

Monthly Operational Report

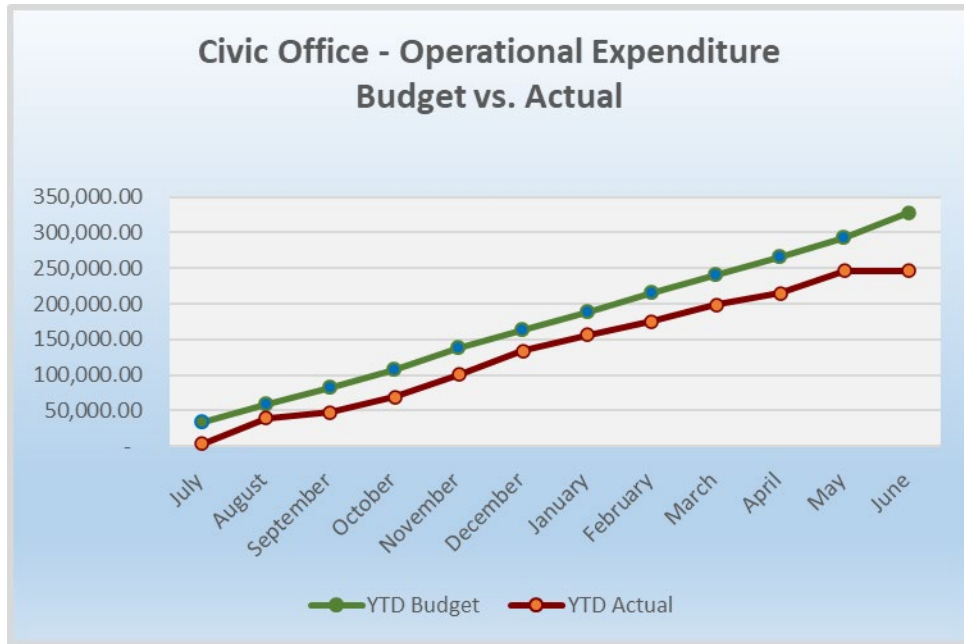
Tenterfield Shire Council May 2023

Council Meeting 28 June 2023






TENTERFIELD




1. Civic Office



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Civic Office	329,401	249,310	75.69%
1. Operating Income	993	3,084	310.59%
2. Operating Expenditure	328,408	246,226	74.98%

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	May 2023 - ongoing nothing further to report.	 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	May 2023 - ongoing nothing further to report.	 No TARGET
5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.	Chief Executive	May 2023 - Nothing further to report	 No TARGET





5.1.1.11 Manage communication, media and information channels.	Senior Advisor Communication & Economic Development	<p>TSC Facebook page – total reach for May 6388 Council offering leaf pick-up 3.6K; Youth Precinct Update 2.3K; and Tenterfield’s Biggest Breakfast 2.2K</p> <p>18 May, 2023 MILLBROOK PARK FLYING-FOX COLONY Officer organised two resident workshops to discuss issues and possible solutions for managing flying-foxes roosting at Millbrook Park. Meetings were held at the RSL Pavilion on Monday, 1 May and Thursday, 18 May. The first meeting was held for residents in the immediate vicinity and the second meeting was open to all interested residents. Both meetings heard from consulting ecologist Alison Martin who has been contracted (funded by the NSW State government through the Department of Planning and Environment) to prepare the draft flying-fox management plan for Council.</p> <p>The first meeting (1 May) heard of noise/small issues from residents in the immediate vicinity and the second meeting heard from (five) residents that the flying-foxes had largely dispersed from the Plane trees in Naas St / Millbrook Park, but were expected to return come October / November.</p> <p>Alison Martin outlined the (very) limited management options available to Council. Options included “nudging” the colony to move to an adjacent area, but Ms Martin advised in this instance it was not feasible because the problem would simply be moved to nearby streets.</p> <p>Tree-trimming was also an option, albeit an expensive one, but could be undertaken once all the flying-foxes had moved on. However, this was ruled-out by residents in the immediate vicinity. Under no circumstances should the Plane trees be trimmed or lopped. Not even one to see how the flying-foxes would react.</p> <p>Given the reluctance to have the trees trimmed, there is very little Council can do to limit the activities for the flying-foxes. State and federal legislation is very clear about what can and can’t be done.</p> <p>A DRAFT management plan is scheduled to be provided by Ms Martin to TSC and the Department mid to late June for checking to ensure compliance with regulations/legislation etc.</p>	 No TARGET
5.1.1.12 Deliver councillor services.	Chief Executive	May 2023 - We have received advice form the Minister that the current councilor vacancy can remain vacant until the next election.	 No TARGET
5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.	Chief Executive	May -2023 Nothing further to report	 No TARGET

2. Organisation Leadership

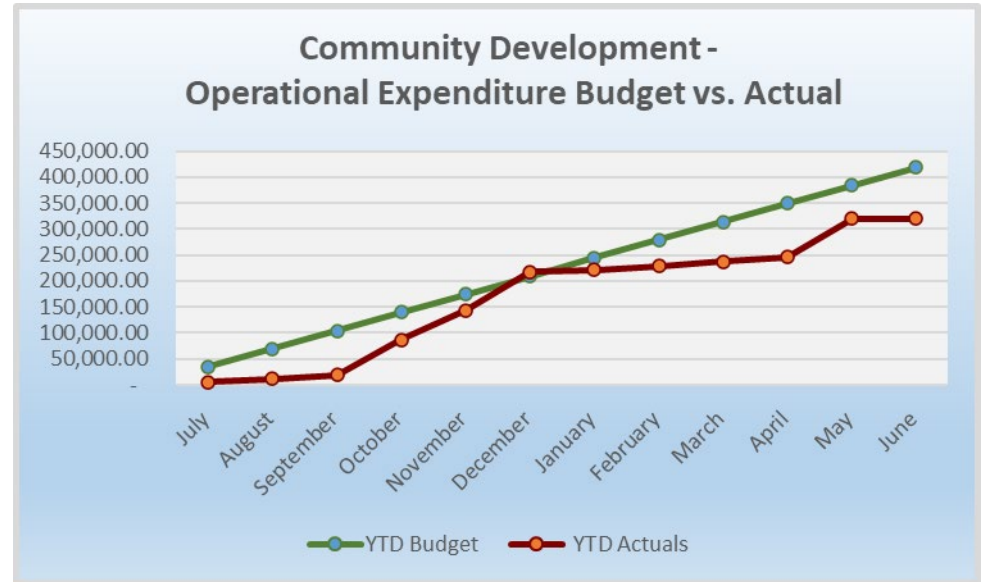
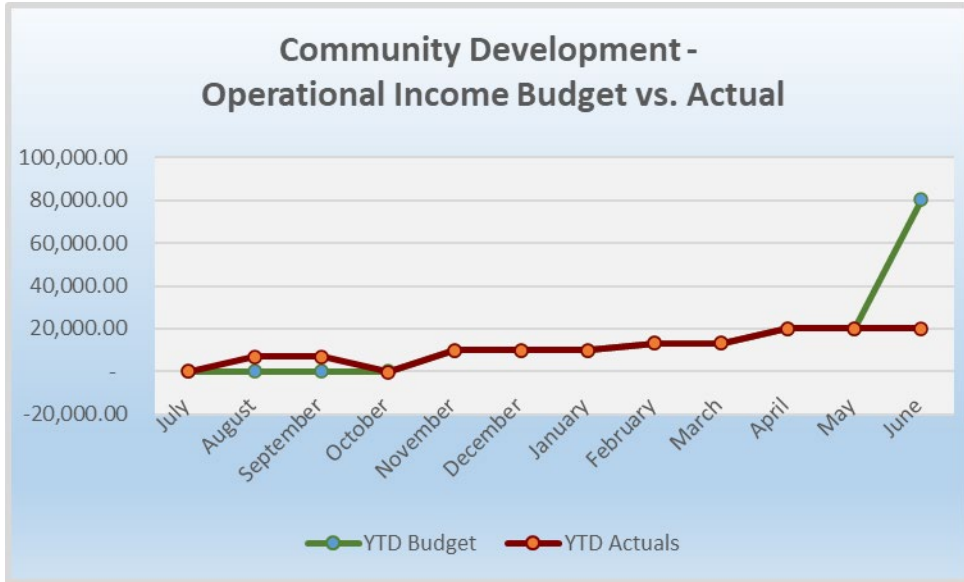


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Organisation Leadership	953,194	723,153	75.87%
2. Operating Expenditure	953,194	723,153	75.87%

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	May 2023 - No change still awaiting the IPART determination	 ON TRACK
5.1.2.5 Apply for a Special Rate Variation.	Chief Executive	May - Waiting for IPARTS determination	 ON TRACK
5.1.2.6 Report to council identifying efficiency savings of 10-15% across the budget, for the 2022/23 financial year.	Chief Executive	Complete has been reported to council as directed.	 ON TRACK
5.1.2.7 Provide Council a Review of operating plan for the Visitor Information Centre.	Senior Advisor Communication & Economic Development	See comments related to the VIC in 2.1.1.1 VIC continued to operate 6-days /week during May with a total of 1258 “walk-ins” – an average of 47 people for each day of operation.	 NO TARGET




3. Community Development



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Community Development	338,684	299,808	88.52%
1. Operating Income	(80,262)	(20,070)	25.01%
2. Operating Expenditure	418,946	319,877	76.35%

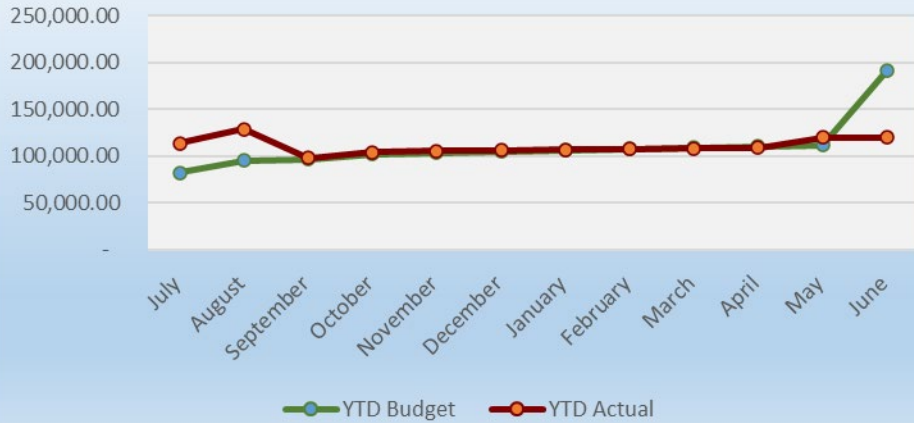
3. COMMUNITY DEVELOPMENT

Business Unit: Community Development			
Service Profile: Community Development			
Action	Responsibility	Progress Comment	Status
1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.	Manager Arts, Culture and Library Services	<p>During the May reporting period communications involved presenting community information via one issue of 'Tenterfield in Touch' on 25th of May. Key information provided in this issue included details on a range of community events such as Tenterfield Library Book Sale, Tenterfield Volunteer Festival, The Border Run, Walk and Talk and the Country Music event at Sunnyside Hall. Information on a range of community support such as First Responder Resilience Program, Transition to Work, NDIS and Anglicare Finder Service, workshops were also included through TAFE, Carers NSW, Joblink, Group Exercise Class and Lifeline. 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 409 (40.1%) total clicks 269. Similarly, Your Local News had two issues distributed on the 8 May and 22 May. Council's Facebook page presented a variety of Community information including Land Valuation and Rates Increases, Youth Festival Wrap up, Tenterfield Public Library revitalisation announcement, Youth Precinct update and Volunteers Day.</p> <p>During the May reporting period committee meetings included:</p> <ul style="list-style-type: none"> • Disability Inclusion Access Advisory Committee – 11 May 2023 • Tenterfield Saleyards – 2 May 2023 • Heritage Advisory Committee – 18 May 2023 • Tourism Advisory Committee – 3 May 2023 	 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	<ul style="list-style-type: none"> • Disability Inclusion Access Advisory Committee – 11 May 2023 • Tenterfield Saleyards – 2 May 2023 • Heritage Advisory Committee – 18 May 2023 • Tourism Advisory Committee – 3 May 2023 	 No TARGET

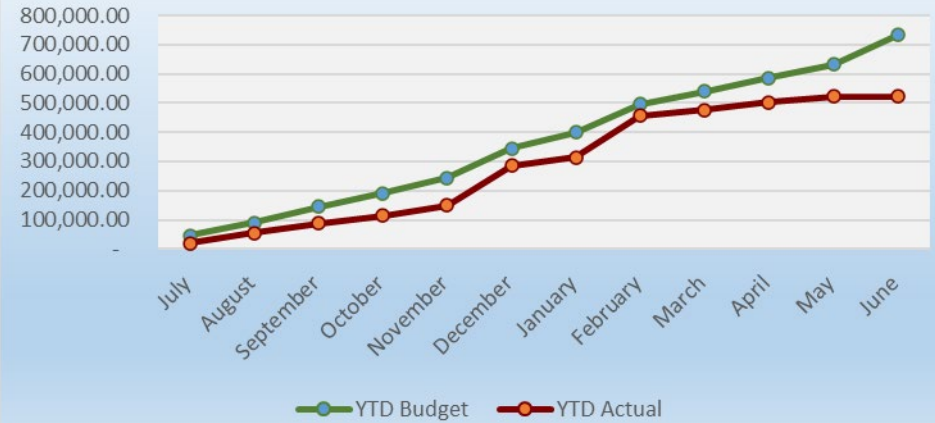
Action	Responsibility	Progress Comment	Status
1.1.2.1 Implement wellbeing programs and activities in partnership with the Aboriginal Advisory Committee. Contribute to NAIDOC week and develop and implement Reconciliation Action Plan (RAP).	Manager Arts, Culture and Library Services	No program activity occurred during the May reporting period.	 No TARGET
1.1.3.1 Support the physical and mental health of the community, through wellbeing activities which improve community capacity and resilience. This includes contributing and supporting local events such as Youth Week.	Manager Arts, Culture and Library Services	<p>In the May reporting period, the Community Development Advisor successfully supported the delivery of Seniors Week Event activities. These events were designed, marketed, and promoted in collaboration with Rotary and Lions clubs. The Advisor collaborated on program administration and cross promotion of the event activities such as The Art of Ageing – Photographic Display, Luncheon and entertainment at the Bowling Club and the Mystery Bus Tour.</p> <p>Meeting with Foundation for Young Australians (FYA) was attended in relation to initiating a Young Mayors program in Tenterfield. FYA advised that due to the small population of Tenterfield Shire a long lead time is recommended to launch the program and develop engagement with young people (and adults) to build trust and understand the value of the opportunity. Thus, they will be in touch again at the end of September 2023 to discuss progressing the opportunity.</p> <p>Community events funded through the Reconnecting Regional NSW Communities Events funding has supported events to a total of \$224,025 until May reporting period 18 events have been completed as per their original scope. One event has been partially completed (Night Sky Tour), and two events are still outstanding (Tenterfield Shire Volunteer Festival and the Beat of the Bush Music Festival).</p> <p>An extension of time has been submitted to the funding body for July 2023 due to a delay in the final event now scheduled for early July. The final acquittal will be a group submission for all events funded through the program.</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
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 May reporting the Community Development Advisor collected information on different sections from Council to be reported on the next report due November 2023.</p> <p>The Disability and Inclusion Advisory Committee was held during the May reporting period and accessibility news and services were promoted through Tenterfield in Touch and Council's other digital news channels.</p>	 No TARGET

4. Economic Growth and Tourism

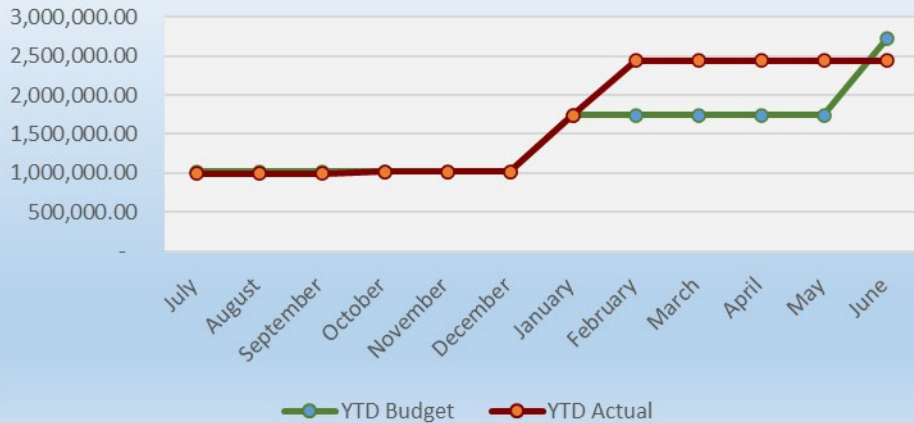
Economic Growth & Tourism - Operational Income Budget vs. Actual



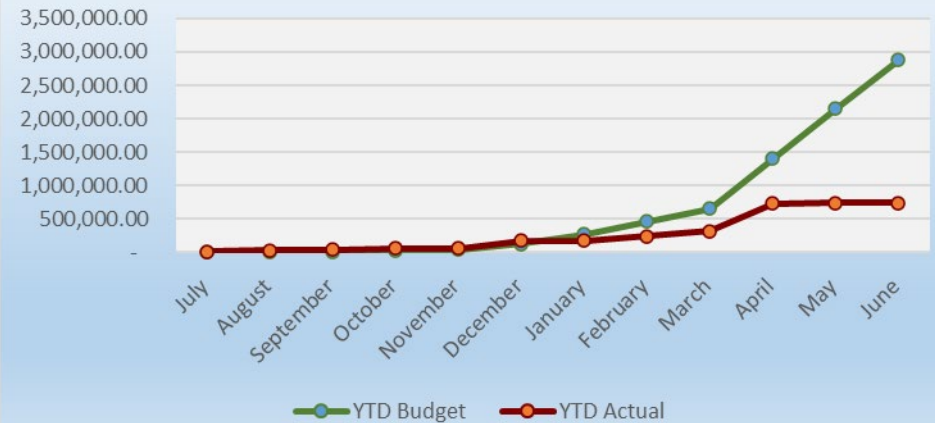
Economic Growth & Tourism - Operational Expenditure Budget vs. Actual




Economic Growth & Tourism - Capital Income Budget vs. Actual





Economic Growth & Tourism - Capital Expenditure Budget vs. Actual

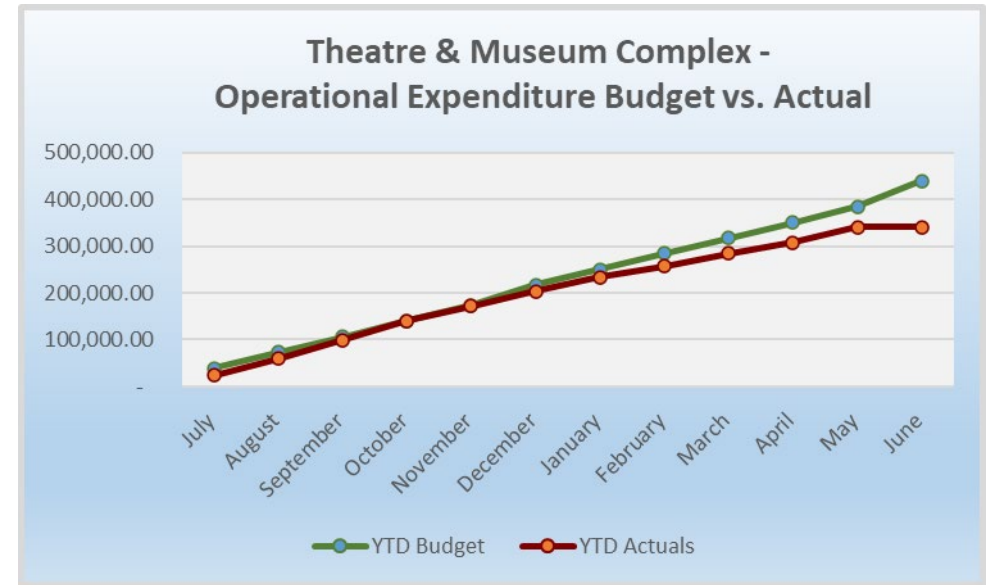
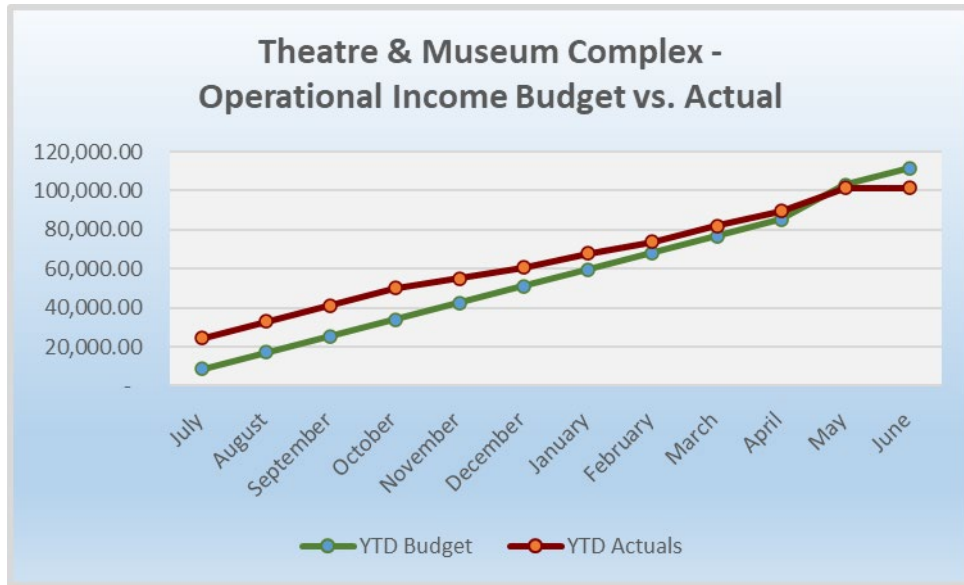


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Economic Growth and Tourism	699,278	(1,298,587)	-185.70%
1. Operating Income	(190,937)	(119,972)	62.83%
2. Operating Expenditure	733,238	522,318	71.23%
3. Capital Income	(2,724,191)	(2,443,568)	89.70%
4. Capital Expenditure	2,874,137	734,732	25.56%
4235004. PSLP - Tenterfield Youth Precinct & Mountain Bike Trailhead	1,714,593	729,732	42.56%
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	7,904	112.41%

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 data-bbox="770 164 1982 255">During May Officer continued to meet with groups which have provided Expressions of Interest in operating the Tenterfield Visitors' Information Centre and the Tenterfield airstrip – providing additional information, as requested.</p> <p data-bbox="770 263 1960 391">Officer continued to work with agent/solicitors on the sale of "Bendall's". Officer has been examining blocks of land/buildings owned by TSC and providing estimates of value for Council to consider as part of sale of surplus assets.</p> <p data-bbox="770 422 2004 582">12 May, 2023 Officer met with Service NSW for Business (Northern Region) business relationship manager Dan Erenshaw to hear about a new "Business Dashboard" service being developed for northern NSW – a free "conciergerie" service for business advice and information on how to access business support services and grants. Erenshaw is looking to set up a meeting with the Chamber of Tourism, Industry and Business to outline the services to local businesses.</p> <p data-bbox="770 614 1288 646">LOCAL REAL ESTATE MARKET REMAINS STRONG</p> <p data-bbox="770 678 2004 813">Rural property market continues to hold up fairly well. Despite the drop in cattle and sheep prices, rural property market still strong and not showing any sign of dropping. Home prices in the Shire continue to show resilience, particularly for new stock coming onto the market at reasonable prices. Anything that has been on the market for a while is not drawing interest. But new stock, reasonably priced, is selling well.</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>Visitor stats for May 2023</p> <p>Total walk-in visitors at the VIC 1258 Qld 490; NSW 482; VIC 115; WA 53; SA 33: and OS 22.</p> <p>Visit Tenterfield website for May 2023</p> <p>Users 4909; pageviews 13,985;</p> <p>Visit Tenterfield Facebook reach 8469 and Instagram 977</p>	 No TARGET
5.2.3.1 Support future proposals for improved telecommunications infrastructure.	Senior Advisor Communication & Economic Development	<p>Site Logic (contractor to Telstra) advised TSC consultation process for the installation of a new mobile phone base station at Billirimba Road, Tenterfield has been completed. Site Logic received comments from one resident which Telstra "considered".</p> <p>Telstra reports the selected site is the most viable option to meet coverage and capacity issues in the Tenterfield area. Construction is expected to start on the 40m monopole in June 2023.</p>	 No TARGET

5. Theatre and Museum Complex

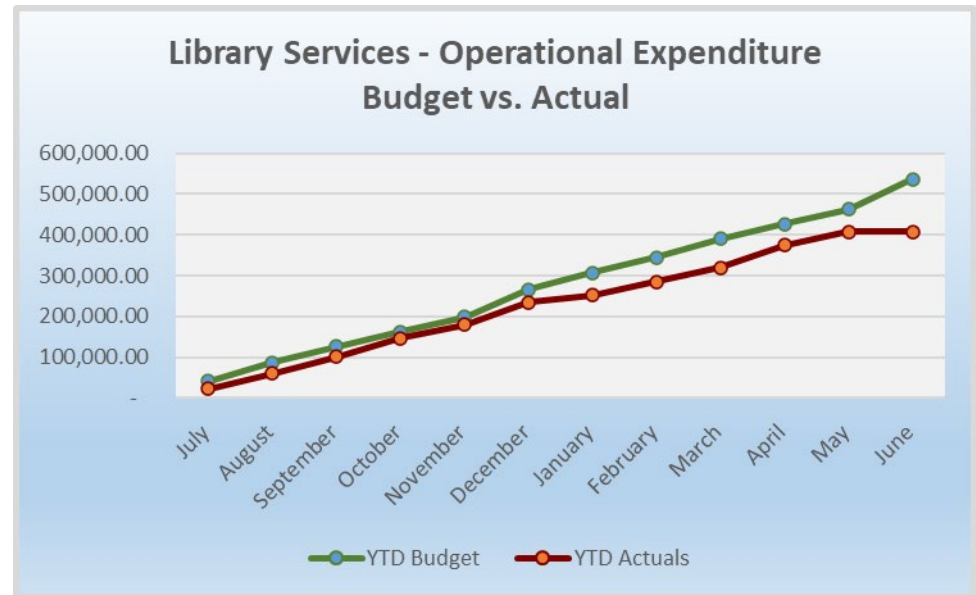
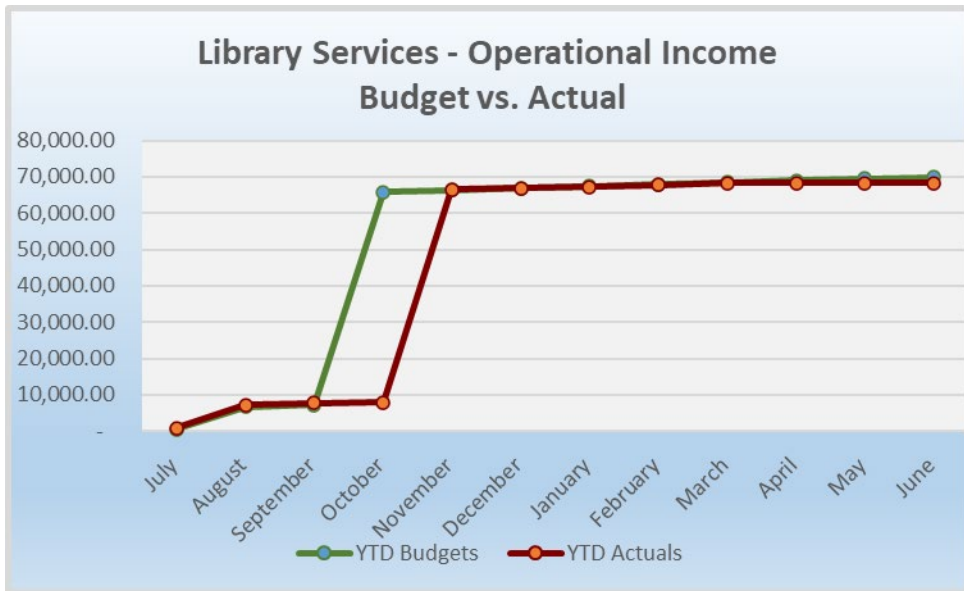


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Theatre & Museum Complex	327,773	239,625	73.11%
1. Operating Income	(111,516)	(101,401)	90.93%
2. Operating Expenditure	439,289	341,026	77.63%

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 May reporting period, the School of Arts Theatre held 24 movie screenings with a total admission of 206. The movie titled "80 for Brady" had the highest number of attendees of 108, followed by "Alleluja" with 46.	 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 May reporting period, the number of museum visits totalled 387.	 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 May reporting period, new volunteer applications have been received and under review. SHPMSoA long serving and dedicated volunteer Nick Byrt has been nominated by staff for "The Centre of Volunteering" Awards 2023 in the category of Senior Volunteer of the Year.	 No TARGET

6. Library Services

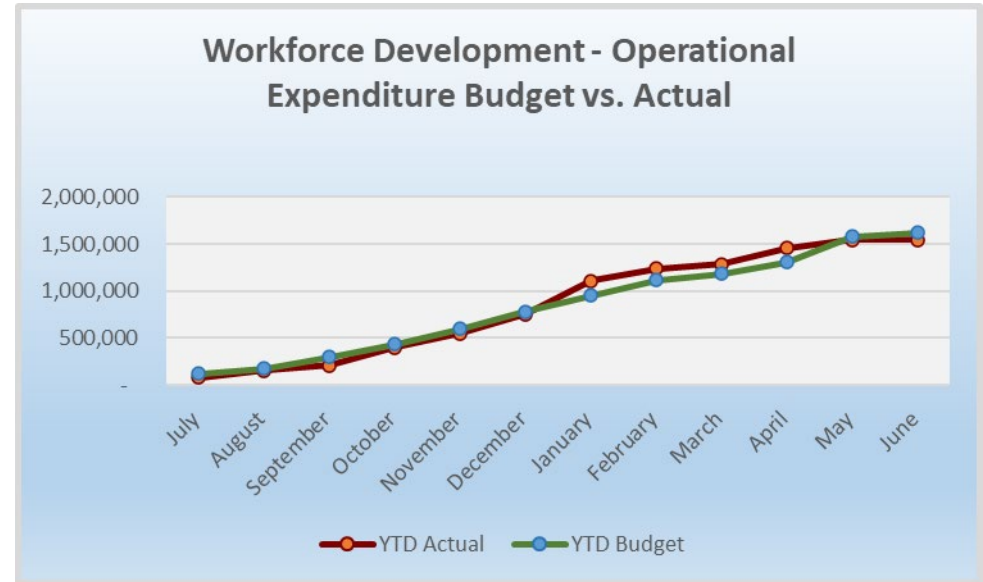
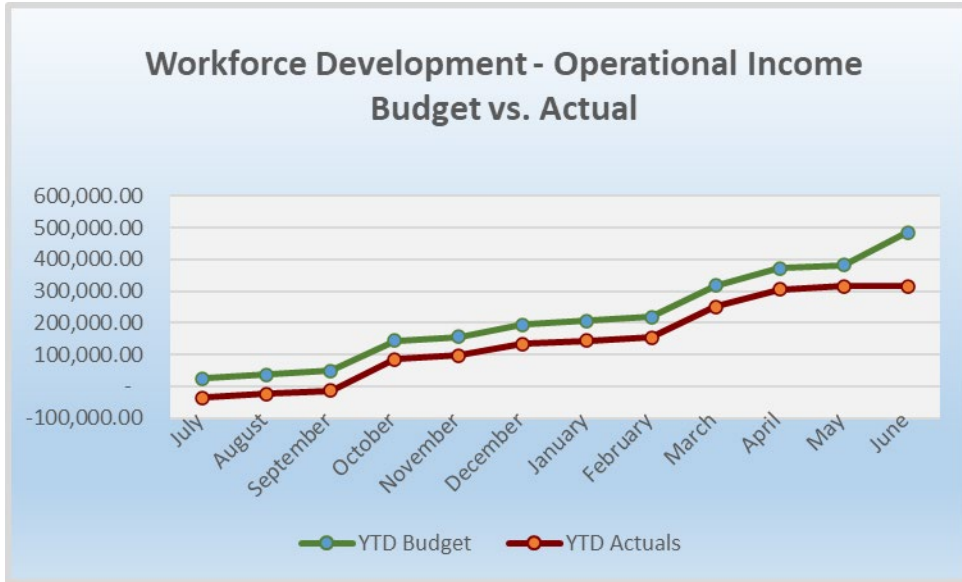


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Library Services	516,077	185,581	35.96%
1. Operating Income	(69,931)	(70,765)	101.19%
2. Operating Expenditure	536,502	407,491	75.95%
3. Capital Income	(221,786)	(221,786)	100.00%
4. Capital Expenditure	264,292	63,235	23.93%
5000515. Local Priority Grant 2019/20	3,848	3,718	96.63%
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	50,602	25.70%
5000524. Local Priority Grant 2022/23	24,900	0	0.00%
6. Liabilities	7,000	7,406	105.80%




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 May reporting period the Library provided services to 1875 members including 2,568 items borrowed with 195 individuals spending 234 hours using the public computers. The home Library service delivered 52 items to 19 home Library members. Storytime was attended by 5 children and 3 parents.</p> <p>May Tech Savvy Seniors workshops welcomed 25 participants over 4 sessions.</p> <p>The Drake village resource centre touch screen, plinth, and remaining books have been picked up and returned to Tenterfield Library as requested.</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 May reporting period personal collection items (mining surveying objects and instruments) on temporary loan from Peter Reid were returned to and at the request of Jan Reid. The mineral collection also on temporary loan will be organised to be returned and relocated to the Emmaville Mineral Museum later in the year (also initiated by Jan Reid). No other Museum collection management activities occurred during this reporting period.</p>	 No TARGET

7. Workforce Development

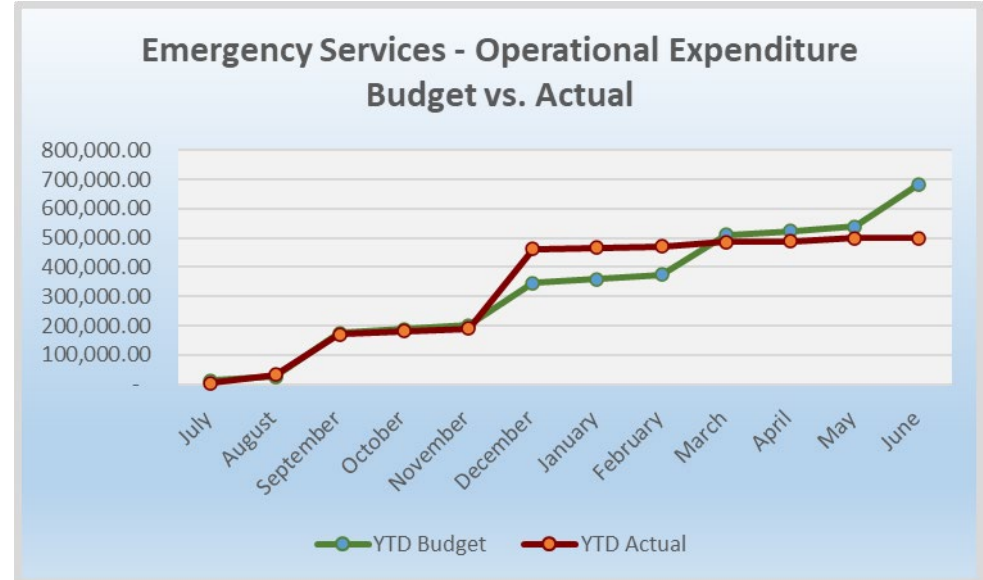
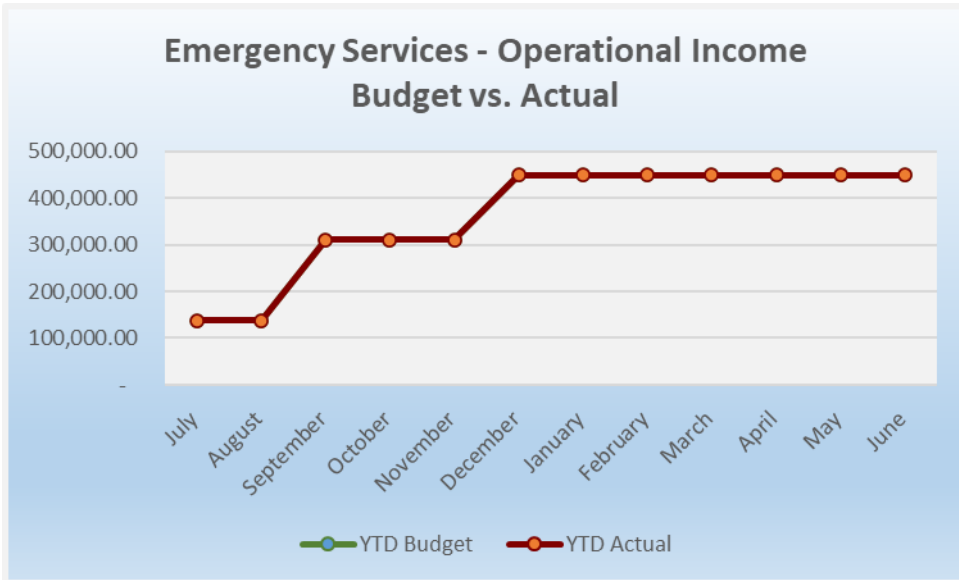


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Workforce Development	1,131,361	1,227,465	108.49%
1. Operating Income	(483,995)	(314,439)	64.97%
2. Operating Expenditure	1,615,356	1,541,904	95.45%

Action	Responsibility	Progress Comment	Status
5.1.1.4 Develop, manage and deliver the Workforce Management Strategy.	Acting Manager HR & Workforce Development	<p>In April, Council recruited for nine (9) critical roles within our organisation. These positions are vacancies with Council's organisational structure. Out of the nine roles recruited for, only 1 role has been finalised with 4 roles still in the final recruitment phase. Talent acquisition for technical skilled roles is still an ongoing concern for our local regional area. The remaining 4 roles were unable to be fulfilled. Mid May saw the return of the moratorium on positions being advertised due to Council's current financial constraints until determination of the Special Rates Variation. Casual staff are still being managed in an effort to assist with the current service delivery expectations. Current Full Time Equivalent (FTE) - 106 (Note, this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes).</p> <p>Current head count - 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. Council's employee assistance program continues with ongoing onsite counselling sessions being provided monthly. An additional outreach program run weekly, has been initiated through our employee assistance program provider. Capital Health Care have been engaged to provide staff with valuable free health checks to support employee health and wellbeing.</p>	 ON TRACK
5.1.1.6 Develop, manage and deliver Employer the skills targeted training plans.	Acting Manager HR & Workforce Development	<p>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. Traineeship - Certificate III in Business Administration ongoing. Certificate IV in civil construction supervision has been finalised. Government incentives and initiatives are being investigated for future learning and development programs.</p>	 ON TRACK


Action	Responsibility	Progress Comment	Status
5.1.1.7 Develop, manage and deliver Employer of Choice recruitment and retention services.	Acting Manager HR & Workforce Development	<p>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.</p> <p>Recruitment challenges facing Council is the current market and economic climate which is impeding talent acquisition.</p> <p>The Local Government (State) Award 2023 briefings are being undertaken in June 2023 for new 'Award' implementation on 1 July 2023.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by the current financial constraints.</p>	 ON TRACK
5.1.1.8 Manage and report on Council's Enterprise Risk Management Framework and Risk Register.	Acting Manager HR & Workforce Development	<p>Council's risk register continues to be monitored, reviewed and updated. Council's insurance portfolio for 2023-2024 renewal questionnaires are underway for completion in June.</p> <p>Audit and Risk Committee meeting is scheduled to be held in June 2023.</p>	 ON TRACK

8. Emergency Services

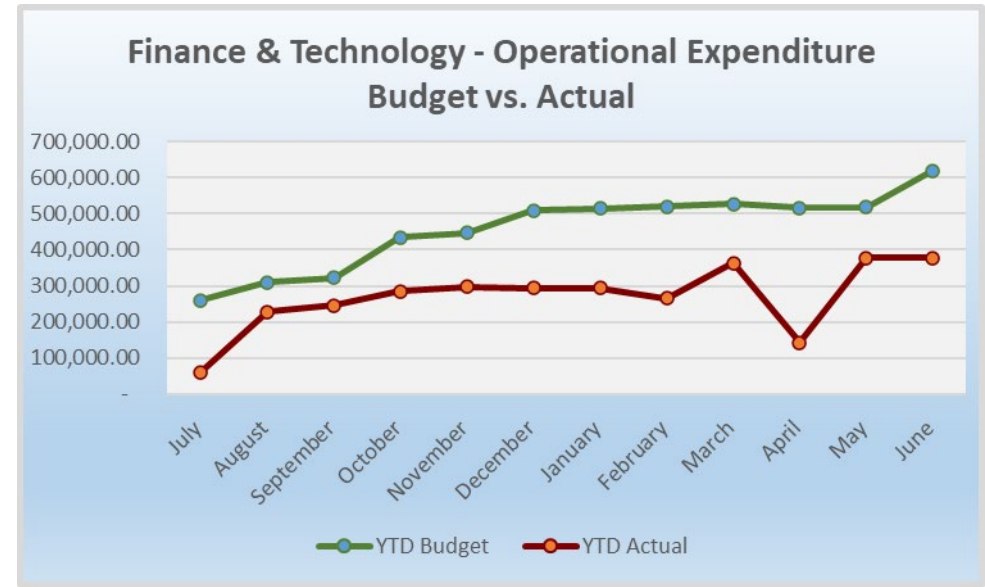
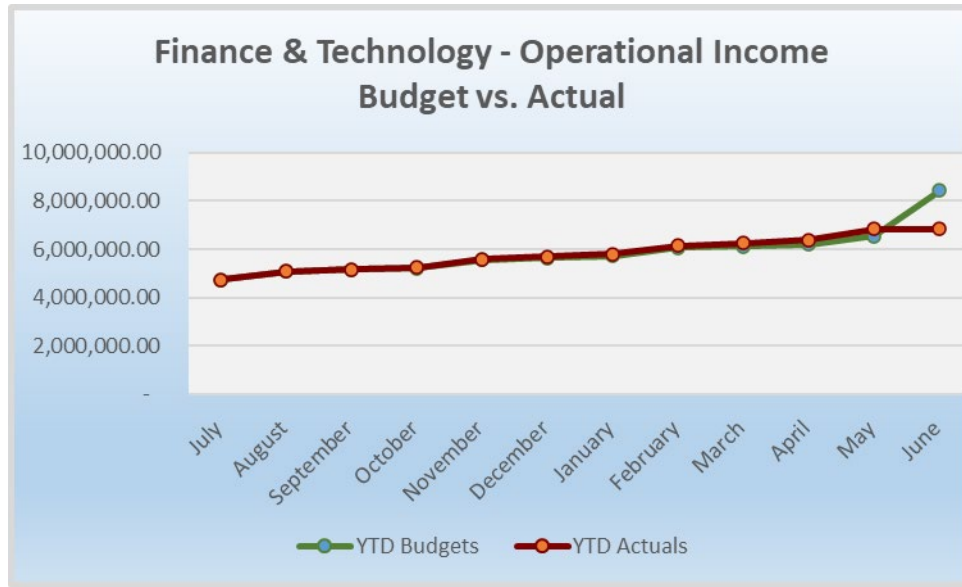


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Emergency Services	234,599	51,565	21.98%
1. Operating Income	(448,895)	(448,895)	100.00%
2. Operating Expenditure	683,494	500,460	73.22%

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 being reviewed by local emergency organisations. 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



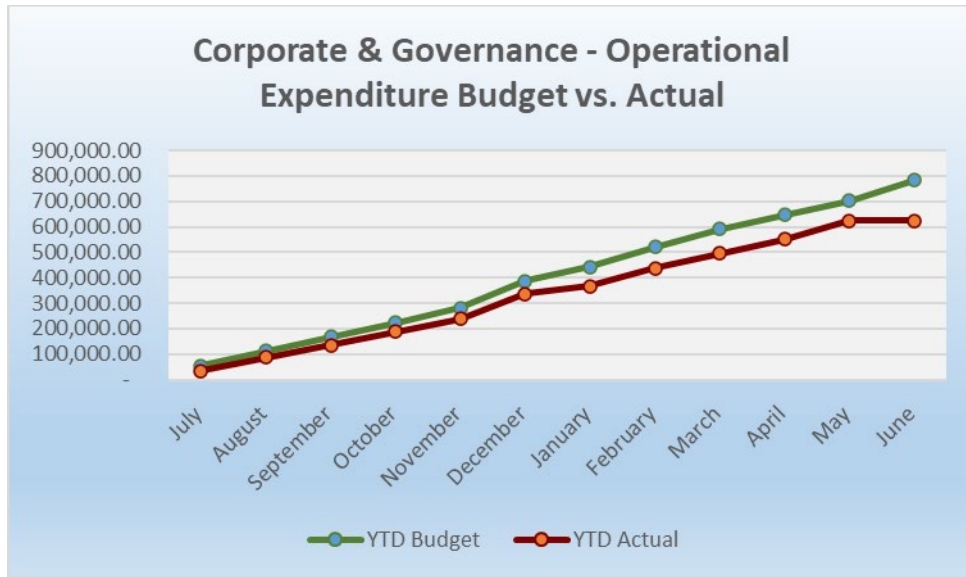
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Finance & Technology	(7,569,203)	(6,402,269)	84.58%
1. Operating Income	(8,442,471)	(6,842,134)	81.04%
2. Operating Expenditure	619,975	377,988	60.97%
4. Capital Expenditure	175,000	3,522	2.01%
1810501. Computer Equipment - Finance & Tech	75,000	3,522	4.70%
1810508. Capitalised Software	100,000	0	0.00%
6. Liabilities	78,293	58,355	74.53%

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 final determination by IPART was to 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>Important June Update - On 15 June Council was advised of its IPART Application. IPART has accepted Councils first year proposal of increasing the ordinary rates by 43% including peg. However, no Special Rate increase was granted for the second year i.e. FY24-25.</p> <p>Council continuously ensures its Working Capital is used effectively in providing operational services to its stakeholder. Council reports a positive unrestricted fund as at end of May.</p> <p>As at May 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 May. No major issues were identified as part of the close of meeting.</p> <p>Final Audit Engagement Plan – Council has received its final Audit Engagement Plan. Council final audit will commence on 3 October 2023.</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 May 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 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 May 2023.</p>	 ON TRACK



10. Corporate and Governance



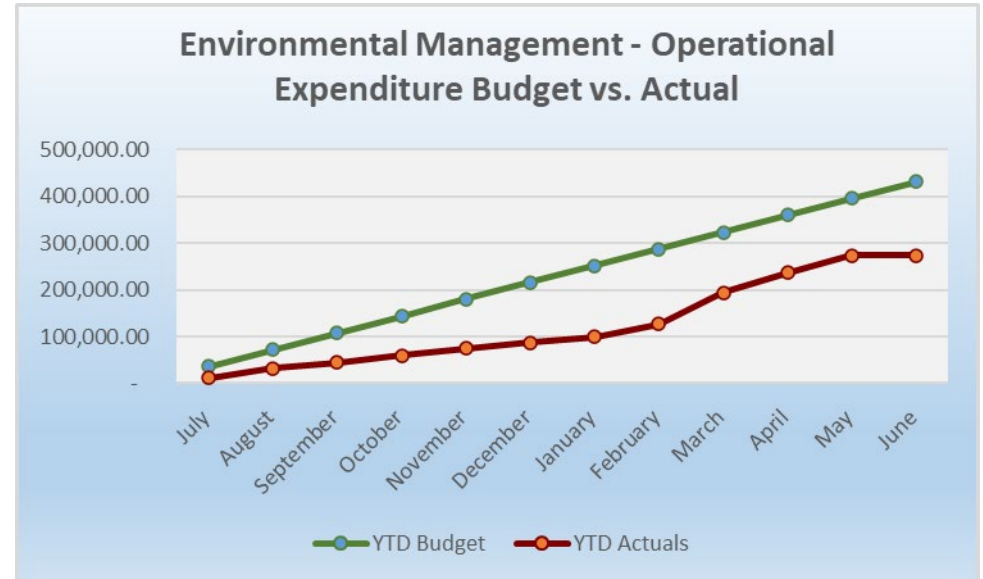
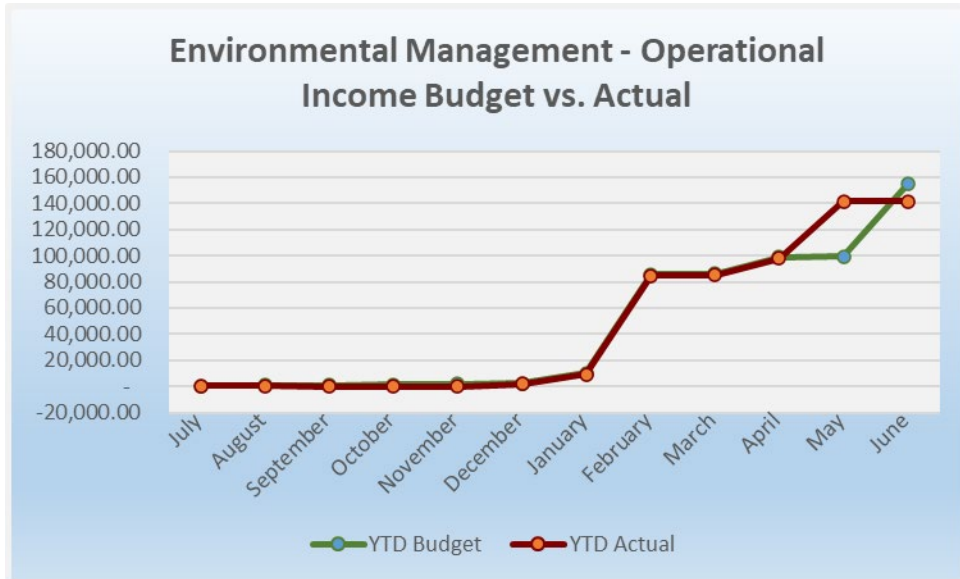
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Corporate and Governance	781,458	621,231	79.50%
1. Operating Income	(1,616)	(2,399)	148.45%
2. Operating Expenditure	783,074	623,630	79.64%

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 May 2023 - 1 Complaints for May 2023 - 0 Abusive customers for May 2023 - 0 Customer Service General Enquiries for May 2023 - 25 Total inbound calls for May 2023 - 4,228 Inbound calls for Customer Service for May 2023 - 619 Inbound calls for Planning and Development Services for May 2023 - 435 Inbound calls for Infrastructure and Engineering Services for May 2023 - 265 Inbound calls for Rates for May 2023 - 186</p> <p>Customer service staff receipted and registered the following applications in May 2023: Section 10.7 Planning Certificates - 37 Section 603 Certificates - 10 Dwelling Permissibility Search - 5 Section 735A - 3 Sewer Diagrams - 3 Drainage Diagrams – 4</p>	 ON TRACK
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	<p>Public Interest Disclosure Report for January to June 2022 submitted to NSW Ombudsman's Office in August 2022.</p> <p>Public Interest Disclosure Report for July to December 2022 submitted to NSW Ombudsman's Office in March 2023.</p> <p>Government Information (Public Access) Report for 2021/2022 submitted to the Information and Privacy Commission in October 2022.</p> <p>Code of Conduct Complaint Statistics for 1 September 2021 to 31 August 2022 reported to the Office of Local Government in November 2022.</p> <p>Annual Report, including audited financial statements, adopted by Council on 23 November 2022.</p> <p>Audit, Risk and Improvement Committee meeting held on 7 December 2023.</p> <p>Audit, Risk and Improvement Committee meeting held on 8 March 2023.</p> <p>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. 2 Submissions received from the community.</p>	 ON TRACK



Action	Responsibility	Progress Comment	Status
5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.	Manager Customer Service, Governance & Records	As at May 2023, attempts to access the Authority system to retrieve financial records have been unsuccessful. Storage of finance records in hard copy continues to be a challenge in May 2023. Records created in May 2023 - 781	 ON TRACK
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



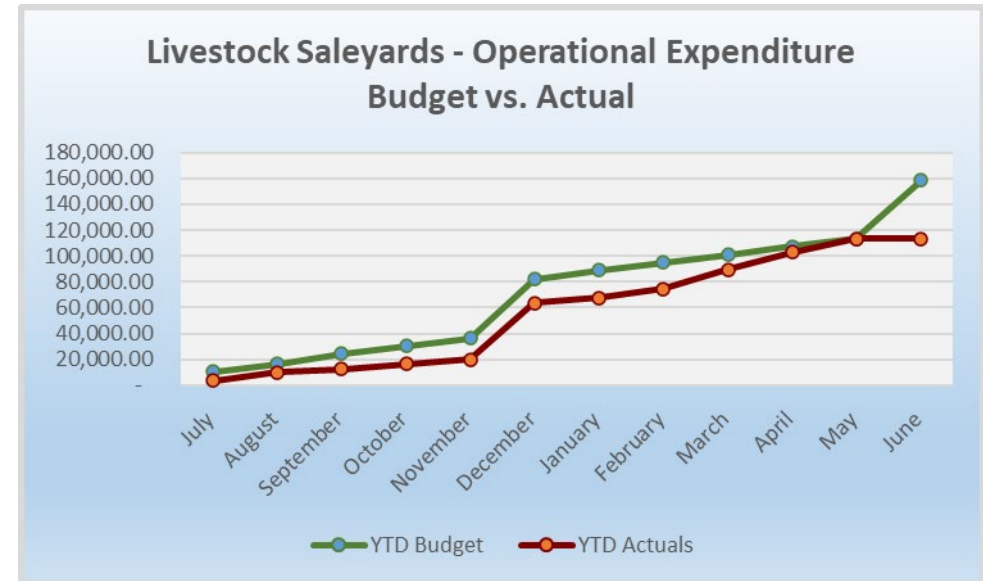
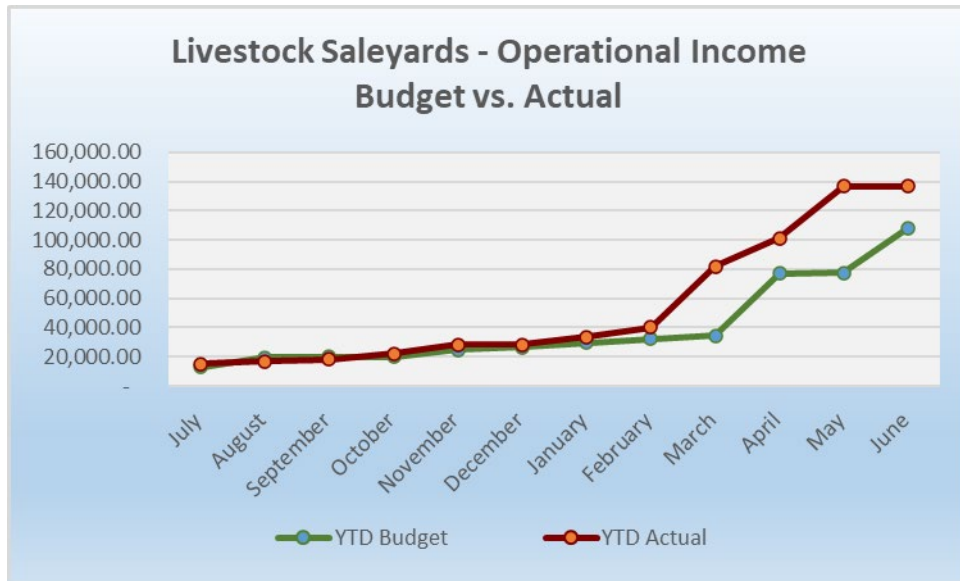
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Environmental Management	276,964	133,107	48.06%
1. Operating Income	(154,886)	(141,497)	91.36%
2. Operating Expenditure	431,162	273,964	63.54%
4. Capital Expenditure	688	640	93.02%
4235501. Covid-19 Council Pound Grant Expenditure	688	640	93.02%

11. ENVIRONMENTAL MANAGEMENT


Business Unit: Environmental Management			
Service Profile: Environmental Management			
Action	Responsibility	Progress Comment	Status
3.1.2.1 Enforce Companion Animals, Illegal Dumping and Parking Control regulations.	Manager Open Space, Regulatory & Utilities	<p>One dog impounded for May. Ranger has been appointed and commenced early June. Complaints are now being actioned. No abandon vehicle reported. No illegal dumping was reported for April Calls were received for straying livestock on public roads. Complaints received about keeping of Dingoes as domestic pets. Meeting has taken place with the dingo owners. Follow up to occur. Several barking dog complaints received. Rabbits still a problem again around town, with calls received on how to control them.</p>	
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 - May 2023 Black Knapweed - inspections and treatments along Bellevue and Aldershot Rds., and on private property as required. Tropical Soda Apple - Urbenville Green Cestrum - Various areas in and around Urbenville Private Property Inspections - 21 inspections undertaken for May. Meetings - Northern Tablelands Regional Weeds Committee meeting held in Inverell. Attended a Rapid Response project for Parthenium Weed at Croppa Creek for 2 days</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. 1 Tropical Soda Apple Plant found on Mt Lindesay Hwy in the Bald Knob State Forest.</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 on the Dumaresq River</p>	

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	2 complaints received for overgrown / untidy blocks for May, both completed.	

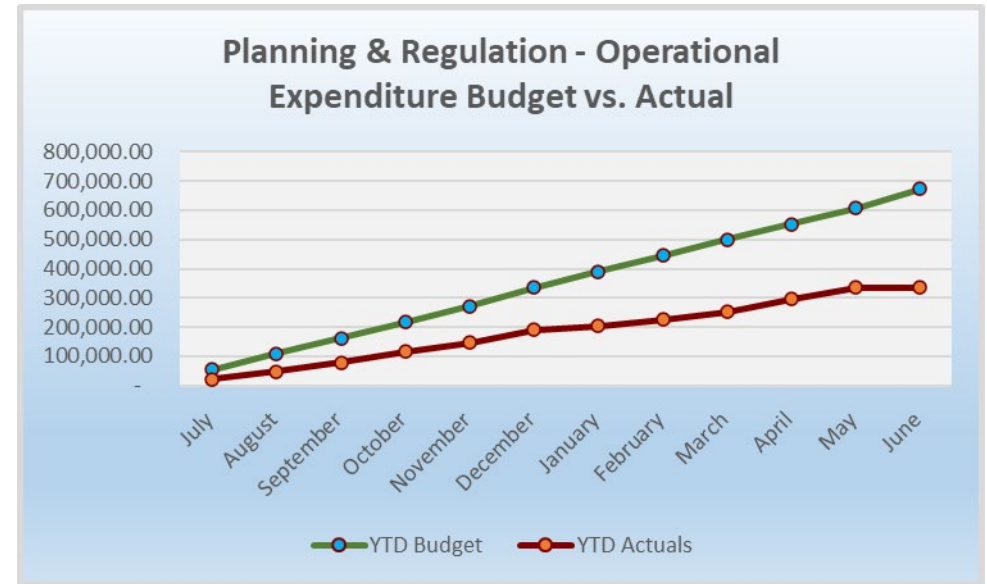
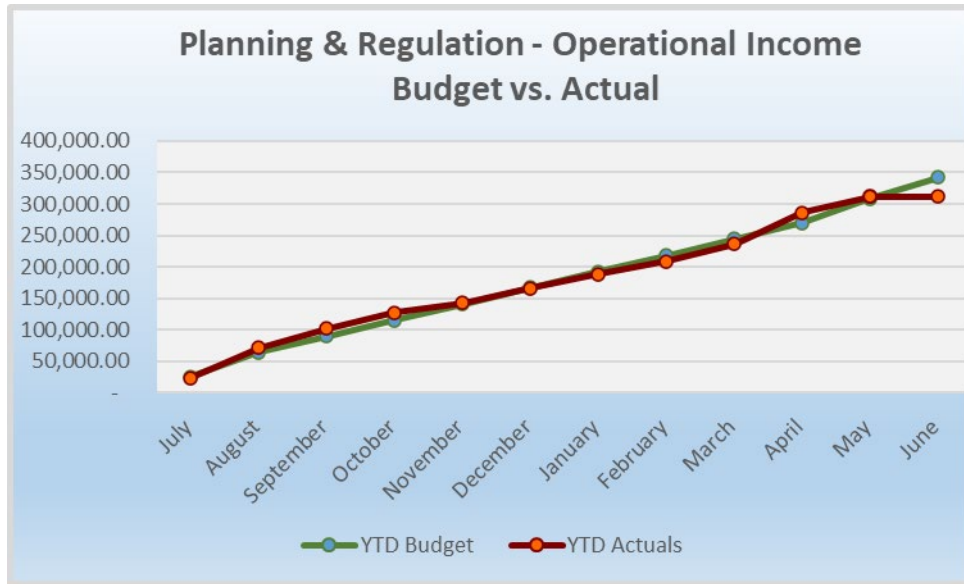
12. Livestock Saleyards



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Livestock Saleyards	420,414	322,635	76.74%
1. Operating Income	(108,188)	(136,768)	126.42%
2. Operating Expenditure	158,314	113,534	71.71%
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	May 2023	Prime Cattle	819 Head	\$ 1,000,081.30	 ON TRACK
			Feature Sale	2626 Head	\$ 2,470,040.85	
			Private Weighing	194 Head	\$ 172,124.00	
			Total	3639 Head	\$3,642,246.15	
			Financial Year 2022/2023	12,700 Head	\$ 15,246,177.39	
			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	
				Double Height ramp is operational. Further laneways are to be built.		
		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.				

13. Planning and Regulation



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Planning & Regulation	57,849	(246,552)	-426.20%
1. Operating Income	(342,250)	(311,606)	91.05%
2. Operating Expenditure	672,101	334,676	49.80%
3. Capital Income	(272,002)	(269,622)	99.12%

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. From July 1 all DA determinations to be drafted and issued via the NSW Planning Portal - NSW Government Department of Planning mandatory requirement	 ON TRACK
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Development Services	Local Heritage Fund Applications - Eight (8) projects completed. Mingoola Heritage Trail project (funded) sign has been finalised and delivered - install scheduled for early June, brochures under print to be delivered early June - project acquittal 15 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. One building certifier to undertake all construction related approvals, inspections and actions.	 ON TRACK

Applications Lodged May 2023

DA Number	Applicant	Address	Description of Work
2023.053	Craig Leggat	Ogilvie Drive, Tabulam	Subdivision (2) Lots
2023.054	Towers Business Base Station (Foto/Lillyman)	48 Back Creek Road, Woodside	Proposed upgrade to an existing Mobile Telecommunications Base Station
2023.055	BJS Constructions	88 Neagles Lane, Tabulam	Shed
2023.056	Matthew Ware	59 Pelham Street, Tenterfield	Extension to existing Dwelling & Shed
2023.057	Maree Townes	26 Parkes Drive, Tenterfield	Subdivision (2) Lots
2023.058	Machelle Vaughan-Carter	35a Haddocks Road, Tenterfield	Dwelling
2023.059	Rhombus Contracting	135 Duncan Street, Tenterfield	Shed
2023.060	Evan Toon	5470 Mount Lindesay Road, Liston	Dwelling
2023.061	Steven Coutinho	1 Parkes Drive, Tenterfield	Shed & Carport
2023.062	Tenterfield Surveys (Skinner)	9 Sunnyside Loop Road, Tenterfield	Subdivision (7) Lots
2023.063	Tenterfield Surveys (Quinn)	11 Urbenville Road, Urbenville	Subdivision (2) Lot Boundary Adjustment
2023.064	Tenterfield Surveys (Johnson)	86 Rivertree Road, Liston	Subdivision (2) Lot Boundary Adjustment
2023.065	Tenterfield Surveys (Cowin)	Finnertys Road, Tenterfield	Subdivision (10) Lots
2023.066	Currawinya Pty Ltd /Gith	2575c Paddys Flat Road, Tabulam	Alterations/Extensions to existing dwelling/shed

Applications Determined May 2023

DA Number	Applicant	Address	Description of Work
2021.143/1	Tenterfield Surveys	247 Bulwer St, Tenterfield	Amendment – 5 Lot subdivision
2022.131/1	Tenterfield Surveys	132 Sunnyside Loop Rd, Tenterfield	Amendment – 14 Lot subdivision
2023.016	Tenterfield Surveys	305 Faggs Road, Wylie Creek	Two (2) Lot Boundary Adjustment
2023.022	Tenterfield Surveys (Finnerty)	Sunnyside Loop Road, Tenterfield	Six (6) Lot Rural subdivision
2023.023	Tenterfield Surveys (Claydon)	11 Mingoola School Road, Mingoola	Two (2) Lot Boundary Adjustment
2023.026	Tenterfield Surveys (Carpenter)	1465 Billirimba Road, Tenterfield	Two (2) Lot Rural Subdivision
2023.028	Arcopod (Cowan)	95 Kildare Road, Tenterfield	Dwelling- Manufactured Home
2023.030	Keith Sutcliffe	67a Clive Street, Tenterfield	Dwelling/Shed
2023.032	Jayne Barrett	12 Stanthorpe Street, Liston	Shed
2023.036	Timothy Russell Dominicoblue Building	141 High Street, Tenterfield	Extension of existing Commercial Building
2023.037	Wes Smith Building Pty Ltd (Andrew)	38 Neagles Lane, Tenterfield	Dwelling
2023.039	Tenterfield Surveys(Townes)	6 Parkes Drive, Tenterfield	Strata Subdivision Two (2) Lots
2023.042	Uniplan (Groenwoldt/Owens)	8 Sommerlads Road, Tenterfield	Manufactured Dwelling & Shed
2023.043	Yvette & Steven Ardern	12 Four Mile Creek Road, Tenterfield	Dwelling & Shed

2023.044	Tenterfield Surveys (Wright)	37 Bellevue Road, Tenterfield	Subdivision Four (4) Lots - Rural
2023.046	Brad Holley (Crabb)	97 Cowper Street, Tenterfield	Shed
2023.047	Tenterfield Surveys (South & Ryan)	Mingoola Station Road, Mingoola	Boundary Adjustment Five (5) Lot - Rural
2023.049	Maree Townes	26 Parkes Drive, Tenterfield	Dwelling & Shed
2023.050	Desley Kane	61 Mud Flat Road, Drake	Extension to existing Dwelling
2023.054	Towers Business Base Station (Foto/Lillyman)	48 Back Creek Road, Woodside	Proposed upgrade to an existing Mobile Telecommunications Base Station

Applications Outstanding – May 2023

DA Number	Applicant	Property Address	Description of Work	Status of Application/Comment
2019.055	RAWNSLEY Derek & PAINE Janine	632 Sugarbag Road, Drake	Tourist & Visitor Accommodation (Backpackers Accommodation)	Insufficient Information provided to complete assessment
2019.104	Wilshire & Co Superannuation Fund (Todd Wilshire)	1-9 Manners Street, Tenterfield	New Shed & Extension to Existing Shed (Awning)	Insufficient Information provided to complete assessment
2021.012	CORBETT Arran	Bluff River Road, Tenterfield	Primitive Camp Ground	Insufficient Information provided to complete assessment
2021.080	Cracker Quarry & Ag Supplies Pty Ltd	98 Pyes Creek Road, Bolivia	Storage premises, distribution centre and industrial activity - including stockpiling, processing & distribution of quarry products, weighing, dispatch, maintenance & repair of equipment, administration building & amenities	Information Required from Applicant
2021.153	Stephen P McElroy & Associates (Burtenshaw)	7841 Bruxner Highway, Drake	Tourist & Visitor Accommodation	Further information required from applicant to address RFS requirements
2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant
2022.048	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield	Eleven (11) Lots Staged Urban Subdivision	Information required from applicant

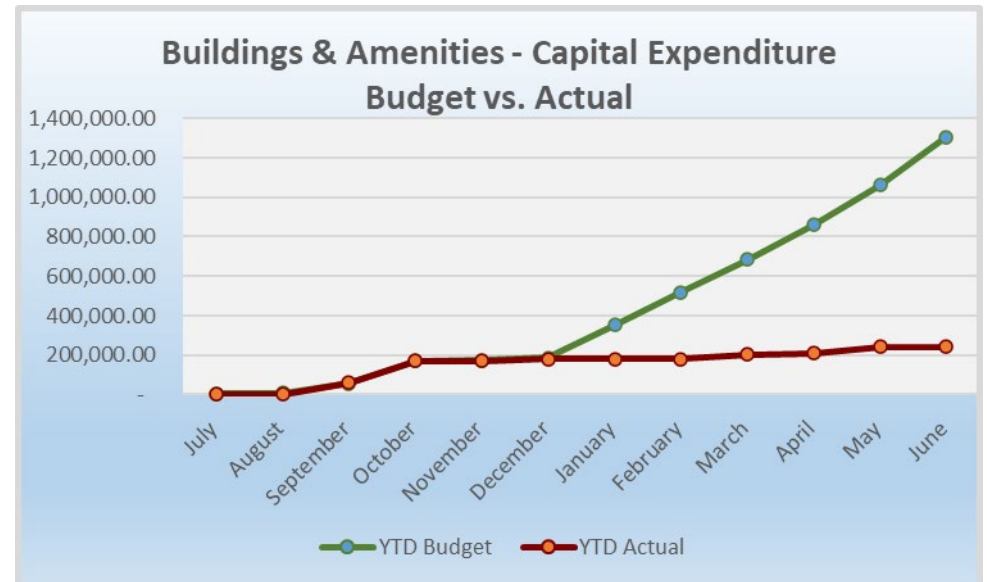
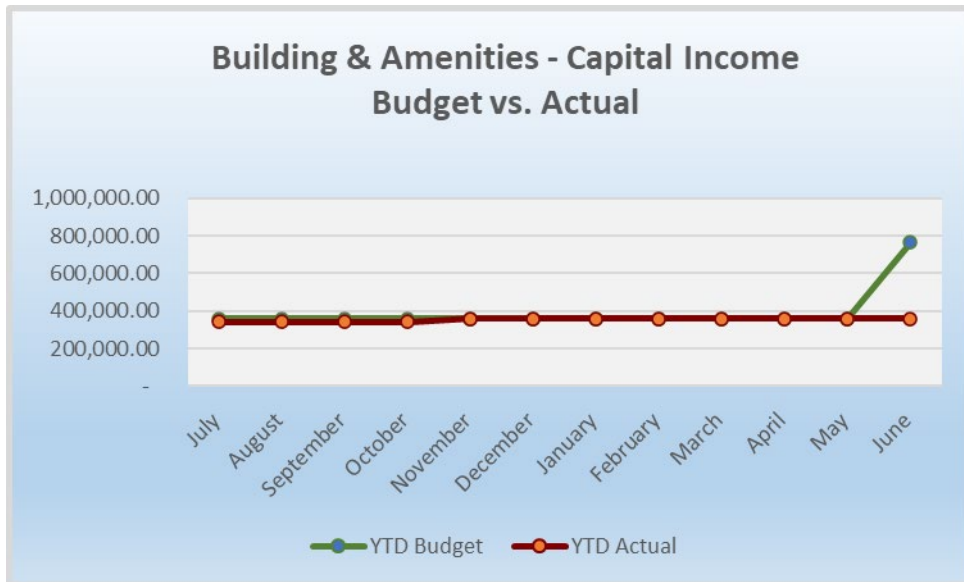
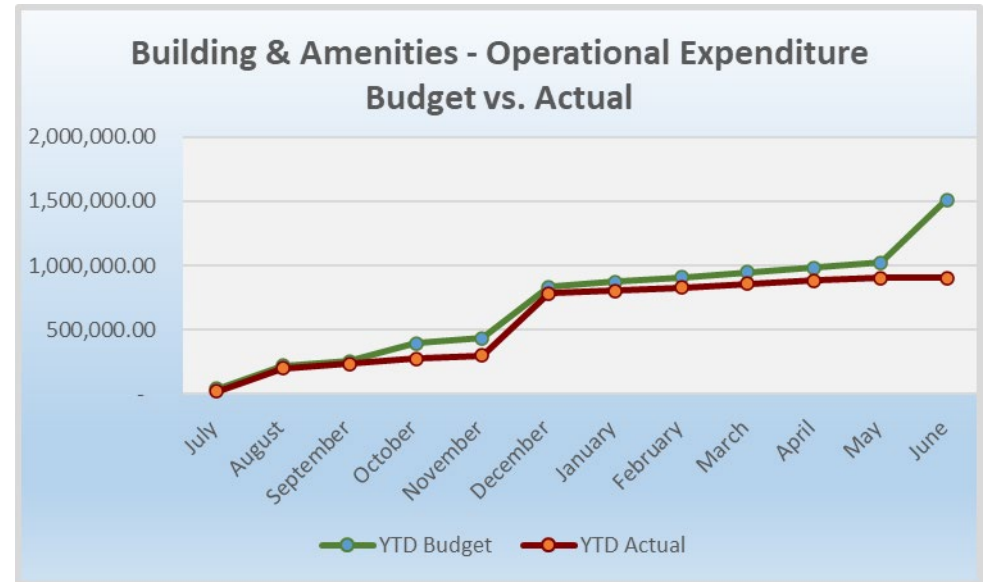
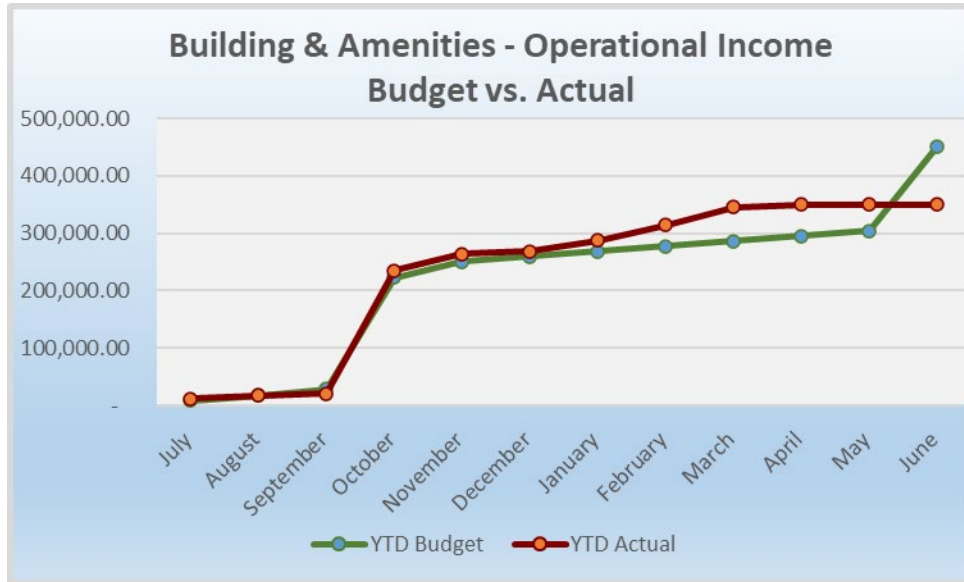
2022.068	Tenterfield Surveys Pty Ltd	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant
2022.140	John Dean	228 Old Ballandean Road, Tenterfield	Dwelling	Awaiting additional information from applicant
2023.008	Tenterfield Surveys	632a New England Highway, Tenterfield	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
2023.010	Tenterfield Surveys	Tooloom Street, Legume	Two (2) Lot Subdivision	Under assessment/Awaiting RFS recommendations
2023.018	Kyogle Home Modifications	7 Beary Street, Urbenville	Dwelling	Under assessment
2023.045	Rachel Scullion	10 Boomi Street, Urbenville	Shed	Under assessment
2023.048	Hannah Julius	156 Logan Street, Tenterfield	4 Dwellings (on 4 lots)	Under assessment/awaiting additional information
2023.051	Westbulit Homes (Currawinya - Gith)	2575c Paddys Flat Road, Tabulam		Under assessment
2023.053	Craig Leggat	Ogilvie Drive, Tabulam	Subdivision (2) Lots	Awaiting additional information from applicant
2023.055	BJS Constructions	88 Neagles Lane, Tenterfield	Shed	Under assessment
2023.056	Matthew Ware	59 Pelham Street, Tenterfield	Extension to existing Dwelling & Shed	Under assessment
2023.057	Maree Townes	26 Parkes Drive, Tenterfield	Subdivision (2) Lots	Under assessment/Awaiting RFS recommendations
2023.058	Machelle Vaughan-Carter	35a Haddocks Road, Tenterfield	Dwelling	Under assessment
2023.059	Rhombus Contracting	135 Duncan Street, Tenterfield	Shed	Under assessment
2023.060	Evan Toon	5470 Mount Lindesay Road, Liston	Dwelling	Under assessment

2023.061	Steven Coutinho	1 Parkes Drive, Tenterfield	Shed & Carport	Under assessment
2023.062	Tenterfield Surveys (Skinner)	9 Sunnyside Loop Road, Tenterfield	Subdivision (7) Lots	Under assessment
2023.063	Tenterfield Surveys (Quinn)	11 Urbenville Road, Urbenville	Subdivision (2) Lot Boundary Adjustment	Under assessment
2023.064	Tenterfield Surveys (Johnson)	86 Rivertree Road, Liston	Subdivision (2) Lot Boundary Adjustment	Under assessment
2023.065	Tenterfield Surveys (Cowin)	Finnertys Road, Tenterfield	Subdivision (10) Lots	Under assessment
2023.066	Currawinya Pty Ltd /Gith	2575c Paddys Flat Road, Tabulam	Alterations/Extensions to existing dwelling/shed	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.	2	2	3	1	6	0	14	18
	Value	\$264,037.00	\$274,769.00	\$73,169.00	\$75,000.00	\$0.00	\$0.00	\$686,975.00	\$1,158,383.00
Jun-23	No.							0	18
	Value							\$0.00	\$1,553,750.00
No. (Year to Date)		46	15	27	6	31	5	130	
FY 22/23 Total Value (Year to Date)		\$13,951,755.00	\$1,371,469.00	\$954,987.78	\$698,467.00	\$0.00	\$48,000.00	\$17,024,678.78	
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 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Buildings & Amenities	1,578,126	414,509	26.27%
1. Operating Income	(475,674)	(371,057)	78.01%
2. Operating Expenditure	1,513,317	903,475	59.70%
3. Capital Income	(763,660)	(360,013)	47.14%
4. Capital Expenditure	1,304,143	242,104	18.56%
4200501. Admin Building -- Refurbishment	49,524	48,754	98.45%
4200508. Admin Building - Roof Replacement	300,000	3,240	1.08%
4205504. Housing - 268 Douglas St - Replace Water-Damaged Carpet	25,000	19,640	78.56%
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 2023/2024 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 options. • 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 • Quote has been received for the RSL Deck to be cleaned, secure existing nails and stained awaiting on another quote. • Jubilee Park has been a target again for vandalism with several police reports have to be submitted online. The damage has been focused on burning rubbish, leaves & sticks, melting or smashing toilet seats. There is also graffiti found in the toilets. The rotunda has been damaged where a section of bricks have been smashed away and the weather boards seared with a lighter. The hole in the bricks have been sealed up with temporary sheeting. • Information and plans have been compiled for the Councils Building Surveyor to complete inspections and approvals on all Council owned septic systems in the shire. 	

Current Capital Works

- Purchase order has been raised to replace the air conditioning units on the administration roof. Installation should be in July 2023.
 - Administration Roof needs to be replaced, this will be looked at in the next financial year; 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 expected to receive in June, prior to lodgement with Council for assessment.
- Mt McKenzie Access Road to the digital site will commence in the first half of the financial year, notification letters are going out to neighbours in June.

1.2.1.5 Manage and update Land and Property Register.

Building &
Property
Coordinator

- Land and Property register is currently being managed as required. Spreadsheets are being updated as needed. The operational land database was last updated in October and completed the valuation of assets in January 2023.
- Due to essential work commitments and staff shortages, staff are finding time genuinely difficult to complete a review of Council land and buildings in the shire for the consideration of Council, identifying assets to assist that through disposal may reduce ongoing maintenance and depreciation costs in a material way.
- Updated property assessment list for insurance review.



NEEDS WORK

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

Building &
Property
Coordinator

Licences & Agreements on Council owned/managed Land

- Council staff have reviewed draft lease for 136-138 Manners Street, Tenterfield and a copy has been provided to Tenterfield Total Care for comment.
- CPI increases have been arranged with accounts on all Council leases properties.

GRANT FUNDING

Following Grant Projects are still outstanding:

2021-2023 NSW Heritage Grant – Community Heritage

- The Mingoola Heritage Trail – Sign delivered and to be installed early June. Brochures with printer – delivery mid June. Launch of brochures and sign date to be determined.



MONITOR

Drought Communities Programme Extension

- 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.

Local Drought Stimulus Package

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

National Bushfire Funding

- Advertising Campaign Expansion & Brochure Production -working on final project to be completed. Public

Spaces Legacy Program


- 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 June - 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 sent to contractors for quoting quotation close on 14 June 2023.
- Upgrades to Drake Hall, Scope of work has now been drafted and inspection of property has been scheduled for early May to seek quotations.

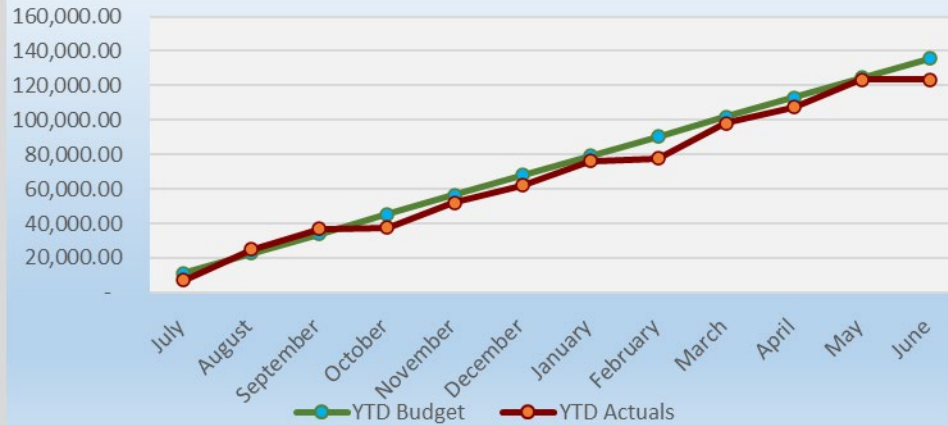
Black Summer Funding

- Removal of dead trees has commenced (Tenterfield Park).
- Mingoola Hall Upgrades to include a standalone toilet – plans and quotes are being collected and will need to go to the community for consultation – Site inspections have been completed and should go out for consultation in June.
- 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.

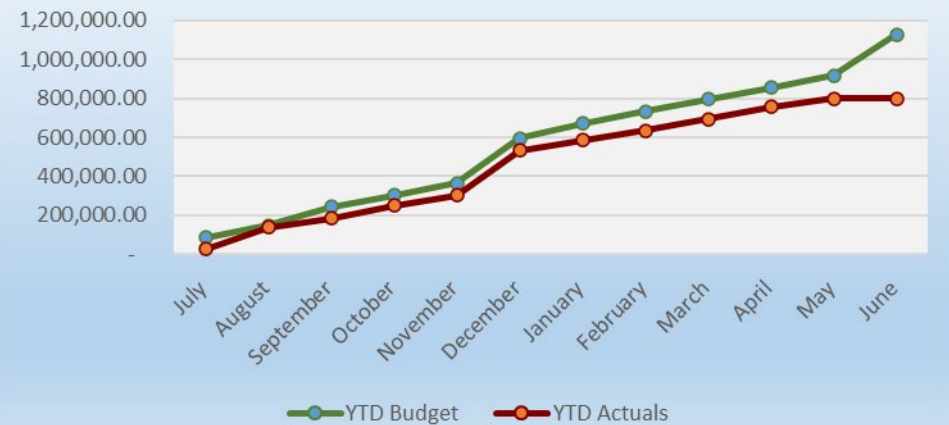
Action	Responsibility	Progress Comment	Status
1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.	Building & Property Coordinator	<ul style="list-style-type: none"> • ALC 9253 & 13616 – additional evidence was required to be submitted to the Aboriginal Land Claim Assessment Team at NSW Department of Industry – Crown Lands, for a particular portion of this property –awaiting outcome. • Council staff have raised concerns for future works with Councils Solicitor and Crown land in relation to Aboriginal Land Claim 9002 <p>Property specialist position is currently vacant since December 2022, any Crown Land, Aboriginal Land Claims and Designated Native Title advice has been deferred until a person has been appointed to the position unless deemed urgent.</p> <p>Last update from November 2022 –</p> <ul style="list-style-type: none"> • Awaiting outcome to a request from Crown lands regarding Aboriginal Land Claim 9002 & 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

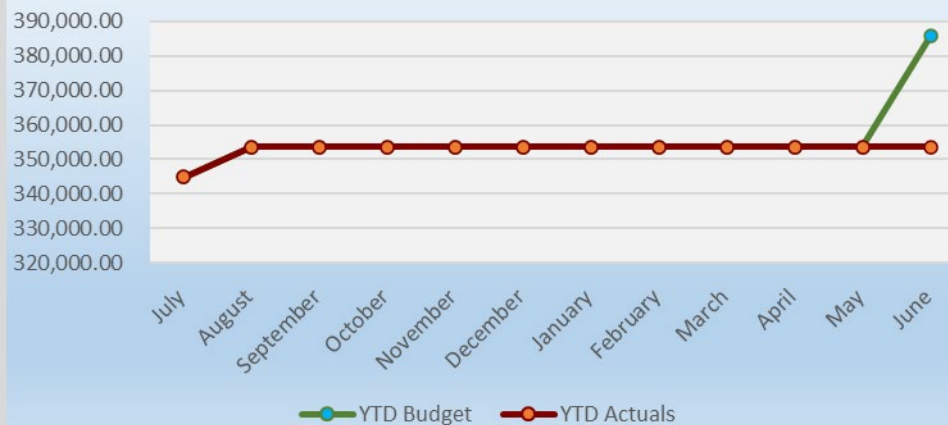
Parks, Gardens & Open Space - Operational Income Budget vs. Actual



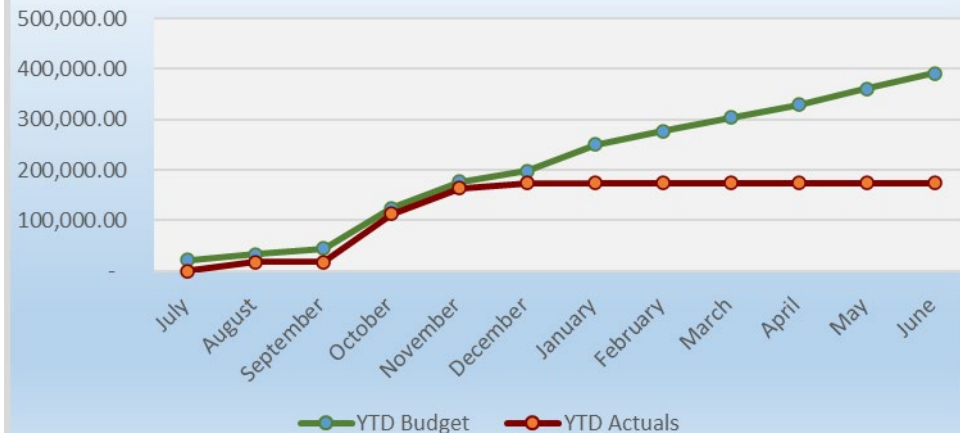
Parks, Gardens & Open Space - Operational Expenditure Budget vs. Actual



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





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



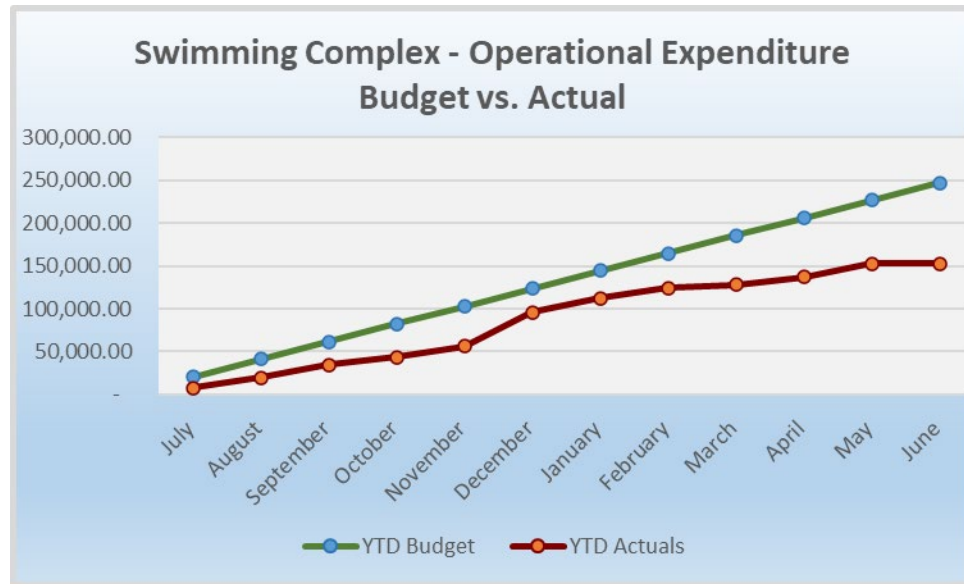
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Parks, Gardens and Open Space	999,940	496,549	49.66%
1. Operating Income	(135,737)	(123,265)	90.81%
2. Operating Expenditure	1,129,007	799,938	70.85%
3. Capital Income	(385,667)	(353,667)	91.70%
4. Capital Expenditure	392,337	173,543	44.23%
4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion	15,428	0	0.00%
4605514. PSLP - Jennings Playground Precinct	216,909	173,543	80.01%
4605516. SCCF4-0951 Revitalisation of Tenterfield Netball Courts	160,000	0	0.00%

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>Interviews completed for Parks and Gardens positions. 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 continuing leaf pick up. Several stumps removed from town streets.</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>	

16. Swimming Complex

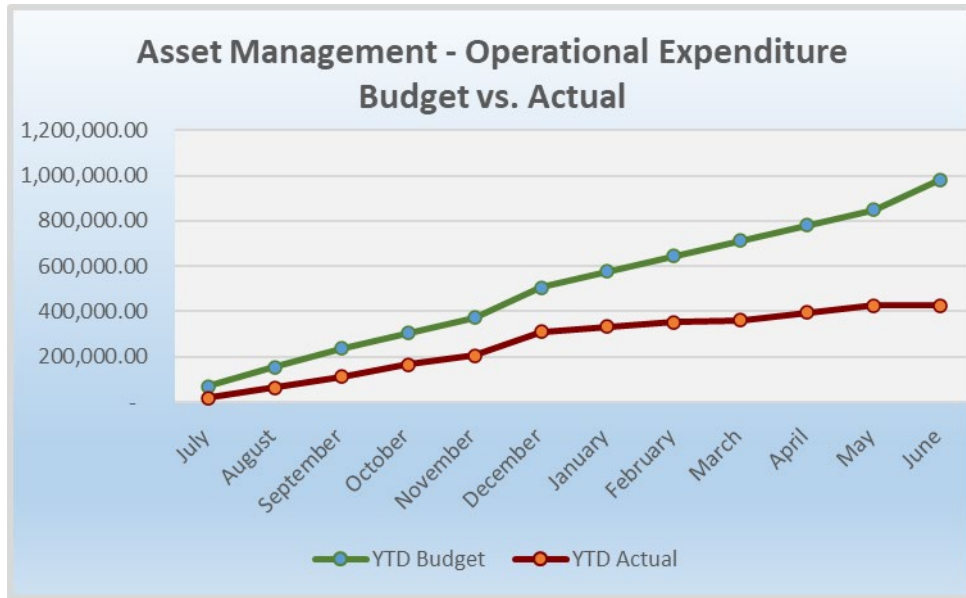


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Swimming Complex	272,112	159,048	58.45%
2. Operating Expenditure	247,112	152,347	61.65%
4. Capital Expenditure	25,000	6,701	26.80%
4600512. Swimming Pool - Equipment Renewal	25,000	6,701	26.80%






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. <p>Works identified for budget for next few years</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.	 ON TRACK

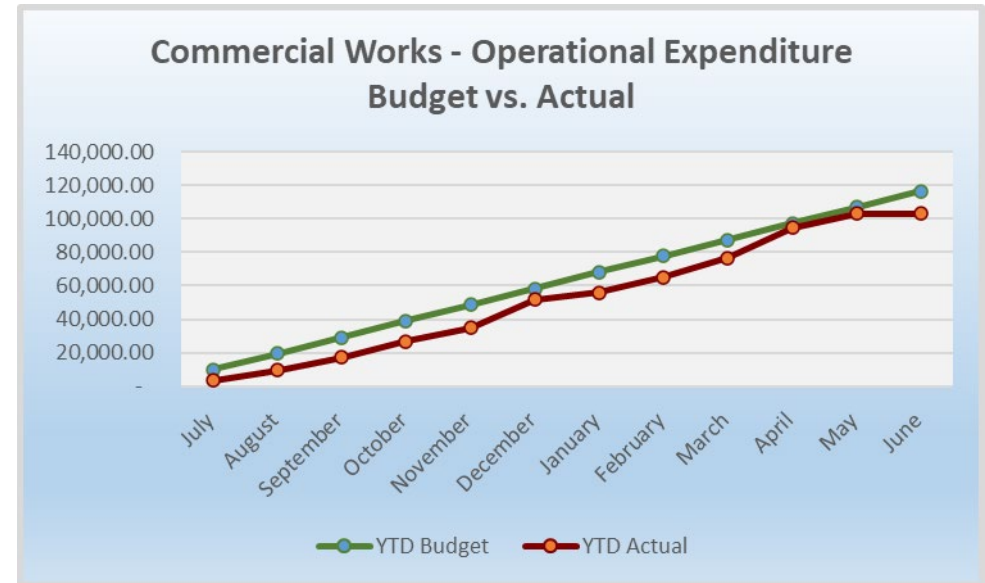
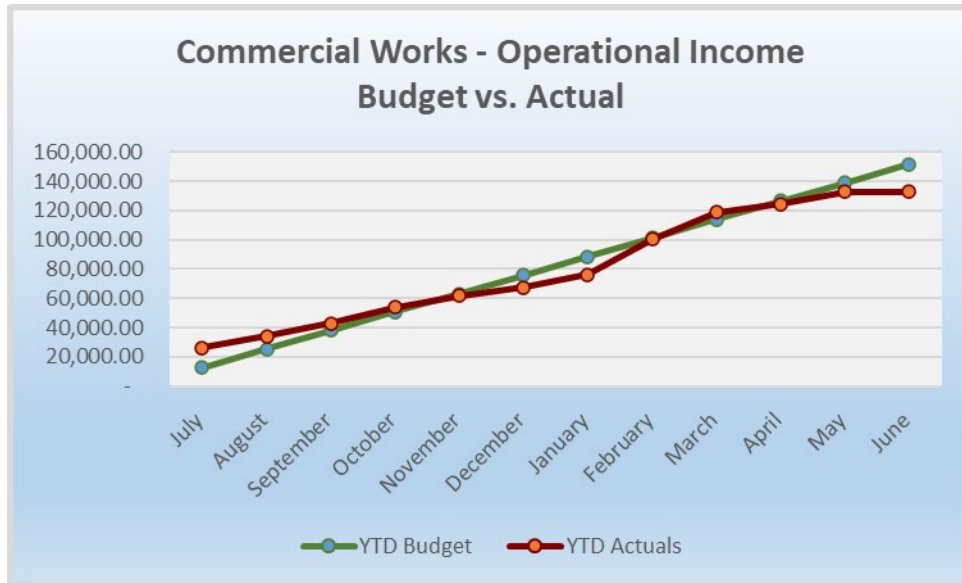
17. Asset Management and Resourcing



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Asset Management & Resourcing	1,215,282	455,702	37.50%
1. Operating Income	(10,000)	(516)	5.16%
2. Operating Expenditure	982,524	426,337	43.39%
4. Capital Expenditure	233,921	21,758	9.30%
6250501. Tenterfield Depot - Refurbishment Stage 1	13,921	13,921	100.00%
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	8,122	91.91%


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

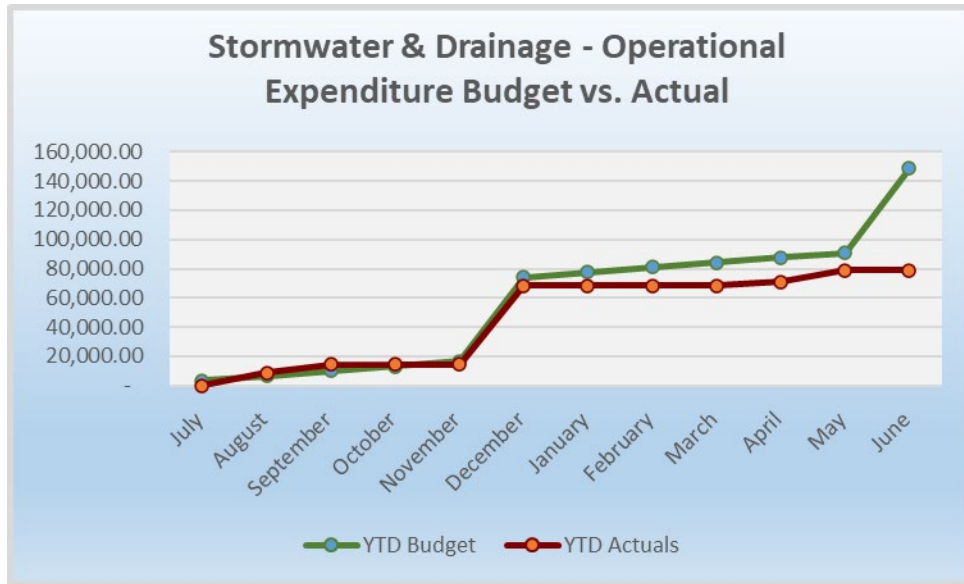


COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Commercial Works	(35,159)	(29,845)	84.89%
1. Operating Income	(151,842)	(132,870)	87.51%
2. Operating Expenditure	116,683	103,025	88.29%

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	May 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



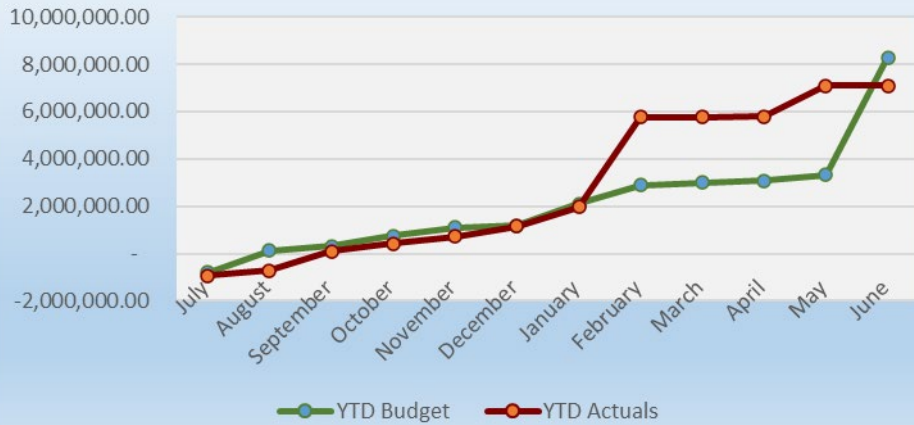
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Stormwater & Drainage	167,232	11,240	6.72%
1. Operating Income	(71,478)	(71,681)	100.28%
2. Operating Expenditure	148,510	78,750	53.03%
3. Capital Income	0	(1,827)	0.00%
4. Capital Expenditure	90,200	5,997	6.65%
8252502. Drainage Pits - Upgrade	63,000	5,566	8.83%
8252523. Urban Culverts Renewal	7,200	71	0.99%
8252526. Stormwater Pipe Renewal	20,000	360	1.80%

19. STORMWATER DRAINAGE

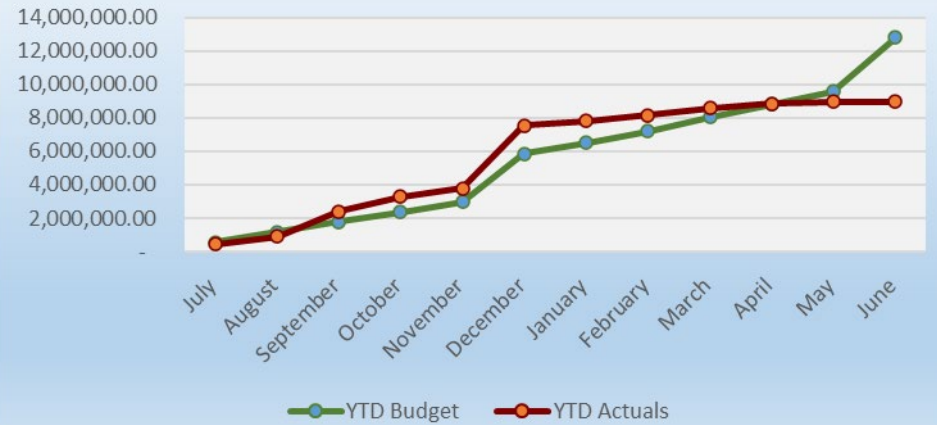
Business Unit: Stormwater Drainage			
Service Profile: Stormwater Drainage			
Action	Responsibility	Progress Comment	Status
4.1.2.1 Implement the Storm water Asset Management Plan.	Manager Asset & Program Planning	Stormwater blind pit raising has been commenced and further pipe replacement and pit renewals 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. Some additional stormwater works have been undertaken and further design works are programmed in accordance with the Asset Management Plan objectives.	 MONITOR

20. Transport Network

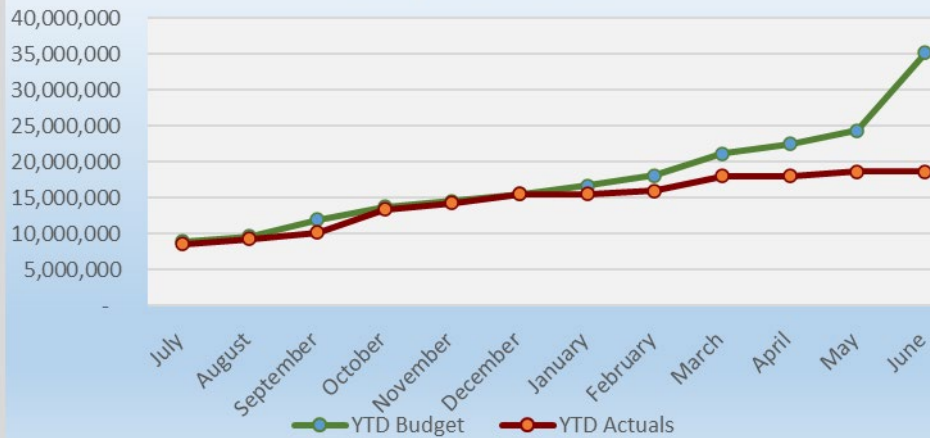
Transport Network - Operational Income
Budget vs. Actual



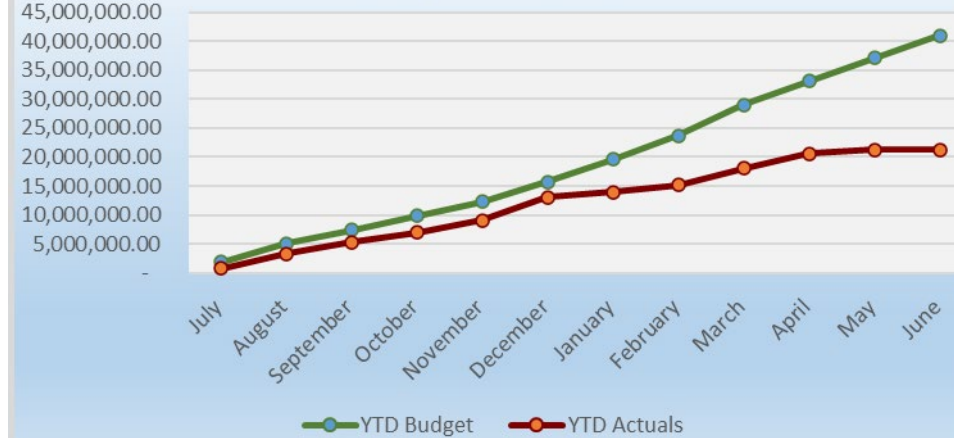
Transport Network - Operational Expenditure
Budget vs. Actual



Transport Network - Capital Income
Budget vs. Actual



Transport Network - Capital Expenditure
Budget vs. Actual




COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Transport Network	10,889,910	4,832,380	44.37%
1. Operating Income	(8,271,591)	(7,093,500)	85.76%
2. Operating Expenditure	12,794,141	8,976,587	70.16%
3. Capital Income	(35,131,799)	(18,694,159)	53.21%
4. Capital Expenditure	41,010,078	21,269,740	51.86%
6215110. Regional & Local Roads Traffic Facilities	68,000	62,477	91.88%
6215510. Regional Roads Block Grant - Reseals Program.	582,668	265,841	45.62%
6215531. Special Grant Mt Lindesay Road (RMS/Fed)	6,823,347	5,600,382	82.08%
6215544. BLERF - 0737 - Improve Mt Lindesay Road	5,297,708	1,866,456	35.23%
6215550. Footpaths Capital Works	165,000	2,035	1.23%
6215552. Roads to Recovery 2019-24	1,044,335	357,346	34.22%
6215566. Developer Contribution Road Works	40,540	36,879	90.97%
6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)	3,216,325	3,124,964	97.16%
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	1,891,464	63.69%
6215575. ROSI - Sunnyside Platform Road Upgrade	1,752,075	1,669,571	95.29%
6215576. BSBR000641 - Drake Village Revitalisation	2,900,300	17,882	0.62%

COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
6215579. Local Roads & Community Infrastructure Program - Round 3	2,088,670	1,664,474	79.69%
6215580. Repair Program 2022/23	565,572	547,085	96.73%
6215582. DRFA EPAR - EN00010 - AGRN1012 - 22 Feb 2022 Onwards	0	331,542	0.00%
6215583. DRFA AGRN1012 EPAR Plains Station Road	0	20,331	0.00%
6215584. FLR400104 - Paddys Flat Road South, Tabulam	2,999,116	0	0.00%
6220269. DRFA AGRN1012 Package 1 EPAR	56,047	209,139	373.15%
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	544,177	75.33%
6220276. Bridges Renewal Program - Unknown Creek Bridge (67161) Replacement, Paddy's Flat Rd Sth	532,955	530,531	99.55%
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	365,030	350,925	96.14%
6220279. FCBP - Acacia Creek Bridge - Patersons Road, Legume	767,229	0	0.00%
6220281. FCBP - Acacia Creek Bridge - Tooloom Street, Legume	713,128	0	0.00%
6220282. FCBP - Koreelah Creek Bridge - White Swamp Road, Koreelah	1,416,420	0	0.00%
6220283. FCBP - Mole River Bridge - Springfield Road, Mole River	1,308,221	0	0.00%
6220500. Urban Streets - Reseal Program	60,000	0	0.00%
6220501. Road Renewal - Gravel Roads	601,519	250,084	41.58%

COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
6220503. Gravel Resheets	632,452	163,245	25.81%
6220505. Kerbing & Guttering	40,000	0	0.00%
6220506. Bridges / Causeways (SRV to 2023/24)	30,000	26,374	87.91%
6220507. Rural Roads - Reseal Program	653,940	84,941	12.99%
6220512. Rural Culverts & Pipes	50,000	40,127	80.25%
6220513. Concrete Bridges	20,223	0	0.00%
6240101. Gravel Pit Rehabilitation	30,664	0	0.00%
6240509. SCCF4-0946 Extension to Urbenville Footpath	159,815	37,051	23.18%
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	6,752	100.00%
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

May Grading & Works Report 2023 Grading Schedule

o Eastern Grader –This crew has graded Cyril Smith Circuit, Ogilvie Dr and Bushy Dr. This crew is doing a low cost pavement preparation on another short section of road on Paddy’s Flat Road, Council anticipates sealing another four kilometres by June 30. This crew and possibly a contract grader will attend to Red Rock Rd, Rover Park Rd, Pateman’s Rd, Ramsay Rd and Chauvel Rd following this.

o Northern Grader –This crew has graded White Swamp Rd, Head Gate Rd, Old Kooreelah Rd and Martins Rd. This crew will come down and construct a low cost pavement preparation for sealing on Undercliffe Rd, although sealing will not occur this financial year and is subject to funding availability. Mt Clunie Rd, Turner’s Flat Rd and Hills Rd will be graded after Undercliffe Rd is completed. A contract crew is conducting sealed pavement rehabilitation on Graham’s Ck Rd, followed by grading Barlow’s Gate Rd and possibly assisting with grading the Wylie Ck area. Slashing is occurring in the Northern Region.

o Western Grader – subject to staffing availability, Council has a temporary operator in this grader who has graded Koch’s Rd (brush over), Black Swamp School Rd, Herding Yard Ck Rd and is now in the Wylie Ck area. A contract grader has graded Mountain Ck Rd, Ironbark Rd Darthula Rd and Darthula Loop Rd.

o Central Grader –This crew has graded the Upper Rocky Rd, walked the grader through The Rocky River Rd (touching up bad areas) and has started grading from the beginning of Long Gully Rd, working its way back towards the Rocky River Rd.

o Bridge Crew have completed half of the footpath in Urbenville under the Stronger Country Communities Fund Round 4 -Extension to Footpath Urbenville.

o Council Drainage excavator has completed 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 A contract rehabilitation crew is conducting repairs on Bruxner Way, between 6km and 48km.

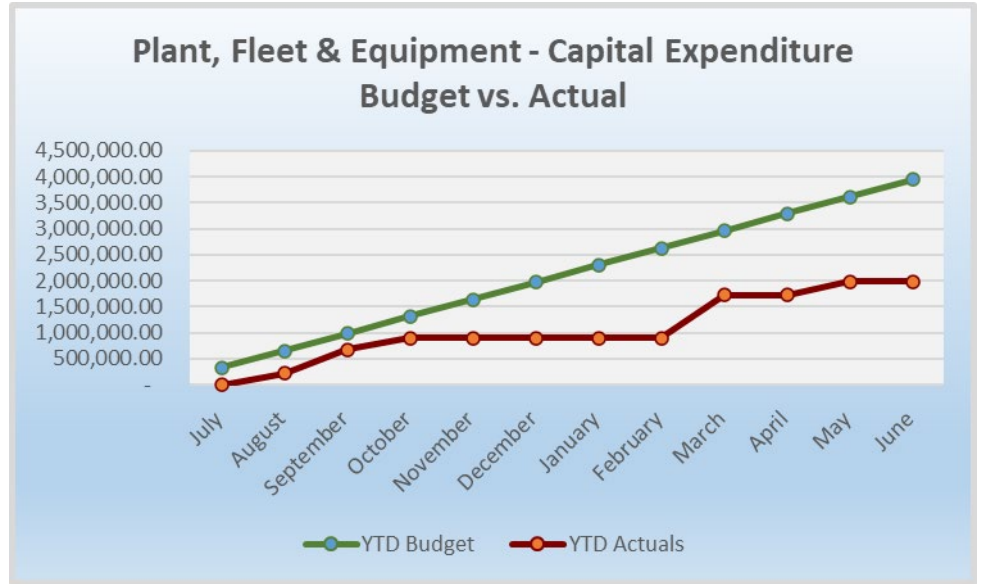
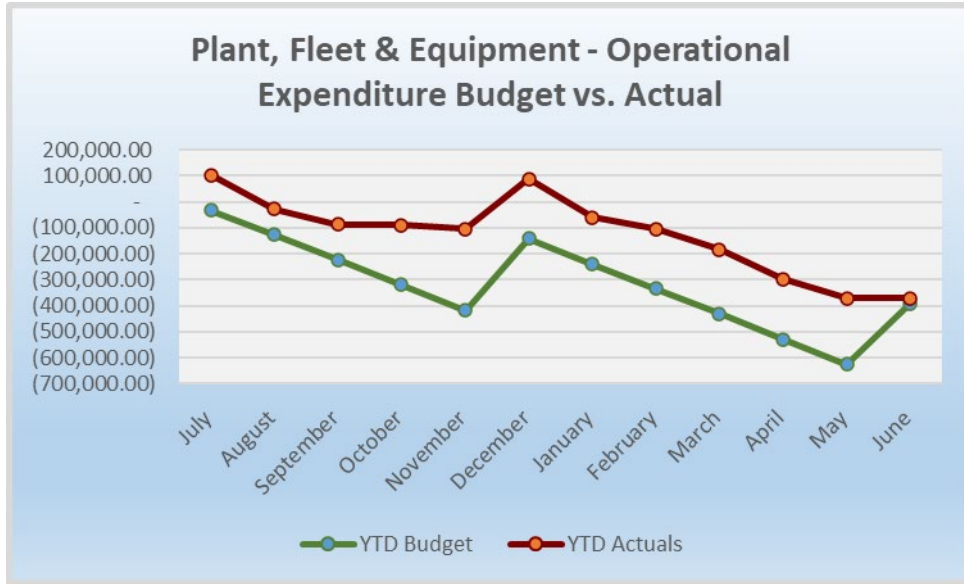
o Council awaits upper limit approvals for DRFA Essential Public Asset Restoration (EPAR) works for various submissions, including the unsealed network.

o Plains Stn Rd at Frasers Cutting continues to allow traffic access under lights.



NEEDS WORK

21. Plant, Fleet and Equipment



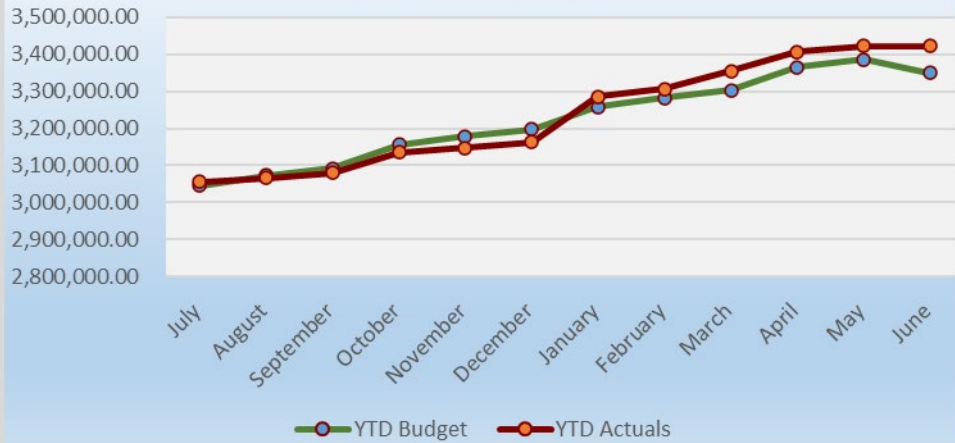
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Plant, Fleet & Equipment	463,887	(525,458)	-113.27%
1. Operating Income	(48,190)	(45,744)	94.92%
2. Operating Expenditure	(390,346)	(371,207)	95.10%
4. Capital Expenditure	3,944,257	1,984,093	50.30%
6210500. Public Works Plant - Purchases	3,944,257	1,984,093	50.30%
8. WDB of Asset Disposals	(3,041,834)	(2,092,600)	68.79%

21. PLANT, FLEET & EQUIPMENT

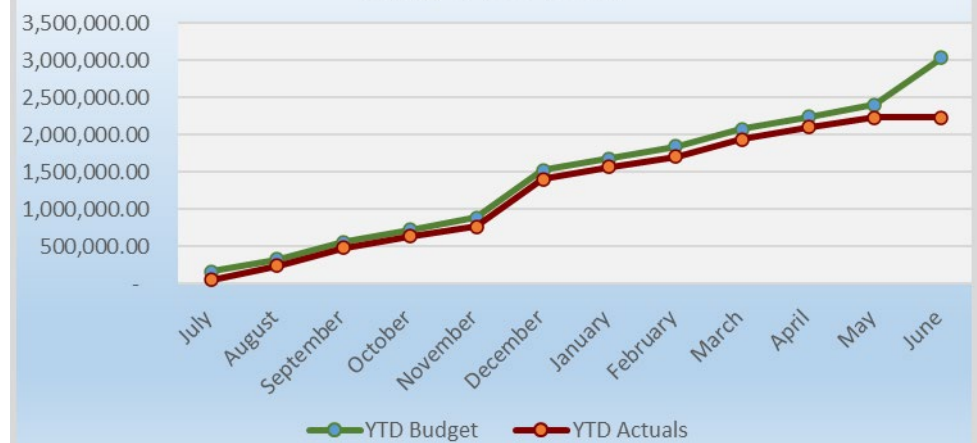
Business Unit: Plant, Fleet & Equipment			
Service Profile: Plant, Fleet & Equipment			
Action	Responsibility	Progress Comment	Status
5.1.3.5 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.	Manager Asset & Program Planning	Light fleet replacements are 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

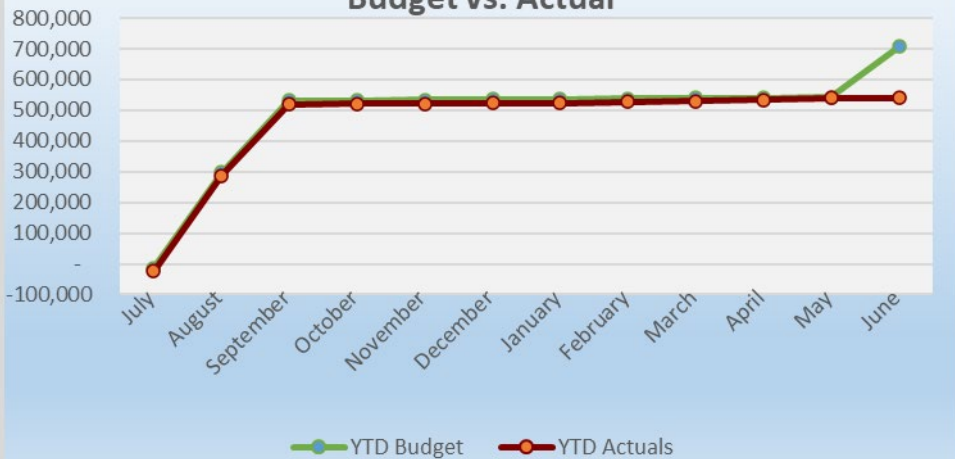
**Waste Management - Operational Income
Budget vs. Actual**



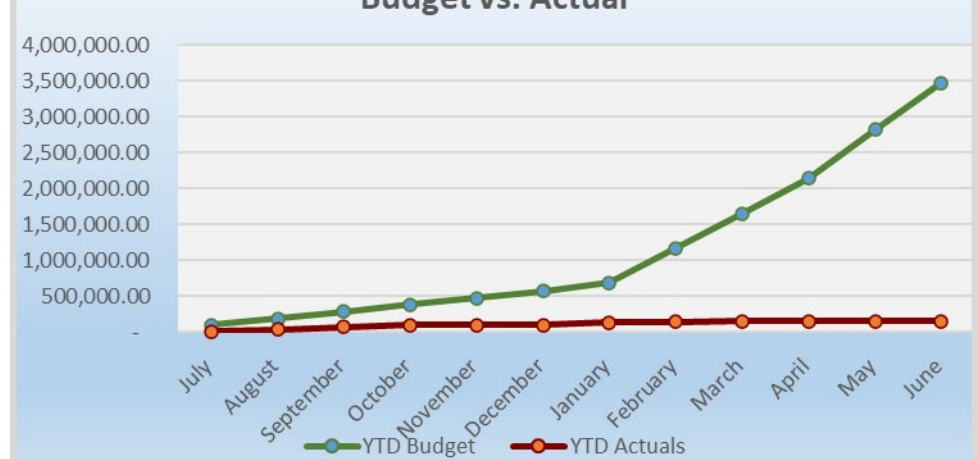
**Waste Management - Operational Expenditure
Budget vs. Actual**



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




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



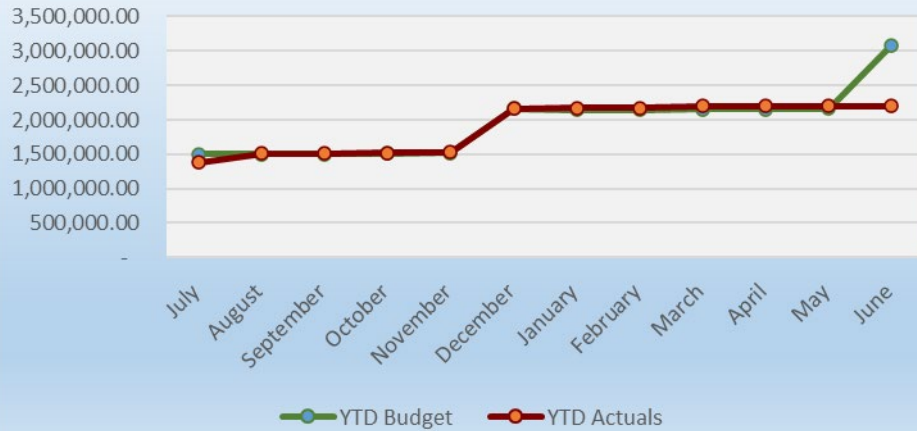
COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Waste Management	2,630,143	(1,388,788)	-52.80%
1. Operating Income	(3,350,259)	(3,422,360)	102.15%
2. Operating Expenditure	3,037,828	2,231,789	73.47%
3. Capital Income	(707,358)	(539,897)	76.33%
4. Capital Expenditure	3,464,265	156,013	4.50%
7080500. 240L Wheelie Bins	3,101	2,893	93.29%
7080503. Industrial Bins	10,304	3,522	34.18%
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	579	28.97%
7080811. Tenterfield WTS Groundwater Bores	119,879	2,216	1.85%
6. Liabilities	185,667	185,667	100.00%

22. WASTE MANAGEMENT

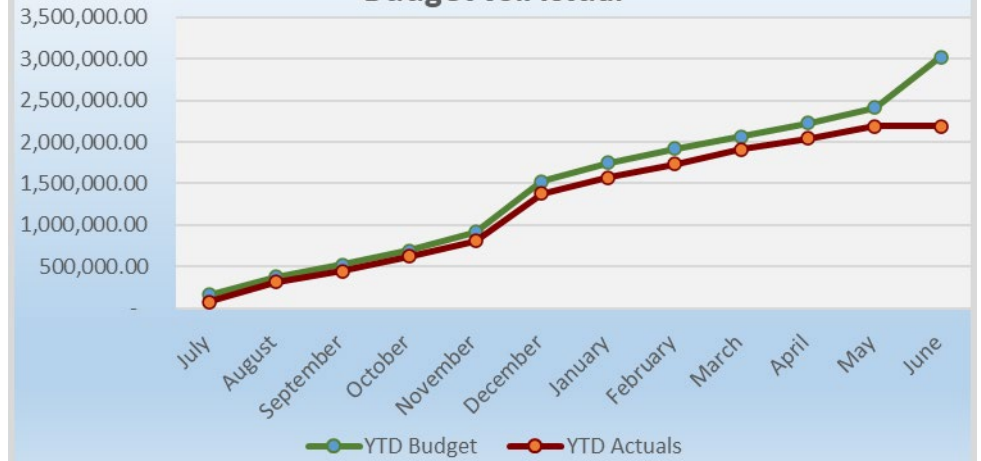
Business Unit: Waste Management			
Service Profile: Waste Management			
Action	Responsibility	Progress Comment	Status
3.1.4.1 Deliver and manage Waste and Recycling services.	Manager Water & Waste	<p>May 2023 - Update</p> <p>The Torrington Waste Transfer Station is awaiting final fencing installation expected after final purchase from Glen Innes June 2023 purchase now completed in May2023. 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</p> <p>24/11/2022, discussions with designers for response, including analysis and drawdown tests occurred in March 2023 continuing in April and finalised in May 2023 information provided to consultants (Graph 1 & 2) to commence a report 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. Arrival of new weather stations occurred this month 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>Request by EPA for an investigation into pezio-wells commenced with initial checking of water levels and depths utilising a electrometer, further investigations have been awarded and were undertaken in June 2022, final report suggested 2 wells damaged, a CCTV of wells was scheduled in July 2022 and the wells passed, with no damage recorded.</p> <p>The application for funding from the bushfires in 2019 has continued with Council to receive \$773,692 for improvements at Boonoo Boonoo and Torrington, deeds have been signed, works have commenced onsite for office deployment, truck shelter is now erected with septic tank connection completed. 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, weighbridge April 2023, contractors engaged, May 2023.</p>	 ON TRACK

23. Water Supply

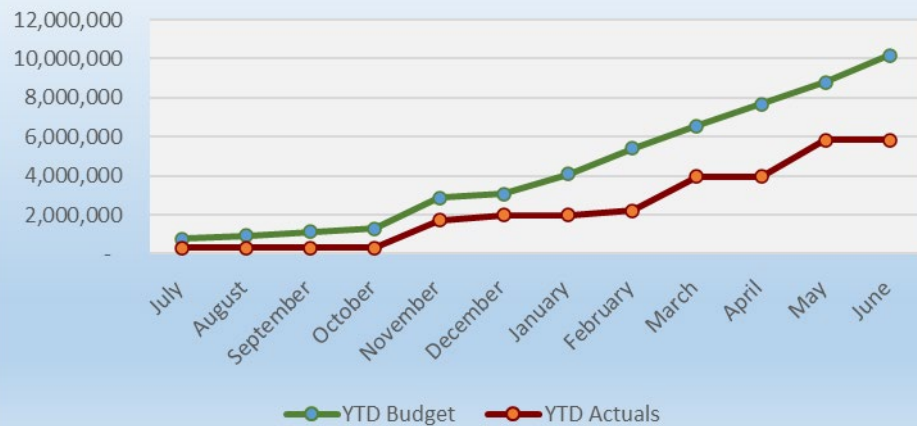
Water Supply - Operational Income Budget vs. Actual



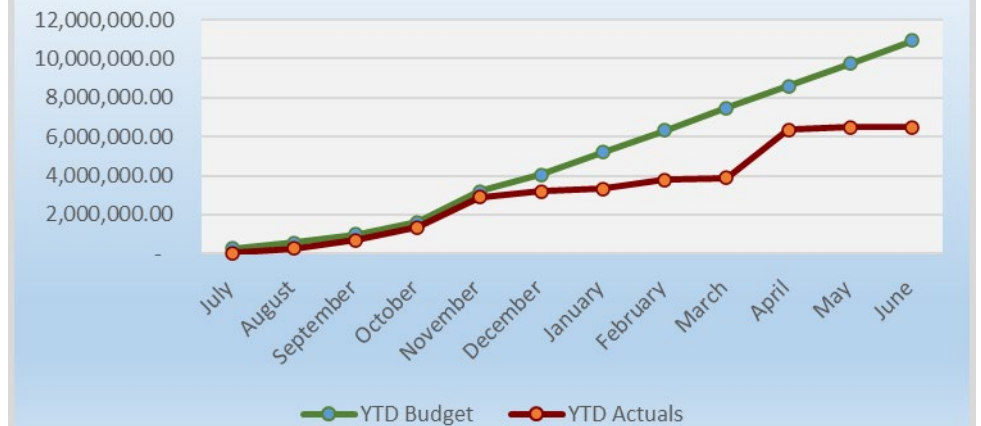
Water Supply - Operational Expenditure Budget vs. Actual



Water Supply - Capital Income Budget vs. Actual




Water Supply - Capital Expenditure Budget vs. Actual



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Water Supply	842,956	794,169	94.21%
1. Operating Income	(3,094,717)	(2,206,931)	71.31%
2. Operating Expenditure	3,018,223	2,189,440	72.54%
3. Capital Income	(10,167,290)	(5,840,783)	57.45%
4. Capital Expenditure	10,916,077	6,481,780	59.38%
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	5,854,895	76.89%
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	131,736	8.46%
7484542. Tenterfield Apex Park Bore - Relining	39,193	39,193	100.00%
7484543. Cowper St Mains Replacement - Transport NSW Works	200,000	60,736	30.37%
7484544. Regional Leakage Reduction Program Grant	92,522	0	0.00%
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	15,700	15,700	100.00%
6. Liabilities	170,663	170,663	100.00%

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>May 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, October 2022 the major filtration and flocculation vessels arrived and were craned into position. 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 saw 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, cabling. May static testing for tanks (chemical), pump supports, cabling of meters/contollers, delivery/chemical bund, PAC and footpaths.</p> <p>Council staff commenced the replacement of the major water main for the new filtration plant to the East Street reservoir in October 2022, 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, 90m in April and 135m in May 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 June 2023, provided to DPE for comments/review.

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 June 2023.

Risk for Council's 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 completed in May 2023.

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.

Arrival of new weather stations occurred in May 2022, deployed December 2022. Systems are running collecting data new investigation for weather links to Council's website to enable online data for the community.

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, Water has been found, draw-down tests expected to commence June, hydrologist engaged to supervise testing.

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 808KL/day decreasing by 75KL/day. Current usage at Urbenville is 247.2KL/day providing a decrease in consumption of 7.7KL/day for the 3 communities.

Tenterfield Dam Level is 93%-new data loggers place level at 93% receiving 43.5 mm for the month of May; Urbenville Tooloom Creek Level is 100% receiving 75 mm for the month of May. Meter Reading completed in April/May water meter readings completed October/November.

- Tenterfield 2 major main; 0 new meter; 0 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 10 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. Notably a concealed leak was discovered during meter reading.
- 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 3 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.
- Tenterfield Dam capacity and consumption graphs are provided below; the new data logging probes to assist with raw water information are on-line and delivering a variety of information including a more precise depth measure, allowing dam percentage to be measured more accurately issues with telemetry have stopped retrieval of information. Installation and testing periods are demonstrated by gaps in information. Water quality information is also available in monthly water health cards available at Water Health Cards | Tenterfield Shire Council (nsw.gov.au)

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

Manager
Water & Waste

May 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 in October 2022, secure yield assessment finalised in November 2022. Urbenville assessment and future treatment strategy completed December 2022. Options report underway January 2022. 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.

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.

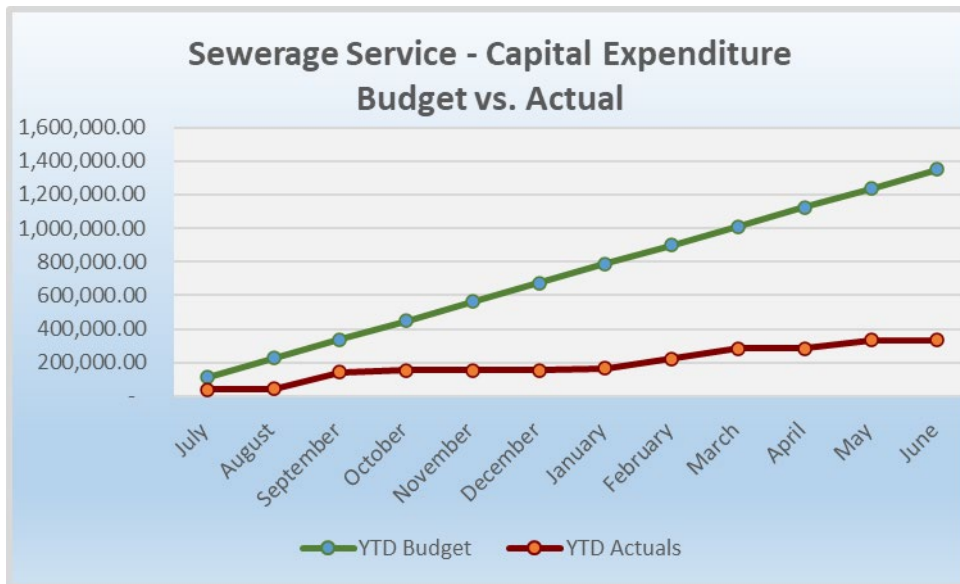
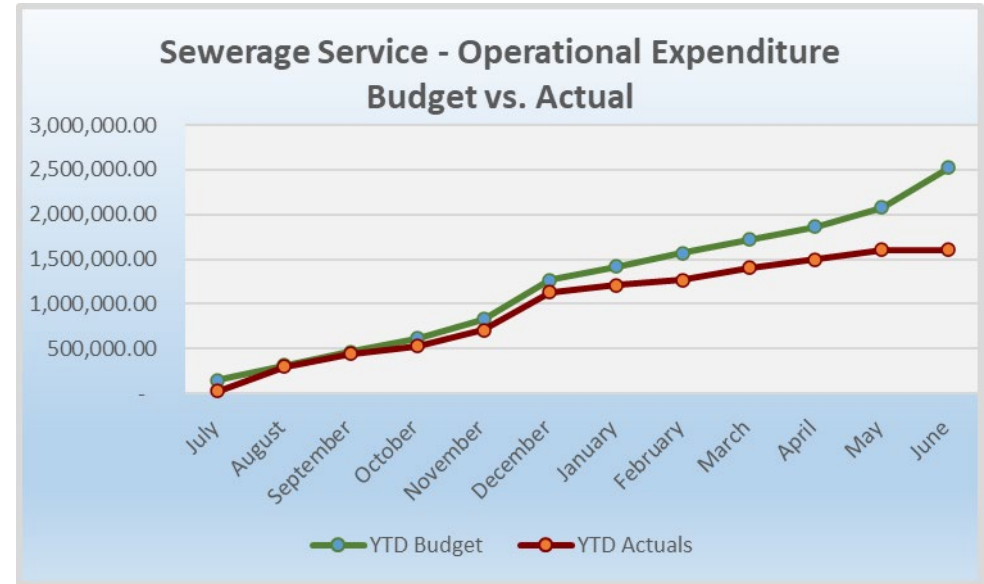
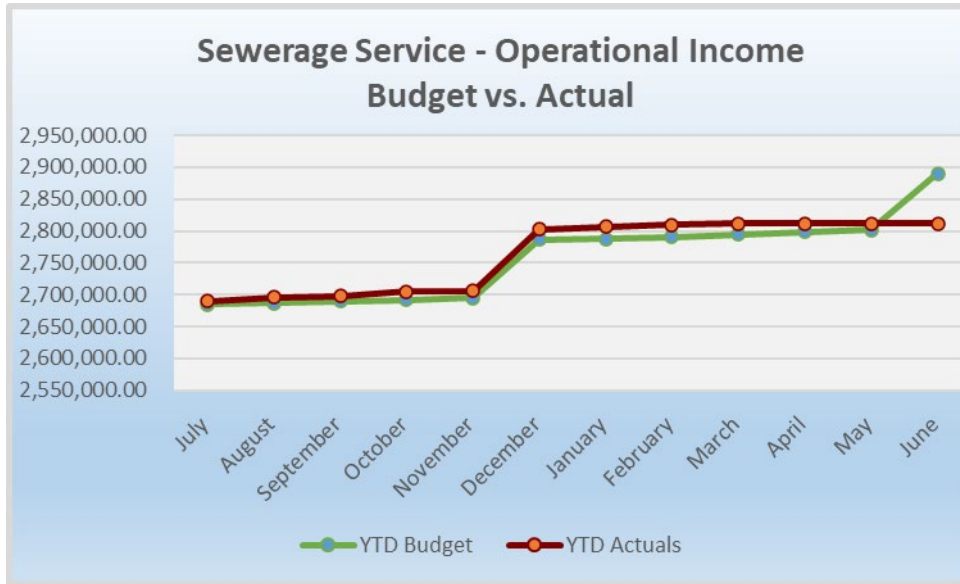
Cleaning of Sludge ponds at Urbenville Water Treatment plan is completed -July 2022, leak detected in pond, will require repair. Amended Water Quality policy to include Dam Safety, and new Backflow prevention completed in August, report approved at Council's September meeting 2022. Report for Backflow 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.




ON TRACK

24. Sewerage Service



COA	22/23 Review 3 Adopted Budget	22/23 YTD Actuals May	22/23 Percentage Spent
Sewerage Service	1,064,845	(782,259)	-73.46%
1. Operating Income	(2,895,930)	(2,815,312)	97.22%
2. Operating Expenditure	2,520,830	1,607,172	63.76%
3. Capital Income	(10,000)	(9,266)	92.66%
4. Capital Expenditure	1,349,354	334,556	24.79%
7872502. Tenterfield Mains Relining (1km Year)	500,810	0	0.00%
7872503. Tenterfield Mains Augmentation	69,600	77,550	111.42%
7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)	89,290	79,290	88.80%
7872515. Tenterfield Upgrade Road to Tertiary Ponds	7,000	0	0.00%
7872517. Tenterfield Scada System Upgrade	21,853	700	3.20%
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	74,315	72.50%
7872527. Tenterfield New Pump Station - Molesworth St	200,000	0	0.00%
7872528. Tenterfield New Pump Station - Trail Lane	150,000	0	0.00%
7872800. Urbenville Dehydrator	10,000	0	0.00%
7872801. Removal Sludge from Tertiary Ponds/Renewal of Capacity	10,600	0	0.00%
7872804. Urbenville Telemetry Upgrade	15,000	0	0.00%
7872807. Urbenville Telemetry From PS to STP	10,000	0	0.00%
7872813. Urbenville Sewer Pump Station Emergency Works - Replacement	102,701	102,701	100.00%
6. Liabilities	100,591	100,591	100.00%

24. SEWERAGE SERVICES

Business Unit: Sewerage Services			
Service Profile: Sewerage Services			
Action	Responsibility	Progress Comment	Status
3.1.5.1 Maintain and operate the sewerage network, in line with the Asset Management Strategy.	Manager Water & Waste	<p>May 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, 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.</p> <p>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.</p> <p>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> <p>Inspection for mains extension at Tenterfield section 67 occurred this month September 2022.</p> <p>Inspection of Site 51 and Tenterfield Sewage Treatment Plant (STP) occurred in October 2022 with EPA.</p> <p>Arrival of new weather stations occurred this month May 2022, deployment completed September 2022. Systems are running collecting data, new investigation for weather links to Council's website to enable online data for the community.</p> <p>Verification mapping for Councils Water and Sewer assets was delayed in July to commence in August 2022, with contractors utilising GPS equipment for locations in Tenterfield 598 individual locations were mapped, additional mapping commenced February 2023 this financial year, Urbenville was incorporated this financial year completed March 2023.</p>	 No TARGET

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 in April, May works continue at a cracking pace, with an additional 135m completed.

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 1; Major pump station clearing 0; Blockages were reported and cleared at 1 locations; 2 broken main repair; with 4 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 0 at STP July 2022, Major pump-station maintenance 0. Trade Waste inspections.

Urbenville

Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 4 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. Urbenville sewer main installed new manhole covers for new footpath. Historical park pump replacement due to burnout, new overload switch installed.