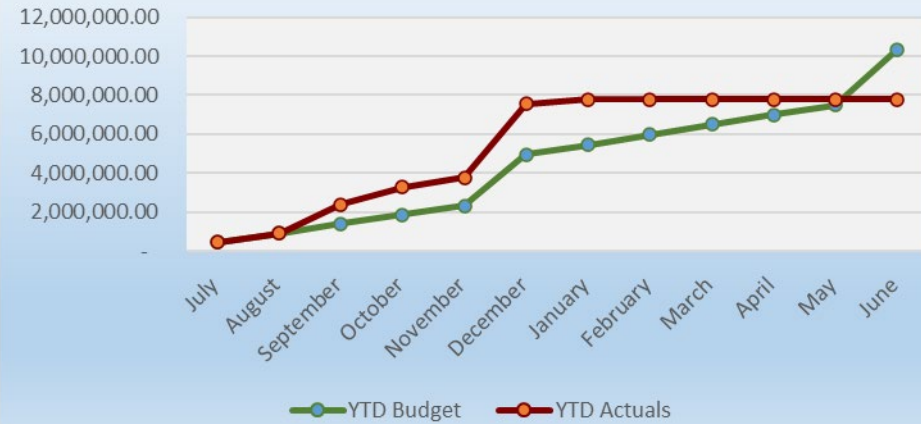
Business Unit: Stormwater Drainage						
Service Profile: Stormwater Drainage						
Action	Responsibility	Progress Comm	% Complete	Target	Status	
4.1.2.1 Implement the Storm water Asset Management Plan.	Manager Asset & Program Planning	Report to be updated in March				 NEEDS WORK

20. Transport Network

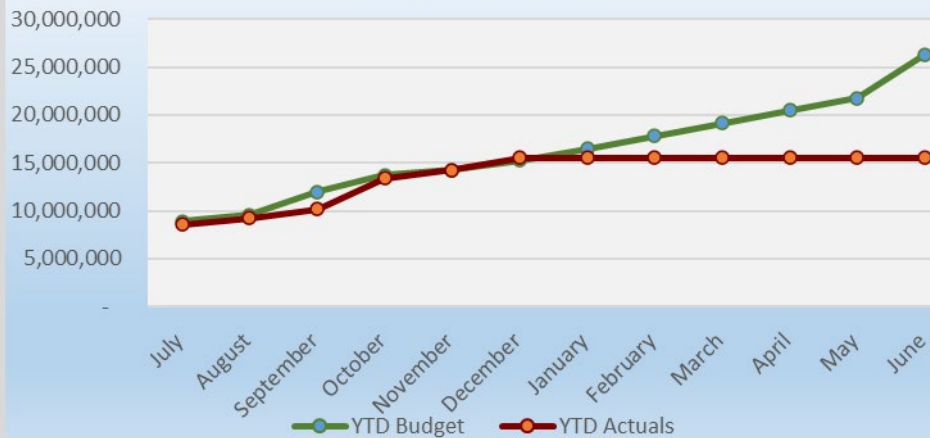
Transport Network - Operational Income
Budget vs. Actual



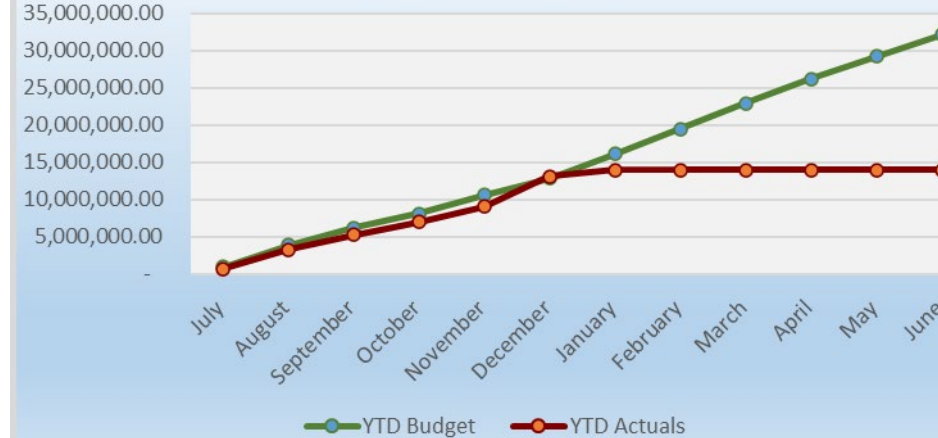
Transport Network - Operational Expenditure
Budget vs. Actual



Transport Network - Capital Income
Budget vs. Actual



Transport Network - Capital Expenditure
Budget vs. Actual





COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Transport Network	10,577,467	4,388,026	41.48%
1. Operating Income	(6,114,278)	(1,975,033)	32.30%
2. Operating Expenditure	10,364,925	7,796,991	75.22%
3. Capital Income	(26,310,530)	(15,551,560)	59.11%
4. Capital Expenditure	32,148,269	13,932,563	43.34%
6215110. Regional & Local Roads Traffic Facilities	68,000	52,183	76.74%
6215510. Regional Roads Block Grant - Reseals Program.	582,668	264,582	45.41%
6215531. Special Grant Mt Lindesay Road (RMS/Fed)	5,323,347	5,677,444	106.65%
6215544. BLERF - 0737 - Improve Mt Lindesay Road	5,297,708	1,290,024	24.35%
6215548. Restart NSW Funding - Beaury Creek Bridge Replacement - Tooloom Road - Expenditure	0	(0)	0.00%
6215550. Footpaths Capital Works	15,000	1,435	9.57%
6215552. Roads to Recovery 2019-24	1,044,335	32,252	3.09%
6215566. Developer Contribution Road Works	0	36,879	0.00%
6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)	2,666,325	1,656,842	62.14%
6215570. DRFA AGRN960 EPAR Bruxner Way - Bridge 7325 Dumaresq River Overflow Channel	0	61,258	0.00%
6215572. FLR300128 - Tooloom Road West Rehabilitation	2,970,024	167,442	5.64%
6215575. ROSI - Sunnyside Platform Road Upgrade	1,752,075	1,561,105	89.10%
6215576. BSBR000641 - Drake Village Revitalisation	2,900,300	14,213	0.49%

COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
6215579. Local Roads & Community Infrastructure Program - Round 3	2,088,670	516,298	24.72%
6215580. Repair Program 2022/23	565,572	239,735	42.39%
6220269. DRFA AGRN1012 Package 1 EPAR	0	138,292	0.00%
6220271. Bridges Renewal Program - Deepwater River Bridge Renewal - Torrington Road	13,000	13,000	100.00%
6220272. Bridges Renewal Program - Kangaroo Creek Bridge Replacement - Paddys Flat Road Nth	1,100,574	858,078	77.97%
6220274. Bridges Renewal Program - Unknown Creek Bridge (67203) Replacement, Paddy's Flat Rd Nth	722,414	128,476	17.78%
6220276. Bridges Renewal Program - Unknown Creek Bridge (67161) Replacement, Paddy's Flat Rd St	532,955	508,322	95.38%
6220277. Fixing Country Bridges - Grahams Creek Bridge Replacement, Grahams Creek Rd	644,907	166,783	25.86%
6220278. Fixing Country Bridges - Washpool Creek Bridge Replacement, Leechs Gully Rd	306,867	325,789	106.17%
6220500. Urban Streets - Reseal Program	60,000	0	0.00%
6220501. Road Renewal - Gravel Roads	601,519	122,640	20.39%
6220503. Gravel Resheets	632,452	3,934	0.62%
6220505. Kerbing & Guttering	40,000	0	0.00%
6220506. Bridges / Causeways (SRV to 2023/24)	530,000	3,620	0.68%
6220507. Rural Roads - Reseal Program	653,940	0	0.00%
6220512. Rural Culverts & Pipes	100,000	2,531	2.53%
6220513. Concrete Bridges	40,223	0	0.00%

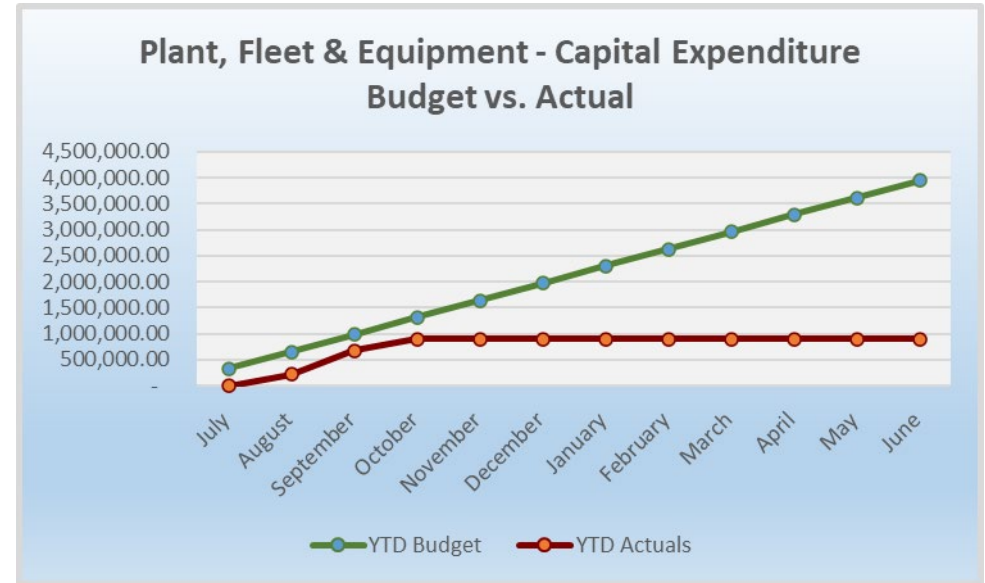
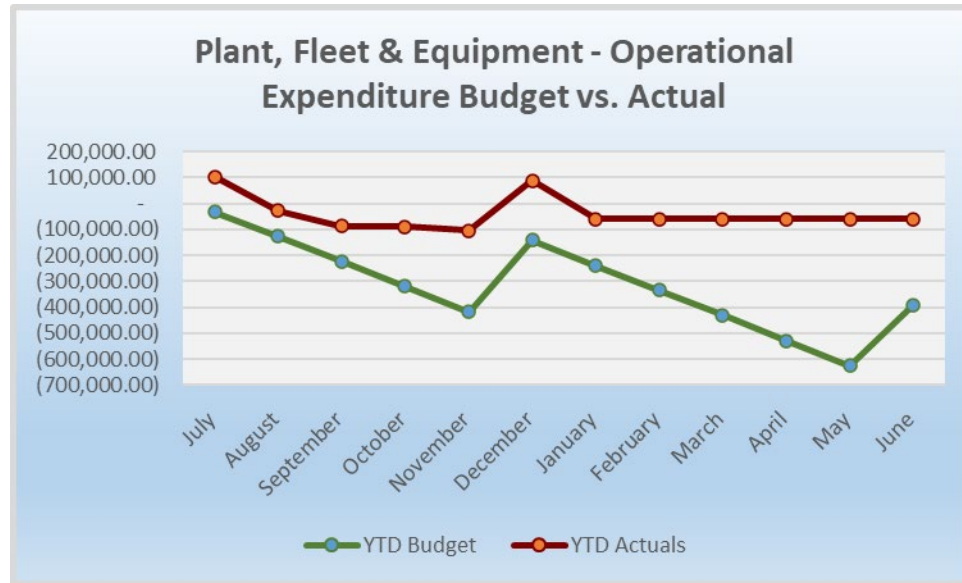
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
6220514. Causeways	208,163	0	0.00%
6240101. Gravel Pit Rehabilitation	10,664	0	0.00%
6240509. SCCF4-0946 Extension to Urbenville Footpath	159,815	0	0.00%
6240511. Molesworth Street Footpath Replacement Grant	10,000	0	0.00%
6240512. Streets as Shared Spaces - SASS00027 Linking People and Place	500,000	83,269	16.65%
6240513. Other Contributions to Works (Capital) - Expenses	6,752	6,138	90.91%
6. Liabilities	489,081	185,066	37.84%

20. TRANSPORT NETWORK

Business Unit: Transport Network			
Service Profile: Transport Network			
Action	Responsibility	Progress Comment	Status
4.1.1.1 - Manage and deliver construction services for transport infrastructure, including footpaths, pavements and cycleways.	Manager Asset & Program Planning	Report to be updated in March	 NEEDS WORK
4.1.1.2 Manage and deliver maintenance services for transport infrastructure.	Manager Works	<p>January Grading Report 2023</p> <p>Council is returning to a normal grading routine maintenance.</p> <p>Grading Schedule</p> <ul style="list-style-type: none"> o Eastern Grader –graded Mudflat Rd (touch up – subject to further DRFA assessment), Osbournes, Cheviot Hills Rd, Bunijah Rd and Sugarbag West Rd. This crew is currently preparing a low cost pavement for LRCI sealing on Paddy’s Flat Rd South commencing at 11.87km for a length of 5.1km. Council anticipates sealing this section late February, early March. This crew will attend to Pateman’s Rd, Ramsay Rd, Ogilvie Dr, Bushy Dr, Cyril Smith Circuit and Chauvel Rd. o Northern Grader – This grader has graded Beaury Ck Rd and tributaries. Paddy’s Flat Rd North LRCI project has commenced on the southern end (chainage 49.476 to 52.621, now from 48.319 to Tin Hut Rd) to reconstruct the unsealed road to a low cost pavement preparation standard finishing at the completed new bridge over Kangaroo Creek. Council anticipates conducting an initial seal late February, early March. This crew will attend to Wallaby Ck Rd and various others at the completion of this project. o Western Grader – subject to staffing availability, currently stood down. A contract grader has graded Haddocks Rd an LRCI seal combined with DA contributions to seal this road prior to Christmas 2022. Roos Rd has had repairs conducted. This crew has constructed a slip lane and turning lane at the intersection of Bruxner Way and Sunnyside Platform roads. This intersection is now asphalted. A contract grader will construct the low cost pavement preparation for LRCI sealing of Pyes Ck Rd, the first unsealed section approx. 3.2km from the NEH, commencing mid February 2023, sealing early March. Council anticipates a contract grader commencing flood damage repairs and full grading of Pyes Ck Rd and Silent Grove Rd following Pyes Ck LRCI project. 	 NEEDS WORK


- o Central Grader – Constructed low cost preparation on Robinson’s Lane, Leeches Gully Rd, Washpool Ck Rd and Homestead Rd, sealed prior to Christmas 2022.
- o Bridge Crew have installed pedestrian crossings on Manners and Crown Streets. This crew will complete various drainage works around the shire during February, early March, anticipating to commence footpath replacement in Urbenville late March.
- o Council Drainage excavator has completed drainage on roads and streets as issues arise. This excavator keeps in front of drainage for the Central Crew and Eastern Crew graders, primarily on Billirimba road now.
- o The Patching Crew continues to work tirelessly repairing the sealed network, utilizing the new pothole funding. Two contract labourers have been engaged to assist with this manual labour work.
- o A contract crew has conducted repairs to Rivertree Road, Wallaroo Range Road and Undercliffe Roads to make safe.
- o Council awaits upper limit approvals for DRFA Essential Public Asset Restoration (EPAR) works.
- o Plains Stn Rd at Frasers Cutting continues to allow traffic access under lights.

21. Plant, Fleet and Equipment



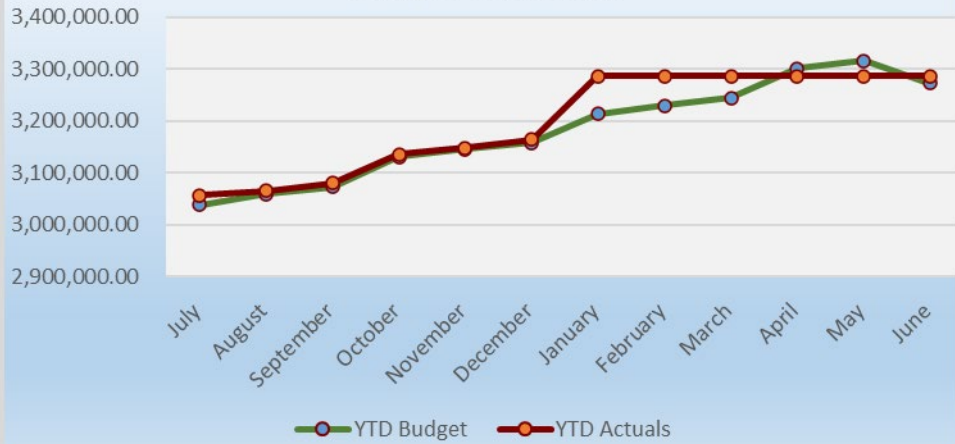
COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Plant, Fleet & Equipment	323,887	(209,588)	-64.71%
1. Operating Income	(188,190)	(18,580)	9.87%
2. Operating Expenditure	(390,346)	(59,764)	15.31%
4. Capital Expenditure	3,944,257	898,750	22.79%
6210500. Public Works Plant - Purchases	3,944,257	898,750	22.79%
8. WDB of Asset Disposals	(3,041,834)	(1,029,994)	33.86%

21. PLANT, FLEET & EQUIPMENT

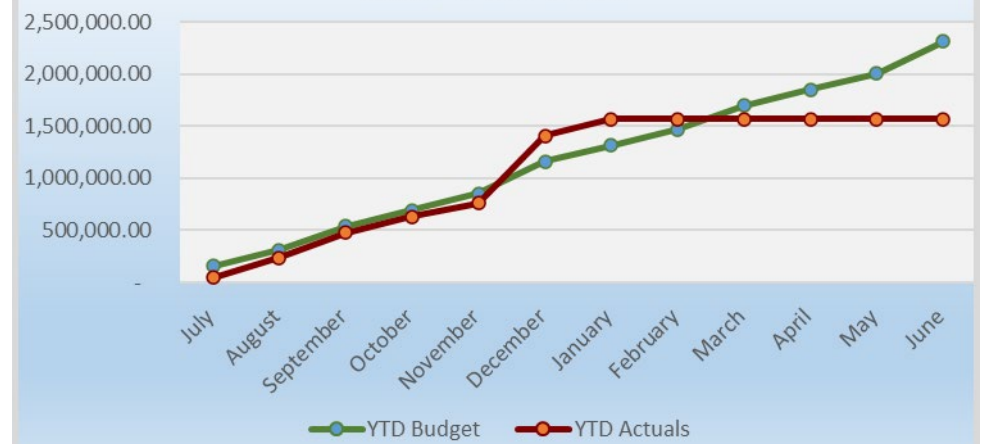
Business Unit: Plant, Fleet & Equipment			
Service Profile: Plant, Fleet & Equipment			
Action	Responsibility	Progress Comment	Status
5.1.3.5 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.	Manager Asset & Program Planning	Report to be updated in March.	 No TARGET

22. Waste Management

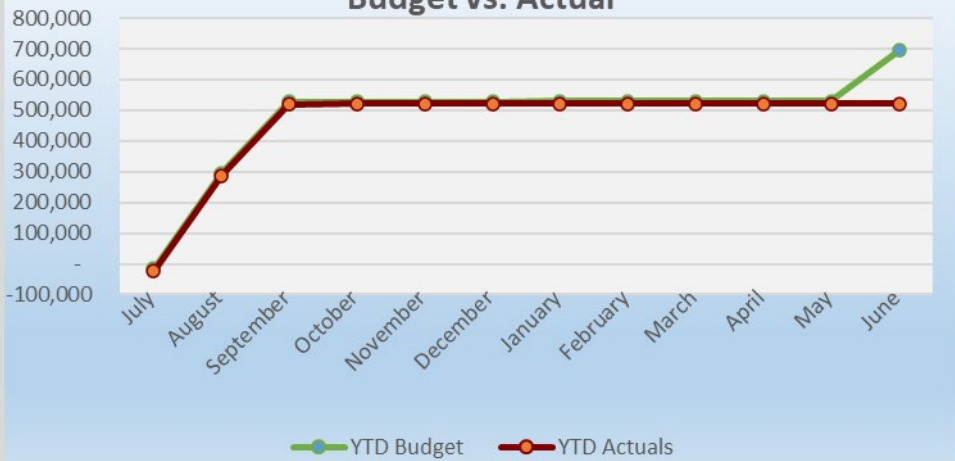
**Waste Management - Operational Income
Budget vs. Actual**



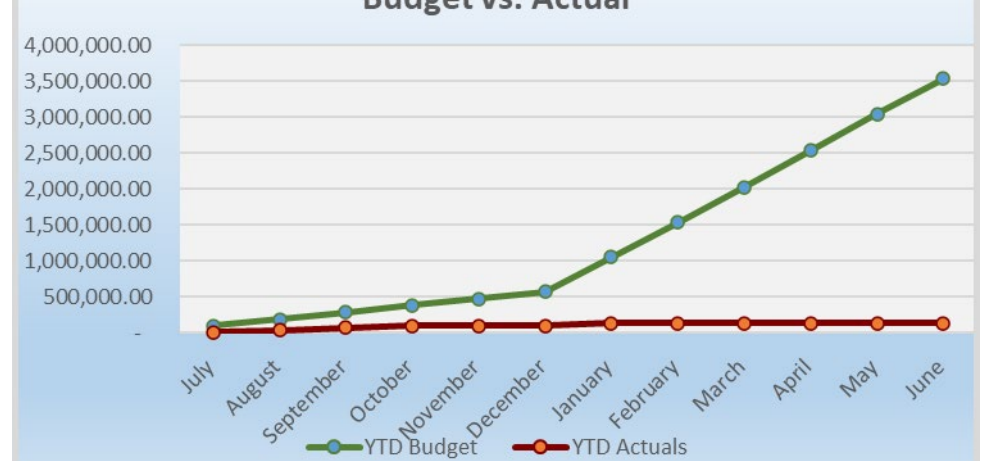
**Waste Management - Operational Expenditure
Budget vs. Actual**



**Waste Management - Capital Income
Budget vs. Actual**




**Waste Management - Capital Expenditure
Budget vs. Actual**



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Waste Management	2,074,433	(1,981,887)	-95.54%
1. Operating Income	(3,273,259)	(3,286,297)	100.40%
2. Operating Expenditure	2,316,618	1,566,935	67.64%
3. Capital Income	(693,858)	(524,130)	75.54%
4. Capital Expenditure	3,539,265	129,615	3.66%
7080500. 240L Wheelie Bins	2,101	2,893	137.70%
7080503. Industrial Bins	16,304	3,522	21.60%
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	2,000	150	7.49%
7080560. EPA Bushfire Recovery Program for Council Landfills	685,209	57,166	8.34%
7080561. Boonoo Boonoo Landfill - Environmental Improvements	12,020	12,020	100.00%
7080564. Boonoo Boonoo - Develop Stage 5	2,569,752	51,692	2.01%
7080568. Boonoo Boonoo - WHS Facilities & Amenities Upgrade	0	55	0.00%
7080720. Mingoola - Open Transfer Station	70,000	0	0.00%
7080732. Torrington Landfill - Convert to Transfer	2,000	365	18.24%
7080811. Tenterfield WTS Groundwater Bores	119,879	1,754	1.46%
6. Liabilities	185,667	131,990	71.09%

22. WASTE MANAGEMENT

Business Unit: Waste Management			
Service Profile: Waste Management			
Action	Responsibility	Progress Comment	Status
3.1.4.1 Deliver and manage Waste and Recycling services.	Manager Water & Waste	<p>December 2022 to January 2023 - Update The Operational opening of Torrington was opened 20th November 2021 and final taring occurred July 2022. Final fencing is awaiting installation expected November 2022.</p> <p>Expansion of the future cell (cell 5) Finalisation of storm water sediment basins have been completed. Leachate management plan is completed and sent to EPA. Surface water management plan has been received in draft, under review. Further surveys have been undertaken which are required for masterplan update delayed due weather conditions, completed April 2022. Master plan entering final phase draft plans received, and reviewed July 2022 finalisation completed in August 2022 which were sent to EPA for approval, feedback received 24/11/2022, discussions with designers for response, pending.</p> <p>Upgrade for Mingoola new waste transfer station, has stalled Council entered into leases with Crown lands initially and now Council entering into negotiations with the Moombahlene LALC to purchase the site- on hold.</p> <p>Request by EPA for an investigation into pezio-wells commenced with initial checking of water levels and depths utilising a electrometer, further investigations have been awarded and were undertaken in June 2022, final report suggested 2 wells damaged, a CCTV of wells was scheduled in July 2022 and the wells passed, with no damage recorded.</p> <p>The application for funding from the bushfires in 2019 has continued with Council to receive \$773,692 for improvements at Boonoo Boonoo and Torrington, deeds have been signed, works have commenced onsite for office deployment, truck shelter is now erected with septic tank connection completed, planning continues with quotations called for weighbridges site ground truthing completed November 2022, fencing quotations received and awarded, front fence completed-pit completed August 2022, surveys completed awaiting drawings. Installation of satellite connections completed November 2022 and solar quotations received and awarded September 2022, installation completed December 2022 and Asset inspection February 2023.</p> <p>To try to reduce the contamination in recycling an advertising campaign was undertaken as well as staff continued to audit recycling bins for contamination. Continued offenders are charged a fee to empty contaminated bins, or alternatively decontaminate themselves for future pick-up. A revision of recycling policy is in final version with research included from other Councils, the new policy provided in September 2022, consultation in October extended to November due to advertising, finalised policy completed Provided in February 2023 meeting for final adoption. Notification of asbestos in recycling was again provided this month, through Councils Contractors November 2022.</p>	 ON TRACK

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

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

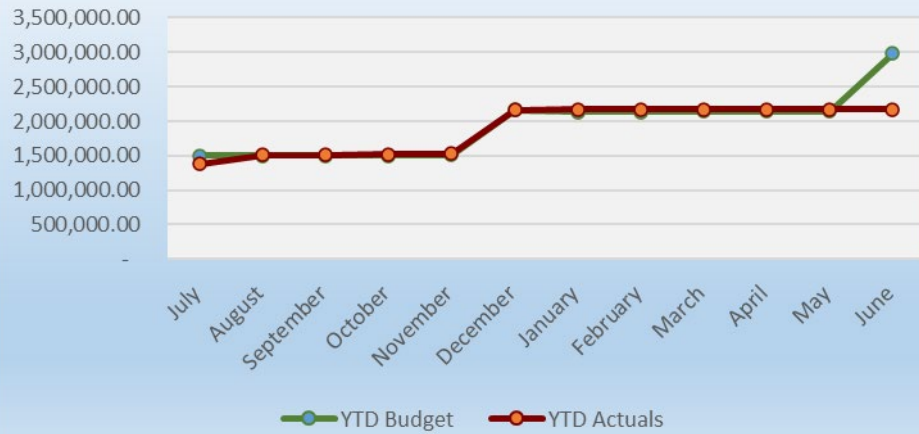
Upgrade to the security cameras for Tenterfield WTS are under review, along with installation of cameras at Drake to act as a deterrent to the continued break-ins causing damage to fences and theft. Theft and fence damage reported at Drake November 2022, deployment of new surveillance cameras expected to occur in February 2023. Alternative cover landfill (Posi-shell) spray unit completed and deployed to Boonoo Boonoo Landfill (Site 51).

Weather station has been installed and is operational at Boonoo Boonoo, investigating links to Council's website to enable online data for the community.

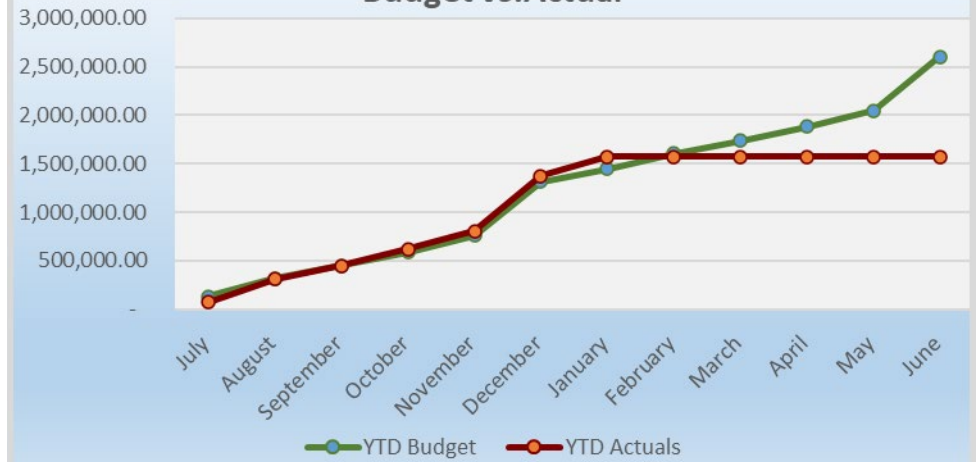
Replacement of the old side loader has commenced the tender stage with RFT preparation and release expected to occur next month report prepared for Council's February 2023 meeting. The Container Deposit Scheme (CDS) from 1 December 2017 to 30 November 2021, Tenterfield residents have recycled 9,202,976 container collections or 665.67 Tons on average Tenterfield resident recycle 638,000 items per quarter EFC - Exchange for Change.

23. Water Supply

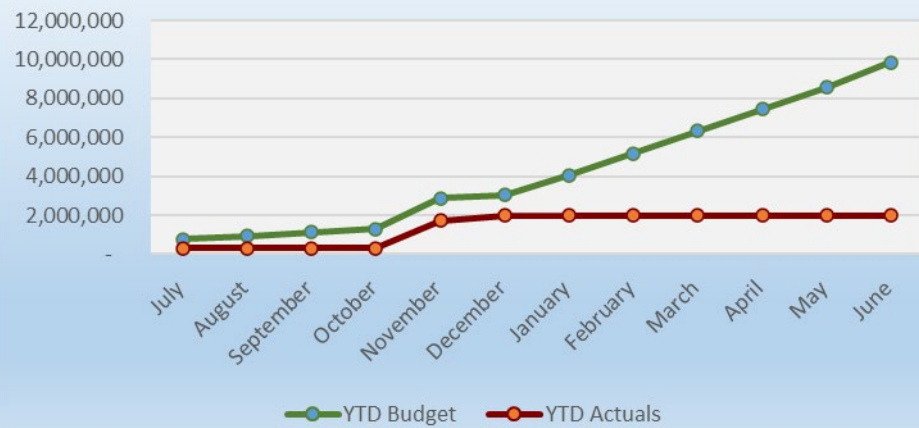
Water Supply - Operational Income Budget vs. Actual



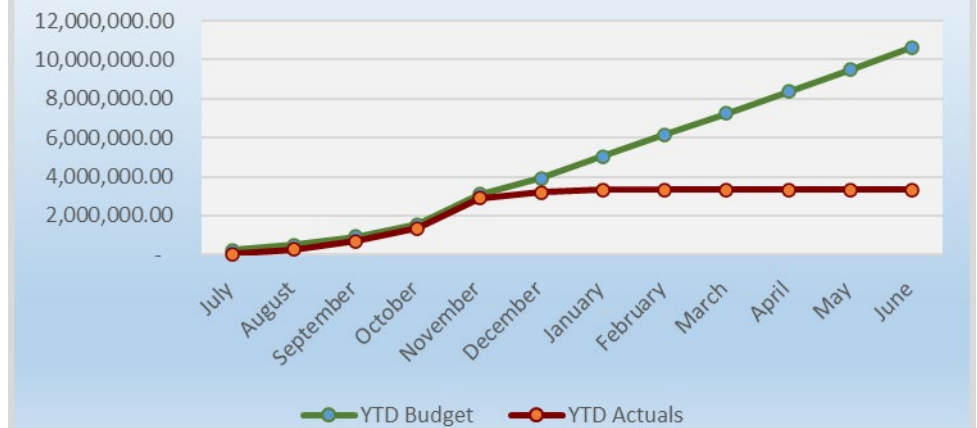
Water Supply - Operational Expenditure Budget vs. Actual



Water Supply - Capital Income Budget vs. Actual




Water Supply - Capital Expenditure Budget vs. Actual



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Water Supply	668,628	878,012	131.32%
1. Operating Income	(2,985,719)	(2,168,902)	72.64%
2. Operating Expenditure	2,604,426	1,575,592	60.50%
3. Capital Income	(9,857,899)	(1,973,292)	20.02%
4. Capital Expenditure	10,647,855	3,341,929	31.39%
7484505. Tenterfield Mains Replacement	282,900	139,356	49.26%
7484506. Tenterfield Meter Replacement	22,600	398	1.76%
7484522. Tenterfield Water Treatment Plant Construction	7,614,384	2,878,473	37.80%
7484533. Water Network Mapping Improvements	20,000	10,885	54.43%
7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program	970,153	186,372	19.21%
7484540. Bulk Water Metering Grant	49,125	3,810	7.76%
7484541. New Grid Urbenville Water Supply Project	1,558,000	18,622	1.20%
7484542. Tenterfield Apex Park Bore - Relining	39,193	39,193	100.00%
7484811. Urbenville Water Treatment Plant Upgrade	50,000	48,559	97.12%
7484812. Urbenville Sewer Scada Renewal	10,000	561	5.61%
7484901. Jennings Mains Replacement	11,500	0	0.00%
7484950. Legume Catchment - Water Supply Options Study	20,000	15,700	78.50%
6. Liabilities	259,965	102,684	39.50%

23. WATER SUPPLY

Business Unit: Water Supply			
Service Profile: Water Supply			
Action	Responsibility	Progress Comment	Status
3.1.3.1 Implement Water Service Strategic Plan in accordance with NSW Office of Water Guidelines.	Manager Water & Waste	<p>December 2022 to January 23-Update Bore sampling program is complete awaiting finalisation of analysis results. Checking of Shirly Park, Apex Park and East Street bores through CCTV commenced in July with Apex Park bore showing it's age and requiring a reline to continue it's operation this will be scheduled this financial year and has been completed in September 2022. Shirley Park constructed at the same time as Apex Park bore in 1994 was also showing signs of deterioration and was will be scheduled next financial for re-lining/refurbishment. East street bore as a flowing bore was also checked by CCTV (requested by NRAR) and was found to be in excellent condition, however will need to be re-grouted as non-compliant with artesian bores, quotations requested for works expected to be undertaken next financial year.</p> <p>Works have continued on the New Water Filtration Plant on Scrub Road.</p> <p>NSW Dam Safety regulation with compulsory risk assessment for the dam under NSW Dam Safety requirements draft completed in December 2022.</p> <p>Opportunity to continue the Urbenville flood risk assessment has gained OEH endorsement. Tenterfield update of the flood risk study has also gained endorsement and has been shortlisted, grant has been successful, with Council awarded \$89,998. Brief under development January 2023.</p> <p>Opportunity under a Leakage reduction pilot program, Council was awarded \$36,843.75 DPE-Water, for installation of new mag-flow meter at East Street reservoir, planning completed equipment received for installation expected February 2023.</p> <p>A new opportunity to further the Bore water refinement with application for grant under Resilience NSW, Local & Regional Risk Reduction stream - Pathway 2 application submitted unfortunately unsuccessful December 2022.</p> <p>A new opportunity to further the Dam masterplan development with application for grant under Regional Growth Fund, Regional Drought Resilience Planning Program Department of Regional NSW - application submitted February 2023.</p> <p>Arrival of new weather stations occurred this month May 2022, deployed, December 2022. Systems are running collecting data, new investigation for weather links links to Council's website to enable online data for the community.</p>	 ON TRACK

3.1.3.2 Deliver and manage the Water and Drought Management Plans and Flood Study.

Manager
Water & Waste

December 2022 to January 2023-Update The Integrated water catchment management grant (IWCM) deeds have been signed February 2022, has progressed with secure yield studies awarded, with draft report received. Additional surveys required, including extended benthic survey of Urbenville, completed this month in October 2022, secure yield assessment finalised in November 2022. Urbenville assessment and future treatment strategy completed December 2022. Options report underway January 2022.

The Tenterfield Sustainable and Disaster Resilient Communities program, 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 hydrogeologists engaged draft report pending August 2022. RFQ for drilling completed and under review in August 2022 report submitted to Council September 2022 and approved. Bore location inspections occurred in September with Hydrogeologists and Drillers, NRAR application for drilling Legume submitted September, completed applications for Liston Drake and Torrington in October 2022, waiting approval January 2023.

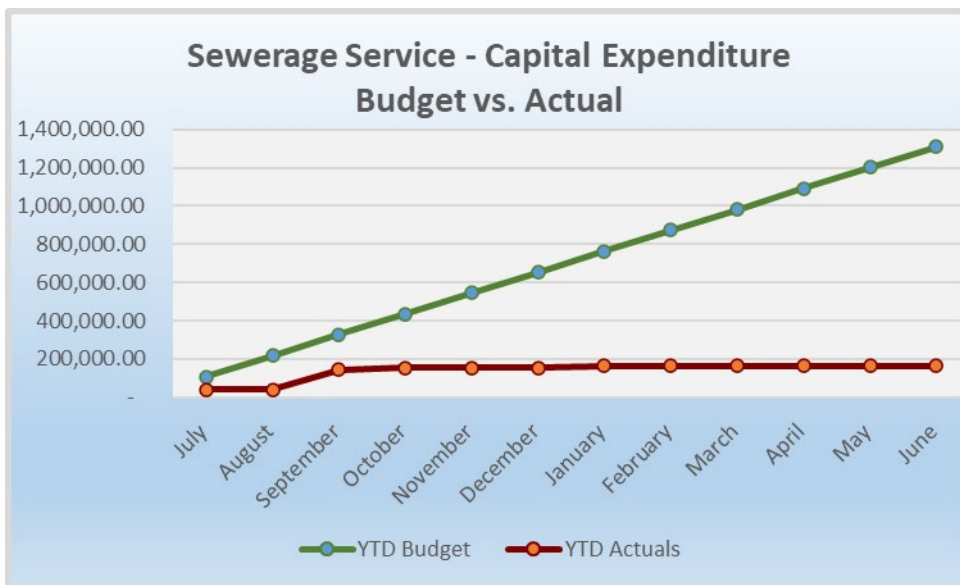
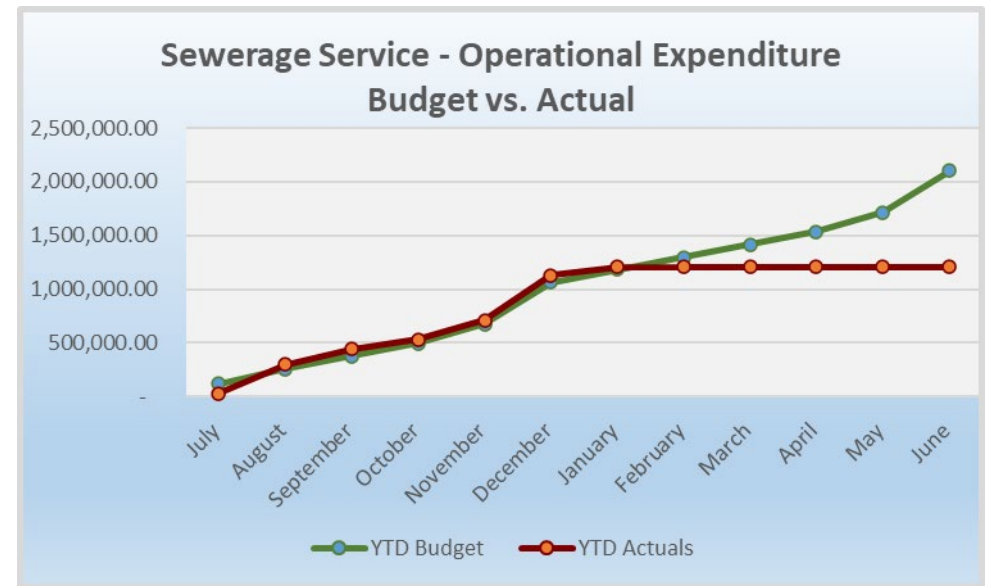
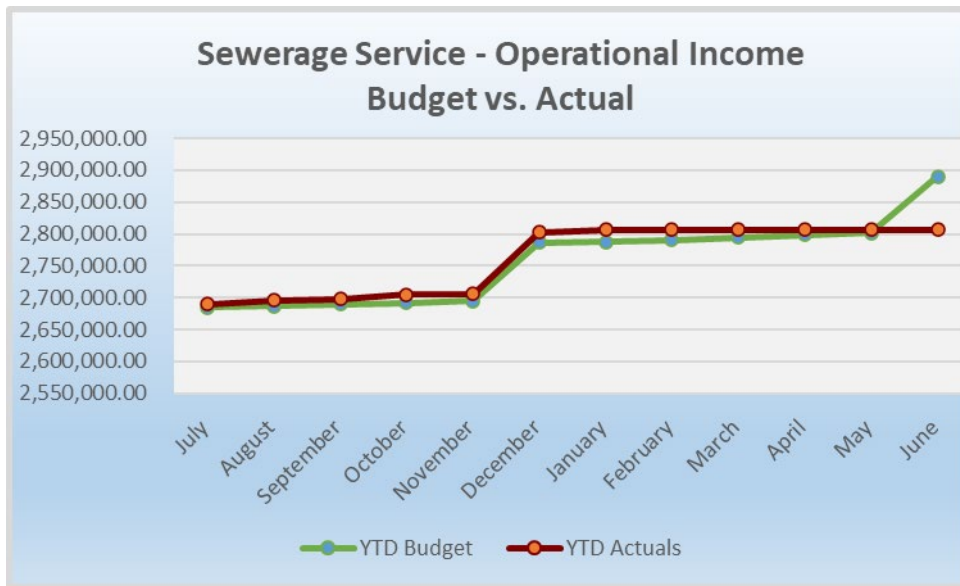
Verification mapping for Councils Water and Sewer assets was delayed in July to commence in August 2022, with contractors utilising GPS equipment for locations in Tenterfield 598 individual locations where mapped additional mapping of hydrants and valves will commence February 2023 this financial year, Urbenville was postponed till next financial year.

Amended Water Quality policy to include Dam Safety, and new Backflow prevention completed in August, report approved at Council's September meeting 2022. Report for Backflow prevention under community consultation, completion in October extended till November 2022 due to advertising delay, completed report to Council in February 2023.




ON TRACK

24. Sewerage Service



COA	22/23 Review 1 Budget	22/23 YTD Actuals January	22/23 Percentage Spent
Sewerage Service	610,601	(1,386,636)	-227.09%
1. Operating Income	(2,889,930)	(2,807,085)	97.13%
2. Operating Expenditure	2,100,586	1,207,864	57.50%
3. Capital Income	(10,000)	(3,100)	31.00%
4. Capital Expenditure	1,309,354	165,391	12.63%
7872502. Tenterfield Mains Relining (1km Year)	173,800	0	0.00%
7872503. Tenterfield Mains Augmentation	69,600	0	0.00%
7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)	162,500	40,790	25.10%
7872515. Tenterfield Upgrade Road to Tertiary Ponds	7,000	0	0.00%
7872517. Tenterfield Scada System Upgrade	21,853	0	0.00%
7872519. Tenterfield Network Renewal	193,800	0	0.00%
7872524. Tenterfield STP - 3 Bay Shed for Storage	50,000	0	0.00%
7872525. Tenterfield STP - Grinder Pump	10,000	0	0.00%
7872526. Tenterfield STP - Refurbishment	102,500	11,014	10.75%
7872527. Tenterfield New Pump Station - Molesworth St	200,000	0	0.00%
7872528. Tenterfield New Pump Station - Trail Lane	150,000	0	0.00%
7872529. Sewer System Mapping Improvements	20,000	10,885	54.43%
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%
7872813. Urbenville Sewer Pump Station Emergency Works - Replacement	102,701	102,701	100.00%
6. Liabilities	100,591	50,295	50.00%

24. SEWERAGE SERVICES

Business Unit: Sewerage Services			
Service Profile: Sewerage Services			
Action	Responsibility	Progress Comment	Status
3.1.5.1 Maintain and operate the sewerage network, in line with the Asset Management Strategy.	Manager Water & Waste	<p>December 2022 to January 2023-Update Molesworth/Miles Street pumping station review and design amendment under development and extending the sewer system to the new water filtration plant has progressed with final designs received in September, planning has commenced for construction with ordering of manholes, pipes and fittings.</p> <p>RFQ for manhole refurbishment under development to continue to refurbish the level 4 manholes, quotations received under LGP under review. Awarded with Council contractor commence in January 2023 - completed.</p> <p>RFQ for sewer relining released in December 2022, Tenders received and under review in January 2023 expected award in March 2023.</p> <p>Smoke testing second of inspections scheduled for February 2023 and the end of this financial year. Urbenville de-sludging of finishing ponds commenced in February 2022, however due to flooding finalisation of cleaning was postponed and recommenced in July continued through August 2022, some delays due to PS1 and WTP requirements, desludging now completed in December 2022. Inspection of Urbenville STP by EPA occurred on the 18th January 2023.</p> <p>Verification mapping for Councils Water and Sewer assets was delayed in July to commence in August 2022, with contractors utilising GPS equipment for locations in Tenterfield 598 individual locations where mapped additional mapping will commence February 2023 this financial year, Urbenville was postponed till next financial year.</p> <p>As part of the refurbishment program for the Tenterfield STP, a new upgrade with control probes that monitor treatment processes provide savings to utilise energy more efficiently, PLC replacement completed January 2023, handrails (measured and orders pending) and cable trays scheduled. Equipment services completed for Urbenville and Tenterfield.</p> <p>New sewer main for the WTP, with planning completed and gravity main plans supplied, equipment has been ordered with work scheduled to commence in December/January in conjunction with major main replacement for the WTP to East street reservoir. A saw has been procured to aid this task. To enable schedules an equipment specialist will undertake cracking works in February 2023 to break the granite to ensure a better outcome for installation.</p>	 No TARGET

Urbenville STP, bearings on rotor replaced, decanter repaired, PLC reset due to synchronisation issues from power outages, limit switches repaired.

Petre Street Major pump station has been scheduled for pump replacement, expected to occur next month, Pumps ordered expected installation February 2023.

Average time for response to sewer chokes remained at 20 minutes while the median response time is at 20 minutes.