

Monthly Operational Report

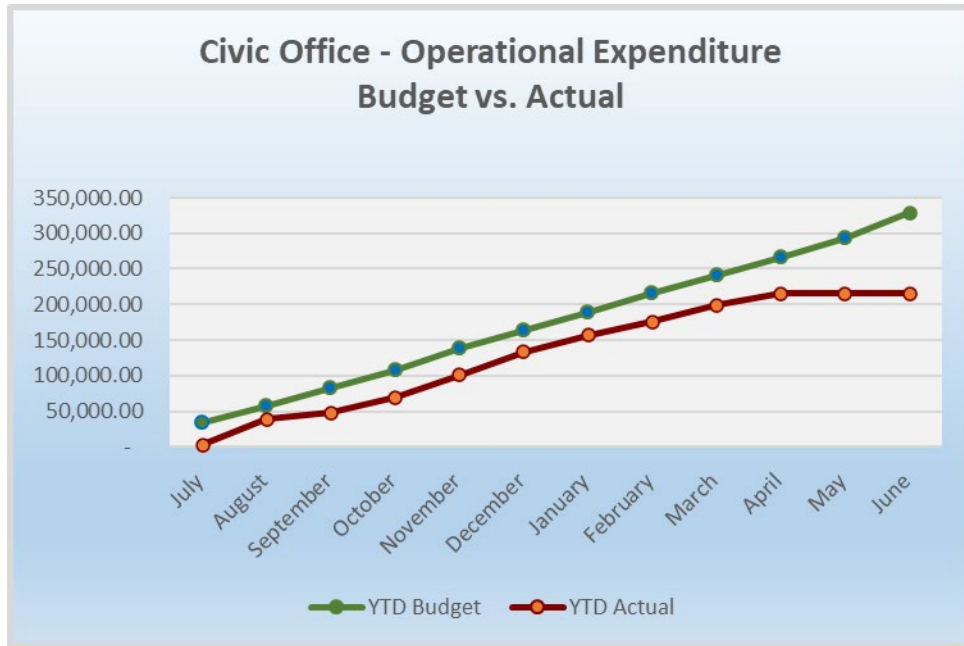
Tenterfield Shire Council April 2023

Council Meeting 24 May 2023







TENTERFIELD



1. Civic Office



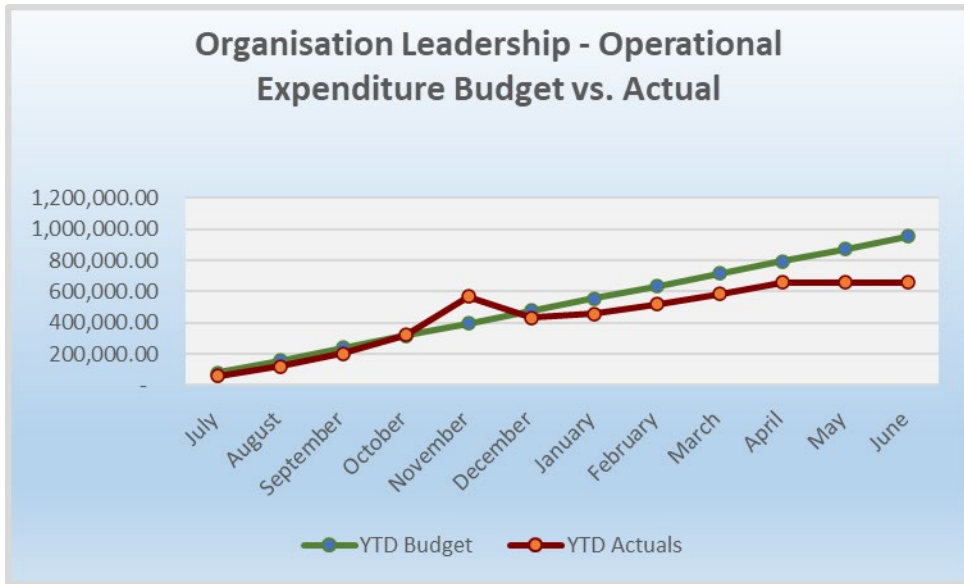
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Civic Office	329,401	218,408	66.30%
1. Operating Income	993	3,084	310.59%
2. Operating Expenditure	328,408	215,324	65.57%

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	April 2023 -Ongoing nothing further to report Ongoing	 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	April 2023- ongoing nothing further to report Ongoing	 No TARGET
5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.	Chief Executive	April 2023 Lobbying the new NSW government has commenced due to a pre-election commitment to take back ownership of the Bruxner Way in the first instance and possibly Mount Lindsey in the second once the current works are completed. (Information is that they wont take roads that are currently under renewal or construction back until completed)	 No TARGET
5.1.1.11 Manage communication, media and information channels.	Senior Advisor Communication & Economic Development	<p>Council Facebook</p> <p>Page reach for April 2023 was 20,254 - up 226% on March.</p> <p>Most viewed posts were Youth Precinct Update (5.5K), Expressions of Interest in Operation of the Visitors' Information Centre (4K), Millbrook Flying-Fox Camp Local Residents' Meeting (2.3K), Pig Owners Learn How to Make Salami (1.2K) and ANZAC Day program (1.1K).</p> <p>Millbrook Park Flying-Fox Management Plan Officer has continued working with managers at NSW Dept of Planning and Environment on flying-fox management plan. Consultant, Alison Martin has been engaged to prepare a draft management plan and first public meeting for residents directly affected was held Monday, 1 May - 13 people attended - and feedback will be included in material for the public workshop to be held 6:30pm Thursday, 18 May.</p>	 No TARGET




Action	Responsibility	Progress Comment	Status
5.1.1.12 Deliver councillor services.	Chief Executive	April 2023- Council completed further training in April as a part of their ongoing skills and training development program - Refresher Code of Conduct with Locale Learning.	 No TARGET
5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.	Chief Executive	April 2023 Nothing further to report	 No TARGET


2. Organisation Leadership



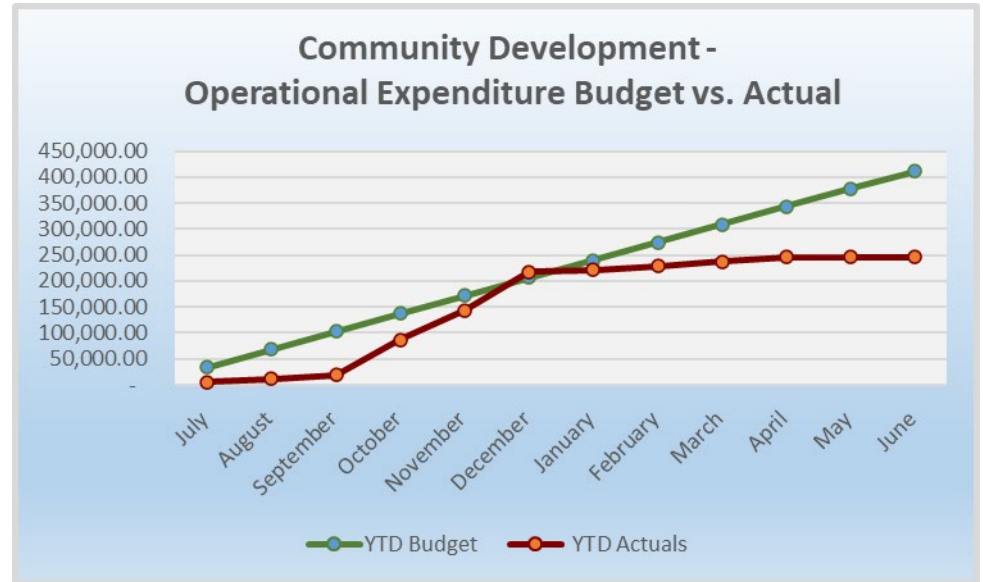
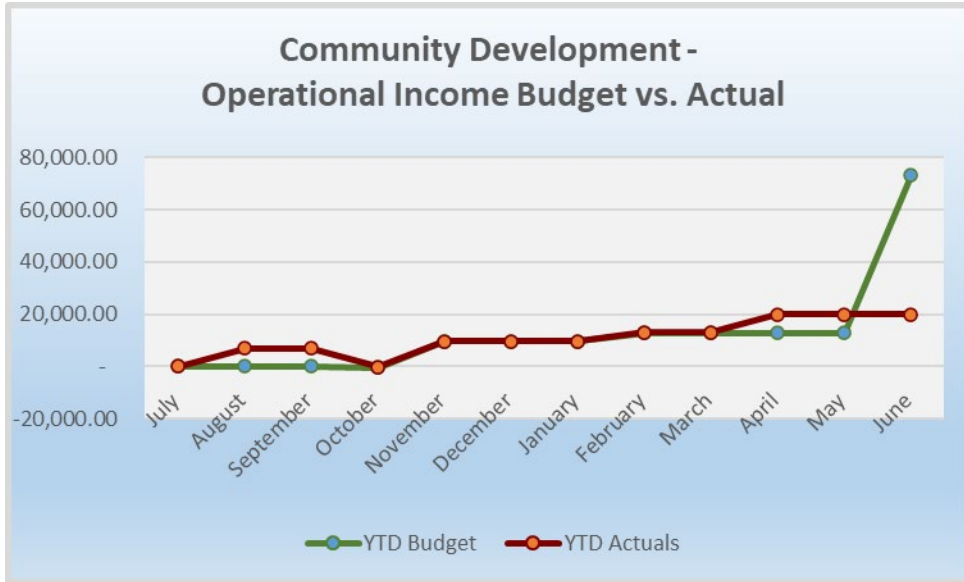
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Organisation Leadership	953,194	660,157	69.26%
2. Operating Expenditure	953,194	660,157	69.26%

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	April 2023 - The Long term financial Strategy is currently under review as part of the current savings and financial improvement program. We have completed three possible scenarios, ready to implement the correct one as soon as the SRV results are known. However as councils all over the state are continuing to be squeezed financially and cost of operations continue to increase , its anticipated that council will have no option but to decrease or even cease some services during the next 12 months and unfortunately it is possible that council will have no option but to cut further services or increase its revenue in the 24/25 financial year.	 MONITOR
5.1.2.5 Apply for a Special Rate Variation.	Chief Executive	April 2023- Nothing further to report	 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



Action	Responsibility	Progress Comment	Status
5.1.2.7 Provide Council a Review of operating plan for the Visitor Information Centre.	Senior Advisor Communication & Economic Development	<p>Visitors' Information Centre stats for April 2023</p> <p>Visitor numbers through the Visitors' Information Centre in April were up 14% on February to 1317, with 675 or 51% from Queensland, 462 or 35% from NSW, 55 from Vic, 32 from Overseas and 18 from Tasmania.</p> <p>As mentioned (2.1.1.1.)</p> <p>Expressions of interest (EOIs) have been called to operate/manage the Tenterfield Visitors' Information Centre (VIC)</p> <p>Staff have worked on EOI documents, placed advertisements and posted on FB.</p> <p>EOIs to close 2pm Friday, 5 May.</p> <p>At the time of writing (01/05) two groups had expressed strong interest, with a third party somewhat lukewarm.</p>	 NO TARGET



3. Community Development



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Community Development	338,684	225,660	66.63%
1. Operating Income	(73,262)	(20,070)	27.39%
2. Operating Expenditure	411,946	245,730	59.65%

3. COMMUNITY DEVELOPMENT

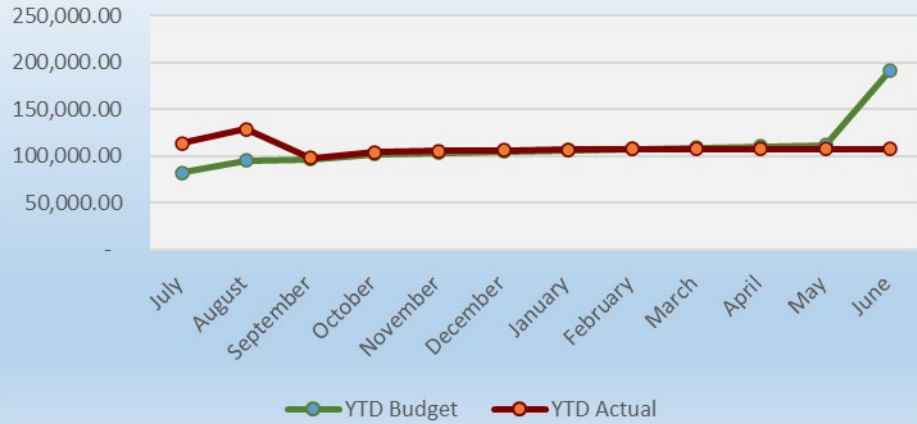
Business Unit: Community Development			
Service Profile: Community Development			
Action	Responsibility	Progress Comment	Status
1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.	Manager Arts, Culture and Library Services	During the April reporting period communications involved presenting community information via one issue of 'Tenterfield in Touch' on 3rd of May. Key information provided in this issue included details on a range of community organised events such as Seniors Festival, Aboriginal Artisan Micro Markets, The Border Run, Walk and Talk and the Country Music event at Sunnyside Hall. Information on a range of community workshops were also included through TAFE, Carers NSW, Joblink, Local Land Services Agency (Salami Making Workshop) Tenterfield, Make-It Tenterfield, and Centacare New England Northwest. This media stream continues to provide a valuable touch point for ensuring Tenterfield community is informed on a range of information with 624 subscribers. Total opens 472 (48.2%) total clicks 245 (32.8%). Similarly, Your Local News had two issues distributed on the 10 April and 24 April. Council's Facebook page presented a variety of Community and Tourism information including ANZAC Day 2023 Services throughout the Shire; Office closures throughout Easter; Expressions of Interest for the Visitor Information Services and lease of the Tenterfield airstrip.	 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	During the April reporting period committee meetings included: <ul style="list-style-type: none"> • Parks, Gardens & Cultural Advisory Committee – 6 April 2023 • Tenterfield Shire Local Traffic Committee –6 April 2023 • Staff Consultative Committee – 6 April 2023 • NSW Rural Fire Service Level Agreement Meeting – 20 April 2023 	 No TARGET

Action	Responsibility	Progress Comment	Status
<p>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).</p>	<p>Manager Arts, Culture and Library Services</p>	<p>During the April reporting period the Community Development Advisor continued to investigate funding opportunities to support NAIDOC Week activities for the Local Aboriginal Land Council (LALC). No suitable funding could be identified currently that aligned with the project activity. Reconciliation Action plan is pending with minor revisions as recommended by Reconciliation Australia and is currently being actioned by the Community Development.</p>	 No TARGET
<p>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.</p>	<p>Manager Arts, Culture and Library Services</p>	<p>In the April reporting period, the Community Development Advisor successfully organised and executed Youth Week events. These events were designed, marketed, and promoted based on suggestions made by the youth community through a consultation process. The Advisor collaborated with various community organizations, including Tenterfield High School, The Saddlers Mountain Bike, Angry Bulls Trials, TSDC, TAFE, The Benevolent Society and Make it, who provided their support for the events. Council delivered two main events during this period.</p> <p>The first event was a Bike Trial Day held at Petherick Park & Curry's Gap Reserve, which saw the participation of around 17 attendees. The Saddlers Mountain Bike team created a series of obstacles and guided the attendees on how to overcome them. The event ended with a refreshing lunch at The Courtyard. It is worth noting that young people who are at risk of disengagement from the community reported positive outcomes from this activity, expressing how much they enjoyed it.</p> <p>The second event was an Outdoor Movie Night which saw the attendance of 160 individuals, including both kids and parents. Refreshments and food were provided during both events. It is noteworthy that Tenterfield Council was granted a total of \$12,000 through grant applications to the NSW Government to help support these events. Overall, these two activities were delivered successfully, which demonstrate the importance of engaging the community in the planning and execution of events that are designed to benefit them.</p> <p>Community events funded through the Reconnecting Regional NSW Communities Events funding has supported events to a total of \$169,625 until April reporting period.</p> <p>A range of community events, opportunities and activities were promoted through the Tenterfield in Touch Newsletter distributed to 624+ subscribers.</p>	 No TARGET

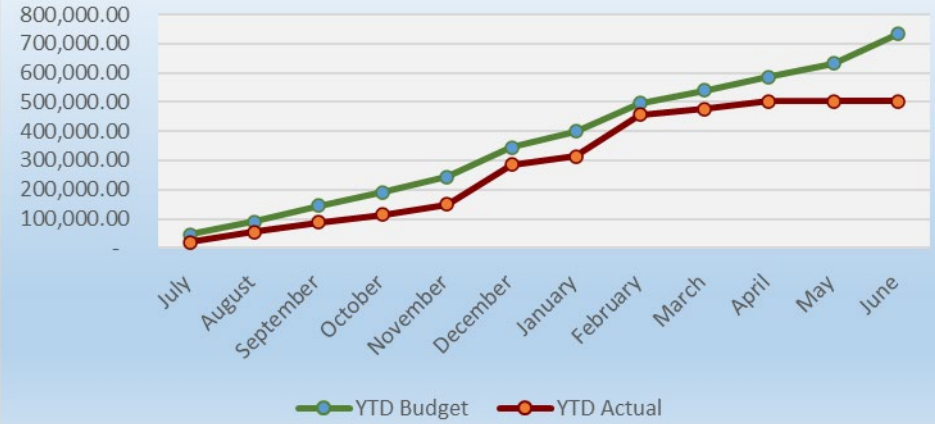
Action	Responsibility	Progress Comment	Status
1.2.3.1 Deliver and report to the OLG on the Council's Disability Inclusion Action Plan.	Manager Arts, Culture and Library Services	<p>In accordance with Council's Disability Inclusion Action Plan (DIAP), outcomes against the actions of the plan are to be reported to the Minister for Families, Communities and Disability Services annually. During the April reporting the Community Development Advisor collected information from different sections of Council to be reported on the next report due November 2023.</p> <p>Additionally, accessibility related events, engagement with the Disability community to participate in the Disability and Inclusion Advisory Committee, news and services were promoted through Tenterfield in Touch and different digital news channels.</p>	 NO TARGET

4. Economic Growth and Tourism

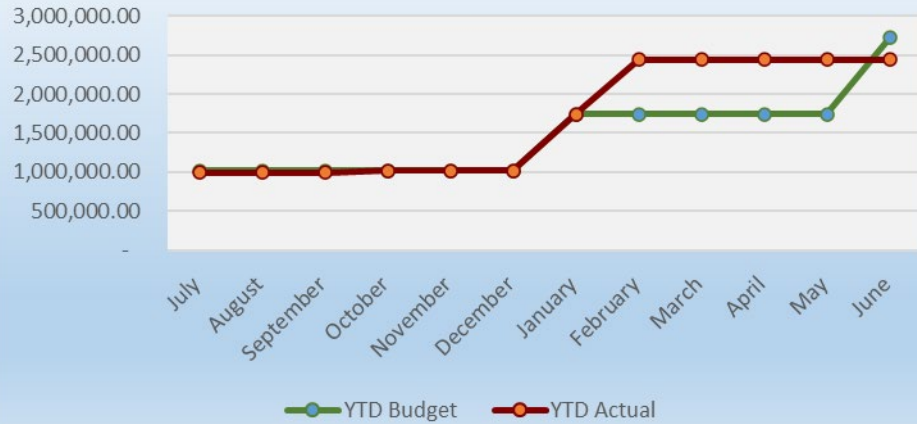
Economic Growth & Tourism - Operational Income Budget vs. Actual



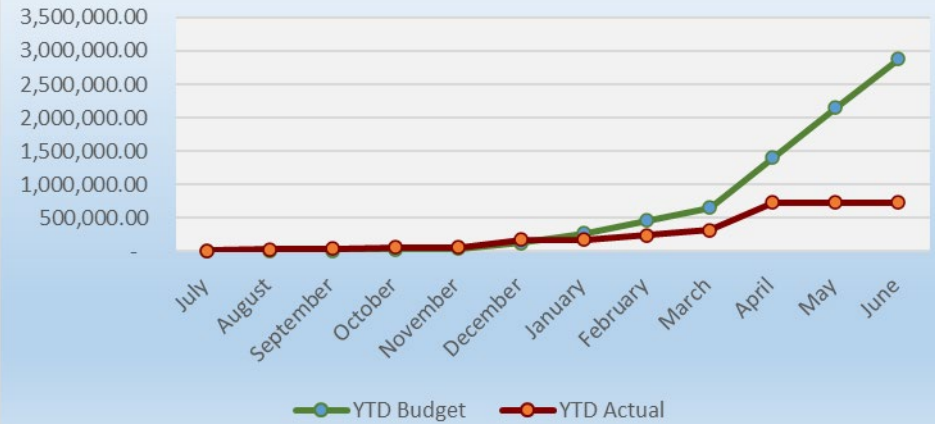
Economic Growth & Tourism - Operational Expenditure Budget vs. Actual



Economic Growth & Tourism - Capital Income Budget vs. Actual






Economic Growth & Tourism - Capital Expenditure Budget vs. Actual



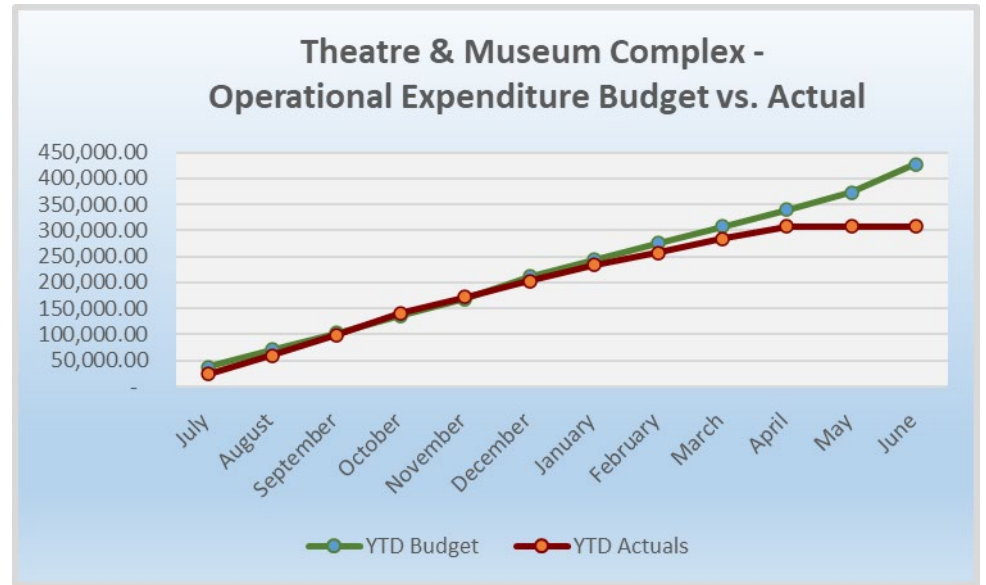
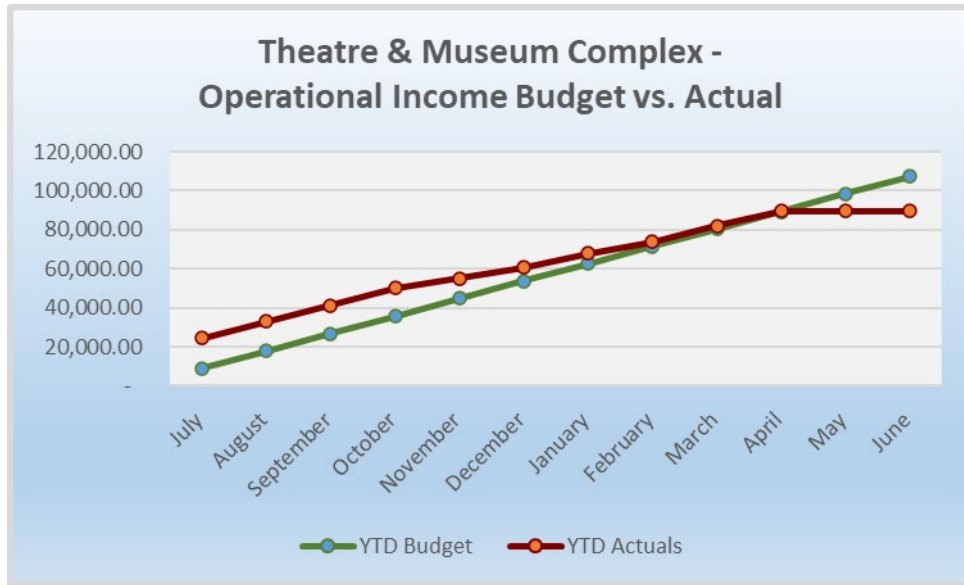
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Economic Growth and Tourism	699,278	(1,313,848)	-187.89%
1. Operating Income	(190,937)	(108,987)	57.08%
2. Operating Expenditure	733,238	502,746	68.57%
3. Capital Income	(2,724,191)	(2,443,568)	89.70%
4. Capital Expenditure	2,874,137	729,453	25.38%
4235004. PSLP - Tenterfield Youth Precinct & Mountain Bike Trailhead	1,714,593	724,453	42.25%
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%
5400511. SCCF5 - 0867 - Tenterfield Youth Precinct Infrastructure Upgrade, Stage 2	904,968	0	0.00%
6. Liabilities	7,031	6,508	92.56%

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 Communication & Economic Development	<p>Sale of "Bendall's"</p> <p>At the auction held Thursday, 16 March, the property did not reach reserve and was passed-in at \$910K. The highest bidder (Shun Hung Pty Ltd) then offered \$920K cash, 45 days. Council (Ordinary Meeting 22 March) rejected the offer and resolved for staff to list the property with all agents at offers over \$1million. Shun Hung Pty Ltd raised the offer to \$1m, 60 days "due diligence" (finance and other), with settlement 45 days from contract exchange.</p> <p>Council (OM 26/4) rejected the higher (\$1m-60 days) offer from Shun Hung Pty Ltd,. Staff were referred to Council resolution 43/23 authorising the Chief Executive to open-list the property for sale, for offers over \$1 million.</p> <p>Staff have written to all local agents advising of Council's decision, and at the time of writing (01/05/23) two agents (Nutrien Harcourts and Amanda Johnson) have expressed interest.</p> <p>Airstrip</p> <p>Following Council's resolution 30/23 (Ordinary Meeting 22 March) authorising the Chief Executive to advertise for expressions of interest (EOIs) from incorporated, not-for-profit community associations or private aviation business operators to develop and manage the day-to-day operations of the Tenterfield airstrip, staff have prepared EOI documents and placed advertisements and posted on FB. The EOI closed 2pm Friday, 5 May. At the time of writing, two groups had expressed interest in submitting EOIs.</p> <p>Visitors' Information Centre</p> <p>Similarly, Council resolved 33/23 (Ordinary Meeting 22 March) to authorise the Chief Executive to advertise for expressions of interest (EOIs) from appropriately Incorporated, not-for-profit, community group or private sector operator to manage the day-to-day visitor information services of the Tenterfield Visitors' Information Centre VIC).</p> <p>EOIs to close 2pm Friday, 5 May.</p> <p>At the time of writing (01/05) two groups had expressed strong interest, with a third party somewhat lukewarm. EOIs for both the airstrip and the VIC were advertised in the local paper The Tenterfield Star, posted on FB and the TSC website, where interested parties could download explanatory documents and application forms - with contact numbers to request further information.</p>	 No TARGET




Action	Responsibility	Progress Comment	Status
2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities.	Senior Advisor Communication & Economic Development	<p>Visit Tenterfield Facebook Page - April 2023 FB Page reach for April was 7465 and for Instagram 1661. Most viewed posts were for FB - Great Time of Year to Visit Tenterfield (4K), Autumn Festival (3K) and Urbenville Museum & Pioneer Cottage (1.8K).</p> <p>Visit Tenterfield webpage - April 2023 Users in April (1 Apr - 1 May) totalled 7042 with 19,892 page views. Devices used - mobile (4346), desktop (2009) and tablet (310)</p>	 No TARGET
5.2.3.1 Support future proposals for improved telecommunications infrastructure.	Senior Advisor Communication & Economic Development	Nil to report in this area.	 No TARGET

5. Theatre and Museum Complex

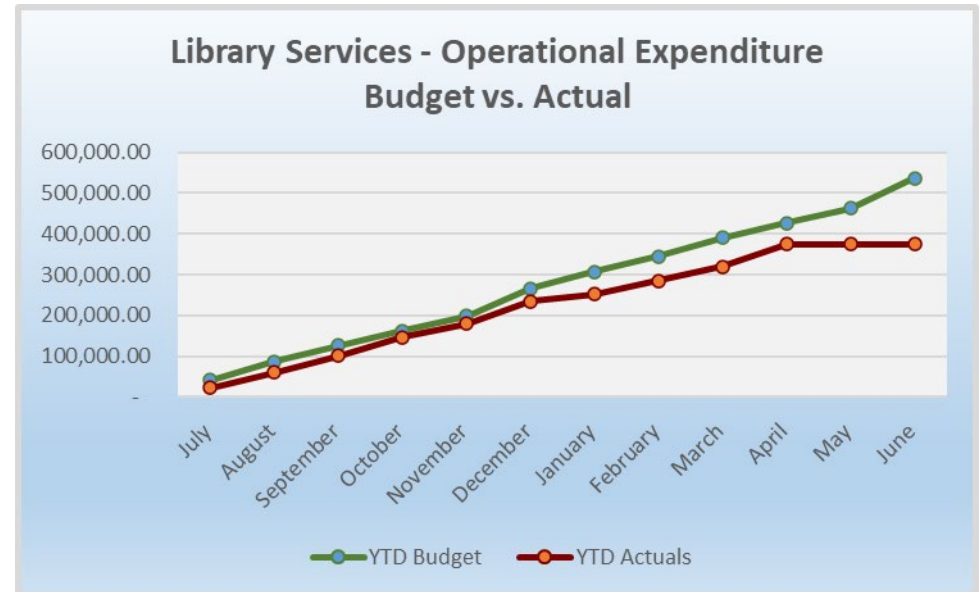
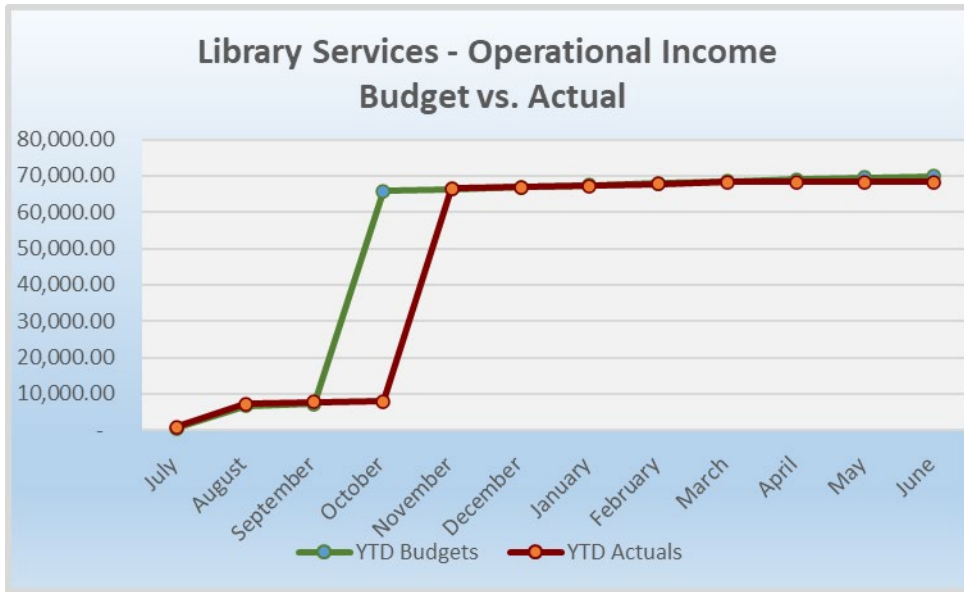


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Theatre & Museum Complex	319,973	218,147	68.18%
1. Operating Income	(107,316)	(89,688)	83.57%
2. Operating Expenditure	427,289	307,835	72.04%

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	During the April reporting period, the School of Arts Theatre screened 25 movie sessions with a total admission of 401. The movie titled "Jesus Revolution" was the most popular movie with a total attendee of 108, followed by The Super Mario Bros with 80. The special screening of the "Glimpses of Tenterfield" a documentary by Peter Harris as part of the Tenterfield Autumn Festival attracted a total audience of 42. No live shows occurred during this reporting period.	 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	During the April reporting period, the number of museum visits totalled 401. Half page advertisements promoting the SHPMSoA were included in both the Summer and Autumn issues of Granite Belt & High Country Escape Magazine. The staff mock tour training program remains on hold.	 No TARGET
1.2.4.1 Provide volunteer training and upskilling in a safe and engaging work environment.	Manager Arts, Culture and Library Services	During the April reporting period, new Volunteer training is scheduled for front-of-house training and scheduling for the museum tour guide as well. New applications are received, and the assessment and onboarding process is underway. Two senior volunteers are selected to be the nominees for the 2023 NSW Volunteer of the Year Awards by Centre of the Volunteering award in the category of Senior Volunteer of the Year.	 No TARGET

6. Library Services

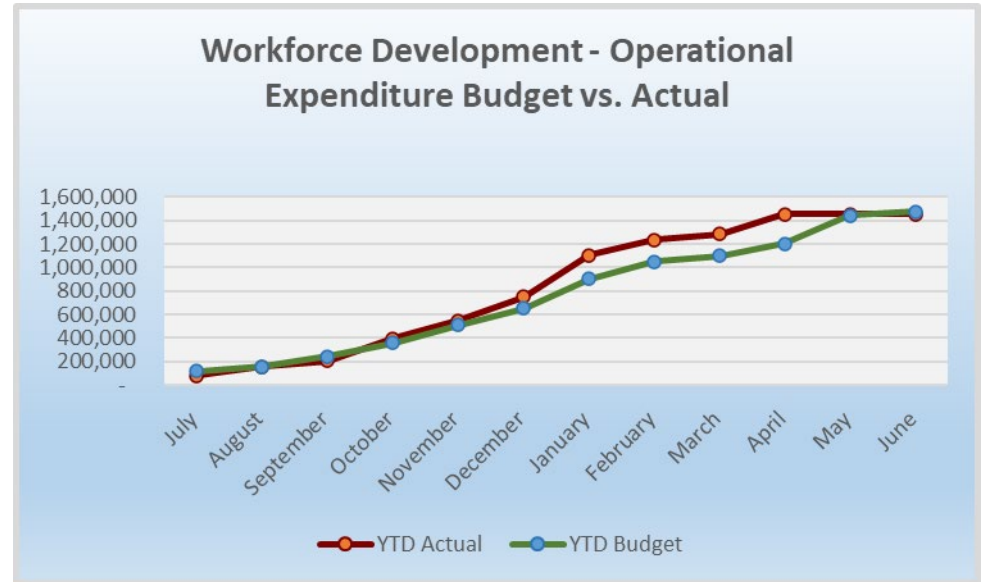
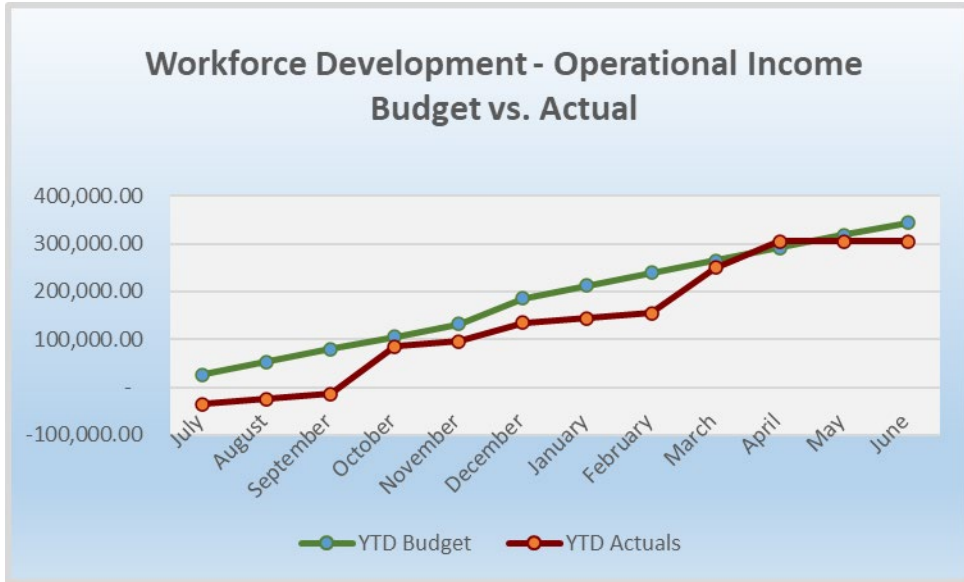


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Library Services	516,077	105,205	20.39%
1. Operating Income	(69,931)	(68,838)	98.44%
2. Operating Expenditure	536,502	374,529	69.81%
3. Capital Income	(221,786)	(221,786)	100.00%
4. Capital Expenditure	264,292	15,071	5.70%
5000515. 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	2,657	1.35%
5000524. Local Priority Grant 2022/23	24,900	0	0.00%
6. Liabilities	7,000	6,229	88.98%

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 April reporting period the Library provided services to 1,154 members including 1,228 items borrowed with 191 individuals spending 243.5 hours using the public computers. The home Library service delivered 143 items to 21 home Library members. Storytime was attended by 5 children and 3 parents.</p> <p>April Tech Savvy Seniors workshops welcomed 8 participants over 2 sessions.</p> <p>A signed Library Hub agent agreement has been finalised with the Urbenville Progress Association and further training and new member application process will be implemented in May for the Hub volunteer on-site.</p> <p>Library digital resources were promoted through half page advertisements in the Summer and Autumn editions of Granite Belt & High Country Escape magazine stimulating an increase in members accessing these resources.</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>During the April reporting period no Museum collection management activities occurred.</p>	 No TARGET




7. Workforce Development



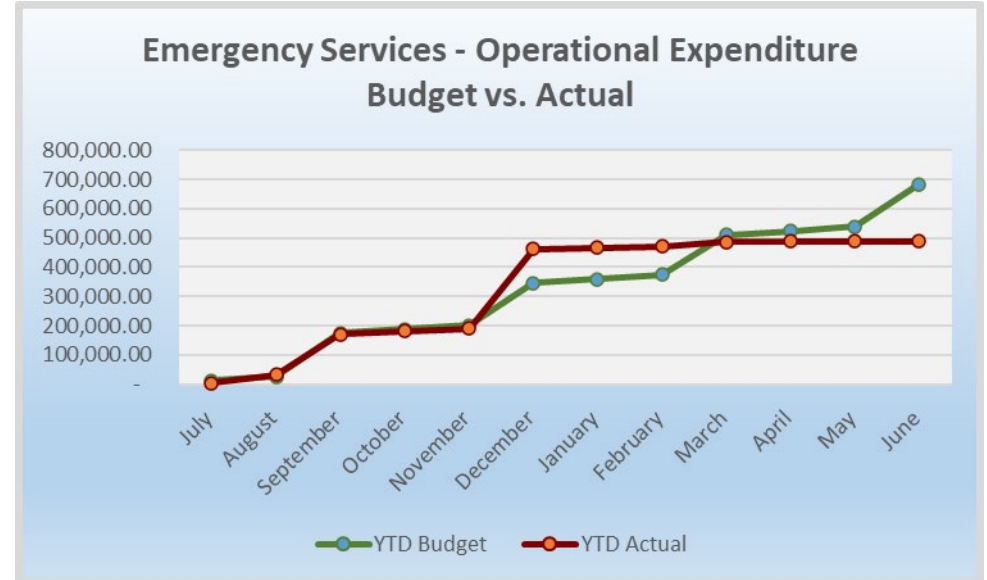
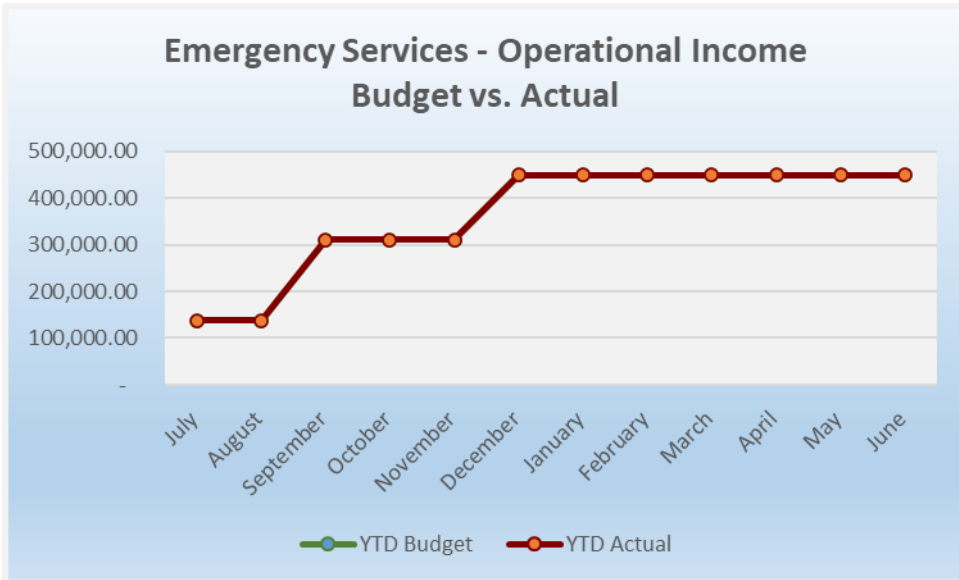
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Workforce Development	1,131,361	1,147,944	101.47%
1. Operating Income	(344,349)	(305,546)	88.73%
2. Operating Expenditure	1,475,710	1,453,489	98.49%

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>Nine (9) critical roles within Council were advertised in April. These positions are vacancies with Council's organisational structure.</p> <p>Casual staff are still being managed in an effort to assist with the current service delivery expectations.</p> <p>Current Full Time Equivalent (FTE) - 106</p> <p>(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 - 83 (Note, this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes). Current Casual count - 7 (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>Management and supervisors are providing regular onsite WHS discussions/meetings with staff/crews.</p> <p>There has been 305 days since the last lost time injury.</p> <p>Council's employee assistance program continues with ongoing onsite counselling sessions being provided monthly.</p> <p>Capital Health Care have been engaged to provide staff with valuable free health checks in May 2023 to support employee health and wellbeing.</p> <p>Flu Vaccination Clinic occurred in April for Council employees.</p>	 ON TRACK


Action	Responsibility	Progress Comment	Status
5.1.1.6 Develop, manage and deliver Employer the skills targeted training plans.	Acting Manager HR & Workforce Development	Certificate IV in civil construction supervision ongoing. Certificate III in civil construction plant operations ongoing. Certificate in Engagement ongoing. Diploma in Facilities Management and Arts & Cultural Administration ongoing. Graduate Certificate of Leadership ongoing. Government incentives and initiatives are being investigated for future learning and development programs.	 ON TRACK
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 where possible to ensure the retention of valuable staff assets remains a priority during this period and is ongoing. Recruitment challenges facing Council is the current market and economic climate which is impeding talent acquisition. 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. Council's insurance portfolio for 2023-2024 renewal questionnaires are underway for completion. Audit and Risk Committee meeting is scheduled to be held in June 2023.	 ON TRACK

8. Emergency Services

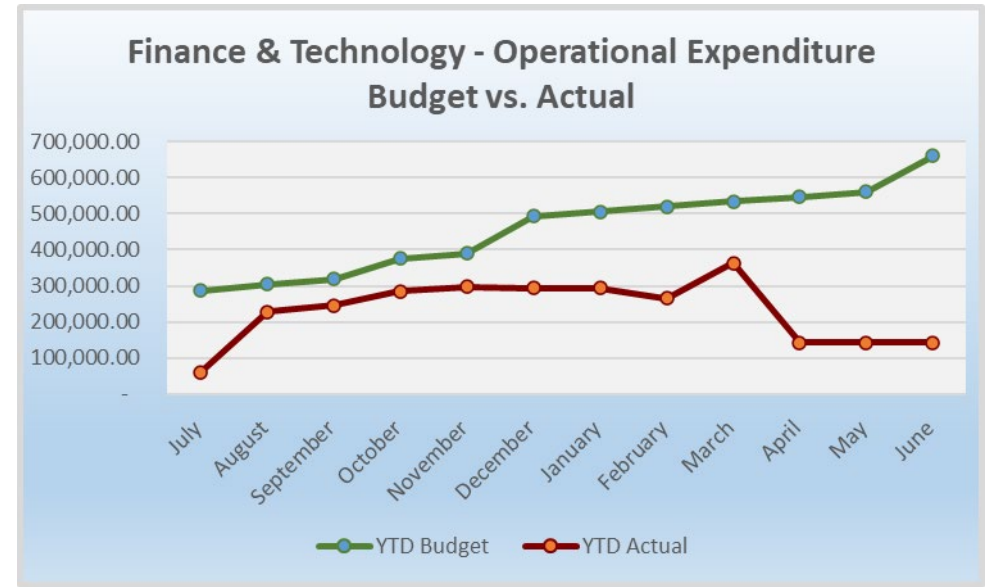
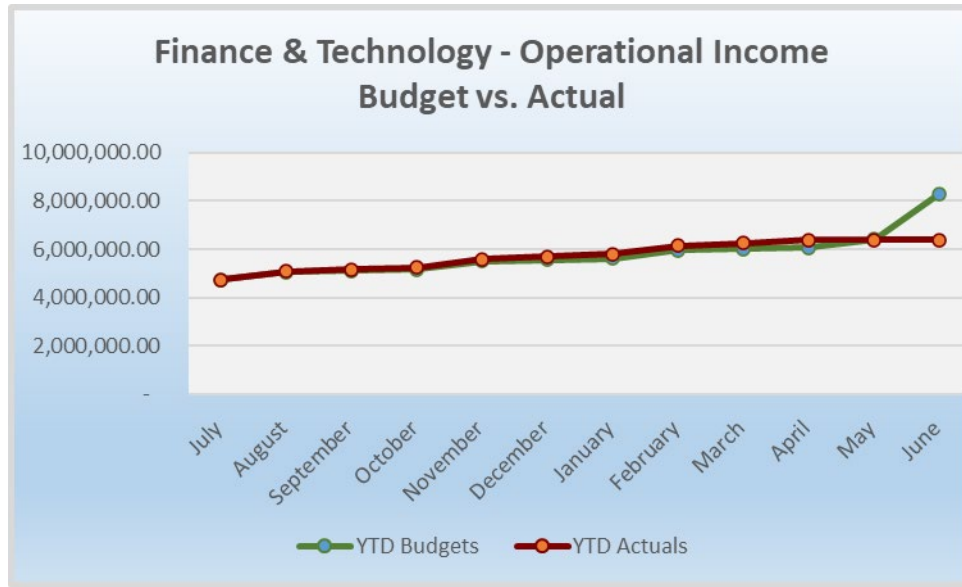


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Emergency Services	234,599	39,102	16.67%
1. Operating Income	(448,895)	(448,895)	100.00%
2. Operating Expenditure	683,494	487,997	71.40%

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	Local Emergency Management Committee (LEMC) second meeting is scheduled to be held in June. Emergency Management Plan (EMPLAN) is currently being reviewed by local emergency organisations. Audits on Emergency Evacuation Centers as listed in the Emergency Management Plan have been completed and finalised. Council's Community Recovery Officer (CRO) has been actively working with NSW Reconstruction Authority (formerly NSW Resilience), and the Tenterfield community, providing emergency recovery information and programs.	 MONITOR



9. Finance and Technology



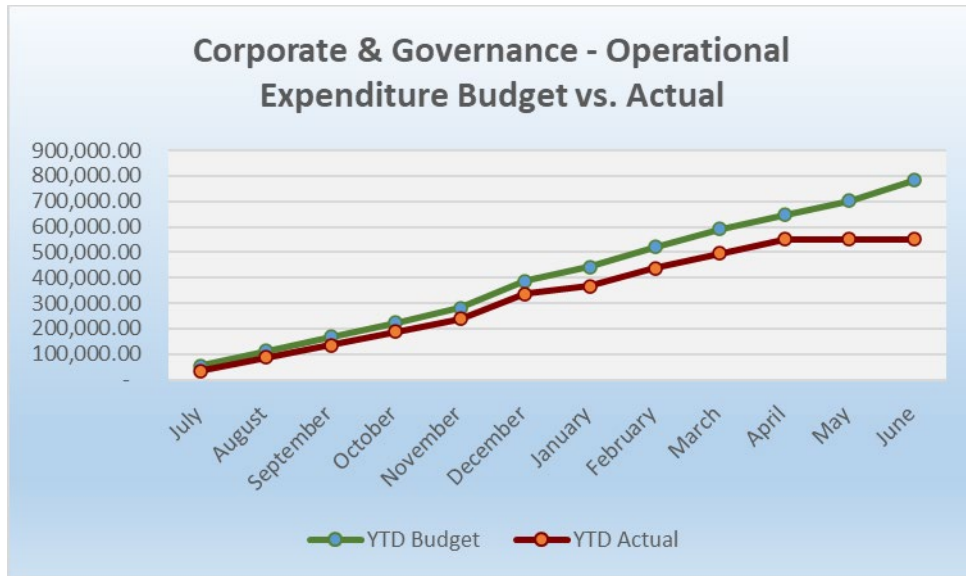
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Finance & Technology	(7,327,997)	(6,130,110)	83.65%
1. Operating Income	(8,292,471)	(6,378,372)	76.92%
2. Operating Expenditure	661,181	141,656	21.42%
4. Capital Expenditure	225,000	54,802	24.36%
1810501. Computer Equipment - Finance & Tech	75,000	3,522	4.70%
1810508. Capitalised Software	150,000	51,280	34.19%
6. Liabilities	78,293	51,803	66.17%

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	<p>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.</p> <p>The technical information provided to IPART in the previous month has formed part of the existing application and uploaded on IPART website for community consultation.</p> <p>The final determination by IPART will be announced in End May - Early June 2023 which will determine the outcome of the application and subsequent level of services available across the Shire.</p> <p>Council continuously ensures its Working Capital is used effectively in providing operational services to its stakeholders. Council reports a positive unrestricted fund as at end of April.</p> <p>As at April 2023 Council is delivering and managing its financial services.</p>	 ON TRACK
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	<p>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.</p> <p>Interim Audit: Auditors have completed their Interim Audit and held an exit meeting with Chief Executive and Manager Finance and IT. Council is awaiting final Interim Management Letter outcome as at end of April. No major issues were identified as part of the close of meeting.</p> <p>Final Audit Engagement Plan – Final Audit Engagement Plan will be sent by AONSW once the date of the final audit is confirmed.</p>	 ON TRACK

Action	Responsibility	Progress Comment	Status
<p>5.1.2.3 Manage investments - Plan develop and manage Council's investment portfolio.</p>	<p>Manager Finance and Technology</p>	<p>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 April 2023.</p> <p>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.</p> <p>Finance staff are assessing the impact of investing more funds from the external restriction to get more interest income. Any interest earned from investments from external funds needs to be deposited back in those specific funds.</p>	 ON TRACK
<p>5.1.4.1 Develop, manage and deliver Council's Technology Strategic Plan.</p>	<p>Manager Finance and Technology</p>	<p>Council's Technology Strategic Plan is a work in progress, documents are being updated on a regular basis in conjunction with requirements associated with hardware and Cybersecurity. The focus is Cybersecurity and threats originating from external sources. Council IT staff are in continuous training and development with NSW Cybersecurity. Due to the changing requirements of Cybersecurity Council is assessing the scope of works for quotation to safeguard Council IT infrastructure and minimize fraud.</p> <p>The implications of banning Tik Tok from Government issued devices by the Federal Government in April has resulted in Council's Finance and IT Manager to assess the effect for Council staff who have been issued a phone for work purpose and a further report will be presented to Council in due course.</p> <p>The Interim Audit held in April was focused on IT operations and Cybersecurity. The findings of the audit will also assist Council in future improvements in Council's IT requirements and functions.</p> <p>No IT related breached were reported in April 2023.</p>	 ON TRACK




10. Corporate and Governance



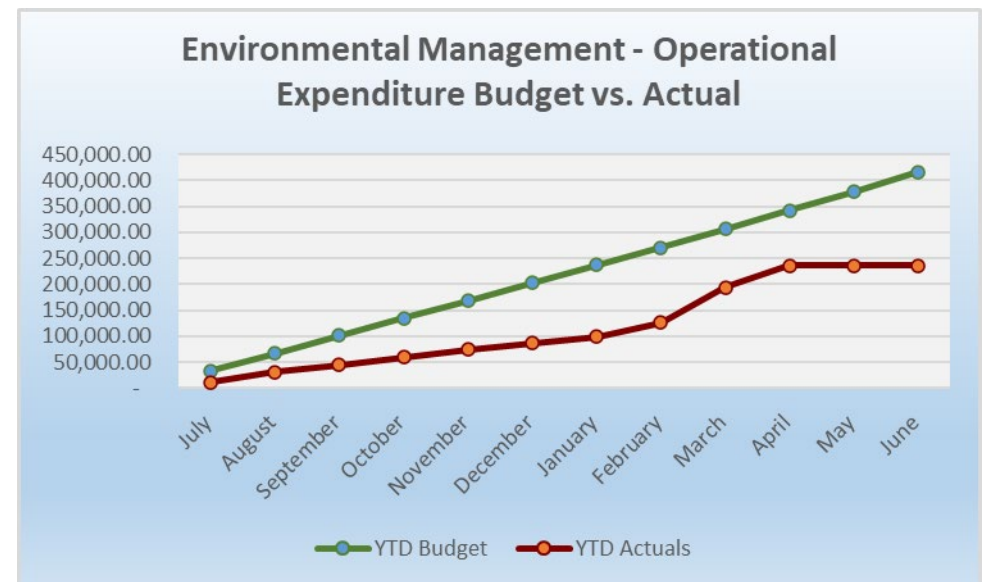
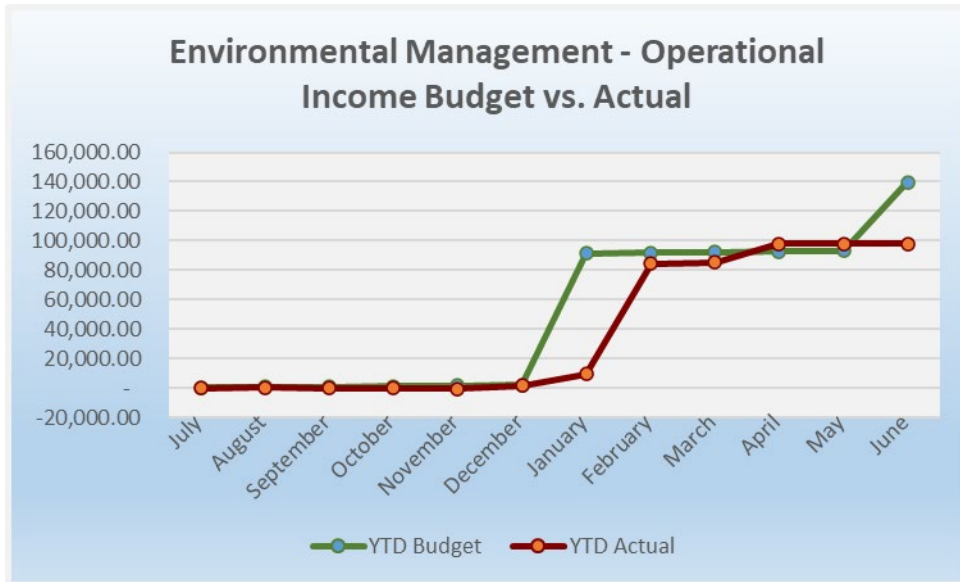
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Corporate and Governance	781,458	549,556	70.32%
1. Operating Income	(1,616)	(2,335)	144.47%
2. Operating Expenditure	783,074	551,890	70.48%

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 April 2023 - 3</p> <p>Complaints for April 2023 - 0</p> <p>Abusive customers for April 2023 - 0</p> <p>Customer Service General Enquiries for April 2023 - 21</p> <p>Total inbound calls for April 2023 - 3,159</p> <p>Inbound calls for Customer Service for April 2023 - 454</p> <p>Inbound calls for Planning and Development Services for April 2023 - 227</p> <p>Inbound calls for Infrastructure and Engineering Services for April 2023 - 252</p> <p>Inbound calls for Rates for April 2023 - 109</p> <p>Customer service staff receipted and registered the following applications in April 2023:</p> <p>Section 10.7 Planning Certificates - 23 Section 603 Certificates - 17</p> <p>Dwelling Permissibility Search - 6</p> <p>Section 735A - 2</p> <p>Sewer Diagrams - 5</p> <p>Drainage Diagrams - 4</p>	 ON TRACK



Action	Responsibility	Progress Comment	Status
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.	Manager Customer Service, Governance & Records	Public Interest Disclosure Report for January to June 2022 submitted to NSW Ombudsman's Office in August 2022.	 ON TRACK
		Public Interest Disclosure Report for July to December 2022 submitted to NSW Ombudsman's Office in March 2022.	
		Government Information (Public Access) Report for 2021/2022 submitted to the Information and Privacy Commission in October 2022.	
		Code of Conduct Complaint Statistics for 1 September 2021 to 31 August 2022 reported to the Office of Local Government in November 2022.	
		Annual Report, including audited financial statements, adopted by Council on 23 November 2022.	
		Audit, Risk and Improvement Committee meeting held on 7 December 2023.	
		Audit, Risk and Improvement Committee meeting held on 8 March 2023.	
Draft Delivery Program and Operational Plan, with financial budget and revenue statement, adopted by Council for public exhibition for 28 days for community comment, until 23 May 2023.			
5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.	Manager Customer Service, Governance & Records	A GIPA request in 2022 for financial records over the last twenty years has identified a significant weakness in access to this information prior to 2015. Council has used several financial systems over the last twenty years, with Authority (Civica) being the system in use before SynergySoft. Attempts to access the Authority system last year to retrieve financial records were unsuccessful. Council will need to ensure that financial records held in this system are accessible now and into the future.	 ON TRACK
		Storage of finance records in hard copy continues to be a challenge in March 2023.	
5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey.	Manager Customer Service, Governance & Records	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.	 ON TRACK


11. Environmental Management



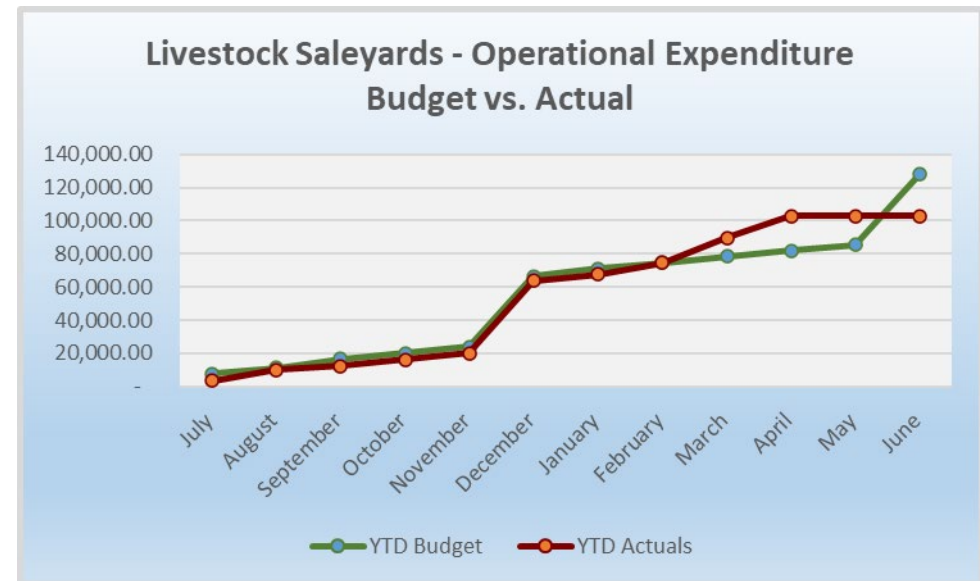
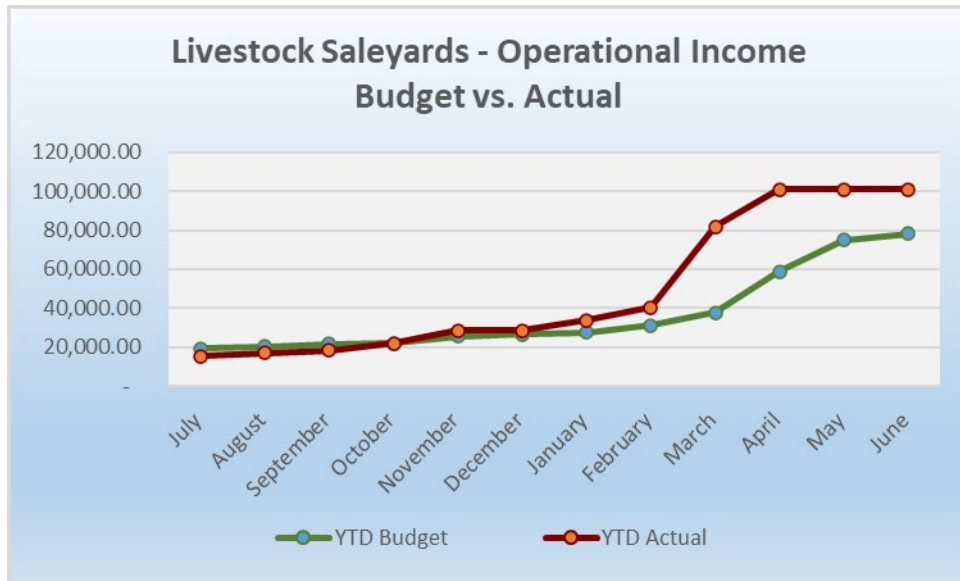
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Environmental Management	276,964	138,411	49.97%
1. Operating Income	(139,886)	(97,982)	70.04%
2. Operating Expenditure	416,162	235,754	56.65%
4. Capital Expenditure	688	640	93.02%
4235501. Covid-19 Council Pound Grant Expenditure	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>Two dogs impounded for April</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 reported.</p> <p>No illegal dumping was reported for April. Calls were received for straying livestock on public roads. 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. Meeting has taken place with the dingo owners. Follow up to occur.</p> <p>Several barking dog complaints received. No Ranger to follow up.</p> <p>Rabbits still a problem again around town, with calls received on how to control them.</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 - April 2023</p> <p>Black Knapweed - inspections and treatments along Bellevue and Aldershot Rds., and on private property as required.</p> <p>Giant Parramatta Grass - Rocky River Rd</p> <p>Green Cestrum - Various areas in and around Urbenville</p> <p>Private Property Inspections - 7 inspections undertaken for April.</p> <p>2 x Field days.- 1 workshop/field trip with Granite Borders Landcare and 1 Field day at Wilson's Downfall</p> <p>High Risk Pathways - Inspections carried out along the New England Highway from Deepwater to Wallangarra, from Tenterfield to Tabulam along the Bruxner Highway, Tenterfield to the Beardy River along the Bruxner way, Tenterfield to Woodenbong along the Mt Lindsey Highway and Tooloom rd.</p> <p>Priority & Environmental weed control grant has commenced along the Mole river, targeting Cats Claw Creeper, African Boxthorn, Green Cestrum and Mother Of Millions. The works have started on the Mole River at the head of where the Cats Claw Starts, Contractors are currently down as Far as Mingoola Station on one side and Sovereignton Station on the other, where the Mole joins the Dumaresq.</p>	 ON TRACK

Action	Responsibility	Progress Comment	Status
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	3 complaints received for overgrown / untidy blocks for April Three notices has been issued in relation to overgrown/untidy blocks, with 2 still ongoing.	 NEEDS WORK

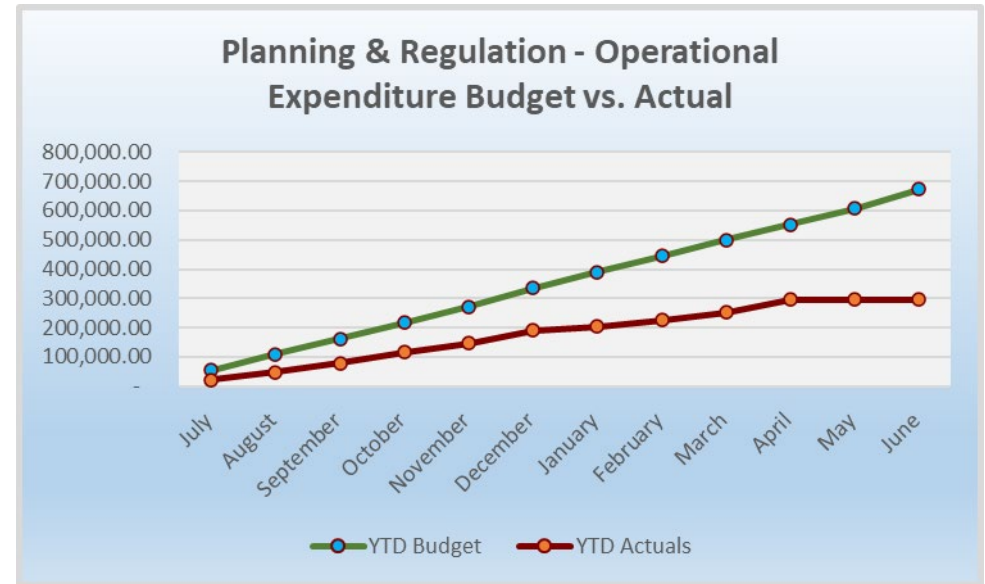
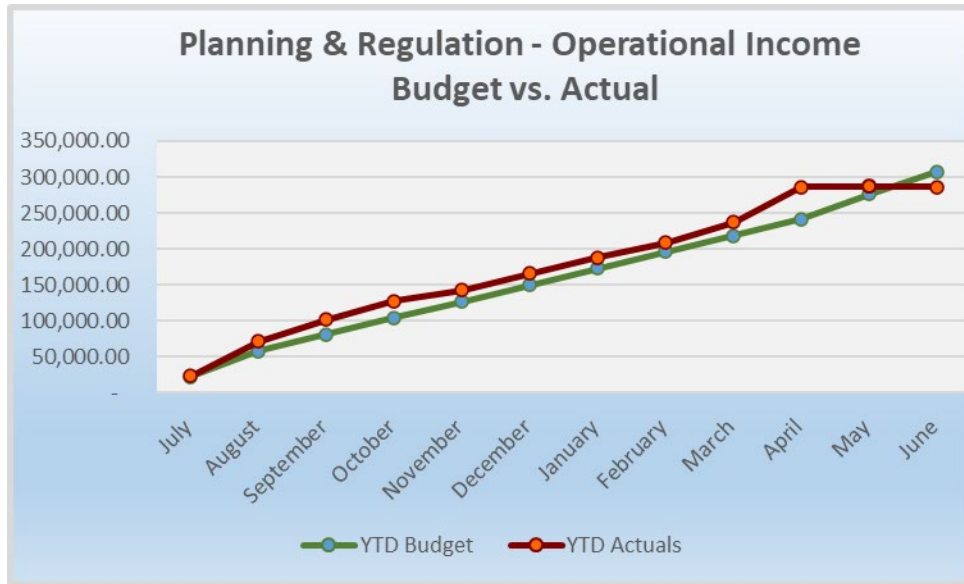
12. Livestock Saleyards



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Livestock Saleyards	420,414	347,677	82.70%
1. Operating Income	(78,188)	(101,051)	129.24%
2. Operating Expenditure	128,314	102,859	80.16%
3. Capital Income	162,348	162,348	100.00%
4. Capital Expenditure	207,940	183,521	88.26%
4220504. Improvements to Loading Ramps & Traffic Facilities	207,940	183,521	88.26%




Action	Responsibility	Progress Comment			Status
2.1.2.1 Manage and deliver commercial Saleyards Services.	Manager Open Space, Regulatory & Utilities	April 2023	Prime Cattle Private Weighing	419 Head \$ 462,264.99 71 Head \$ 78,101.53	 ON TRACK
		Total 490 Head		\$ 540,366.52	
		Financial Year 2022/2023	9,061 Head	\$ 11,603,931.24	
		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>Double Height ramp is operational. Further laneways are to be built.</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 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Planning & Regulation	253,609	(193,991)	-76.49%
1. Operating Income	(307,250)	(286,007)	93.09%
2. Operating Expenditure	672,101	295,798	44.01%
3. Capital Income	(111,242)	(203,782)	183.19%

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	All applications assessed in accordance with relevant regulatory and legislative requirements. Reduced staffing numbers in administration and technical areas mean that time frames have expanded for assessment and determination.	 ON TRACK
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Development Services	Local Heritage Fund Applications - Eight (8) projects completed to date. Mingoola Heritage Trail project (funded) sign has been finalised and is under manufacture, brochures being finalised for printing- project to be completed by end June 2023.	 ON TRACK
3.1.1.3 Manage and deliver development, building and construction regulatory services.	Manager Planning & Development Services	Processing times for all functions of the department are further extended - including planning certificates, property & building enquiries, dwelling permissibility searches, GIPA's. 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. Food premises inspections commenced, all to be finalised by end June 2023.	 ON TRACK

Applications Lodged April 2023

DA Number	Applicant	Address	Description of Work
DA2023.036	Timothy Russell Dominicolue Building	141 High Street, Tenterfield	Extension of existing Commercial Building
DA2023.037	Wes Smith Building Pty Ltd (Andrew)	38 Neagles Lane, Tenterfield	Dwelling
DA2023.038	Tenterfield Surveys (Bayer)	470 Silent Grove Road, Torrington	Subdivision (6) Six Lots - Rural
DA2023.039	Tenterfield Surveys(Townes)	6 Parkes Drive, Tenterfield	Strata Subdivision Two (2) Lots
DA 2023.040	Elizabeth Elliott	119 Molesworth Street, Tenterfield	Alterations & Additions to dwelling
DA 2023.041	Robert Sibley (Commercial Hotel)	288 Rouse Street, Tenterfield	Extension of Existing Deck
DA2023.042	Uniplan (Groenwoldt/Owens)	8 Sommerlads Road, Tenterfield	Manufactured Dwelling & Shed
DA2023.043	Yvette & Steven Ardern	12 Four Mile Creek Road, Tenterfield	Dwelling & Shed
DA2023.044	Tenterfield Surveys (Wright)	37 Bellevue Road, Tenterfield	Subdivision Four (4) Lots - Rural
DA2023.045	Rachel Scullion	10 Boomi Street, Urbenville	Shed
DA2023.046	Brad Holley (Crabb)	97 Cowper Street, Tenterfield	Shed
DA2023.047	Tenterfield Surveys (South & Ryan)	Mingoola Station Road, Mingoola	Boundary Adjustment Five (5) Lot - Rural
DA2023.048	Hannah Julius	156 Logan Street, Tenterfield	4 Dwellings (on 4 lots)
DA2023.049	Maree Townes	26 Parkes Drive, Tenterfield	Dwelling & Shed
DA2023.050	Desley Kane	61 Mud Flat Road, Drake	Extension to existing Dwelling
DA2023.051	Westbulit Homes (Currawinya - Gith)	2575c Paddys Flat Road, Tabulam Site 20 Currawinya	Manufactured Dwelling
DA2023.052	Brad Holley (Duckering)	45 Ballandean Street, Jennings	Shed

Applications Determined April 2023

DA Number	Applicant	Address	Description of Work
DA2023.015	Jessica Rennie	963 Lower Rocky River Road, Rocky River	Two (2) Lot Boundary Adjustment
DA2023.021	Aaron Jamieson GHP Surveyors(Jackson)	2858-4070 Mt Lindesay Road, Willons Downfall	Twelve (12) Lot Boundary Adjustment
DA2022.024	Eco Cottages (Sommer)	121 Rouse Street, Tenterfield	Dual Occupancy - Manufactured Dwelling
DA 2023.027	Carol Axworthy	Bluff River Road, Sandy Flat	Dwelling
DA 2023.031	Manfate (McKean)	63 Kochs Road, Tenterfield	Shed
DA 2023.020	Westbuilt	2575E Paddy's Flat Road, Tabulam	Dwelling - Manufactured
DA 2023.034	Westbuilt	9291 Mount Lindesay Road, Legume	Dwelling - Manufactured
DA 2023.035	Susan Blissner	Killarney Road, Private property, Legume	Temporary Event – Run
DA2023.038	Tenterfield Surveys (Bayer)	470 Silent Grove Road, Torrington	Subdivision (6) Six Lots - Rural
DA 2023.040	Elizabeth Elliott	119 Molesworth Street, Tenterfield	Alterations & Additions to dwelling
DA 2023.041	Robert Sibley (Commercial Hotel)	288 Rouse Street, Tenterfield	Extension of Existing Deck

Applications Outstanding –April 2023

DA Number	Applicant	Property Address	Description of Work	Status of Application/Comment
DA2019.055	RAWNSLEY Derek & PAINE Janine	632 Sugarbag Road, Drake	Tourist & Visitor Accommodation (Backpackers Accommodation)	Insufficient Information provided to complete assessment
DA2019.104	Wilshire & Co Superannuation Fund (Todd Wilshire)	1-9 Manners Street, Tenterfield	New Shed & Extension to Existing Shed (Awning)	Insufficient Information provided to complete assessment
DA2021.012	CORBETT Arran	Bluff River Road, Tenterfield	Primitive Camp Ground	Insufficient Information provided to complete assessment
DA2021.080	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
DA2021.153	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Tourist & Visitor Accommodation	Further information required from applicant to address RFS requirements
DA2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant

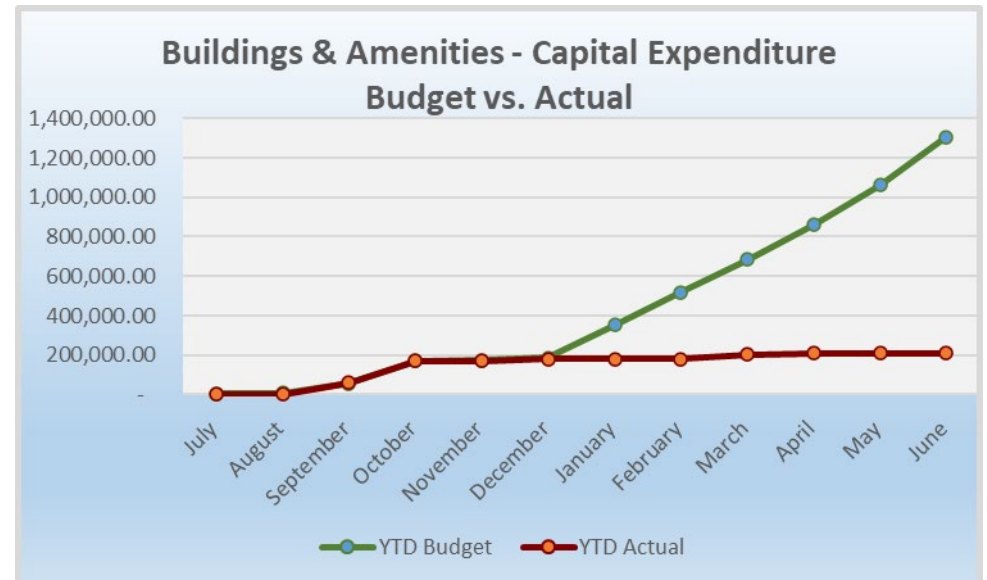
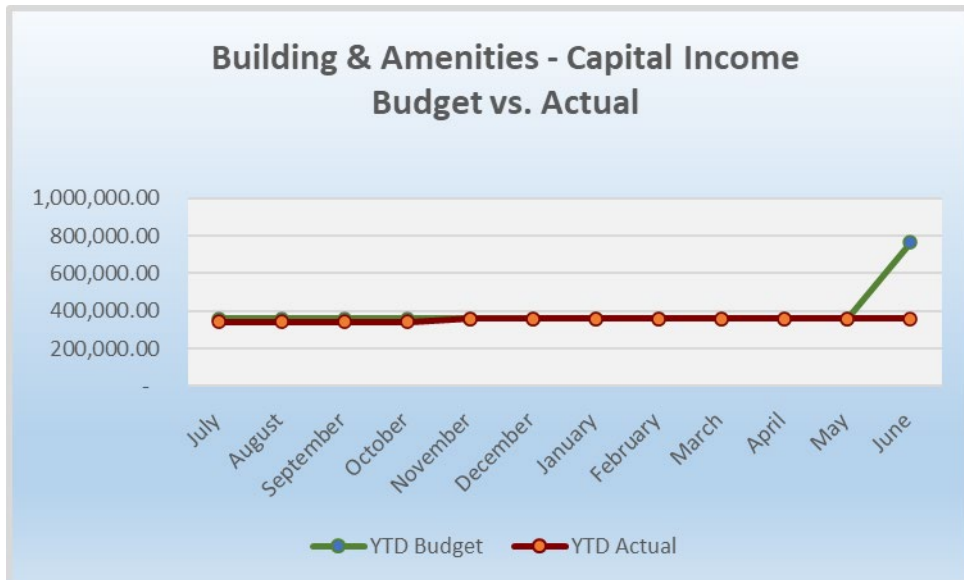
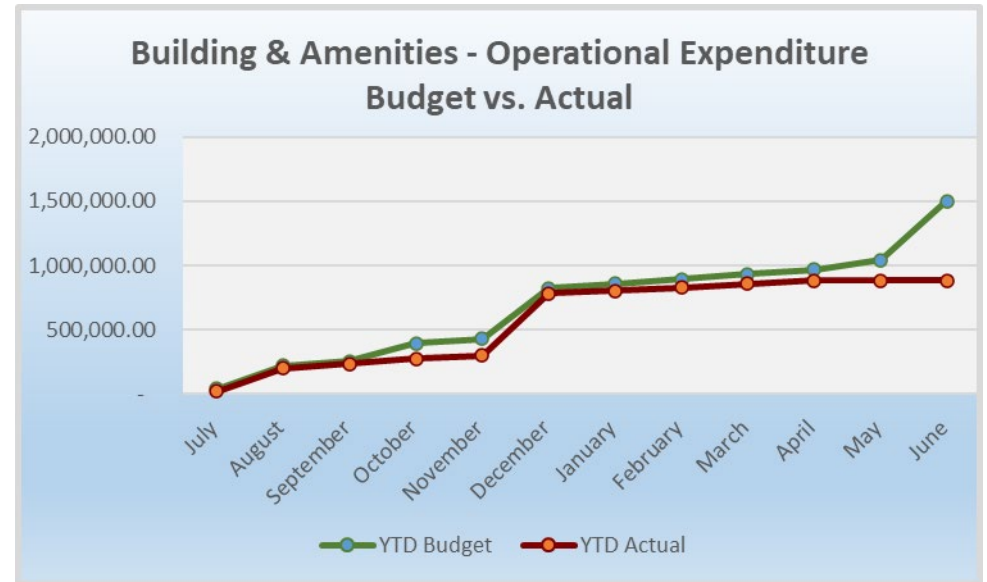
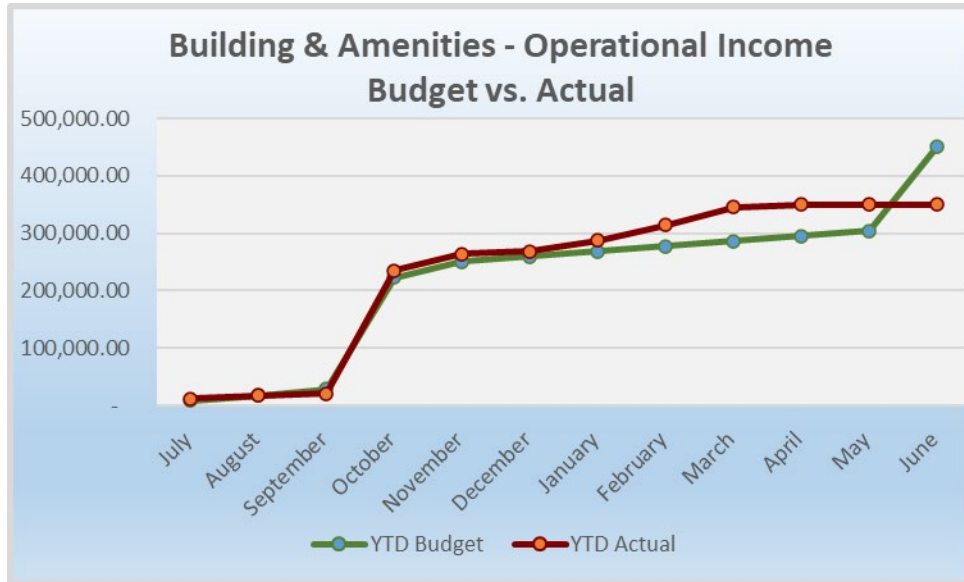
DA2022.048	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield	Eleven (11) Lots Staged Urban Subdivision	Information required from applicant
DA2022.068	Tenterfield Surveys Pty Ltd	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant
DA2022.140	John Dean	228 Old Ballandean Road, Tenterfield	Dwelling	Awaiting additional information from applicant
DA2023.008	Tenterfield Surveys	632a New England Highway, Tenterfield	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
DA2023.010	Tenterfield Surveys	Tooloom Street, Legume	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
DA2023.016	Tenterfield Surveys	305 Faggs Road, Wylie Creek	Two (2) Lot Boundary Adjustment	Under assessment/Awaiting RFS recommendations
DA2023.018	Kyogle Home Modifications	7 Beaury Street, Urbenville	Dwelling	Under assessment
DA2023.022	Tenterfield Surveys (Finnerty)	Sunnyside Loop Road, Tenterfield	Six (6) Lot Rural subdivision	Under assessment/Awaiting RFS recommendations
DA2023.023	Tenterfield Surveys (Claydon)	11 Mingoola School Road, Mingoola	Two (2) Lot Boundary Adjustment	Under assessment/Awaiting RFS recommendations
DA2023.026	Tenterfield Surveys (Carpenter)	1465 Billirimba Road, Tenterfield	Two (2) Lot Rural Subdivision	Under assessment/Awaiting RFS recommendations
DA2023.028	Arcopod (Cowan)	95 Kildare Road, Tenterfield	Dwelling- Manufactured Home	Under assessment
DA2023.030	Keith Sutcliffe	67a Clive Street, Tenterfield	Dwelling/Shed	Under assessment
DA2023.032	Jayne Barrett	12 Stanthorpe Street, Liston	Shed	Under assessment

DA2023.036	Timothy Russell Dominicoblue Building	141 High Street, Tenterfield	Extension of existing Commercial Building	Under assessment
DA2023.037	Wes Smith Building Pty Ltd (Andrew)	38 Neagles Lane, Tenterfield	Dwelling	Under assessment
DA2023.039	Tenterfield Surveys(Townes)	6 Parkes Drive, Tenterfield	Strata Subdivision Two (2) Lots	Under assessment
DA2023.042	Uniplan (Groenwoldt/Owens)	8 Sommerlads Road, Tenterfield	Manufactured Dwelling & Shed	Under assessment
DA2023.043	Yvette & Steven Ardern	12 Four Mile Creek Road, Tenterfield	Dwelling & Shed	Under assessment
DA2023.044	Tenterfield Surveys (Wright)	37 Bellevue Road, Tenterfield	Subdivision Four (4) Lots - Rural	Under assessment/RFS
DA2023.045	Rachel Scullion	10 Boomi Street, Urbenville	Shed	Under assessment
DA2023.046	Brad Holley (Crabb)	97 Cowper Street, Tenterfield	Shed	Under assessment
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DA2023.048	Hannah Julius	156 Logan Street, Tenterfield	4 Dwellings (on 4 lots)	Under assessment/awaiting additional information
DA2023.049	Maree Townes	26 Parkes Drive, Tenterfield	Dwelling & Shed	Under assessment
DA2023.050	Desley Kane	61 Mud Flat Road, Drake	Extension to existing Dwelling	Under assessment
DA2023.051	Westbulit Homes (Currawinya - Gith)	2575c Paddys Flat Road, Tabulam		Under assessment

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.	3	1	5	0	4	0	13	15
	Value	\$345,000.00	\$85,000.00	\$117,346.89	\$0.00	\$0.00	\$0.00	\$547,346.89	\$1,746,032.00
Mar-23	No.	6	0	5	0	4	1	16	17
	Value	\$1,780,998.00	\$0.00	\$182,600.00	\$0.00	\$0.00	\$0.00	\$1,963,598.00	\$840,500.00
Apr-23	No.	6	2	3	2	4	0	17	12
	Value	\$2,128,800.00	\$205,600.00	\$92,969.00	\$440,000.00	\$0.00	\$0.00	\$2,867,369.00	\$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)		44	13	24	5	25	5	116	
FY 22/23 Total Value (Year to Date)		\$13,687,718.00	\$1,096,700.00	\$881,818.78	\$623,467.00	\$0.00	\$48,000.00	\$16,337,703.78	
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 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Buildings & Amenities	1,592,126	378,575	23.78%
1. Operating Income	(451,674)	(349,970)	77.48%
2. Operating Expenditure	1,503,317	879,946	58.53%
3. Capital Income	(763,660)	(360,013)	47.14%
4. Capital Expenditure	1,304,143	208,612	16.00%
4200501. Admin Building -- Refurbishment	49,524	16,638	33.60%
4200508. Admin Building - Roof Replacement	300,000	3,240	1.08%
4205504. Housing - 268 Douglas St - Replace Water-Damaged Carpet	25,000	18,265	73.06%
4210500. Mt McKenzie Tower Construct Access Road (SRV)	70,000	2,700	3.86%
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	14,131	100.00%
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 end 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 has now closed and reviewing tender received. • Staff are currently trying to manage Council property finding it difficult being understaffed and with a reduced budget. 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 only 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. • Quote has been received for the RSL Deck to be cleaned, secure existing nails and stained awaiting on another quote. 	

Current Capital Works

- Purchase order has been raised to replace the air conditioning units on the administration roof. Installation should be first week in July 2023.

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, discussions with the engineer regarding walkways and access onto the roof, scope of work is currently being drafted and discussions are being had with Council engineer and roofing company; and

- Band Hall relocation to Leechs Gully

Lodgement of Development Application by Leechs Gully Progress Association is awaiting Crown Land to sign off on the application as owner of the land, prior to lodgement with Council for assessment.

Property Specialist Position - vacant since December 2022


- 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.

1.2.1.5 Manage and update Land and Property Register.

Building &
Property
Coordinator



NEEDS WORK

Action	Responsibility	Progress Comment	Status
1.2.1.6 Develop and deliver the Buildings and Amenities Asset Management Plan.	Building & Property Coordinator	<p>Licences & Agreements on Council owned/managed Land</p> <ul style="list-style-type: none"> Council staff have contacted solicitor in relation to receiving a draft lease for the Tenterfield Total Care building, 136-138 Manners Street, Tenterfield. <p>GRANT FUNDING</p> <p>Following Grant Projects are still outstanding:</p> <p>2021-2023 NSW Heritage Grant – Community Heritage</p> <ul style="list-style-type: none"> The Mingoola Heritage Trail – sign under manufacture – expect delivery early May. Brochures content completed, to be signed off and sent to printer. <p>Drought Communities Programme Extension</p> <ul style="list-style-type: none"> Streetscape Recovery Project – work continues on all four (4) buildings and will be completed in the next few months – ongoing, acquittal can be completed now, just waiting on details from TNMAI. Upgrades to the Drake Resource Centre –Acquittal documents have been given to Council and an audit yet to be completed. <p>Local Drought Stimulus Package</p> <ul style="list-style-type: none"> Memorial Hall Internal Acoustic & Insulation Treatments – Fire system is completed, and funding should be claimed, awaiting final payments of invoices; - ongoing <p>National Bushfire Funding</p> <ul style="list-style-type: none"> Advertising Campaign Expansion & Brochure Production - working on final project to be completed. <p>Public Spaces Legacy Program</p> <ul style="list-style-type: none"> Tenterfield Youth Precinct & Mountain Bike Trail Head –Construction has commenced and should be completed in the next few months, seeking possible extension due to project not being completed by April - ongoing. Jennings Playground Project - final landscaping and drainage discussions are being had. 	

Stronger Country Communities Programs

- Scope of works are needed for the Memorial Hall floor, - Scope of work is needed to be drafted and floor needs to be completed by November 2023.
- Resurfacing of netball court – Scope of work has been completed and will be sent to contractors for quoting.
- Upgrades to Drake hall, Scope of work has now been drafted and inspection of property has been scheduled for early May to seek quotations.

Black Summer Funding

- Removal of dead trees has commenced (Tenterfield Park),
- Mingoola Hall Upgrades to include a stand alone toilet – plans and quotes are being collected and will need to go to the community for consultation
- Memorial Hall installation of Emergency lighting and ceiling fans - scope of work is currently drafted for quote. Discussions have been had in relation to the emergency lighting and fans being installed, awaiting quotes.

1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.

Building & Property Coordinator

Property Specialist Position - vacant since December 2022

ALC 9253 & 13616 – a response has been sent in relation to these claims awaiting an outcome from the Aboriginal Land Claim Assessment Team at NSW Department of Industry – Crown Lands

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.

Last update from November 2022 –

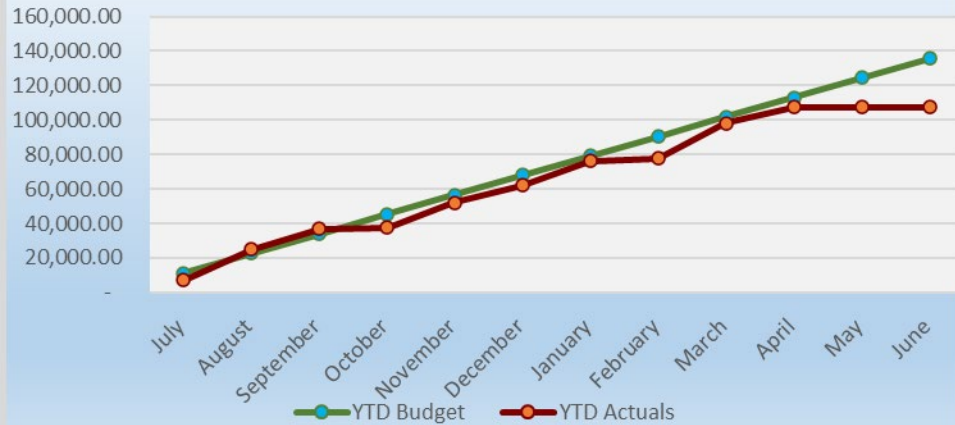
- Awaiting outcome to a request from Crown lands regarding Aboriginal Land Claim 9002 & ALC 47019 has been awarded to NSW Aboriginal Land Council
- Continuing to investigate and locate evidence for aboriginal land claims over Claim 31776 & 9253



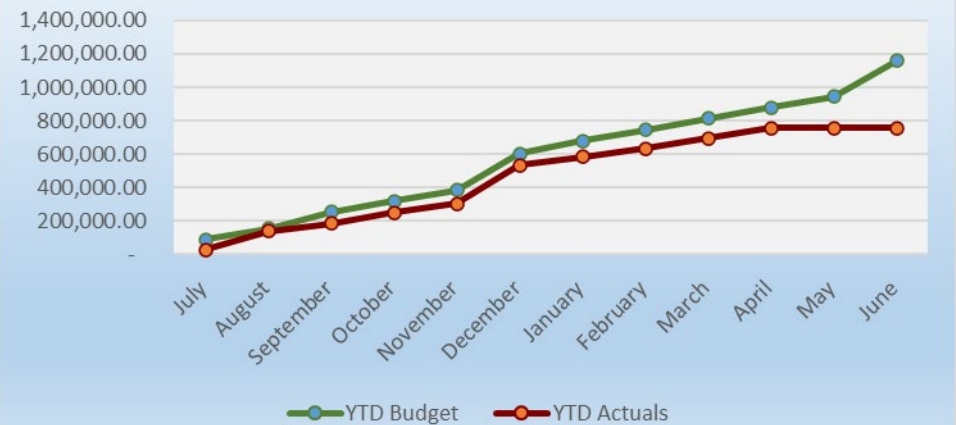
NEEDS WORK

15. Parks, Gardens and Open Space

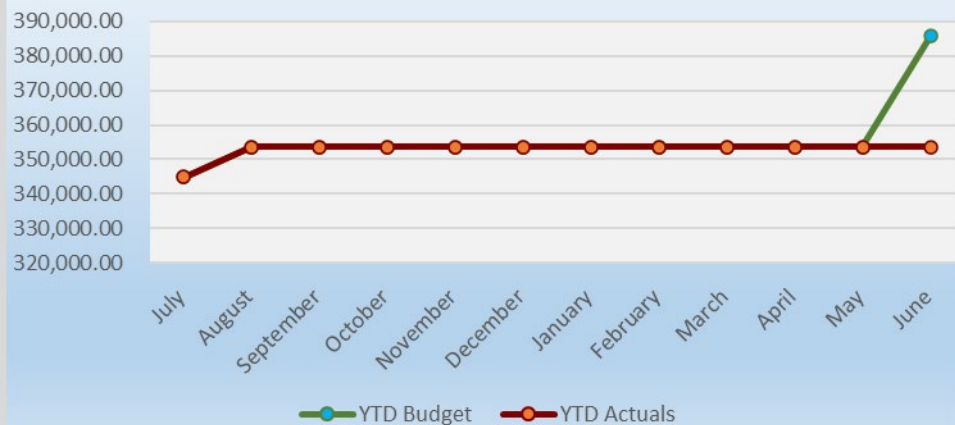
Parks, Gardens & Open Space - Operational Income Budget vs. Actual



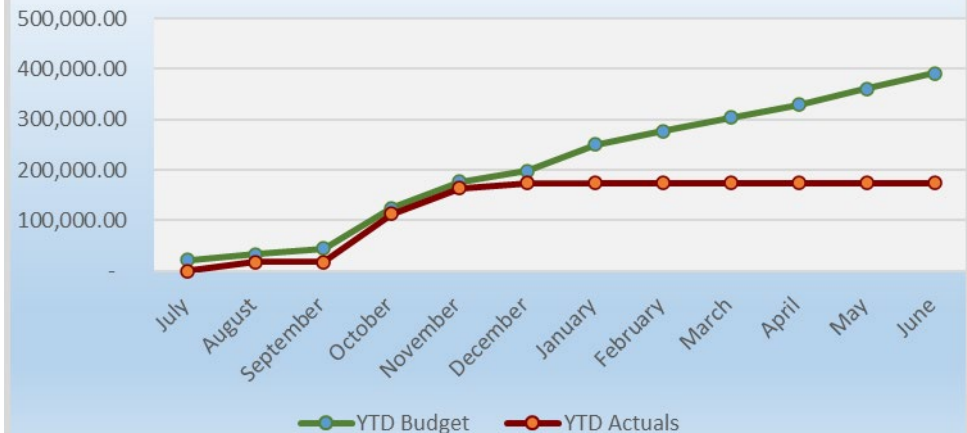
Parks, Gardens & Open Space - Operational Expenditure Budget vs. Actual



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






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



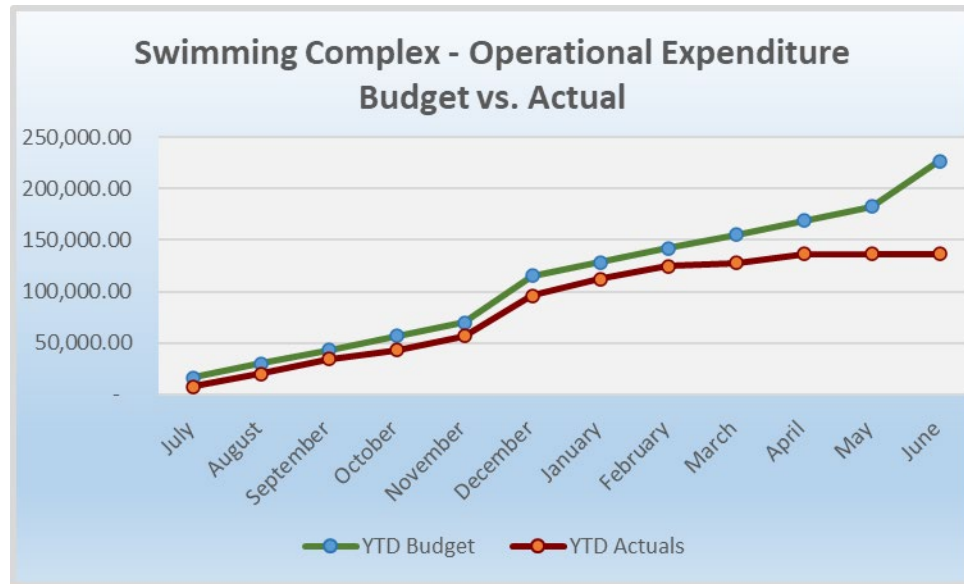
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Parks, Gardens and Open Space	1,029,940	469,335	45.57%
1. Operating Income	(135,737)	(107,377)	79.11%
2. Operating Expenditure	1,159,007	756,835	65.30%
3. Capital Income	(385,667)	(353,667)	91.70%
4. Capital Expenditure	392,337	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%

15. PARKS, GARDENS & OPEN SPACE

Business Unit: Parks, Gardens & Open Space			
Service Profile: Parks, Gardens & Open Space			
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>Four Parks and Gardens positions have been advertised. 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. 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. Two (2) staff are required on a daily bases for Toro Zero turn and Toro Triple Deck mowers.</p> <p>Waste staff are now assisting with the emptying of the park and street bins. Staff started leaf pick up.</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 and carpark completed. Additional bins installed at Jennings Park due to increase use of the park. Water availability to Jennings park now connected to main. Investigation into the broken handwashing tap in Tringle park at Urbenville looking at installing a timer tap and remove the push plate. Public toilet issues in villages.</p>	 NEEDS WORK


Action	Responsibility	Progress Comment	Status
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.</p> <p>No street trees have been planted or replaced due to budget restraints.</p> <p>At the recent Parks and Garden meeting, a discussion to include tree planting on the New England Hwy south in memory of Queen Elizabeth.</p> <p>Further dead trees are being planned to be removed. (Casino Rd x 3), (Logan Street x 1), (Wood Street x 1)</p>	 MONITOR

16. Swimming Complex

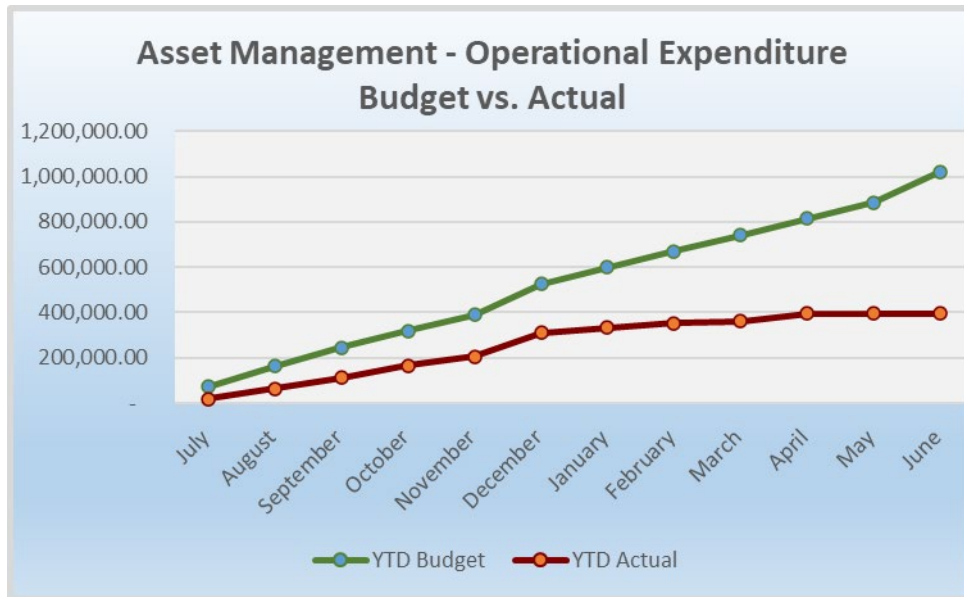


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Swimming Complex	252,112	143,433	56.89%
2. Operating Expenditure	227,112	136,732	60.20%
4. Capital Expenditure	25,000	6,701	26.80%
4600512. Swimming Pool - Equipment Renewal	25,000	6,701	26.80%






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"> • Current Management Plan to be implemented in the 2023 summer season. This plan is currently under review. Works identified for budget for next few years • All pool shade sails need to be replaced with another shade sail damaged due to wind and the age of the sail getting quotes to repair. – quotes are to be received • Pool needs to be painted with fibreglass pool paint lining, as the concrete shell is visible in many places and increasing running cost. One (1) quote has been received. • 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. Servicing of main pump, solar pump and both doser pumps needs to be completed to maintain the current running of the system. Foot valve to be cleaned and serviced when balance tank is emptied and cleaned. • Installation of shower curtains in the change rooms are being investigated for next season. <p>Month Review</p> <ul style="list-style-type: none"> • The pool is now closed for the season, quotes are being received for replacement shade sails, pool painting, and Council has requested for Pool contractors to seek quotes for solar pump, and foot valves. <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>3,577</td> <td>2,171</td> <td>16,150</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	3,577	2,171	16,150						 MONITOR
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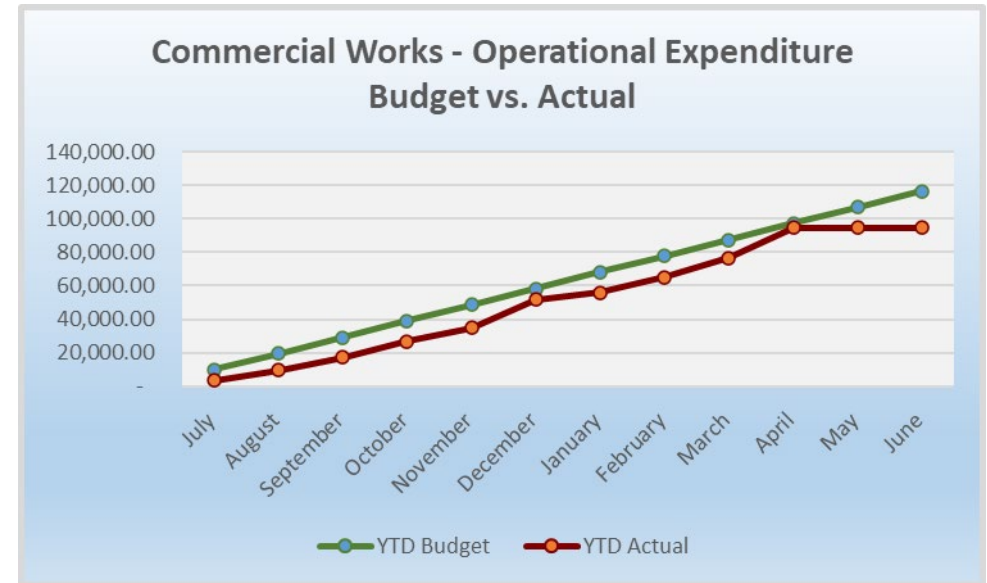
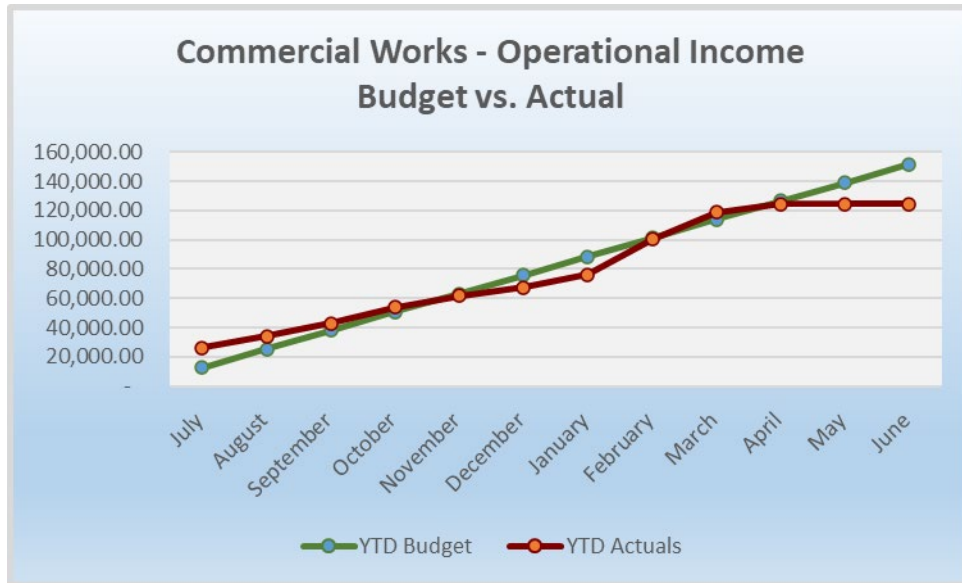
17. Asset Management and Resourcing



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Asset Management & Resourcing	1,241,361	425,220	34.25%
1. Operating Income	(10,000)	(516)	5.16%
2. Operating Expenditure	1,022,524	396,978	38.82%
4. Capital Expenditure	220,000	21,758	9.89%
6250501. Tenterfield Depot - Refurbishment Stage 1	0	13,921	0.00%
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	7,837	7.84%
6. Liabilities	8,837	7,000	79.21%


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	Asset Management Strategy is being implemented with programmed revaluation of assets and focus towards renewal of existing assets. Review of updated transport assets will be the focus over next twelve months. Verification of GIS road datasets has commenced.	 MONITOR
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	Review to update the PAMP has had some additional investigations for presentation to Council in May but has still be restricted due to staff resourcing. PAMPM Action Plan is being revised for completed projects and future priorities for Council's consideration.	 MONITOR
5.1.3.3 Infrastructure and assets inspections.	Manager Asset & Program Planning	Asset inspections have been restricted due to staffing resources, however advertising for the replacement of the Asset Officer role his currently underway. Some further inspections have been done, however the program is limited by staffing resources as the Asset Officer has not been resourced.	 MONITOR
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	Risk register has been recently reviewed.	 MONITOR
5.1.3.6 Develop and implement the Depot Master Plan.	Manager Asset & Program Planning	Components for the depot master plan are being considered with regard to legislative compliance requirements. Consultant has reviewed the site for environmental considerations and are preparing input towards the Master Plan. Development of the plan is ongoing.	 MONITOR

18. Commercial Works

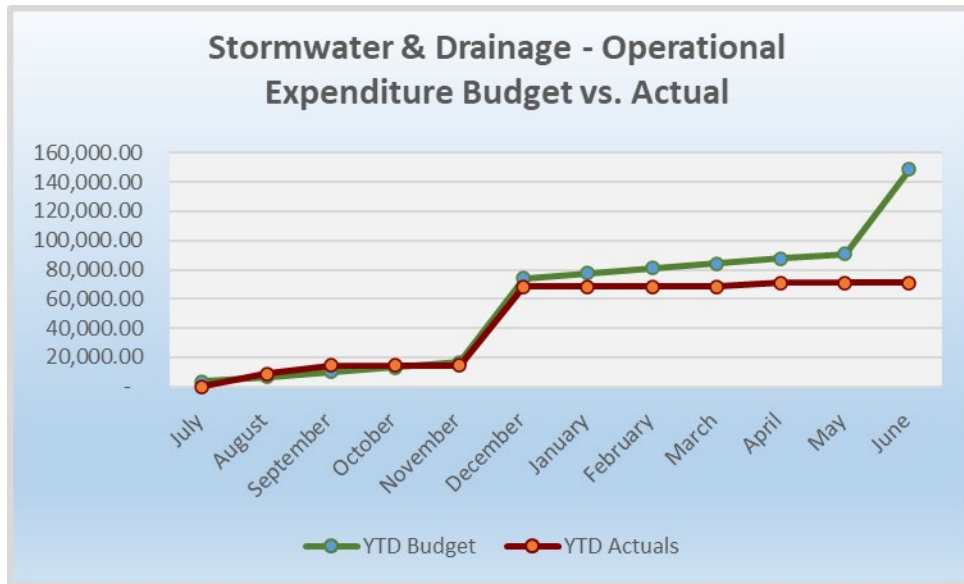


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Commercial Works	(35,159)	(29,876)	84.98%
1. Operating Income	(151,842)	(124,593)	82.05%
2. Operating Expenditure	116,683	94,716	81.17%

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	April 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 Works.	 NEEDS WORK

19. Stormwater and Drainage



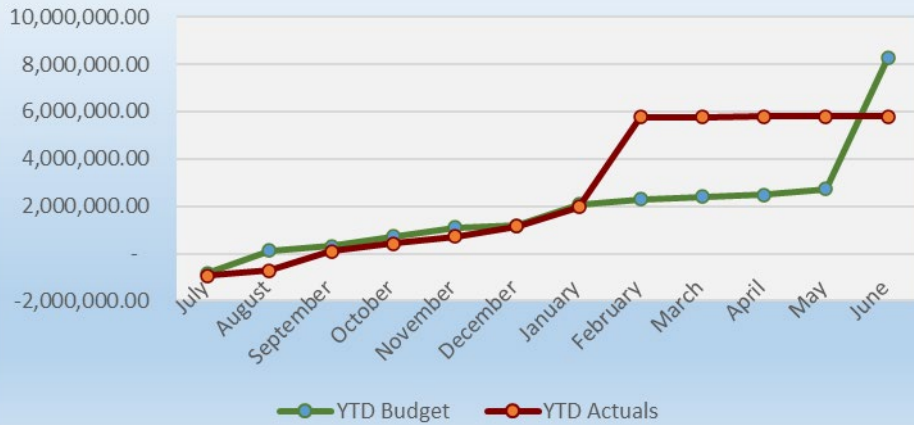
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Stormwater & Drainage	207,232	3,097	1.49%
1. Operating Income	(71,478)	(71,539)	100.09%
2. Operating Expenditure	148,510	70,826	47.69%
3. Capital Income	0	(1,827)	0.00%
4. Capital Expenditure	130,200	5,637	4.33%
8252502. Drainage Pits - Upgrade	63,000	5,566	8.83%
8252523. Urban Culverts Renewal	27,200	71	0.26%
8252526. Stormwater Pipe Renewal	40,000	0	0.00%

19. STORMWATER DRAINAGE

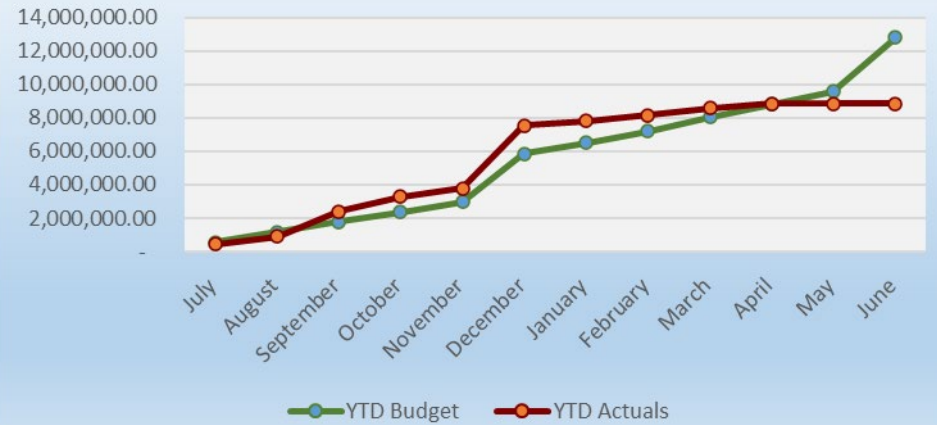
Business Unit: Stormwater Drainage			
Service Profile: Stormwater Drainage			
Action	Responsibility	Progress Comment	Status
4.1.2.1 Implement the Storm water Asset Management Plan.	Manager Asset & Program Planning	<p>Stormwater blind pit raising has been commenced and further pipe replacement and pit renewals are being designed in conjunction with footpath works. Scoping of further works has been hampered by lack of technical assets staff and the competing demands of other engineering functions to serve sectors of the community.</p> <p>Some additional stormwater works have been undertaken and further design works are programmed in accordance with the Asset Management Plan objectives.</p>	 MONITOR

20. Transport Network

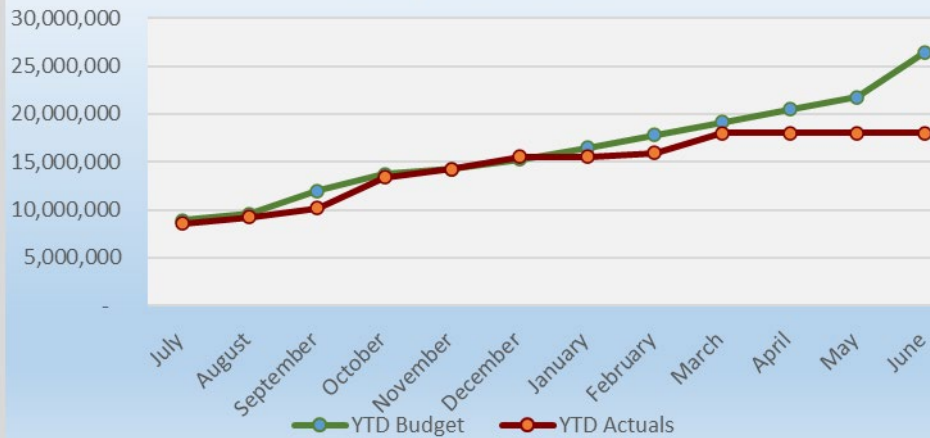
Transport Network - Operational Income
Budget vs. Actual



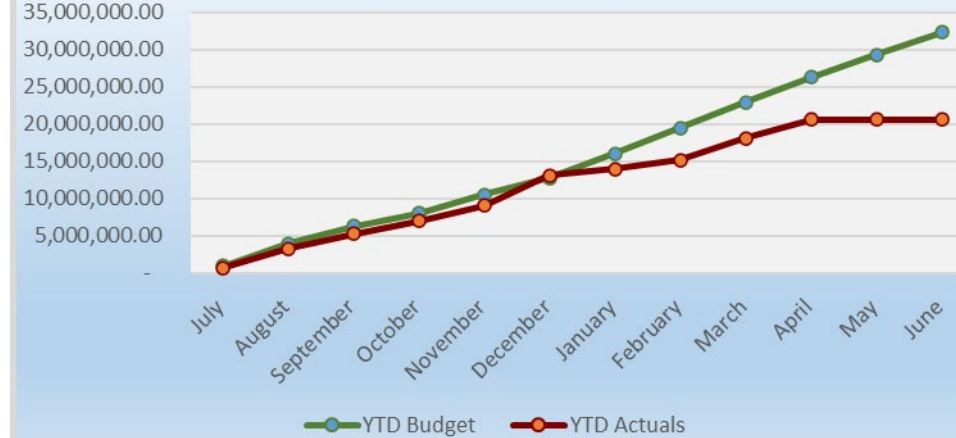
Transport Network - Operational Expenditure
Budget vs. Actual



Transport Network - Capital Income
Budget vs. Actual



Transport Network - Capital Expenditure
Budget vs. Actual





COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Transport Network	10,912,410	6,071,211	55.64%
1. Operating Income	(8,249,091)	(5,777,259)	70.04%
2. Operating Expenditure	12,794,141	8,863,795	69.28%
3. Capital Income	(26,427,685)	(17,989,903)	68.07%
4. Capital Expenditure	32,305,964	20,600,865	63.77%
6215110. Regional & Local Roads Traffic Facilities	68,000	60,669	89.22%
6215510. Regional Roads Block Grant - Reseals Program.	582,668	265,090	45.50%
6215531. Special Grant Mt Lindesay Road (RMS/Fed)	5,323,347	5,767,884	108.35%
6215544. BLERF - 0737 - Improve Mt Lindesay Road	5,297,708	1,719,706	32.46%
6215550. Footpaths Capital Works	15,000	1,435	9.57%
6215552. Roads to Recovery 2019-24	1,044,335	33,444	3.20%
6215566. Developer Contribution Road Works	40,540	36,879	90.97%
6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)	2,666,325	3,098,473	116.21%
6215570. DRFA AGRN960 EPAR Bruxner Way - Bridge 7325 Dumaresq River Overflow Channel	61,108	62,822	102.80%
6215572. FLR300128 - Tooloom Road West Rehabilitation	2,970,024	1,860,195	62.63%
6215575. ROSI - Sunnyside Platform Road Upgrade	1,752,075	1,599,920	91.32%
6215576. BSBR000641 - Drake Village Revitalisation	2,900,300	17,882	0.62%

COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
6215579. Local Roads & Community Infrastructure Program - Round 3	2,088,670	1,552,418	74.33%
6215580. Repair Program 2022/23	565,572	247,085	43.69%
6215582. DRFA EPAR - EN00010 - AGRN1012 - 22 Feb 2022 Onwards	0	278,749	0.00%
6215583. DRFA AGRN1012 EPAR Plains Station Road	0	14,707	0.00%
6220269. DRFA AGRN1012 Package 1 EPAR	56,047	192,492	343.45%
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	859,962	78.14%
6220274. Bridges Renewal Program - Unknown Creek Bridge (67203) Replacement, Paddy's Flat Rd Nth	722,414	509,001	70.46%
6220276. Bridges Renewal Program - Unknown Creek Bridge (67161) Replacement, Paddy's Flat Rd Sth	532,955	578,489	108.54%
6220277. Fixing Country Bridges - Grahams Creek Bridge Replacement, Grahams Creek Rd	644,907	467,307	72.46%
6220278. Fixing Country Bridges - Washpool Creek Bridge Replacement, Leechs Gully Rd	306,867	350,925	114.36%
6220500. Urban Streets - Reseal Program	60,000	0	0.00%
6220501. Road Renewal - Gravel Roads	601,519	198,864	33.06%
6220503. Gravel Resheets	632,452	299,199	47.31%
6220505. Kerbing & Guttering	40,000	0	0.00%
6220506. Bridges / Causeways (SRV to 2023/24)	530,000	26,374	4.98%
6220507. Rural Roads - Reseal Program	653,940	283,325	43.33%
6220512. Rural Culverts & Pipes	100,000	26,289	26.29%

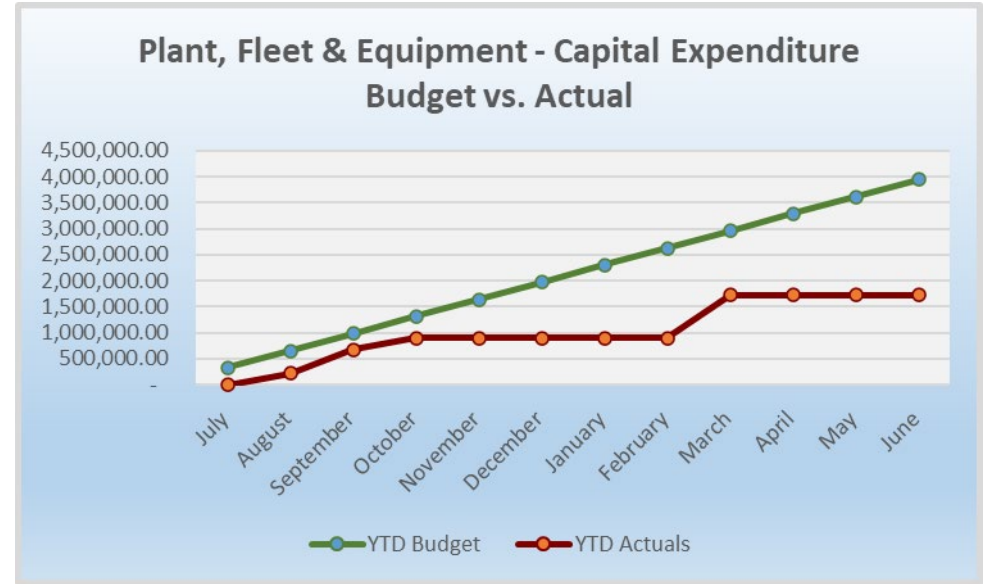
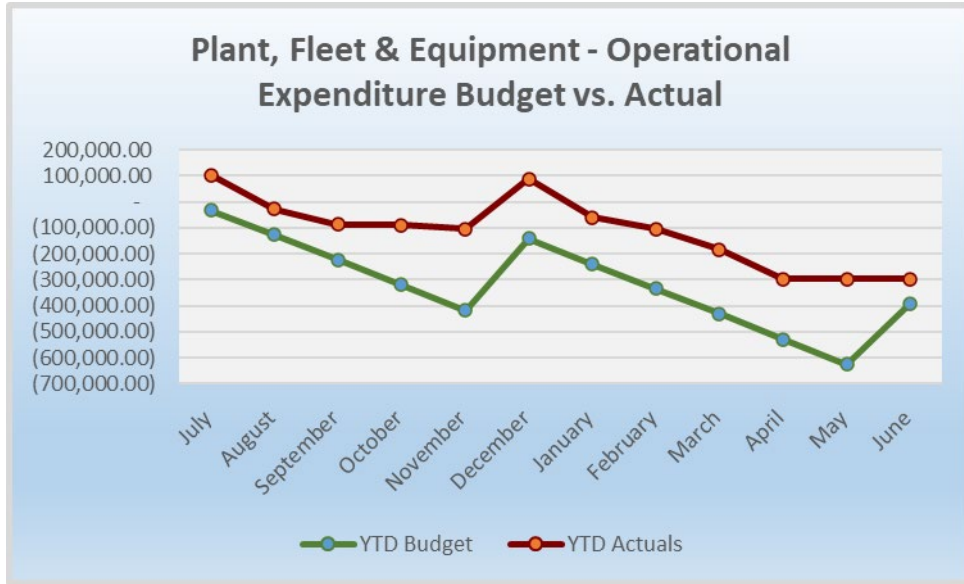
COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
6220513. Concrete Bridges	20,223	0	0.00%
6220514. Causeways	208,163	0	0.00%
6240101. Gravel Pit Rehabilitation	30,664	0	0.00%
6240509. SCCF4-0946 Extension to Urbenville Footpath	159,815	7,570	4.74%
6240511. Molesworth Street Footpath Replacement Grant	10,000	0	0.00%
6240512. Streets as Shared Spaces - SASS00027 Linking People and Place	500,000	164,574	32.91%
6240513. Other Contributions to Works (Capital) - Expenses	6,752	6,138	90.91%
6. Liabilities	489,081	373,713	76.41%

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	A number of major road and bridge construction projects are underway, majority under grant funding. Road projects include Mt Lindesay Road, Tooloom Road, Kildare Road and Paddys Flat Road. Bridge projects are located on Paddys Flat Road and Grahams Creek Road. Pavement works are ongoing on Mt Lindesay Rd at Bookookoorara and on Tooloom Road west. Major construction projects are ongoing.	 ON TRACK
4.1.1.2 Manage and deliver maintenance services for transport infrastructure.	Manager Works	<p>April Grading & Works Report 2023 Grading Schedule</p> <ul style="list-style-type: none"> o Eastern Grader –This crew has been grading Cyril Smith Circuit, followed by Ogilvie Dr and Bushy Dr. Council is anticipating to seal another short section of road on Paddy’s Flat Road following cost savings on previous funding allocations, which needs to be expended by June 30. This crew will attend to Pateman’s Rd, Ramsay Rd and Chauvel Rd following this. A backhoe and mini excavator has conducted repairs to Morgan’s Ck Rd. o Northern Grader –This crew has graded White Swamp Rd, Head Gate Rd, Old Kooreelah Rd, Mt Clunie Rd and Graham’s Creek. This crew may do some sealed pavement rehabilitation work between Mt Lindesay and the new bridge on Graham’s Creek Rd in the next month. This crew will come down and construct a low cost pavement preparation for sealing on Undercliffe Rd. Length to be determined according to savings from other jobs. Slashing is occurring in the Northern Region. o Western Grader – subject to staffing availability, Council has a temporary operator in this grader. A contract grader has graded Sandy Flat Rd, Mt Speribo Rd, Bluff Ck and River roads. Council anticipates commencing flood damage repairs and full grading Pyes Ck Rd and Silent Grove Rd, once upper limit approvals are attained. o Central Grader –This crew has graded the Upper Rocky followed by Rocky River road. 	 NEEDS WORK


- o Bridge Crew have commenced footpath replacement in Urbenville during April.
- 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 Upper Rocky River Rd and other eastern roads. This excavator has attended to repairs to Vinegar Hill causeways (with the patching crew), Carpenter Lane, Rivertree Road, Cullens Creek Rd and Liston Town Streets. This excavator will attend to drainage on Undercliffe and Paddy's Flat roads at proposed sites for low cost pavement preparation for sealing.
- 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 Local and Regional roads reseals are completed, Council anticipates some savings and will possible do more reseals on Regional Roads.
- o A contract crew have graded where necessary on McLeods Creek Rd, Boorook Rd, Smiths Rd, Old Main Camp Rd, Main Camp Rd and Gilgurry Rd.
- o Council awaits upper limit approvals for DRFA Essential Public Asset Restoration (EPAR) works for various submissions, including the unsealed network.

21. Plant, Fleet and Equipment

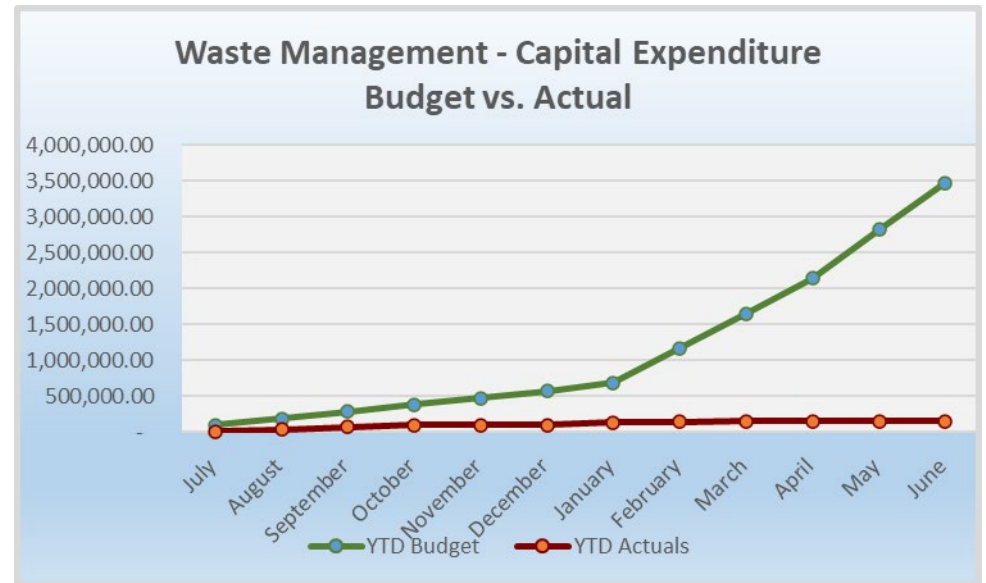
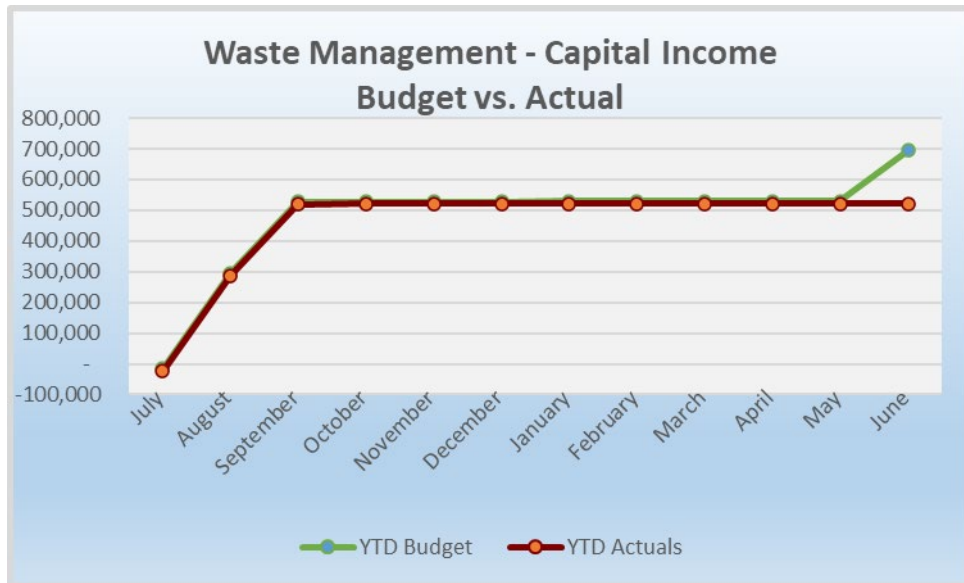
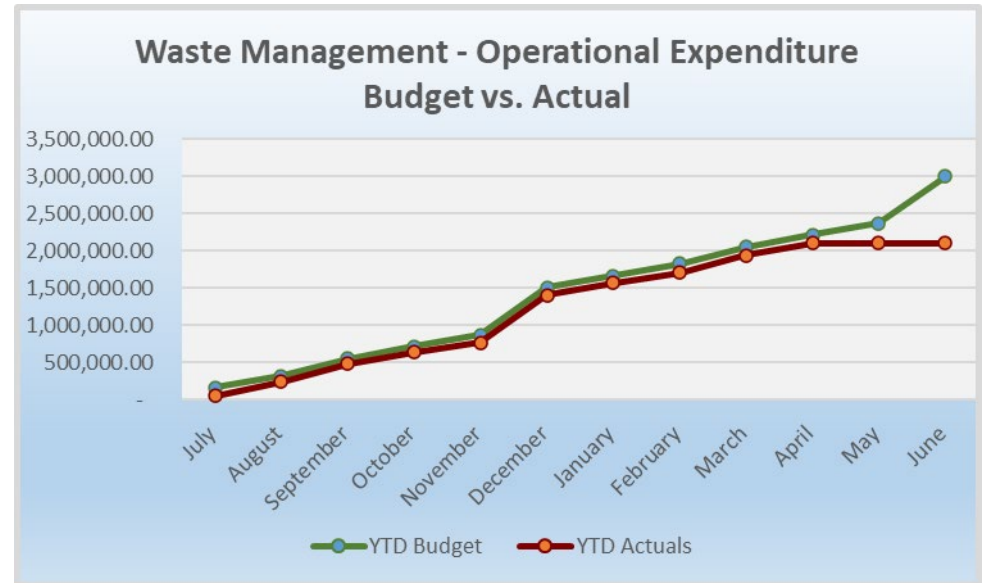
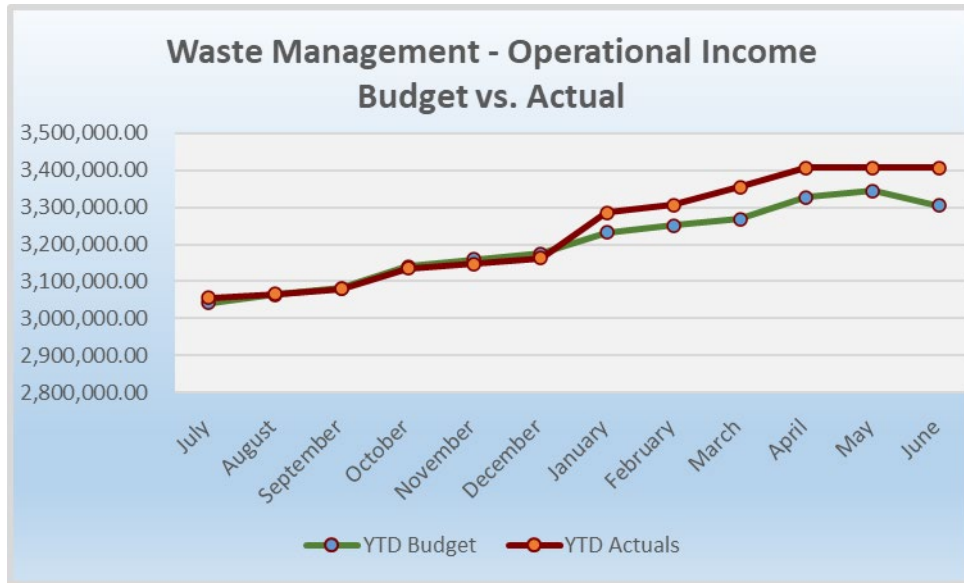


COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Plant, Fleet & Equipment	463,887	(455,170)	-98.12%
1. Operating Income	(48,190)	(41,203)	85.50%
2. Operating Expenditure	(390,346)	(297,780)	76.29%
4. Capital Expenditure	3,944,257	1,724,067	43.71%
6210500. Public Works Plant - Purchases	3,944,257	1,724,067	43.71%
8. WDB of Asset Disposals	(3,041,834)	(1,840,254)	60.50%

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	Light fleet replacements are ongoing under the supply contract, some major plant replacements are being assessed in respect to the available funds under plant replacement program. Budgeting of major replacements is being assessed in respect to Councils forward financial liabilities.	 MONITOR

22. Waste Management



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Waste Management	2,658,643	(1,494,120)	-56.20%
1. Operating Income	(3,305,259)	(3,405,625)	103.04%
2. Operating Expenditure	3,002,828	2,102,762	70.03%
3. Capital Income	(693,858)	(532,881)	76.80%
4. Capital Expenditure	3,469,265	155,957	4.50%
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	82,942	12.10%
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%
7080732. Torrington Landfill - Convert to Transfer	2,000	523	26.15%
7080811. Tenterfield WTS Groundwater Bores	119,879	2,216	1.85%
6. Liabilities	185,667	185,667	100.00%

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>April 2023 - Update</p> <p>The Torrington Waste Transfer Station is awaiting final fencing installation expected after final purchase from Glenn Innes June 2023.</p> <p>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, including analysis and drawdown tests occurred in March 2023 continuing in April 2023 after finalisation, a report will be prepared for EPA for final approvals to commence construction on Cell 5, RFT prepared awaiting release.</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>Arrival of new weather stations occurred in May 2022, deployment complete and on-line in February 2023. Investigating links to Council's website to enable online data for the community.</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. Weighbridges site ground truthing completed November 2022, fencing quotations received and awarded, front fence completed-pit completed August 2022, surveys and drawings completed. Installation of satellite connections completed November 2022 and solar quotations received and awarded September 2022, installation completed December 2022 and Asset inspection February 2023. Planning completed with quotations evaluated and report completed, finalising weighbridge April 2023.</p> <p>To try to reduce the contamination in recycling an advertising campaign was undertaken as well as staff conducted audits and continue to audit recycling bins for contamination with over 55 initial contaminated bins identified, letters were sent to residents, subsequent inspections reduced the number of contaminated bins to 10. The audits continued in July with over 95 bins identified. These continued offenders will be charged a fee to empty contaminated bins, alternatively decontaminate themselves for future pick-up the audit will continue. Notification of asbestos in recycling was again provided this month, through Councils Contractors November 2022.</p> <p>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,</p>	 ON TRACK

finalised policy completed Provided in February 2023 meeting for final adoption. Implementation of the policy will commence in May 2023.

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.

Inspection of Site 51, Boonoo Boonoo Landfill occurred in October 2022 with EPA. NIRW have provided new recycling stations for office collection one will be located in the library and one in the community center at Drake-under investigation. Our customer base is the public, other Council departments and contractors. Our waste operational staff continue to assist the community with waste.

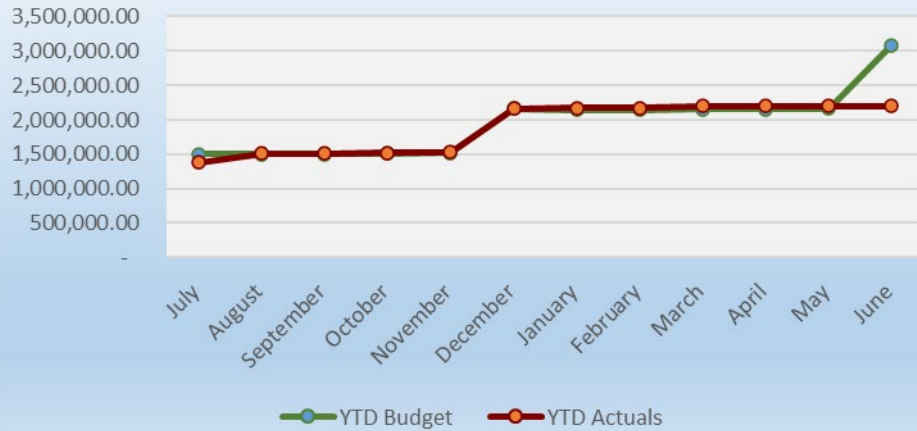
Upgrade to the security cameras for Tenterfield WTS are under review, along with installation of cameras at Drake to act as a deterrent to the continued break-ins causing damage to fences and theft. Theft and fence damage reported at Drake November 2022, deployment of new surveillance cameras occurred in February 2023.

Alternative cover landfill (Posi-shell) spray unit completed and deployed to Boonoo Boonoo Landfill (Site 51), applications continuing results are favourable with control of windblown litter.

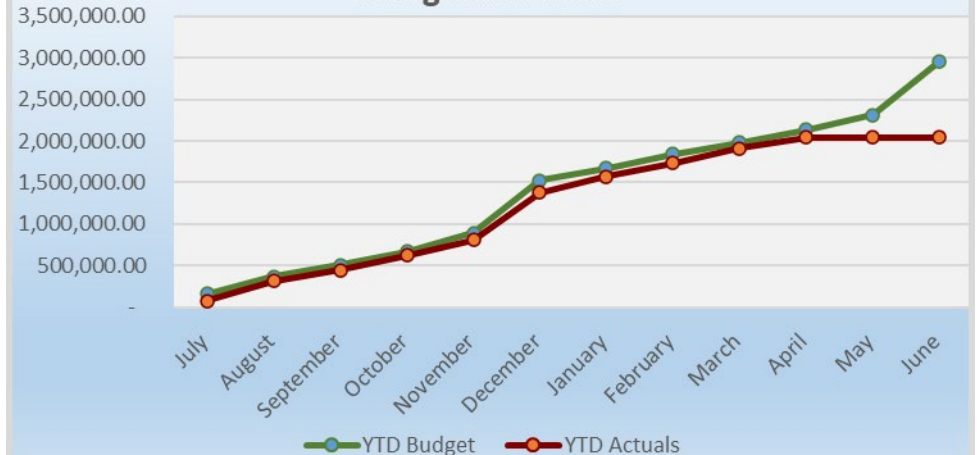
Quarterly toolbox meeting occurred November 2022 and in February 2023. Replacement reported to Council's February 2023 meeting, the old side loader has commenced the tender stage with RFT preparation and released. RFT extended from original closing on the 19th April to the 27th April 2023. Several tenders received are under evaluation.

23. Water Supply

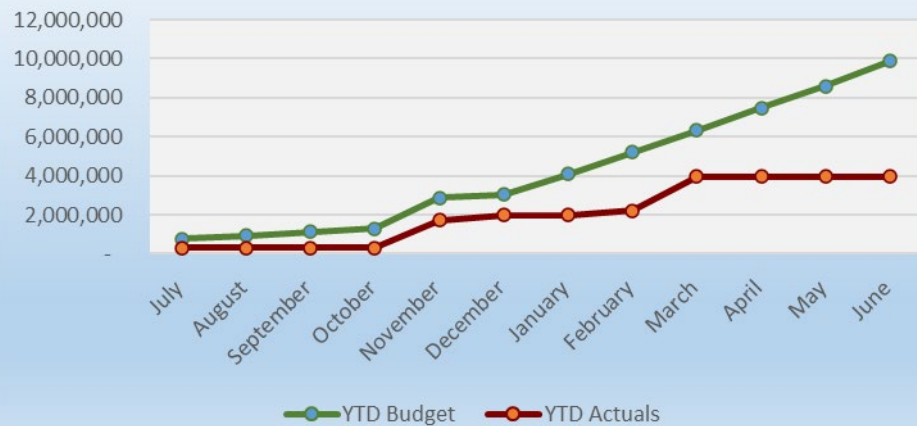
Water Supply - Operational Income
Budget vs. Actual



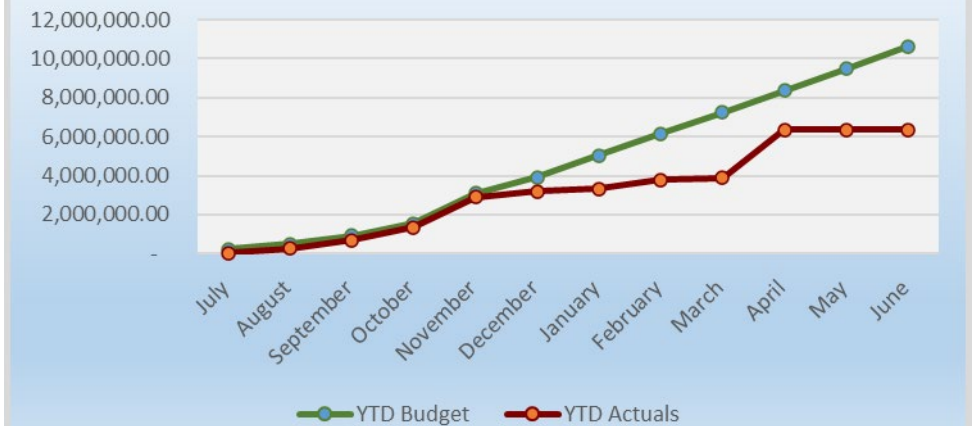
Water Supply - Operational Expenditure
Budget vs. Actual



Water Supply - Capital Income
Budget vs. Actual




Water Supply - Capital Expenditure
Budget vs. Actual



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Water Supply	881,897	2,413,706	273.69%
1. Operating Income	(3,087,717)	(2,203,911)	71.38%
2. Operating Expenditure	2,949,693	2,046,327	69.37%
3. Capital Income	(9,887,899)	(3,959,563)	40.04%
4. Capital Expenditure	10,647,855	6,360,190	59.73%
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	5,833,088	76.61%
7484533. Water Network Mapping Improvements	20,000	20,865	104.33%
7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program	970,153	186,835	19.26%
7484540. Bulk Water Metering Grant	49,125	3,810	7.76%
7484541. New Grid Urbenville Water Supply Project	1,558,000	71,825	4.61%
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	170,663	65.65%

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>April 2023-Update</p> <p>Bore sampling program is complete awaiting finalisation of analysis results. Checking of Shirley 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 commenced for the New Water Filtration Plant on Scrub Road, the project was awarded to contractors LC Water. Pipework commenced in June, 2022 with concreting of geobag and chemical sump areas completed. The main building slab poured in three stages occurred in August 2022 including a Councillor inspection for the new Water Filtration Plant. Tanks and frame of the building have been erected including new gantry crane. In October 2022 the major filtration and flocculation vessels arrived and were craned into position. In November 2022 roof with solar panels has been installed with major brick work nearing completion, chemical tanks have been installed over grated bunded area, electrical conduits have commenced installation and pipes have arrived onsite. The December to January 2023 period has seen the roof completed, internal rooms including lining and electrical installation. February 2023 has provided the switch board, pipe connections to the large contact tanks and filtration vessels, installation of the laboratory process flow equipment, chemical dosing systems installations as well as installation of pumps. March has seen work progress well, with arrival of sludge thickener, electrical cable installation, fire hydrant reels continuation of access stair and walkways. April continues on at a rapid pace, with walkways nearing completion.</p> <p>Council staff have commenced in October 2022, the replacement of the major water main for the new filtration plant to the East Street reservoir, works slowed due to rock encountered this has been rectified with the hire of a rock saw. The works are nearing completion to the reservoir, which then will continue along Scrub Road, effect of hard granite is demonstrated by the wearing of tungsten tipped teeth December 2022. The new main continues along scrub road, to the new water filtration plant, to expedite installation gel explosives where utilised to crack the hard granite this occurred in February 2023. Main installation has progressed along scrub road approximately 50m in March and 90m in April 2023.</p>	 ON TRACK

Opportunity to continue the Urbenville flood risk assessment has gained OEH endorsement, grant application completed. 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 expected to be released in May 2023.

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 May 2023.

Risk for Councils doctors' surgery at Urbenville was identified, as a NSW health sampling site, works where commissioned to install new storm drain to assist with site drainage. Purchase order raised March 2023.

The disabled fishing platform October 2020, delivery of the floating platform to be located inside the Dam compound at Otterburn park. A walkway for the platform and fencing (completed). Plans have been undertaken quotations for concrete paths received and provided to Fisheries for approval, awaiting decision. A new opportunity to further the Dam masterplan development with application for grant under Resilience NSW, Local & Regional Risk Reduction stream - Pathway 1 application submitted unfortunately unsuccessful October 2022.

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.

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.

A grant for water treatment improvement, increased storage capacity and secondary supply at Urbenville has been awarded to Council through New Grid & Water Infrastructure NSW, 1st milestone completed payment pending, secondary supply bore hydrologist engaged, report pending, 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 applications for drilling submitted September, approval granted, scheduling drilling for next month. Pad and access for drilling completed November 2022. Engaging geo-technician for site survey undertaken in April 2023. Drillers arrived onsite in April and have commenced.

Refurbishment of the Water Treatment Plant at Urbenville continues with installation of new dosing pumps, arrival of new process control meters, with installation by specialist contractors Hach completed November 2022. Leak in pit to fluoride system repaired December 2022.

Water supply, is provided to the community under Australian Drinking Water Guidelines (ADWG), current usage at Tenterfield is currently 883KL/day increasing by 10KL/day. Current usage at Urbenville is 254.9KL/day providing a increase in consumption of 5KL/day for the 3 communities.

Tenterfield Dam Level is 92%-new data loggers place level at 92% receiving 27.5 mm for the month of April; Urbenville Tooloom Creek Level is 100% receiving 109 mm for the month of April.

Meter Reading commenced in April/May.

- Tenterfield 2 major main; 0 new meter; 0 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 8 broken services repaired; 0 services leaks repaired; 0 valve replacements; mains flushing occurred in 9 location and 0 hydrant replacements. Note Tenterfield WTP repairs including 20m poly pipe installed in April 2022, Fluoride tank maintenance and prominent service inspections May 2022. 0 section 67 private works jobs completed (major repair of Mt Lindsay main). Restrictor notices hand delivered, Clive Street main replacement completed; Reservoir cleaned by Aqualift. 0 interim meter reads. Meter reading commenced. New sludge pump installed at WTP January 2023.
- Jennings 0 including meter; 0 meter replacements; 0 broken services repaired; Major main break (Southern Downs) left community without water Staff supplied water bottles to the community in response to the shortage, mains where flushed to clear debris from repair and return of water. Jennings Park water services repaired.
- Urbenville had 0 major main broken main repairs, mains flushing occurred in 8 location, 0 new meter, 0 meter replacements, 0 water limiters installed and 0 broken service repaired 0 hydrant replacement from damage. Valve testing and hydrant cleaning and checking continues. Urbenville pressure testing for fire suppression system at hospital, Repairs to DAFF system in April 2022, repairs to service line at WTP and prominent service inspections May 2022. SCADA Requires upgrade, Reservoir cleaned by Aqualift, Reservoir floats replaced. Compressor repaired and 2 new oil traps included in system. Meter reading completed. Hydrants marked and painted. Replacement Caustic chemical tank order raised March 2023, installation pending.

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

Manager
Water & Waste

April 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 2023. Draft population report received February 2023.

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 advertisements completed April 2023.



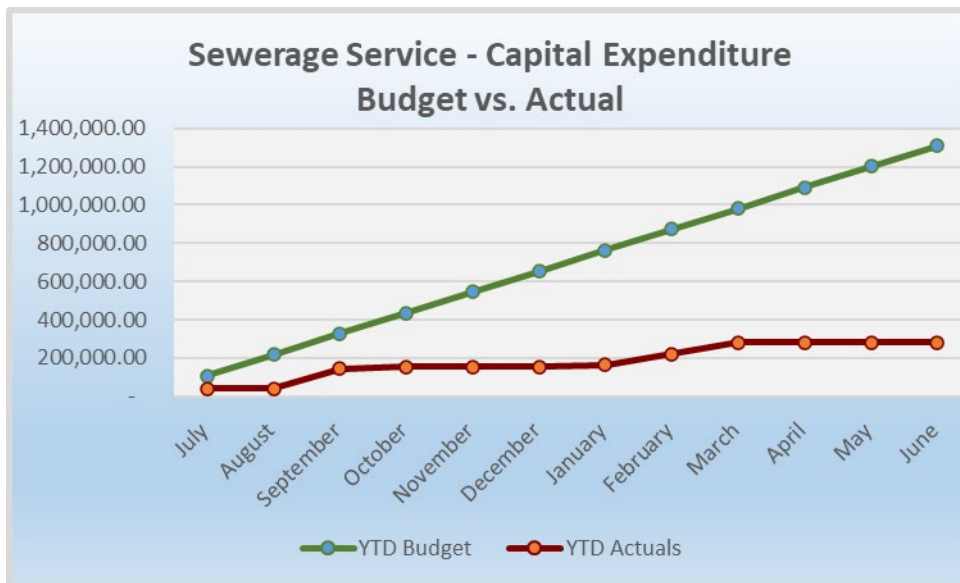
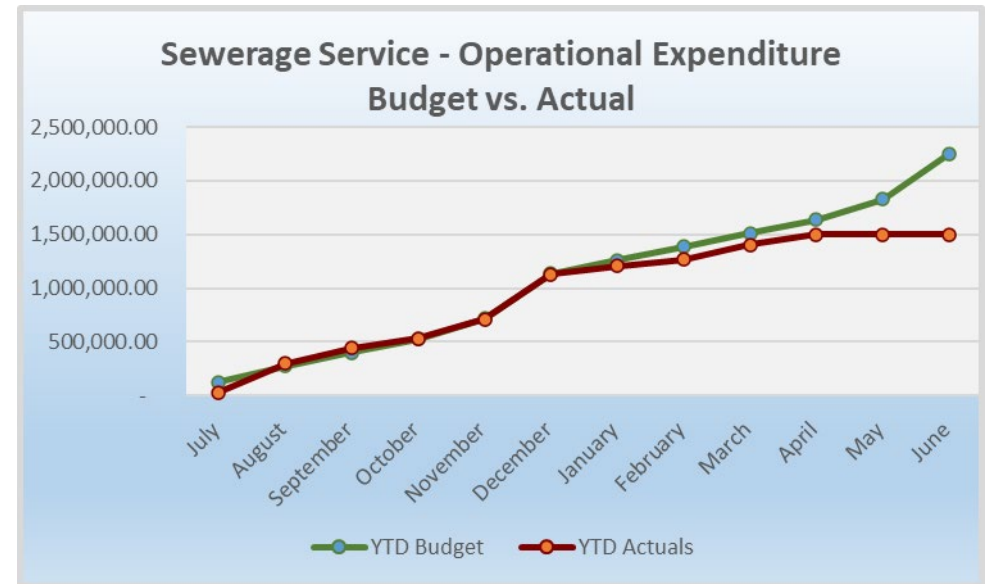
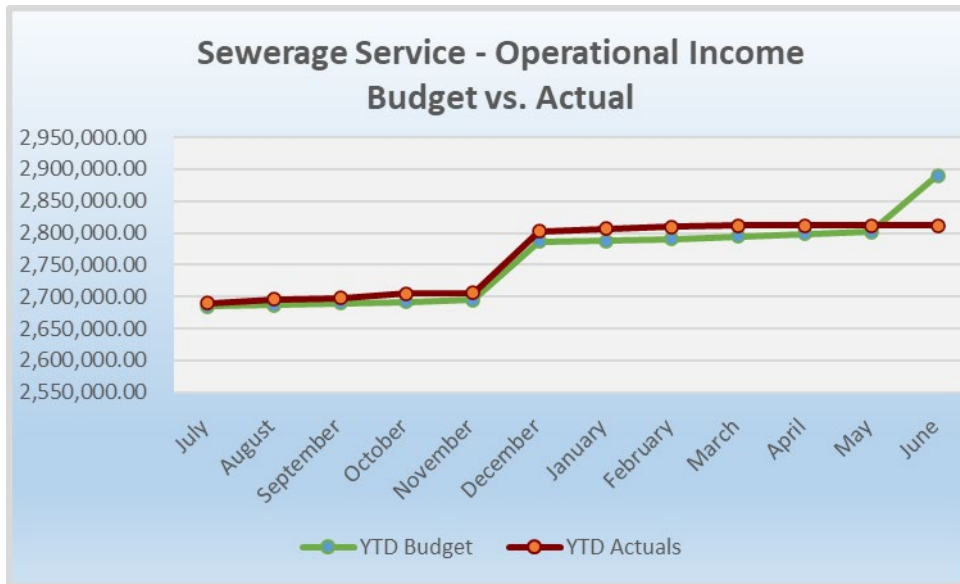
ON TRACK

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 underway in February 2023 this financial year, Urbenville was included in asset mapping verification expected to be completed in May 2023.


Cleaning of Sludge ponds at Urbenville Water Treatment plan is completed -July 2022, leak detected in pond, will require repair. 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.

Reservoir cleaning was completed this month September 2022, for East Street reservoir in Tenterfield and Urbenville, report provided. Additionally, assessment of Hospital Hill reservoir for potential repairs was also completed, with report provided.

24. Sewerage Service



COA	22/23 Review 2 Budget	22/23 YTD Actuals April	22/23 Percentage Spent
Sewerage Service	760,045	(987,882)	-129.98%
1. Operating Income	(2,889,930)	(2,812,078)	97.31%
2. Operating Expenditure	2,250,030	1,501,026	66.71%
3. Capital Income	(10,000)	(9,266)	92.66%
4. Capital Expenditure	1,309,354	282,140	21.55%
7872502. Tenterfield Mains Relining (1km Year)	173,800	0	0.00%
7872503. Tenterfield Mains Augmentation	69,600	77,550	111.42%
7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)	162,500	79,290	48.79%
7872515. Tenterfield Upgrade Road to Tertiary Ponds	7,000	0	0.00%
7872517. Tenterfield Scada System Upgrade	21,853	700	3.20%
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%

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>April 2023-Update</p> <p>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 2022, 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 awarded in March 2023. Note the relining contract for 2022/23 has increased (doubled) in cost due to inflationary pressures. Company selected in liquidation, tender re-released, closing in May 2023.</p> <p>Urbenville major Pump Station replacement June 2022 met with some technical issues, installers AESSeal where contacted and rectification was scheduled and completed in August 2022 additional costs will be incurred due to requirement to tanker sewerage. The smoke testing program was scheduled to commence in July delayed till August 2022 to rectify illegal storm connections, information was readvertised in the fortnightly our local news. Initial program completed with 69 issues found including three illegal connections properties inspected. Next round of inspections scheduled for February 2023 completed March 2023 this financial year.</p> <p>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>New lids have been installed in August 2022 at the Tenterfield Petrie and Simpson Street pump stations creating lighter lids for operations and providing compliance with safety regulations.</p>	 No TARGET

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 were mapped additional mapping will commenced February 2023 this financial year, Urbenville was incorporated this financial year completed March 2023.

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.

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. Since this works were undertaken the progression of installing sewer main has moved to the 3rd manhole approximately 84m.

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

Petri Street Major pump station has been scheduled for pump replacement, expected to occur next month, Pumps ordered expected installation February 2023. Council has undertaken additional works as section 67 with 2 new extensions and a third underway.

Construction of the new Youth precinct hit a snag when the operator dug through a live main temporary repair was undertaken while waiting for parts.

Our customer base is the public, other Council departments and contractors. Tenterfield Sewer connections 2; Major pump station clearing 0; Blockages were reported and cleared at 2 locations; 1 broken main repair; with 6 mains visually checked with new CCTV. Large tree roots in Tenterfield and 0 major manhole repair, 0 broken main repairs and 1 section 67 private works jobs completed in this reporting period. Pump refurbishment/repair 1 at STP July 2022, Major pumpstation maintenance 0. Trade Waste inspections.

Urbenville

Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 1 locations; 0 broken main repair; with 0 mains visually and 0 major manhole repair, 0 broken main repairs and 0 effluent line repair. Major pump station refurbishment June technical and failure issues July 2022, competed and functional August 2022 (PS1) adjustment on counters undertaken, and 0 section 67 private works jobs completed, in this reporting period. STP switch repairs to decant process boards, new PLC's under investigation October 2022.

Trade Waste inspections.

Average time for response to sewer chokes increased to 25 minutes while the median response time is at 25 minutes. Staff Training Fluoride Course in Casino and Chemical course Tenterfield September 2022. Trade waste seminar/refresher held in November 2022.