



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **BUSINESS PAPER ORDINARY COUNCIL MEETING 23 AUGUST 2023**

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 3.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the "Koreelah Room", Council Administration Building, 247 Rouse St, Tenterfield NSW, on **Wednesday 23 August 2023** commencing at **9.30 am**.

Daryl Buckingham  
**Chief Executive**

**Community Consultation (Public Access) relating to items on this Agenda can be made between 9.00 am and 9.30 am on the day of the Meeting. Requests for public access should be made to the General Manager no later than COB on the Monday before the Meeting.**

Section 8 of the Business Paper allows a period of up to 30 minutes of Open Council Meetings for members of the Public to address the Council Meeting on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of five (5) minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone or in person prior to close of business on the Monday prior to the day of the Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit two (2) speakers in support and two (2) speakers in opposition to a recommendation contained in the Business Paper. If there are more than two (2) speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- Personnel matters concerning particular individuals (other than Councillors);
- Personal hardship of any resident or ratepayer;
- Information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
  - Prejudice the commercial position of the person who supplied it, or
  - Confer a commercial advantage on a competitor of the Council; or
  - Reveal a trade secret;
- Information that would, if disclosed prejudice the maintenance of law;
- Matters affecting the security of the Council, Councillors, Council staff or Council property;
- Advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- Information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- Alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- On balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of order and may be expelled.



## CONFLICT OF INTERESTS

**What is a "Conflict of Interests"** - A conflict of interests can be of two types:

**Pecuniary** - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

**Non-pecuniary** - a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

### **Remoteness**

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

**Who has a Pecuniary Interest?** - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below).

### **Relatives, Partners**

A person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. "Relative", in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

### **No Interest in the Matter**

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

### **Disclosure and participation in meetings**

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
  - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

**No Knowledge** - A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

### **Participation in Meetings Despite Pecuniary Interest (S 452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**Non-pecuniary Interests** - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

### **Disclosures to be Recorded (s 453 Act)**

A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.

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## ORDER OF BUSINESS

### Community Consultation (Public Access)

1. Opening & Welcome
2. Civic Prayer & Acknowledgement of Country
3. Apologies
4. Disclosure & Declarations of Interest
5. Confirmation of Previous Minutes
6. Tabling of Documents
7. Urgent, Late & Supplementary Items of Business
8. Mayoral Minute
9. Recommendations for Items to be Considered in Confidential Section
10. Open Council Reports
  - Our Community
  - Our Economy
  - Our Environment
  - Our Governance
11. Reports of Delegates & Committees
12. Notices of Motion
13. Resolution Register
14. Confidential Business
15. Meeting Close

# AGENDA

## COMMUNITY CONSULTATION (PUBLIC ACCESS)

### WEBCASTING OF MEETING

This meeting will be recorded for placement on Council's website and livestreamed on Council's YouTube Channel for the purposes of broadening knowledge and participation in Council issues and demonstrating Council's commitment to openness and accountability.

All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.

No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.

### 1. OPENING & WELCOME

#### 2. (A) OPENING PRAYER

*"We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord."*

#### (B) ACKNOWLEDGEMENT OF COUNTRY

*"Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land that we are meeting on today, and also pay our respect to the Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."*

### 3. APOLOGIES

### 4. DISCLOSURES & DECLARATIONS OF INTEREST

### 5. CONFIRMATION OF PREVIOUS MINUTES

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### 6. TABLING OF DOCUMENTS

### 7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

## **8. MAYORAL MINUTE**

## **9. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION**

## **10. OPEN COUNCIL REPORTS**

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### **OUR ENVIRONMENT**

### **OUR GOVERNANCE**

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**14. CONFIDENTIAL BUSINESS**

**15. MEETING CLOSED**

**(ITEM MIN7/23) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Elizabeth Melling

**RECOMMENDATION**

**That the Minutes of the following Meetings of Tenterfield Shire Council:**

- **Ordinary Council Meeting – 26 July 2023**

**As typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.**

**ATTACHMENTS**

- |                                                                                |             |
|--------------------------------------------------------------------------------|-------------|
| <b>1</b> Unadopted Minutes - Ordinary Council Meeting - Wednesday 26 July 2023 | 11<br>Pages |
|--------------------------------------------------------------------------------|-------------|

# MINUTES



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 26 JULY 2023**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", Administration Building, 247 Rouse St, Tenterfield on Wednesday 26 July 2023 commencing at 9:35 am

**ATTENDANCE**

Councillor Bronwyn Petrie (Mayor)  
Councillor John Macnish (Deputy Mayor)  
Councillor Tom Peters  
Councillor Kim Rhodes  
Councillor Greg Sauer  
Councillor Geoff Nye  
Councillor Peter Murphy

**ALSO IN ATTENDANCE**

Chief Executive (Daryl Buckingham)  
Acting Executive Assistant & Media (Hayley Ritchie)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)

*Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.*

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

**ITEM ECO14/23 – RECOMMENDATION FOR FUTURE OF VISITOR INFORMATION SERVICES – JULY 2023**

- 1) Mrs Jan Evans on behalf of the Tenterfield Rate Payers Association spoke against the Officer’s Recommendation.
- 2) Mr Stuart Bell spoke against the Officer’s Recommendation.

**WEBCASTING OF MEETING**

*I advise all present that this meeting is being recorded for placement on Council’s website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council’s commitment to openness and accountability.*

*All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.*

*No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.*

**OPENING AND WELCOME**

**CIVIC PRAYER**

*We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord.*

**ACKNOWLEDGEMENT OF COUNTRY**

*“Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land that we are meeting on today, and also pay our respect to the Jukemba, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people.”*

**APOLOGIES**

- 116/23** **Resolved** that Cr Peter Petty and Cr Tim Bonner be accepted as apologies.  
(Peter Murphy/Kim Rhodes)  
**Motion Carried**

**DISCLOSURE & DECLARATIONS OF INTEREST**

- 117/23** **Resolved** that Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

| <b>Name</b>           | <b>Type</b>                              | <b>Item</b>                                      |
|-----------------------|------------------------------------------|--------------------------------------------------|
| Councillor Kim Rhodes | Less than Significant Pecuniary Interest | ECO 14/23 - RECOMMENDATION FOR FUTURE OF VISITOR |



|                              |                                             |                                                                                            |
|------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------------|
|                              |                                             | INFORMATION SERVICES - JULY 2023                                                           |
| Councillor<br>Bronwyn Petrie | Less than Significant<br>Pecuniary Interest | ECO 14/23 - RECOMMENDATION<br>FOR FUTURE OF VISITOR<br>INFORMATION SERVICES - JULY<br>2023 |

(Greg Sauer/Geoff Nye)

**Motion Carried**

**(ITEM MIN6/23) CONFIRMATION OF PREVIOUS MINUTES**

**118/23**

**Resolved that the Minutes of the following Meetings of Tenterfield Shire Council:**

- **Ordinary Council Meeting – 30 June 2023**

As typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.

(Kim Rhodes/John Macnish)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

**URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS**

Nil.

**MAYOR MINUTE**

Nil.

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

Nil.

*Bruce Mills, Senior Advisor, Communication & Special Projects entered the meeting, the time being 9:39am.*

**OUR ECONOMY**

**(ITEM ECO14/23) RECOMMENDATION FOR FUTURE OF VISITOR INFORMATION SERVICES - JULY 2023**

**SUMMARY**

The purpose of this Report is to advise Council in terms of the sale of the Visitor Centre component of Council's Fiscal Repair Strategy and the required reduction

in ongoing Opex and Capex. As Council is aware, the Fiscal Repair Strategy requires the divestment of non-performing assets to:

A: Generate income to reduce the need for further borrowing and to remove future capital costs in terms of maintenance, depreciation and associated outgoings.

B: Reduce noncritical services, thereby reducing operational expenses and generate identified savings.

As Council is aware, the Fiscal Repair Strategy commits to identifying alternative ways of delivering services via social enterprise models, including visitor economy services via the Chamber of Tourism, Industry and Business.

**RECOMMENDATION:**

That Council:

- (1) Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor Information Services to the Chamber, as per its proposal outlined in the attached document.
- (2) Cease all Council-run Visitor Information Services at the Visitor Information Centre (VIC), 157 Rouse St; and cease all Council promotion services and transition all such services to the Tenterfield Chamber of Tourism, Industry and Business no later than the 1 September 2023 – ensuring no interruption to Visitor Services.
- (3) Conditional on Council receiving from the Chamber an acceptable action plan and acceptable commitments thereto Council allocates \$100,000 (One hundred thousand dollars) to the Tenterfield Chamber of Tourism, Industry and Business to establish the community-led social enterprise model (\$100,000 to be paid in FY 2023/24); as \$50,000 (Fifty thousand dollars) for set up costs as well as an annual stipend of \$50,000 (Fifty thousand dollars) annually for three years, thus providing the Tenterfield Chamber of Tourism, Industry and Business continuity and stability to plan to the end of FY 2025/26. Total investment \$200,000 (Two hundred thousand) over three years to provide ongoing tourism development and marketing service to the shire of Tenterfield.
- (4) Require the Chamber to report quarterly on expenditure against funds received and achievements in promoting and growing the whole of Shire visitor economy.
- (5) Authorise the Chief Executive Officer to list the premises at 157 Rouse Street, Tenterfield (Lot. 11/DP1241545) (Visitor Information Centre) for sale with all interested real estate agents for an asking price of \$700,000, sign any associated paperwork and contracts and enter into a contract for sale should the price of \$700,000 be achieved.
- (6) Remove the Tenterfield Tourism Advisory Committee from the Tenterfield Shire Council Committee Register from the date of commencement of the newly formed Tenterfield Chamber of Tourism, Industry and Business tourism subcommittee (TCTIB).

**AMENDMENT**

That Council:

- (1) Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor Information Services to the Chamber, as per its proposal outlined in the attached document.
- (2) Cease all Council-run Visitor Information Services at the Visitor Information Centre (VIC), 157 Rouse St; and cease all Council promotion services and transition all such services to the Tenterfield Chamber of Tourism, Industry and Business no later than the 1 September 2023 – ensuring no interruption to Visitor Services.
- (3) Conditional on Council receiving from the Chamber an acceptable action plan and acceptable commitments thereto Council allocates \$100,000 (One hundred thousand dollars) to the Tenterfield Chamber of Tourism, Industry and Business to establish the community-led social enterprise model (\$100,000 to be paid in FY 2023/24); as \$50,000 (Fifty thousand dollars) for set up costs as well as an annual stipend of \$50,000 (Fifty thousand dollars) annually for three years, thus providing the Tenterfield Chamber of Tourism, Industry and Business continuity and stability to plan to the end of FY 2025/26. Total investment \$200,000 (Two hundred thousand) over three years to provide ongoing tourism development and marketing service to the shire of Tenterfield.
- (4) Require the Chamber to report quarterly on expenditure against funds received and achievements in promoting and growing the whole of Shire visitor economy.
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- (6) Remove the Tenterfield Tourism Advisory Committee from the Tenterfield Shire Council Committee Register from the date of commencement of the newly formed Tenterfield Chamber of Tourism, Industry and Business tourism subcommittee (TCTIB).

(Peter Murphy/Tom Peters)

**Amendment Carried**

**119/23**

**Resolved**

That Council:

- (1) Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor Information Services to the Chamber, as per its proposal outlined in the attached document.

- (2) Cease all Council-run Visitor Information Services at the Visitor Information Centre (VIC), 157 Rouse St; and cease all Council promotion services and transition all such services to the Tenterfield Chamber of Tourism, Industry and Business no later than the 1 September 2023 – ensuring no interruption to Visitor Services.
- (3) Conditional on Council receiving from the Chamber an acceptable action plan and acceptable commitments thereto Council allocates \$100,000 (One hundred thousand dollars) to the Tenterfield Chamber of Tourism, Industry and Business to establish the community-led social enterprise model (\$100,000 to be paid in FY 2023/24); as \$50,000 (Fifty thousand dollars) for set up costs as well as an annual stipend of \$50,000 (Fifty thousand dollars) annually for three years, thus providing the Tenterfield Chamber of Tourism, Industry and Business continuity and stability to plan to the end of FY 2025/26. Total investment \$200,000 (Two hundred thousand) over three years to provide ongoing tourism development and marketing service to the shire of Tenterfield.
- (4) Require the Chamber to report quarterly on expenditure against funds received and achievements in promoting and growing the whole of Shire visitor economy.
- (5) Authorise the Chief Executive Officer to list the premises at 157 Rouse Street, Tenterfield (Lot. 11/DP1241545) (Visitor Information Centre) for sale with all interested real estate agents for an asking price of \$700,000, sign any associated paperwork and contracts and enter into a contract for sale should the price of \$700,000 be achieved.
- (6) Remove the Tenterfield Tourism Advisory Committee from the Tenterfield Shire Council Committee Register from the date of commencement of the newly formed Tenterfield Chamber of Tourism, Industry and Business tourism subcommittee (TCTIB).

(Peter Murphy/Tom Peters)

**Motion Carried**

*Upon being put to the meeting, the amended motion was declared carried. Against the amended motion were Councillor John Macnish and Councillor Greg Sauer.*

*Bruce Mills, Senior Advisor, Communication & Special Projects left the meeting, the time being 10:07am.*

**OUR ENVIRONMENT**

Nil.

**OUR GOVERNANCE**

**(ITEM GOV41/23) MONTHLY OPERATIONAL REPORT JUNE 2023**

**SUMMARY**

The purpose of this Report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2022/2023 Operational Plan.

**120/23**

**Resolved** that Council:

Receives and notes the status of the Monthly Operational Report for June 2023.

(Kim Rhodes/Peter Murphy)

**Motion Carried**

*Roy Jones, Manager Finance & Technology entered the meeting via Zoom, the time being 10:30am.*

**(ITEM GOV42/23) FINANCE & ACCOUNTS - PERIOD ENDED 30 JUNE 2023**

**SUMMARY**

The purpose of this Report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The Report must be made up to the last day of the month immediately preceding the meeting.

**121/23**

**Resolved** that Council receive and note the Finance and Accounts Report for the period ended 30 June 2023.

(Geoff Nye/Tom Peters)

**Motion Carried**

**(ITEM GOV43/23) CAPITAL EXPENDITURE REPORT AS AT 30 JUNE 2023**

**SUMMARY**

The purpose of this Report is to show the Year-to-date (YTD) financial progress of Capital Works projects against the budget.

**122/23**

**Resolved** that Council receive and note the Capital Expenditure Report for the period ended 30 June 2023.

(Geoff Nye/Kim Rhodes)

**Motion Carried**

*Roy Jones, Manager Finance & Technology left the meeting via Zoom, the time being 10:50am.*

**SUSPENSION OF STANDING ORDERS**

**123/23** **Resolved** that Standing Orders be suspended.

(Kim Rhodes/Greg Sauer)

**Motion Carried**

*The meeting adjourned for morning tea, the time being 10:50am.*

*The meeting reconvened, the time being 11:21am.*

**RESUMPTION OF STANDING ORDERS**

**124/23** **Resolved** that Standing Orders be resumed.

(Tom Peters/Geoff Nye)

**Motion Carried**

*Erika Bursford, Manager Customer Service & Governance entered the meeting, the time being 11:21am.*

**(ITEM GOV44/23) TENTERFIELD SHIRE COUNCIL SOCIAL MEDIA POLICY 2023**

**SUMMARY**

The purpose of this report is to present the final, amended, Tenterfield Shire Council Social Media Policy, based on the NSW Office of Local Government Model Social Media Policy, for application to Tenterfield Shire Council councillors, staff, contractors and volunteers.

**125/23** **Resolved** that Council adopt the Tenterfield Shire Council Social Media Policy.

(Peter Murphy/Kim Rhodes)

**Motion Carried**

**(ITEM GOV45/23) STATEMENT OF BUSINESS ETHICS - MODERN SLAVERY UPDATE**

**SUMMARY**

The purpose of this Report is for Council to adopt the Statement of Business Ethics containing an update regarding modern slavery.



**126/23**

**Resolved** that Council adopt the updated Statement of Business Ethics 2023.

(Kim Rhodes/Tom Peters)

**Motion Carried**

*Erika Bursford, Manager Customer Service & Governance left the meeting, the time being 11:33am.*

*Penny Robertson, Revenue Officer entered the meeting, the time being 11:33am.*

**(ITEM GOV46/23) PROPOSED WARD BOUNDARY ALTERATIONS - 2024 LOCAL GOVERNMENT ELECTIONS**

**SUMMARY**

The purpose of this Report is to bring before Council, Ward Boundary changes as required under Section 211 of the Local Government Act 1993 to enable NSW Electoral Commission rolls to be amended prior to the next Local Government Elections due to be held, 14 September 2024.

**127/23**

**Resolved** that Council:

- (1) That the Officer's Report "Proposed Ward Boundary Alterations – 2024 Local Government Elections" be received and noted; and further
- (2) That the Ward Boundary Plans be placed on public exhibition for a period 28 days; and
- (3) That Council accept submissions on the Ward Boundary Plans for a period of 42 days, this period to run in conjunction with the 28 days of public exhibition; and
- (4) Following the period of acceptance of submissions, the matter be referred to Council for adoption of the Ward Boundary amendments and the NSW Electoral Commission be notified accordingly.

(Kim Rhodes/John Macnish)

**Motion Carried**

*Penny Robertson, Revenue Officer left the meeting, the time being 11:37am.*

*Erika Bursford, Manager Customer Service & Governance entered the meeting, the time being 11:37am.*

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC8/23) AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING  
MINUTES - 6 JULY 2023**

**128/23**

**Resolved** that the resolution from the Audit, Risk and Improvement Committee meeting of 6 July 2023 be received and accepted by Council.

(Kim Rhodes/Greg Sauer)

**Motion Carried**

**(ITEM RC9/23) AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING  
MINUTES - 7 JUNE 2023**

**129/23**

**Resolved** that the report and recommendations from the Audit, Risk and Improvement Committee meeting of 7 June 2023 be received and accepted.

(Kim Rhodes/Tom Peters)

**Motion Carried**

*Erika Bursford, Manager Customer Service & Governance left the meeting, the time being 11:44am.*

**NOTICES OF MOTION**

**(ITEM NM2/23) NOTICE OF MOTION - PROPOSED REIMBURSEMENT OF  
UNUSED TENTERFIELD CINEMA VOUCHERS.**

**SUMMARY**

The purpose of this Notice of Motion is to seek further time for the community to apply for reimbursement of their unused Tenterfield Cinema Vouchers up to 31 August 2023.

**NOTICE OF MOTION:**

**That Council reimburse all unused Cinema Vouchers that are submitted to Council before 31 August 2023.**

**AMENDMENT**

That Council reimburse all unused Cinema Vouchers with a valid expiry date that are submitted to Council before 31 August 2023.

**Amendment Carried**

(Kim Rhodes/Greg Sauer)

**130/23**

**Resolved** That Council reimburse all unused Cinema Vouchers with a valid expiry date that are submitted to Council before 31 August 2023.

**Motion Carried**

(Kim Rhodes/Greg Sauer)



**RESOLUTION REGISTER**

**(ITEM RES6/23) COUNCIL RESOLUTION REGISTER - JUNE 2023**

**SUMMARY**

The purpose of this Report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all Resolutions of Council previously adopted and yet to be finalised.

**1301/2  
3**

**Resolved** that Council notes the status of the Council Resolution Register to June 2023.

(Greg Sauer/John Macnish)

**Motion Carried**

**CONFIDENTIAL BUSINESS**

Nil.

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 11:51am.

.....  
Councillor Bronwyn Petrie  
Mayor/Chairperson

|                      |                                                                             |
|----------------------|-----------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Engineering Department</b>                                               |
| <b>Submitted by:</b> | David Counsell, Manager Asset & Program Planning                            |
| <b>Reference:</b>    | <b>ITEM COM7/23</b>                                                         |
| <b>Subject:</b>      | <b>SUNNYSIDE HALL ROAD - PUBLIC GATE &amp; VEHICLES BY-PASS APPLICATION</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                      |                                                                                                                                                                                  |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>     | <b>Transport</b> - The Tenterfield Shire has an effective transport network that is safe efficient and affordable for us as a community.                                         |
| <b>CSP Strategy:</b> | Deliver a well-designed, safe road network, including carparking, footpaths and cycleways, that is suitable for all users now and take into consideration future network demand. |

#### **SUMMARY**

The purpose of this report is to advise of a request to alter an existing public gate with the installation of a grid (gate and vehicular by-pass) on Sunnyside Hall Road.

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- (1) Approve the alteration of an existing public gate with a new grid (gate and vehicular by-pass) installation on Sunnyside Hall Road located 100m from Bruxner Way; and**
- (2) Provide the applicant with Council Consent in accordance with Policy 2.162 subject to no objections being received.**
- (3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.**

#### **BACKGROUND**

Council has received an application for the installation of a cattle grid to replace an existing public gate on Sunnyside Hall Road 100m from Bruxner Way.

#### **REPORT:**

Sunnyside Hall Road is a Class D unsealed gravel no through road. Council maintains 1.15km in length with three current residential rural properties. There is potential for at least three additional residences into the future.

The existing gate allows for the use of a travelling stock reserve and Local Land Services have also been advised of the application. The proposal would avoid the need for general motorists to stop and open the gate when stock are present along the reserve. The proposal is being advertised in Council's Your Local News Edition and website as required. The closing date for submissions was 2:00 pm on Wednesday 13 September 2023.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

The proposal has been advertised in Council's Your Local News Edition and website

Our Community No. 7 Cont...

**2. Policy and Regulation**

- Council's Policy 2.162
- Roads Act 1993
- Roads (General) Regulation 2000

**3. Financial (Annual Budget & LTFF)**

All costs associated with the supply, installation and subsequent maintenance of the public gates and vehicular by-passes will be at full cost to the applicant in accordance with Council Policy 2.162.

**4. Asset Management (AMS)**

The structure will remain the responsibility of the applicant to maintain and is not regarded as a Council asset.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Installation and subsequent maintenance of the public gate and vehicular by-pass will be required in accordance with Council's Policy 2.162. Ownership and maintenance responsibilities for Public Gates & Vehicle By-passes rest with the applicant as defined in Section 128 to 137 inclusive of the Roads Act 1993. The Roads (General) Regulation 2000 provides for Council as the Roads Authority to approve the issue of a permit to install a public gate or vehicle by-pass on a public road.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Fiona Keneally**  
**Director Infrastructure**

|                               |                                                  |
|-------------------------------|--------------------------------------------------|
| Prepared by staff member:     | David Counsell, Manager Asset & Program Planning |
| Approved/Reviewed by Manager: | Fiona Keneally, Director Infrastructure          |
| Department:                   | Engineering Department                           |
| Attachments:                  | There are no attachments for this report.        |

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b> |
| <b>Submitted by:</b> | Lee Sisson, Governance Officer               |
| <b>Reference:</b>    | <b>ITEM GOV47/23</b>                         |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT JULY 2023</b>  |

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                      |                                                                                                                                                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>     | <b>Leadership</b> - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.                                                                    |
| <b>CSP Strategy:</b> | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. |

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**SUMMARY**

The purpose of this Report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2023/2024 Operational Plan.

**OFFICER'S RECOMMENDATION:**

**That Council:**

**Receives and notes the status of the Monthly Operational Report for July 2023.**

**Daryl Buckingham**  
**Chief Executive**

|                               |                                                 |          |
|-------------------------------|-------------------------------------------------|----------|
| Prepared by staff member:     | Lee Sisson, Governance Officer                  |          |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive               |          |
| Department:                   | Office of the Chief Corporate Officer           |          |
| Attachments:                  | <b>1</b> July 2023 - Monthly Operational Report | 69 Pages |

# Monthly Operational Report

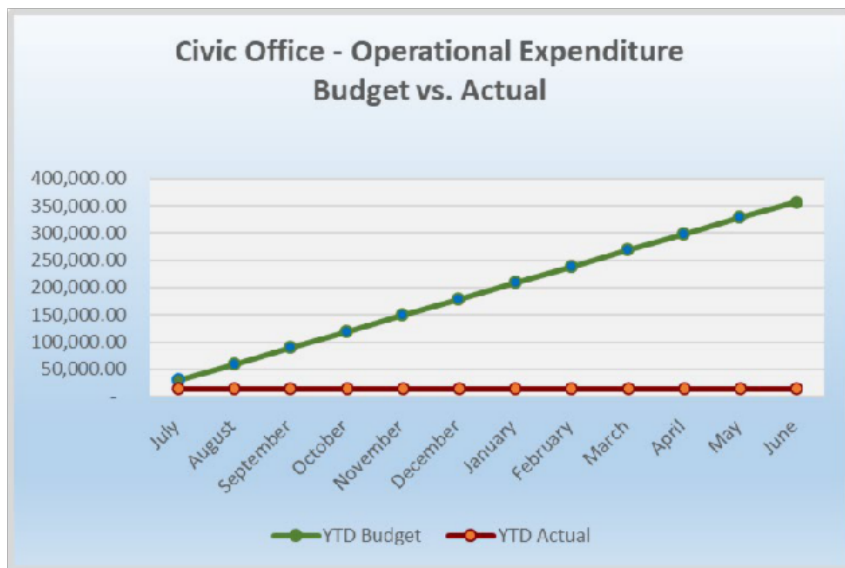
Tenterfield Shire Council July 2023

Council Meeting 23 August 2023








**TENTERFIELD**

## 1. Civic Office





| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Civic Office             | 357,135                | 14,555                 | 4.08%                  |
| 2. Operating Expenditure | 357,135                | 14,555                 | 4.08%                  |

## 1. CIVIC OFFICE

| Business Unit: Civic Office                                                                                                            |                             |                                                                                                                                                                                                                                                                                                                                                                |                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Service Profile: Civic Office                                                                                                          |                             |                                                                                                                                                                                                                                                                                                                                                                |                                                                                                 |
| Action                                                                                                                                 | Responsibility              | Progress Comment                                                                                                                                                                                                                                                                                                                                               | Status                                                                                          |
| 1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.                               | Executive Assistant & Media | During the July reporting period Council communications were distributed via multiple print and digital media streams including Your Local News, Facebook and Media Releases for key projects and activities. These included; Heritage Places Fund - Applications now open, School of Arts - vouchers expiring soon and Tenterfield Public Library Re-opening. |  ON TRACK    |
| 1.2.4.1 Promote and recognise the work of volunteers in the community.                                                                 | Executive Assistant & Media | For the month of July we would like to recognise Gigi the magical storyteller from Make it Tenterfiled for the support she provides the Library in childrens reading.                                                                                                                                                                                          |  No TARGET   |
| 2.1.3.1 Investigate, advocate for, and source funding to improve transport infrastructure across the shire.                            | Chief Executive             | July 2023 - This is ongoing , however we do have a moratorium on non strategic grants in particular grants that require a co-contribution or ramped up resources.                                                                                                                                                                                              |  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             | July - 2023 This is ongoing , however we do have a moratorium on non strategic grants an in particular grants that require a co-contribution or ramped up resources. Having said this we will support community groups in their grant applications where practicable.                                                                                          |  No TARGET |
| 5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.                                                   | Chief Executive             | July 2023 - This is ongoing an update resubmission of our last application is planned in the future subject to resources                                                                                                                                                                                                                                       |  No TARGET |
|                                                                                                                                        |                             |                                                                                                                                                                                                                                                                                                                                                                |                                                                                                 |


1. CIVIC OFFICE

Monthly Operational Report - July 2023

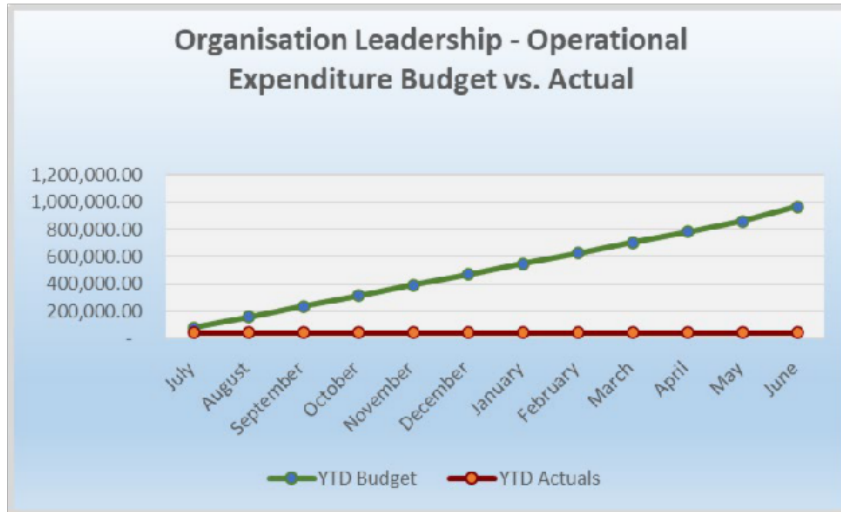
| Action                                                                                                                                                                                          | Responsibility                                                | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Status                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 5.1.1.11 Develop and maintain communications, media and information channels and ensure that all channels are fit for purpose with as broad reach as is sustainably possible.                   | Senior Advisor<br>Communications &<br>Economic<br>Development | TSC Facebook page – total reach for July – 4196 (down 34.7%)<br><br>Top posts:<br>School of Arts Cinema Vouchers Expiring 2.5K – 5 July;<br>Tenterfield Public Library Re-opening 1.9K –18 July; and<br>Tenterfield Tourism Meeting 1.1K – 21 July<br><br>Flying-fox Management Plan<br><br>Officer has received feedback from the Department of Planning and Environment on the DRAFT Flying-fox Management Plan prepared for Council by the ecology consultant. Officer has discussed the requested changes and the consultant is reviewing and will re-submit the DRAFT (2) to the Department for final checking. Once the Department managers and the ecologist are happy, the final DRAFT will be available for Council review, public release and action. | <br>NEEDS WORK |
| 5.1.1.12 Deliver councillor services and provide support to all councillors in a transparent and non-discriminatory manner including training, research, legislative and evidence based advice. | Chief Executive                                               | July -2023 This is BAU and on going                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <br>No TARGET  |



Tenterfield Shire Council Organisational Performance Report




| Action                                                                                                                        | Responsibility                     | Progress Comment                     | Action Status | Start Date | End Date | % Complete | Target | Status                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------|---------------|------------|----------|------------|--------|-----------------------------------------------------------------------------------------------|
| 5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs. | Daryl Buckingham - Chief Executive | July-2023- Ongoing nothing to report | Ongoing       | 01/07/23   | 30/06/24 |            | 0.00   |  No TARGET |

## 2. Organisation Leadership



| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Organisation Leadership  | 965,391                | 41,963                 | 4.35%                  |
| 2. Operating Expenditure | 965,391                | 41,963                 | 4.35%                  |

## 2. ORGANISATION LEADERSHIP

| Business Unit: Organisation Leadership                                                                                                                                                            |                             |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Service Profile: Organisation Leadership                                                                                                                                                          |                             |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                |
| Action                                                                                                                                                                                            | Responsibility              | Progress Comment                                                                                                                                                                                                                                                                                                                                                    | Status                                                                                         |
| 1.2.3.1 Deliver and report to the OLG on the Council's Disability Inclusion Action Plan.                                                                                                          | Executive Assistant & Media | Currently under review 2023/2024                                                                                                                                                                                                                                                                                                                                    |  NEEDS WORK |
| 5.1.2.4 Implement the long-term financial strategy, aligning the Long-Term Financial Plan with the Asset Management Plan and importantly councils sustainable, financial and resource capability. | Chief Executive             | July-2023 All plans are currently being reviewed, this includes the RAMP ( Road Asset Management Plan) The Asset Management Plan, the Short Medium and Long Term Financial Plan. These all sit under the Fiscal Repair Strategy, as well as the revised Workforce Strategy, and service review and realignment. This work will be ongoing over the next six months. |  NEEDS WORK |
| 5.1.2.5 Ensure the continued review of council's operations to ensure financial sustainability.                                                                                                   | Chief Executive             | July 2023- This is ongoing, and is a component of our Fiscal Repair Strategy                                                                                                                                                                                                                                                                                        |  No TARGET |

2. ORGANISATION LEADERSHIP

Monthly Operational Report - July 2023

5.1.2.6 Council will divest itself of under-performing assets.

Senior Advisor  
Communications &  
Economic  
Development

Property sales

In July Officer continued working on sales of surplus land and assets.

Following Council's resolution at its 26 July Meeting to sell the Tenterfield Visitors' Centre by open listing through local agents at \$700,000, the officer wrote to all local agents asking for interest in the listing the property.

In July Council-owned land opposite TAFE (Lot 1 DP 613385 - 2.19ha) was open-listed through local agents at \$380,000 on realestate.com.au

Sale of "Bendall's" remains on track to settle by August 29, 2023.

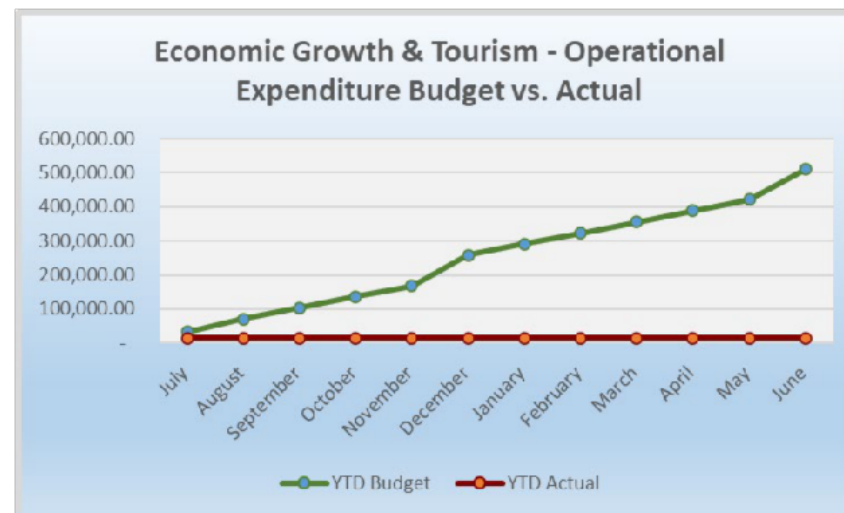
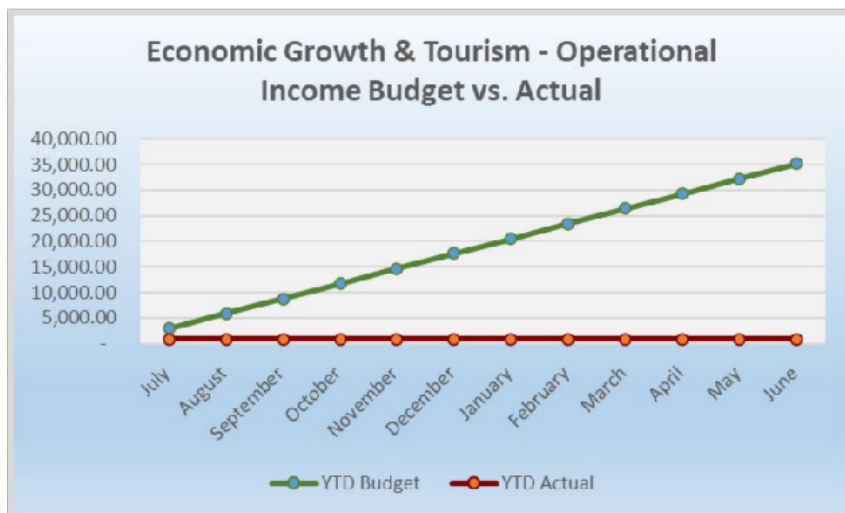
Officer has worked with Friends of Tenterfield Aerodrome (FOTA) and solicitor to prepare lease document for the lease of the airstrip to FOTA. At time of writing (1/8) the lease was close to being finalised.

Officer has discussed renewal of lease for the Courtyard Café at the School of Arts with the lessee and will have further discussions at the end of August when the lessee has had time to assess the impact on business of the closing of the museum and cinema.

Officer has worked planning manager and local surveyor to clean-up land titles around the main shire office, the house and land leased to 10FM, Records House and the house and land leased to Tenterfield Child Care Centre. This includes altering existing boundaries to include the storage shed on the lot with the main council office and remove the public toilets block from the lot leased to the Child Care Centre.





### 3. Economic Growth and Tourism



| COA                                                                                | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|------------------------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Economic Growth and Tourism</b>                                                 | <b>481,728</b>         | <b>17,463</b>          | <b>3.63%</b>           |
| 1. Operating Income                                                                | (35,162)               | (810)                  | 2.30%                  |
| 2. Operating Expenditure                                                           | 509,683                | 15,786                 | 3.10%                  |
| 4. Capital Expenditure                                                             | 0                      | 1,876                  | 0.00%                  |
| 5400511. SCCF5 - 0867 - Tenterfield Youth Precinct Infrastructure Upgrade, Stage 2 | 0                      | 1,876                  | 0.00%                  |
| 6. Liabilities                                                                     | 7,207                  | 611                    | 8.48%                  |

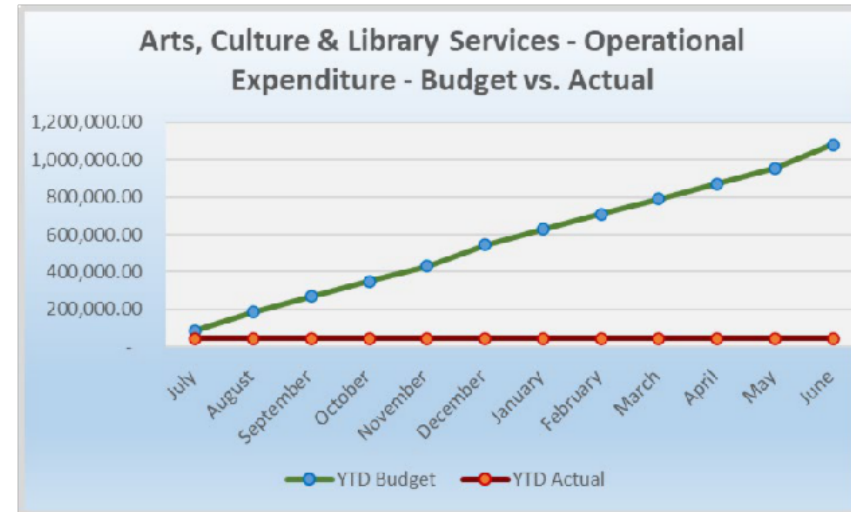
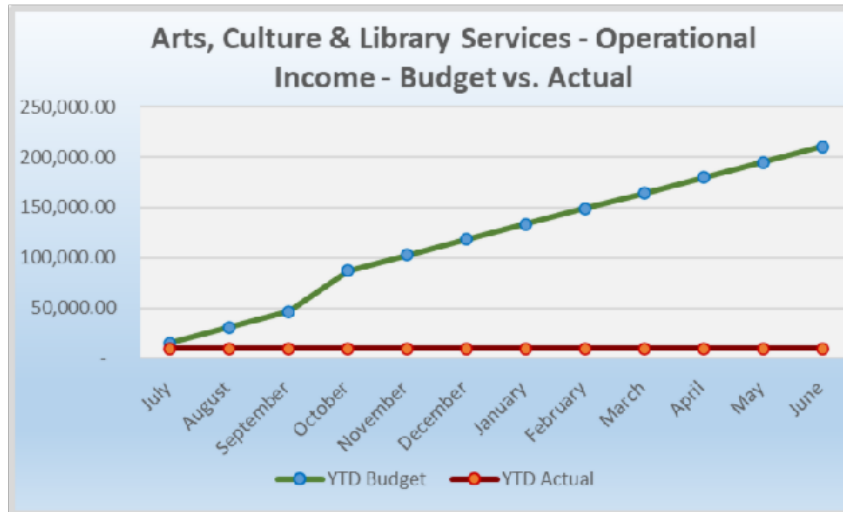
### 3. ECONOMIC GROWTH

| Business Unit: Economic Growth                                                                |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Service Profile: Economic Growth                                                              |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                |
| Action                                                                                        | Responsibility                                       | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Status                                                                                         |
| 2.1.1.1 Seek opportunities that align with the Regional Economic Development Strategy (REDS). | Senior Advisor Communications & Economic Development | The Regional Economic Development Strategy (REDS) strategy is high-level with little direct relevance to Tenterfield Shire. Officer has previously provided written feedback about the lack to vision/direct relevance to the Shire of the RED to the senior departmental officer in Queanbeyan, particularly in relation to the Shire not being included in the New England Renewal Energy Zone (REZ), when the interstate connector to Queensland is located on the north western edge of the shire - in an area receiving far more hours of sunshine than other New England areas included in the REZ.<br>With any change of State government, departments are usually left in abeyance for a while, waiting for changes in policy direction and programs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  NEEDS WORK |
| 2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities. | Senior Advisor Communications & Economic Development | Officer has finalised the work being undertaken on the photographic shoot around the shire being funded by the National Bushfire Recovery Grant. The photos which cover parts of Tenterfield and villages as well as the national parks will be made available to the Chamber of Tourism, Industry and Business which is taking over visitor information services and tourism promotion from 1 September.<br><br>Visitor stats VIC for July 2023<br><br>Total walk-in visitors at the VIC during July - 1107: NSW 437; Qld 353; VIC 115; SA 52; WA 35; TAS 25; and OS 8.<br><br>Total visitor' nights for July - 1480<br><br>VIC over the counter sales - \$620.80<br><br>Visit Tenterfield website for July 2023<br><br>Users 4.1K; pageviews 12,607<br><br>Visit Tenterfield Facebook reach 18,344 (up 486%) and Instagram 365 (down 69.9%)<br><br>Transfer of information services to the Chamber of Tourism, Industry & Business<br><br>Officer has kept staff and volunteers informed of the transfer of visitor information services to the Chamber of Tourism, Industry & Business (TCTIB). The Visitors' Information Centre will close at the end of August and services transferred to the chamber for takeover on 1 September, 2023. |  NEEDS WORK |

Tenterfield Shire Council Monthly Operational Report - July 2023

| Action                                                                           | Responsibility                                                | Progress Comment | Status                                                                              |
|----------------------------------------------------------------------------------|---------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------|
| 5.2.3.1 Support future proposals for improved telecommunications infrastructure. | Senior Advisor<br>Communications &<br>Economic<br>Development | Nil to report    |  |



#### 4. Arts, Culture and Library Services



| COA                                                                                     | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|-----------------------------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Arts, Culture &amp; Library Services</b>                                             | <b>875,888</b>         | <b>38,829</b>          | <b>0.04%</b>           |
| 1. Operating Income                                                                     | (210,369)              | (9,790)                | 4.65%                  |
| 2. Operating Expenditure                                                                | 1,079,257              | 45,566                 | 4.22%                  |
| 3. Capital Income                                                                       | (13,246)               | 0                      | 0.00%                  |
| 4. Capital Expenditure                                                                  | 13,246                 | 2,639                  | 19.92%                 |
| 5000520. Local Priority Grant 2020/21                                                   | 0                      | 1,929                  | 0.00%                  |
| 5000523. Public Library Infrastructure Grant - Refurbishment of the Tenterfield Library | 0                      | 710                    | 0.00%                  |
| 5000525. Local Priority Grant 2023/24                                                   | 13,246                 | 0                      | 0.00%                  |
| 6. Liabilities                                                                          | 7,000                  | 414                    | 5.91%                  |



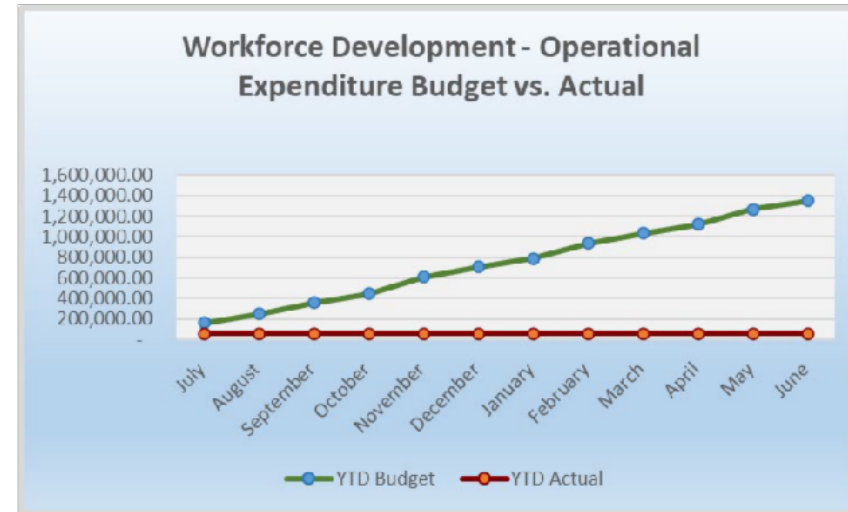
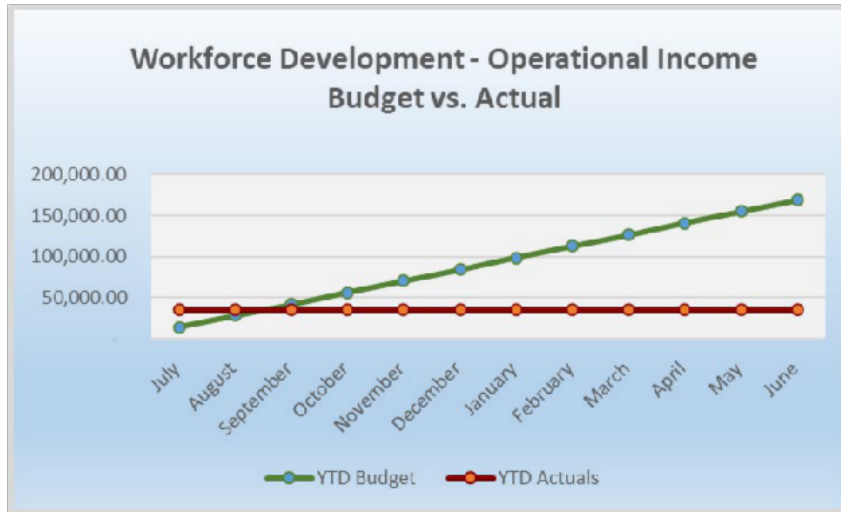
#### 4. ARTS, CULTURE & LIBRARY SERVICES

| Business Unit: Arts, Culture & Library Services                                                                                                                                                                                                             |                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Service Profile: Arts, Culture & Library Services                                                                                                                                                                                                           |                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                  |
| Action                                                                                                                                                                                                                                                      | Responsibility                             | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Status                                                                                           |
| 1.1.3.1 Provide and support access to arts and culture activities and opportunities that are inclusive and for all age groups such as National Youth Week activities, Arts North West opportunities and the Museums & Galleries NSW Museum Advisor Program. | Manager Arts, Culture and Library Services | During the July reporting period a full audit was undertaken of the Sir Henry Parkes Memorial School of Arts Museum. This audit included all objects from all collections held on site at the SHPMSoA Museum and in storage at the resource building. The personal 'Mineral Collection including the display cupboard' on loan from the late Peter Reid was returned to Jan Reid during July. The SHPMSoA visitation during the July reporting period included a total of 353 cinema ticket sales 444 museum visits. The Museum Advisor visited Tenterfield from 25 – 27 July and provided professional advisory services to SHPMSoA inventory check, Tenterfield Railway Museum, Centenary Cottage, Tenterfield Shire Council – corporate artefacts collection management and the Isolation Block museum. |  NEEDS WORK   |
| 1.1.3.2 Provide inclusive library services and programs that reflect contemporary needs for all age groups.                                                                                                                                                 | Manager Arts, Culture and Library Services | During the July reporting period the library was closed and underwent a refurbishment funded by the 2021/22 State Library Public Infrastructure funding program. The library was scheduled to re-open Monday 24 June but rescheduled to Monday 7 July due to unavoidable supplier delays. During the library closure members borrowed 281 and reserved 63 items from the library's digital resource collection. The Encyclopedia Britannica online library recorded 313 home page visits.                                                                                                                                                                                                                                                                                                                  |  NEEDS WORK |

**4. ARTS, CULTURE & LIBRARY SERVICES** Monthly Operational Report - July 2023

| Action                                                                                                                                                          | Responsibility                             | Progress Comment | Status                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------|-------------------------------------------------------------------------------------|
| 1.1.3.4 Undertake a service review of arts, culture and library services in alignment with Councils Workforce Management Strategy and Long-Term Financial Plan. | Manager Arts, Culture and Library Services | Not commenced.   |  |

## 5. Workforce Development

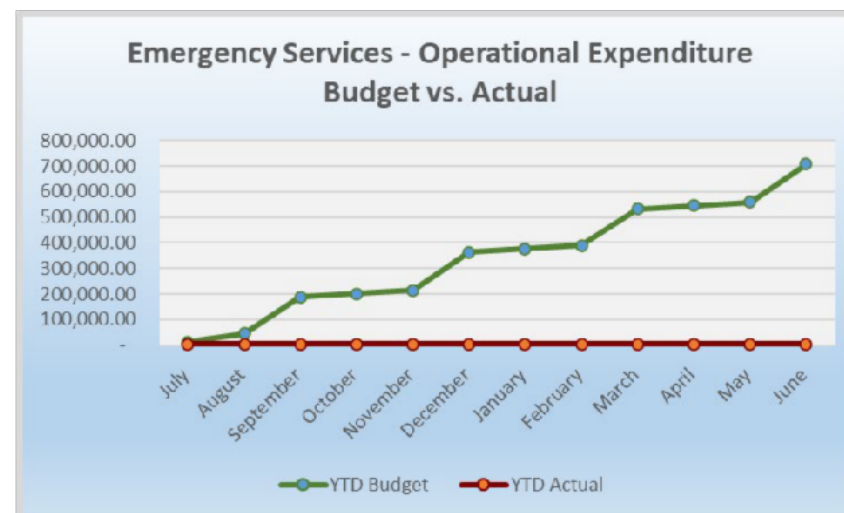
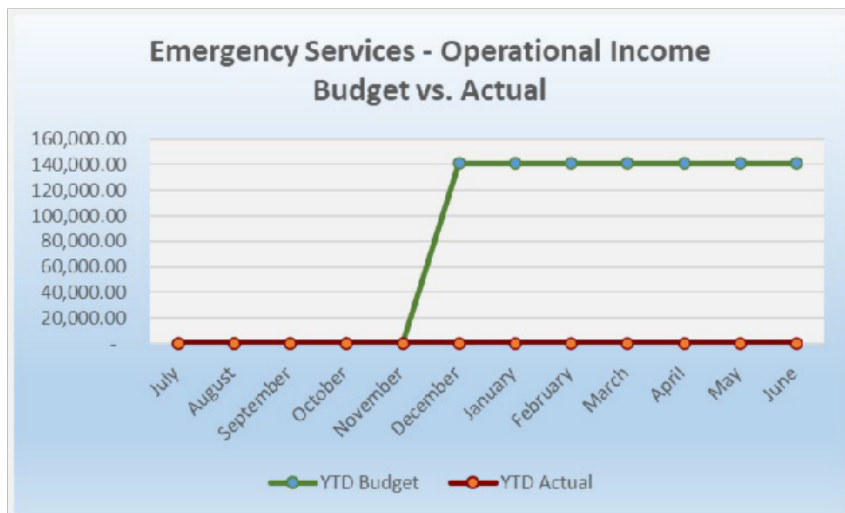


| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Workforce Development    | 1,182,708              | 23,019                 | 1.95%                  |
| 1. Operating Income      | (168,971)              | (35,314)               | 20.90%                 |
| 2. Operating Expenditure | 1,351,679              | 58,333                 | 4.32%                  |

## 5. WORKFORCE DEVELOPMENT

|                                                           |
|-----------------------------------------------------------|
| Business Unit: Workforce Development                      |
| Service Profile: Workforce Development                    |
| Report deferred due to staff resources being unavailable. |
|                                                           |
|                                                           |
|                                                           |
|                                                           |
|                                                           |
|                                                           |

## 6. Emergency Services

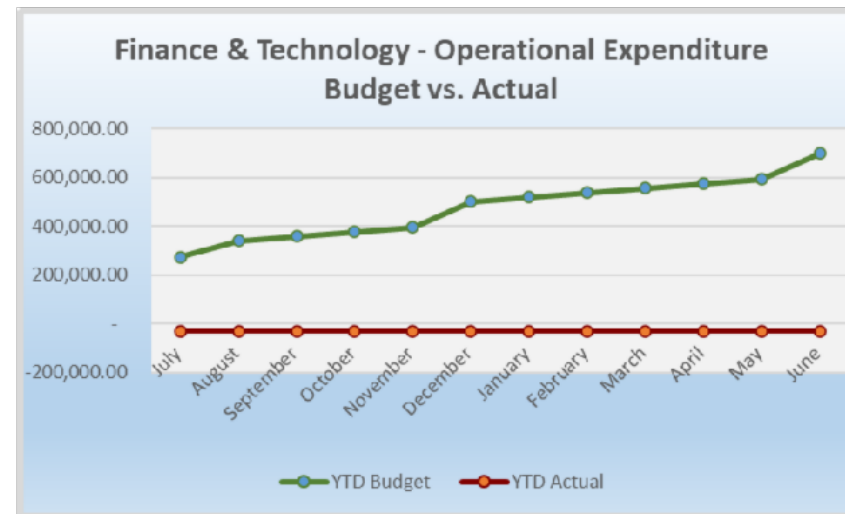
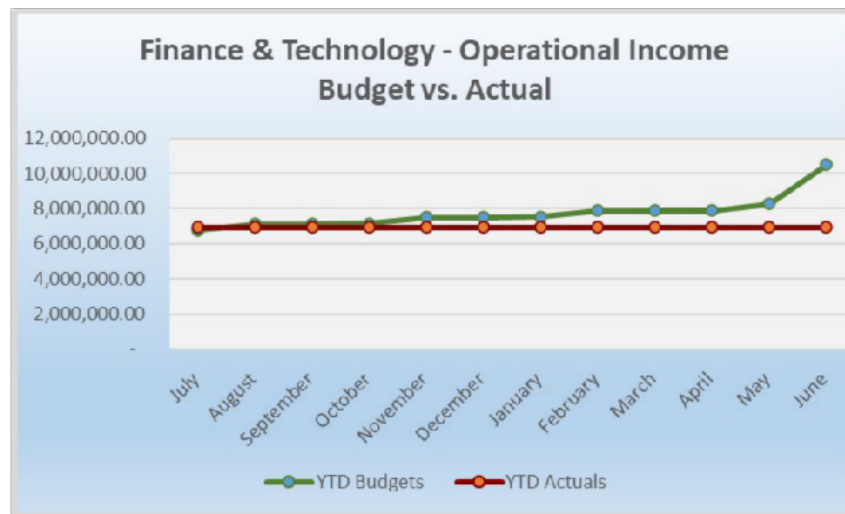


| COA                       | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|---------------------------|------------------------|------------------------|------------------------|
| <b>Emergency Services</b> | 567,521                | 3,059                  | 0.54%                  |
| 1. Operating Income       | (140,974)              | 0                      | 0.00%                  |
| 2. Operating Expenditure  | 708,495                | 3,059                  | 0.43%                  |

## 6. EMERGENCY SERVICES



|                                                          |
|----------------------------------------------------------|
| Business Unit: Emergency Services                        |
| Service Profile: Emergency Services                      |
| Report deferred due to staff resources being unavailable |

## 7. Finance and Technology





| COA                                          | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|----------------------------------------------|------------------------|------------------------|------------------------|
| <b>Finance &amp; Technology</b>              | <b>(9,593,063)</b>     | <b>(6,941,593)</b>     | <b>72.36%</b>          |
| 1. Operating Income                          | (10,495,970)           | (6,915,175)            | 65.88%                 |
| 2. Operating Expenditure                     | 697,889                | (29,926)               | -4.29%                 |
| 4. Capital Expenditure                       | 125,000                | 0                      | 0.00%                  |
| 1810501. Computer Equipment - Finance & Tech | 75,000                 | 0                      | 0.00%                  |
| 1810508. Capitalised Software                | 50,000                 | 0                      | 0.00%                  |
| 6. Liabilities                               | 80,018                 | 3,508                  | 4.38%                  |

**7. FINANCE & TECHNOLOGY**

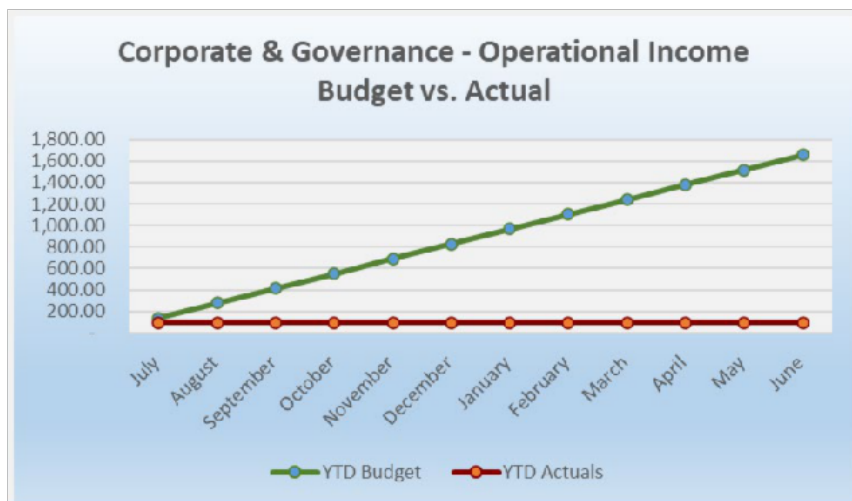
| Business Unit: Finance & Technology                                                                                       |                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 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.</p> <p>On 30 June 2023 Council resolved to accept the 43% including the rate peg as a permanent increase in Council rating structure. This will yield an additional \$1.87 Million in Ordinary Rates Revenue for Tenterfield Shire Council in FY 2023-2024.</p> <p>Council received 100% of its Financial Assistance Grant in advance which will ensure that Councils Working Capital is used effectively.</p> <p>Council is currently undertaking its preparation of Annual Financial Statements for audit to commence in September/October.</p> <p>Council has also activated its Corporate Market Loan facility to assist with any major end of year payments to suppliers. During the month of July, the Corporate Market Loan was not drawn down.</p> | <br>NEEDS WORK   |
| 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 recommendation of IPART has resulted in Council executive presenting a new service level framework to Council with specific reduction in service level across Council.</p> <p>As part of this new service framework an amended operational plan has been advertised for community consultation and feedback. Once Council accepts the amendments to the operational plan the long-term financial plan will be adjusted to reflect cost savings.</p>                                                                                                                                                                                                                                                                                      | <br>NEEDS WORK |



Tenterfield Shire Council Monthly Operational Report - July 2023




| Action                                                                               | Responsibility                 | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Status                                                                                            |
|--------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 5.1.2.3 Manage investments - Plan develop and manage Council's investment portfolio. | Manager Finance and Technology | <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 July 2023.</p> <p>Commencing FY 2023-24 Council staff will be aiming to invest more liquid funds for short time periods to gain maximum investment return without compromising working capital.</p> <p>In the month of July and August Council staff has requested major banking institutions to provide their short term interest rate.</p>                              | <br>NEEDS WORK |
| 5.1.4.1 Develop, manage and deliver Council's Technology Strategic Plan.             | Manager Finance and Technology | <p>Council’s Technology Strategic Plan is a work in progress, documents are being updated on a regular basis in conjunction with requirements associated with hardware and cyber security. 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>No IT related breached were reported in July 2023.</p> | <br>NEEDS WORK |

## 8. Corporate and Governance





| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Corporate and Governance | 837,181                | 57,953                 | 6.92%                  |
| 1. Operating Income      | (1,656)                | (93)                   | 5.60%                  |
| 2. Operating Expenditure | 838,837                | 58,046                 | 6.92%                  |

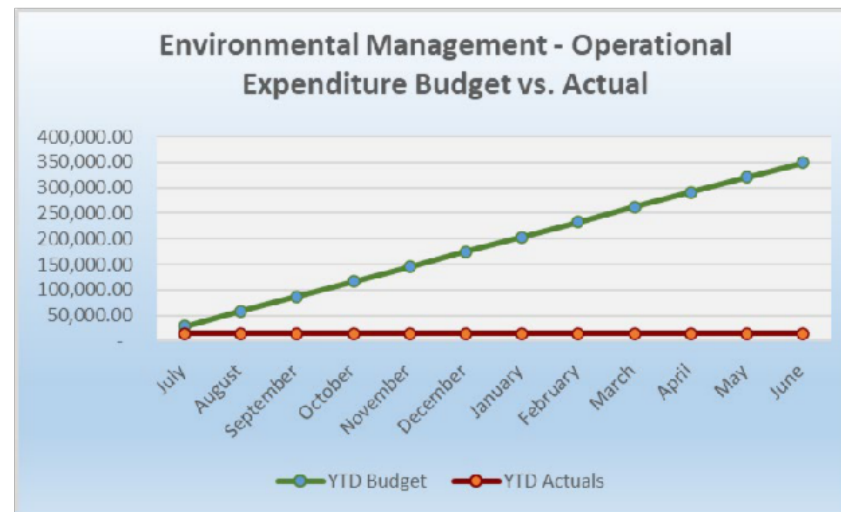
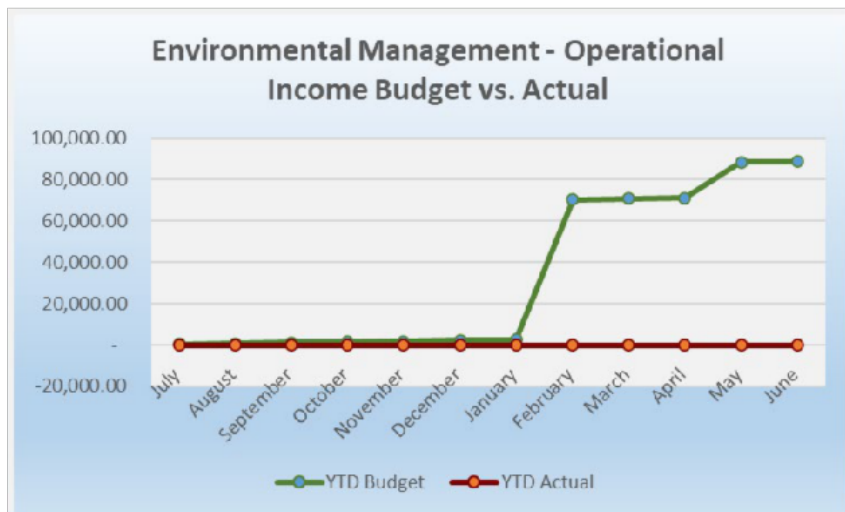
## 8. CORPORATE & GOVERNANCE

| Business Unit: Corporate & Governance                                                                                                                                                                                           |                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Service Profile: Customer Service, Governance & Records                                                                                                                                                                         |                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                  |
| Action                                                                                                                                                                                                                          | Responsibility                                 | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Status                                                                                           |
| 1.1.3.3 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).                                                                                                                      | Manager Customer Service, Governance & Records | Civic collection artefacts details are captured in a database in altus ECM. Honor boards are to be updated in coming months, and reinstalled in the main administration building.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  NEEDS WORK   |
| 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 July 2023 - 7 Complaints for July 2023 - 2<br/>                     Abusive customers for July 2023 - 0 Customer Service General Enquiries for July 2023 - 108<br/>                     Total inbound calls for July 2023 - 3,869 Inbound calls for Customer Service for July 2023 - 541<br/>                     Inbound calls for Planning, Property &amp; Development Services for July 2023 - 566 Inbound calls for Infrastructure &amp; Engineering Services for July 2023 - 353 Inbound calls for Rates for July 2023 - 169</p> <p>Customer service staff receipted and registered the following applications in July 2023:<br/>                     Mobile (wheelie) bin applications – Pension Rebate applications -<br/>                     Section 10.7 Planning Certificates - Section 603 Certificates -<br/>                     Dwelling Permissibility Search -<br/>                     Section 735A -<br/>                     Sewer Diagrams -<br/>                     Drainage Diagrams –</p> |  NEEDS WORK   |
| 5.1.1.2 Develop, manage and deliver Governance Services, in accordance with the OLG compliance Guide, IP&R Framework and Reporting including the Monthly Operational Report, GIPA and PIDS and facilitate and support the ARIC. | Manager Customer Service, Governance & Records | Public Interest Disclosures for January 2023 to June 2023 reported on 31 July 2023 to the NSW Ombudsman's Office via the online PID Reporting Tool. Council reported 0 (zero) PIDs for the period.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  NEEDS WORK |

**8. CORPORATE & GOVERNANCE** Monthly Operational Report - July 2023




| Action                                                                                           | Responsibility                                          | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Status                                                                                            |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation. | Manager<br>Customer Service,<br>Governance &<br>Records | Records staff and manager retrieved hardcopy financial records from 7 years ago (approximately 80 boxes) from the Depot Store holding room and brought these back to Records House (134 Manners Street Tenterfield) for official destruction. Approximately 60 boxes of financial records from 2022/2023 were then taken from Records House back to the Depot Store holding room for retention for 7 years, before eventual destruction.<br><br>Scanning of hard copy records continued in July 2023, with records staff also categorising previously scanned documents.<br><br>Records created in July 2023 - 742 | <br>NEEDS WORK |
| 5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey.                              | Manager<br>Customer Service,<br>Governance &<br>Records | Customer Satisfaction Survey to be undertaken around March 2024, in line with previous surveys being undertaken around the last half to last quarter of every second financial year.                                                                                                                                                                                                                                                                                                                                                                                                                               | <br>NEEDS WORK |

## 9. Environmental Management

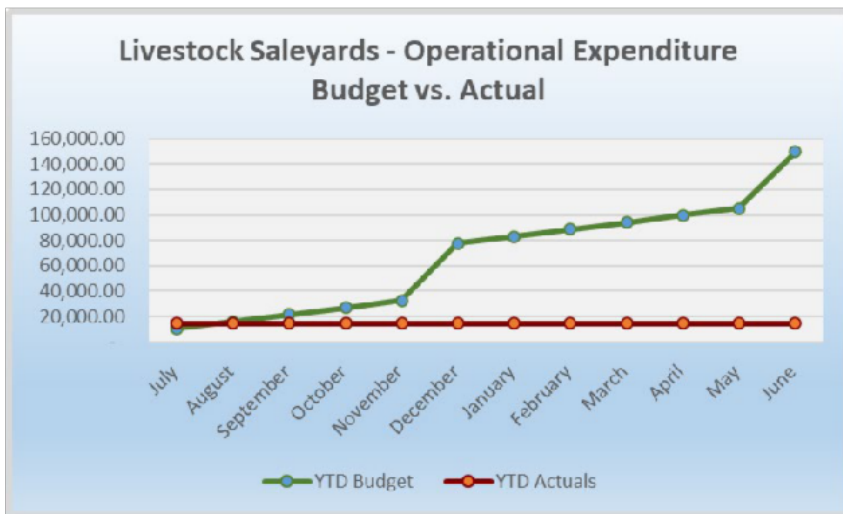
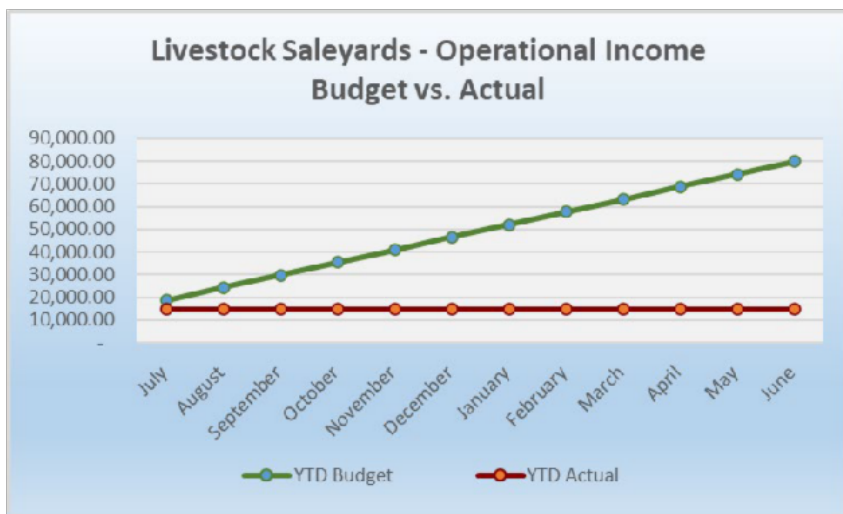


| COA                             | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|---------------------------------|------------------------|------------------------|------------------------|
| <b>Environmental Management</b> | <b>260,572</b>         | <b>14,730</b>          | <b>5.65%</b>           |
| 1. Operating Income             | (88,774)               | 97                     | -0.11%                 |
| 2. Operating Expenditure        | 349,346                | 14,634                 | 4.19%                  |

## 9. 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 | Infringements issued for Parking, Animal Control, and untidy/ overgrown blocks.<br><br>Two dogs impounded for July                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <br>NEEDS WORK   |
| 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 | Weed Report July 2023<br><br>Mother of Millions - Treated on the Mt Lindsey Hwy at Legume.<br><br>Serrated Tussock - Treated on the New England Hwy in the Deepwater area.<br><br>Black Knapweed - Treated on Aldershot and Bellevue roads and on private property as required.<br><br>Council Lands - Torrington Cemetery, Stannum Cemetery, Tenterfield Cemetery, Tenterfield water mains<br><br>Property inspections - 25 private property inspections, All Border Crossings<br><br>High Risk pathways inspections - New England Hwy - Deepwater to Jennings, Bruxner Way - Tenterfield to the Beardy river Bruxner Hwy - Tenterfield to Tabulam, Mt Lindsey Hwy - Tenterfield to Woodenbong and Tooloom Road.<br><br>Meetings - Tropical Soda Apple Taskforce meeting at Coffs Harbour. | <br>NEEDS WORK   |
| 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 | Notices and orders issued in relation to Overgrown blocks, Untidy blocks, Unregistered dogs, and Abandoned Vehicles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <br>NEEDS WORK |

### 10. Livestock Saleyards



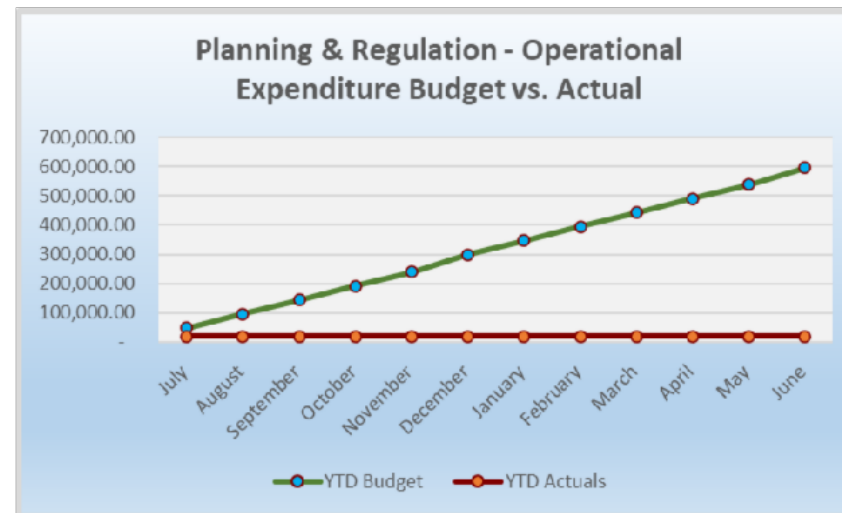
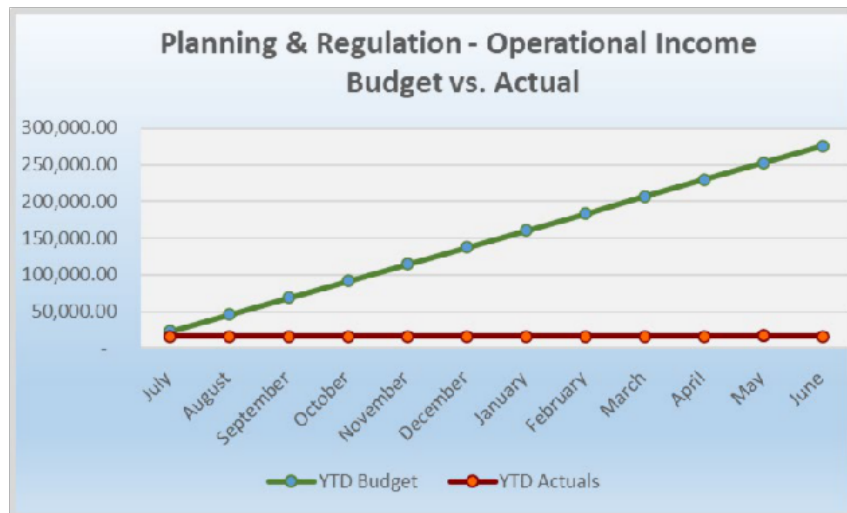
| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Livestock Saleyards      | 69,852                 | 18                     | 0.03%                  |
| 1. Operating Income      | (79,816)               | (14,773)               | 18.51%                 |
| 2. Operating Expenditure | 149,668                | 14,791                 | 9.88%                  |

## 10. LIVESTOCK SALEYARDS

| Business Unit: Livestock Saleyards                                                                                                                                     |                                            |                             |             |                 |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------|-------------|-----------------|-------------------------------------------------------------------------------------|
| Service Profile: Livestock Saleyards                                                                                                                                   |                                            |                             |             |                 |                                                                                     |
| Action                                                                                                                                                                 | Responsibility                             | Progress Comment            |             |                 | Status                                                                              |
| 2.1.2.1 Manage and deliver commercial Saleyards Services, including improving hard standing surface at double height ramp.                                             | Manager Open Space, Regulatory & Utilities | Prime Cattle Sale July 2023 | 150 Head    | \$108,060.77    |  |
|                                                                                                                                                                        |                                            | Financial Year 2022/2023    | 13,506 Head | \$15,806,063.35 |                                                                                     |
|                                                                                                                                                                        |                                            | Financial Year 2021/2022    | 10,963 Head | \$20,493,246.30 |                                                                                     |
|                                                                                                                                                                        |                                            | Financial Year 2020/2021    | 8,963 Head  | \$14,127,684.48 |                                                                                     |
|                                                                                                                                                                        |                                            | Financial Year 2019/2020    | 9,247 Head  | \$ 8,441,858.64 |                                                                                     |
|                                                                                                                                                                        |                                            | Financial Year 2018/2019    | 21,656 Head | \$12,517,711.39 |                                                                                     |
| <p>Hard standing concrete surfaces are ready to be done in front of the new double height loading ramp.</p> <p>Limited cattle numbers sales maybe every 4-6 weeks.</p> |                                            |                             |             |                 |                                                                                     |






## 11. Planning and Regulation



| COA                              | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|----------------------------------|------------------------|------------------------|------------------------|
| <b>Planning &amp; Regulation</b> | 285,714                | (16,695)               | -5.84%                 |
| 1. Operating Income              | (275,646)              | (16,109)               | 5.84%                  |
| 2. Operating Expenditure         | 596,360                | 19,766                 | 3.31%                  |
| 3. Capital Income                | (35,000)               | (20,352)               | 58.15%                 |

## 11. 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 | July - all applications assessed in accordance with Tenterfield LEP 2013 and Tenterfield DCP 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  No TARGET  |
| 3.1.1.2 Manage and deliver heritage advisory services.                                                                    | Manager Planning & Development Services | Applications open for Local Fund Grants for small projects - funding limited to \$6000 as no co-Council contribution provided for the 23/24 financial year.                                                                                                                                                                                                                                                                                                                                                                                            |  NEEDS WORK |
| 3.1.1.3 Manage and deliver development, building and construction regulatory services.                                    | Manager Planning & Development Services | Limited staffing numbers (1 Building Surveyor, 1 Planner) mean that focus is placed on processing of statutory applications, 10.7 Planning Certificates, Property & Building inquiries.<br>Complaints being dealt with on basis of potential impact - priority given to any public health or environmental matters.<br>Significant constraints being presented by new requirements from the NSW Planning Portal program, requiring all Development Consents to be processed via the Portal - issues with launch of program and generation of consents. |  NEEDS WORK |

### Applications Lodged July 2023

| DA Number | Applicant                         | Address                               | Description of Work                        |
|-----------|-----------------------------------|---------------------------------------|--------------------------------------------|
| 2023.075  | Leechs Gully Progress Association | 12 Crown Street, Tenterfield          | Demolition - Band Hall                     |
| 2023.076  | Leechs Gully Progress Association | Leechs Gully Road                     | Hall Installation - Entertainment Facility |
| 2023.077  | Tenterfield Surveys (McConville)  | 964 Bruxner Way, Tenterfield          | Subdivision Four (4) lots                  |
| 2023.078  | Tenterfield Surveys(Spark)        | 409 Mount Lindesay Road, Tenterfield  | Two (2) Lot Rural Subdivision              |
| 2023.079  | Troy Flamisch                     | 57 Haddocks Road, Tenterfield         | Shed                                       |
| 2023.080  | CMC Constructions                 | 47 Bryans Gap Road, Tenterfield       | Dwelling                                   |
| 2023.081  | Tenterfield Surveys (Bonner)      | 6629 Mount Lindesay Road, Tenterfield | Four (4) lot Rural Subdivision             |

### Applications Determined July 2023

| DA Number | Applicant                          | Address                          | Description of Work                     |
|-----------|------------------------------------|----------------------------------|-----------------------------------------|
| 2023.058  | Machelle Vaughan-Carter            | 35a Haddocks Road, Tenterfield   | Dwelling                                |
| 2023.060  | Evan Toon                          | 5470 Mount Lindesay Road, Liston | Dwelling                                |
| 2023.064  | Tenterfield Surveys (Johnson)      | 86 Rivertree Road, Liston        | Subdivision (2) Lot Boundary Adjustment |
| 2023.067  | Tony Hill                          | 1042 Long Gully Road, Drake      | Storage Shed                            |
| 2023.071  | Brad Holley Contracting (Bradford) | 8 Duncan Street, Tenterfield     | Shed                                    |
| 2023.073  | Rodney Clifford                    | 7 Banksia Drive, Tenterfield     | Industrial Shed                         |
| 2023.074  | Debbie Hart                        | Mt Lindesay Road, Legume         | Dwelling                                |
| 2023.077  | Tenterfield Surveys (McConville)   | 964 Bruxner Way, Tenterfield     | Subdivision Four (4) lots               |

**Applications Outstanding – July 2023**

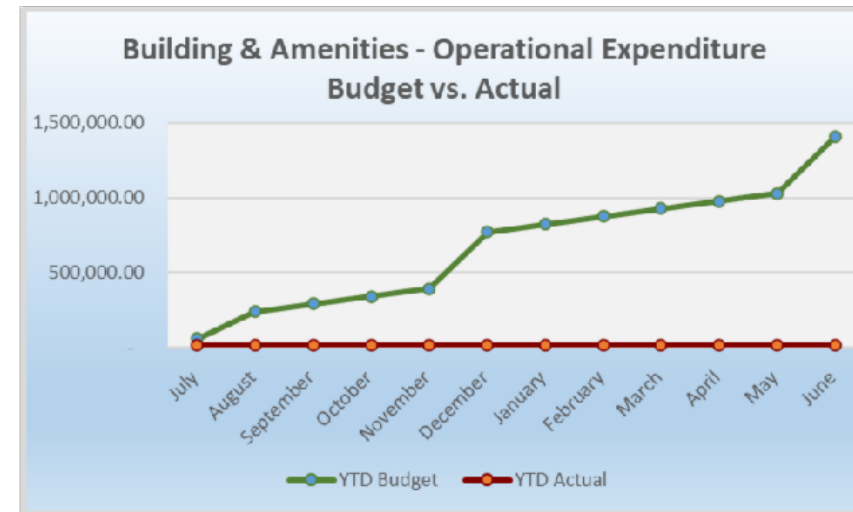
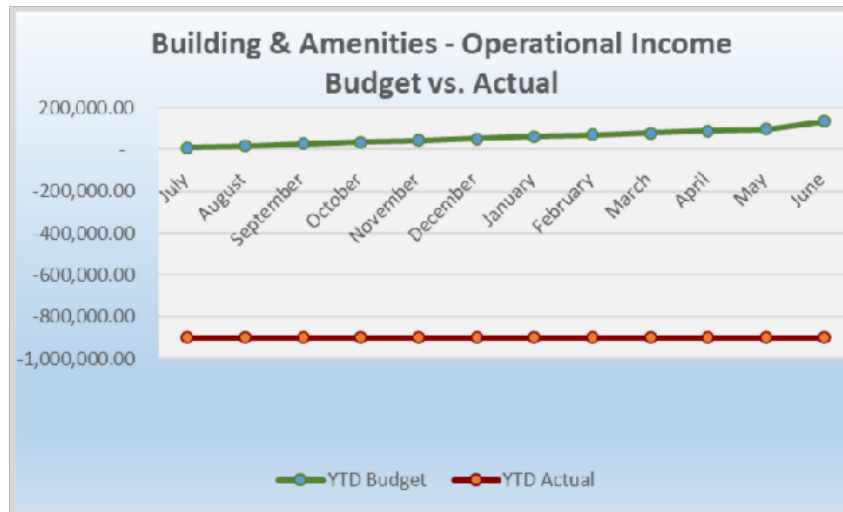
| DA Number | Applicant                                         | Property Address                | Description of Work                                                                                                                                                                                                             | Status of Application/Comment                                                                                                          |
|-----------|---------------------------------------------------|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| 2019.055  | RAWNSLEY Derek &<br>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<br><br>Applicant has indicated they wish to pursue                            |
| 2021.012  | CORBETT Arran                                     | Bluff River Road, Tenterfield   | Primitive Camp Ground                                                                                                                                                                                                           | Insufficient Information provided to complete assessment<br><br>Awaiting response from applicant to determine if they wish to proceed  |
| 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<br><br>Applicant indicated information should be lodged by end August 2023                         |
| 2021.153  | Stephen P McElroy & Associates (Burtenshaw)       | 7841 Bruxner Highway, Drake     | Tourist & Visitor Accommodation                                                                                                                                                                                                 | Further information required from applicant to address RFS requirements<br><br>Applicant negotiating an easement on adjoining property |

|             |                                 |                                      |                                                  |                                                                                                  |
|-------------|---------------------------------|--------------------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------|
| 2022.043    | Tenterfield Surveys (Taylor)    | 60 Derby Street, Tenterfield         | Five (5) Lot Staged Urban Subdivision            | Information required from applicant<br>Application negotiating with adjoining owner for easement |
| 2022.048    | Tenterfield Surveys (Uhrig)     | 17 Naas Street, Tenterfield          | Eleven (11) Lots Staged Urban Subdivision        | Information required from applicant<br>Applicant preparing additional engineering information    |
| 2022.068    | Tenterfield Surveys Pty Ltd     | 531A Long Gully Road, Drake          | Two (2) Lot Subdivision                          | Information required from applicant<br>Applicant addressing RFS requirements for compliance      |
| 2022.140    | John Dean                       | 228 Old Ballandean Road, Tenterfield | Dwelling                                         | Awaiting additional information from applicant-plans to be modified                              |
| 2023.048    | Hannah Julius                   | 156 Logan Street, Tenterfield        | 4 Dwellings (on 4 lots)                          | Awaiting additional information from applicant – plans to be modified                            |
| 2023.053    | Craig Leggat                    | Ogilvie Drive, Tabulam               | Subdivision (2) Lots                             | Awaiting additional information from applicant – Bushfire assessment report                      |
| 2023.066    | Currawinya Pty Ltd /Gith        | 2575c Paddys Flat Road, Tabulam      | Alterations/Extensions to existing dwelling/shed | Under assessment                                                                                 |
| 2023.068    | Grant Townes                    | New England Highway, Tenterfield     | Truck Depot & Office                             | Under assessment/referral to Transport NSW & Rail                                                |
| 2023.069    | Tenterfield Surveys (Townes)    | 6693 New England Hwy, Bolivia        | Subdivision-Three (3) Lot boundary adjustment    | Under assessment/Awaiting RFS recommendations                                                    |
| 2023.070    | Tenterfield Surveys (Lederhose) | 3501a Rocky River Road, Rocky River  | Subdivision - Five (5) Lot boundary adjustment   | Under assessment/Awaiting RFS recommendations                                                    |
| CDC2023.072 | CMC Constructions (Dow)         | 27 Margaret Street, Tenterfield      | Demolition of existing deck & new deck           | Under assessment                                                                                 |

|          |                                   |                                       |                                            |                                                                                                                      |
|----------|-----------------------------------|---------------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 2023.075 | Leechs Gully Progress Association | 12 Crown Street, Tenterfield          | Demolition - Band Hall                     | DA to be assessed externally – conflict of interest for DA – awaiting consultant contact from Department of Planning |
| 2023.076 | Leechs Gully Progress Association | Leechs Gully Road                     | Hall Installation - Entertainment Facility | DA to be assessed externally – conflict of interest for DA - awaiting consultant contact from Department of Planning |
| 2023.078 | Tenterfield Surveys(Spark)        | 409 Mount Lindesay Road, Tenterfield  | Two (2) Lot Rural Subdivision              | Awaiting RFS<br>Under assessment                                                                                     |
| 2023.079 | Troy Flamisch                     | 57 Haddocks Road, Tenterfield         | Shed                                       | Under assessment                                                                                                     |
| 2023.080 | CMC Constructions                 | 47 Bryans Gap Road, Tenterfield       | Dwelling                                   | Under assessment                                                                                                     |
| 2023.081 | Tenterfield Surveys (Bonner)      | 6629 Mount Lindesay Road, Tenterfield | Four (4) lot Rural Subdivision             | Under assessment                                                                                                     |

| FY 23/24 Development Statistics     |       |                 |                                                    |                              |                                   |             |                        |                           |                           |
|-------------------------------------|-------|-----------------|----------------------------------------------------|------------------------------|-----------------------------------|-------------|------------------------|---------------------------|---------------------------|
|                                     |       | Dwellings       | Additions/<br>Renovations to<br>Existing Dwellings | Garages, Carports &<br>Sheds | Commercial or<br>Industrial Works | Subdivision | Recreation/<br>Tourism | FY 23/24 Monthly<br>Total | FY 22/23 Monthly<br>Total |
| Jul-23                              | No.   | 1               | 0                                                  | 1                            | 0                                 | 3           | 2                      | 7                         | 8                         |
|                                     | Value | \$370,000.00    | \$0.00                                             | \$63,000.00                  | \$0.00                            | \$0.00      | \$49,000.00            | \$482,000.00              | \$1,398,600.00            |
| Aug-23                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 16                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$2,736,200.00            |
| Sep-23                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 14                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$1,417,096.00            |
| Oct-23                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 10                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$971,065.00              |
| Nov-23                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 5                         |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$938,467.00              |
| Dec-23                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 10                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$1,775,000.00            |
| Jan-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 7                         |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$1,722,961.89            |
| Feb-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 13                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$547,346.89              |
| Mar-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 16                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$1,963,598.00            |
| Apr-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 17                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$2,867,369.00            |
| May-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 14                        |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$686,975.00              |
| Jun-24                              | No.   |                 |                                                    |                              |                                   |             |                        |                           | 9                         |
|                                     | Value |                 |                                                    |                              |                                   |             |                        |                           | \$1,481,532.00            |
| No. (Year to Date)                  |       | 1               | 0                                                  | 1                            | 0                                 | 3           | 2                      | 7                         |                           |
| FY 23/24 Total Value (Year to Date) |       | \$370,000.00    | \$0.00                                             | \$63,000.00                  | \$0.00                            | \$0.00      | \$49,000.00            | \$482,000.00              |                           |
| FY 22/23 Total Value                |       | \$14,031,755.00 | \$1,570,238.00                                     | \$1,507,750.78               | \$1,348,467.00                    | \$0.00      | \$48,000.00            |                           | \$18,506,210.78           |

## 12. Buildings and Amenities




| COA                              | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|----------------------------------|------------------------|------------------------|------------------------|
| <b>Buildings &amp; Amenities</b> | <b>1,272,234</b>       | <b>917,816</b>         | <b>72.14%</b>          |
| 1. Operating Income              | (134,316)              | 899,681                | -669.82%               |
| 2. Operating Expenditure         | 1,406,550              | 18,134                 | 1.29%                  |

Please note – The negative percentage for operational income is due to an accounting entry for end of financial year statements. Council as at 31 July 2023 had not received the proceeds of land sale of Bendall’s. Once this is received the figure of \$899,681 will be offset by the proceeds amount and reflect the correct income and percentage for the business unit.



## 12. 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. | Buildings & Amenities Coordinator | <p>Council Buildings Cleaning Contract for all Council buildings and RFS Control Centre has now closed and discussions with Managers will need to be arranged.</p> <p>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.</p> <p>Security Audit is still to be completed</p> <p>Purchase order has been raised for the RSL Deck to be cleaned, secure existing nails and stained – discussions are being had with successful contractor to when this project can be completed.</p> <p>Drake, Jennings, Legume &amp; Liston Public Toilets are in the process of being repaired. Liston and Drake Septic System has now been repaired. These were damaged due to vehicles driving on the pipes.</p> <p>RSL Pavilion &amp; Memorial Hall have recently had the gutters cleaned out and comment has been made that the box guttering is rusting in the heritage part of the building and will need to be replaced. Current quote to replace roof sheeting, install a box guttering and an overflow is \$35,000.</p> <p>Current Capital Works</p> <p>Purchase order has been raised to replace the air conditioning units on the administration roof. Installation will be completed on 17 August 2023</p> <p>Administration Roof needs to be replaced; this will be looked at this financial year.</p> <p>Mt McKenzie Access Road to the digital site will commence this month, neighbours have been notified.</p> |  |

1.2.1.5 Manage and update  
Land and Property Register.

Buildings &  
Amenities  
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.

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

Buildings &  
Amenities  
Coordinator

Licences & Agreements on Council  
owned/managed Land



Council staff have had a meeting with Tenterfield Total Care regarding items listed within the reviewed draft lease for 136-138 Manners Street, Tenterfield awaiting confirmation of the changes prior to signing – this draft lease is currently with Tenterfield Total Care.

#### 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.

Drought Communities Program Extension Report is being prepared to send to an independent auditor and acquittal is being prepared to be completed.

Local Drought Stimulus Package

Memorial Hall Internal Acoustic & Insulation Treatments – Fire system is completed, and funding should be claimed, acquittal to be completed.

National Bush Fire 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 is now complete and the opening was a success.

Jennings Playground Project - final landscaping and drainage has been completed just waiting on plants to be sent in Spring to be installed

Acquittal report has been sent to Council to complete.

Stronger Country Communities Programs Scope of works for the Memorial Hall floor, - quotations have been received and evaluation process is being completed

Resurfacing of netball court – Council staff need to contact funding provider and complete a variation to the deed as the funding will only allow one court to be completed not 2 as originally thought.

Upgrades to Drake Hall,  
Roofing - Scope of work has been send and will receive the quotes early August 2023. Floor Resurfacing – Council staff has accepted a quote and raised the purchase order, work to commence in October-November when the weather is warmer.

Black Summer Funding  
Removal of dead trees has commenced  
(Tenterfield Park).

Mingoola Hall Upgrades to include a toilet – Discussions are currently being had with Progress Association to manage this project.

Memorial Hall installation of Emergency lighting and ceiling fans - scope of work has been finalised and provided to Contractor. Discussions have been had in relation to the emergency lighting and fans being installed, awaiting quotes.

1.2.1.7 Manage Crown Lands  
and prepare designated Native  
Title Advice.

Buildings &  
Amenities  
Coordinator

ALC 55088, ALC 55081, ALC 55082, ALC 55083, ALC 55094, ALC 55076, ALC 55076 ALC 55077, ALC 55078, ALC 54729, ALC 54729, ALC 54729, ALC 54730, ALC 54731, ALC 54732 & ALC 54733 have been assessed by Council staff and advised that council has no interest in the land.



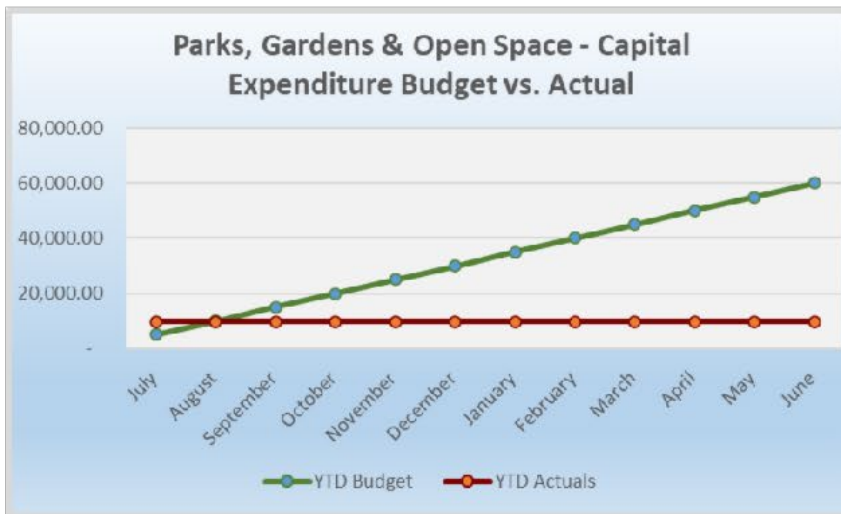
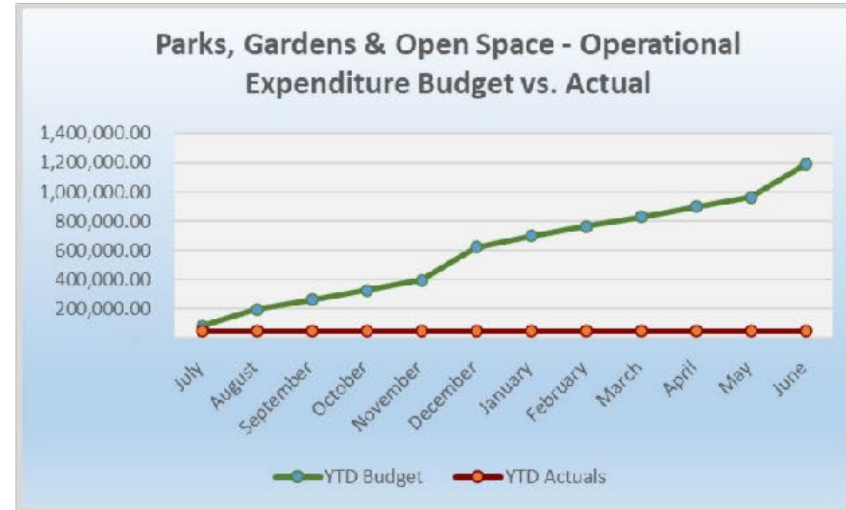
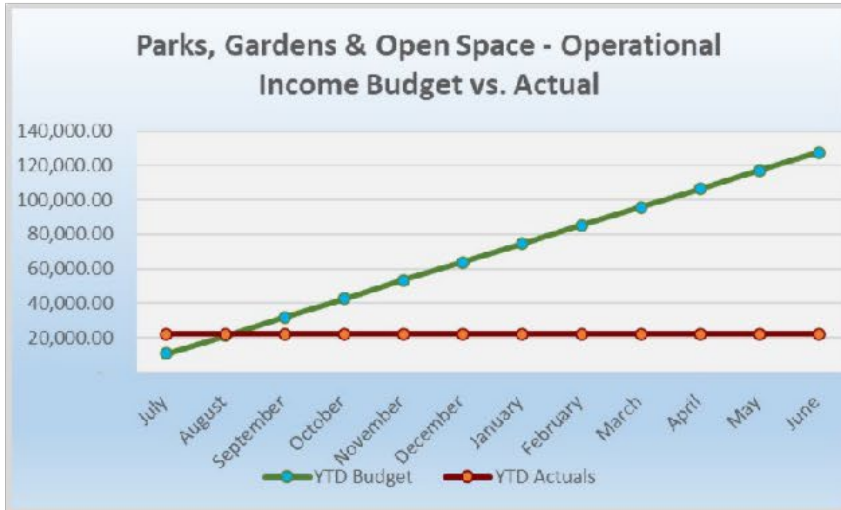
ALC 9253 & 13616 – additional evidence was required to be submitted to the Aboriginal Land Claim Assessment Team at NSW Department of Industry – Crown Lands, for a particular portion of this property – awaiting outcome – ongoing.

Aboriginal Land Claim 9002 – Mt McKenzie has been granted ownership to Moomboolene. Council will no longer be responsible for maintaining the toilet or the lookout. Discussions are currently being had in relation to the Radio towers.




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.

Due to privacy of neighbours, and leases, Council does not disclose the addresses of the Aboriginal Land Claims.

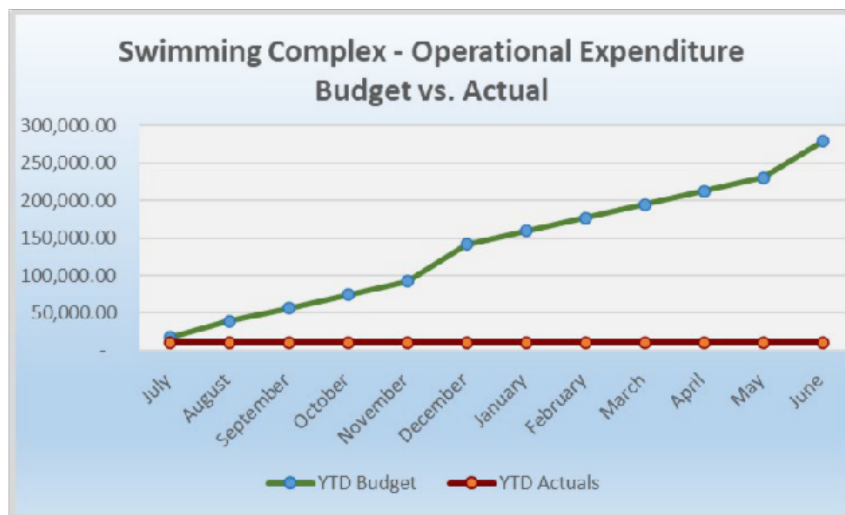
### 13. Parks, Gardens and Open Space



### 13. 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 | Daily toilet cleaning / bins/ BBQ cleaning Mowing<br>Garden maintenance<br>Tree pruning and removal<br>New slabs at the cemetery<br>Preparations for the start of the new niche wall<br>Weed spraying | <br>NEEDS WORK   |
| 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 | All grant projects have been completed. At present the committee has one village representative, all others have resigned. Maintenance work is continually happening in all villages.                 | <br>NEEDS WORK   |
| 1.2.1.3 Implement the tree management plan.                                                                                                                                                 | Manager Open Space, Regulatory & Utilities | Tree Management on going.<br><br>Awaiting a tree species to replace the pinoaks in Logan street.                                                                                                      | <br>NEEDS WORK |

### 14. Swimming Complex



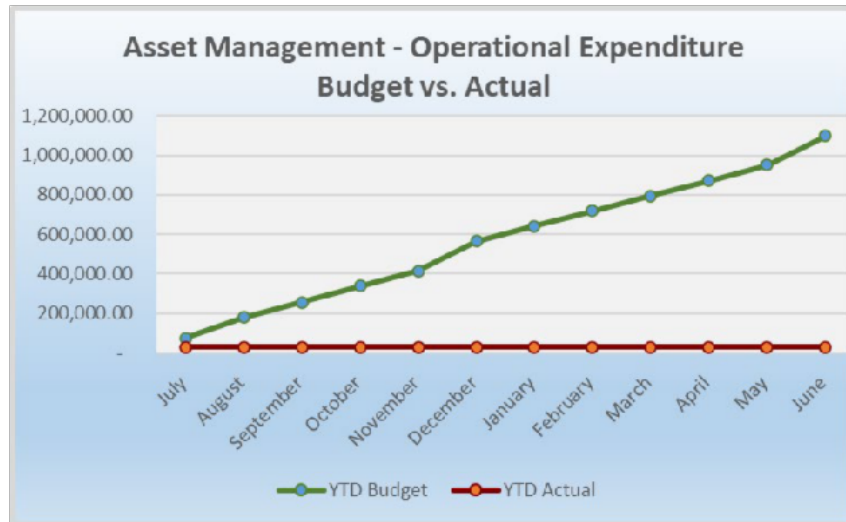
| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| Swimming Complex         | 279,190                | 10,990                 | 3.94%                  |
| 2. Operating Expenditure | 279,190                | 10,990                 | 3.94%                  |

**14. 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. | Buildings & Amenities Coordinator | <p>Management Plan</p> <p>Current Management Plan to be implemented in the 2023 summer season. This plan is currently under review.</p> <p>Works identified for budget for next few years</p> <p>The pool is now closed for the season, Pool contractors to seek quotes for foot valves.</p> <p>Purchase orders have been raised to replace the broken shade sail over the toddler pool Repairs to the showers and installation of shower curtain rods in the Ladies and male change rooms have commenced.</p> <p>Completed Paint has been purchased to paint the pool in September once the weather has warmed up.</p> <p>Purchase order has been raised to replace the Doser Controller in the last week of September prior to the pool opening in October.</p> <p>An electricity Audit is being arranged to be completed prior to the pool season in October, to ensure there is enough power to run the pool equipment and can collection unit. This has been raised as an issue because of the brown outs the pool was receiving during the last season.</p> |  |



## 15. Asset Management and Resourcing







| COA                                                                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Asset Management &amp; Resourcing</b>                                 | <b>1,548,044</b>       | <b>30,225</b>          | <b>1.95%</b>           |
| 1. Operating Income                                                      | (10,000)               | 0                      | 0.00%                  |
| 2. Operating Expenditure                                                 | 1,099,030              | 29,634                 | 2.70%                  |
| 4. Capital Expenditure                                                   | 450,000                | 0                      | 0.00%                  |
| 6250502. Tenterfield Depot - Wash Down & Recycle Bay                     | 80,000                 | 0                      | 0.00%                  |
| 6250503. Tenterfield Depot - Water Wise Initiatives                      | 20,000                 | 0                      | 0.00%                  |
| 6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements | 150,000                | 0                      | 0.00%                  |
| 6250506. Tenterfield Depot - Fuel Tank Replacement/Remediation           | 200,000                | 0                      | 0.00%                  |
| 6. Liabilities                                                           | 9,014                  | 591                    | 6.55%                  |

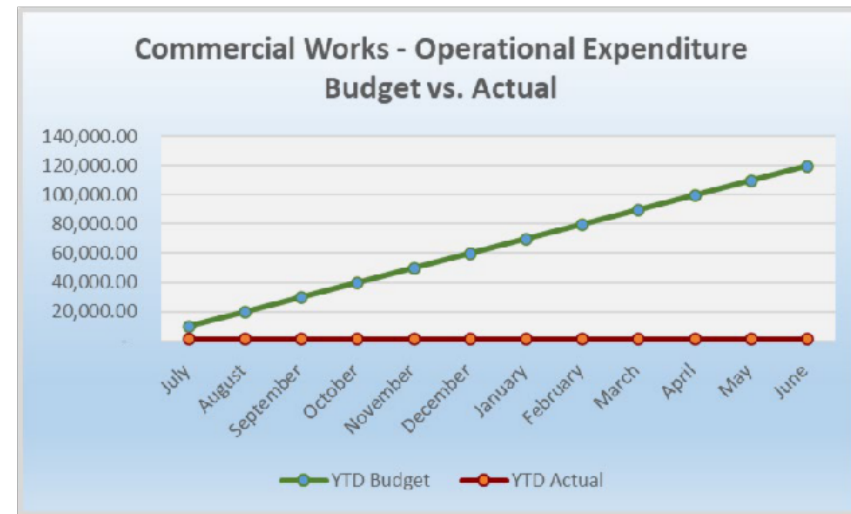
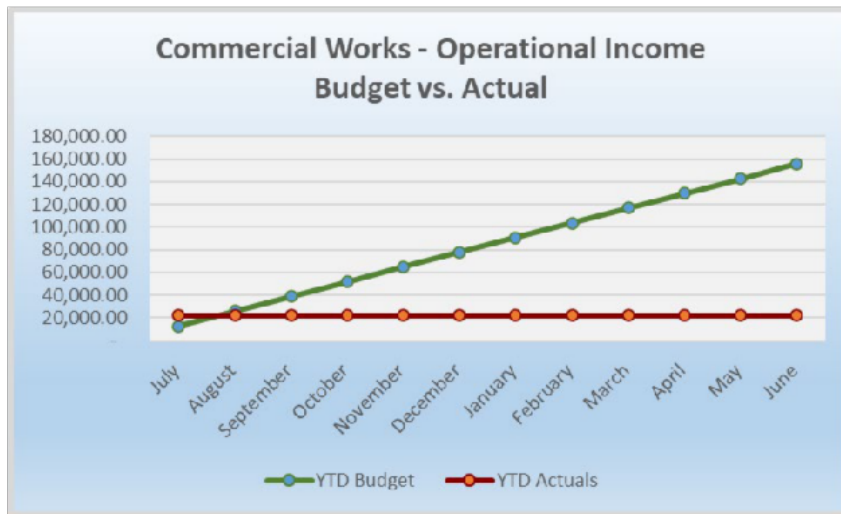


| COA                                                                | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------------------------------------------------|------------------------|------------------------|------------------------|
| Parks, Gardens and Open Space                                      | 1,122,907              | 33,529                 | 2.99%                  |
| 1. Operating Income                                                | (127,636)              | (22,014)               | 17.25%                 |
| 2. Operating Expenditure                                           | 1,190,543              | 45,833                 | 3.85%                  |
| 4. Capital Expenditure                                             | 60,000                 | 9,710                  | 16.18%                 |
| 4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion | 20,000                 | 9,710                  | 48.55%                 |
| 4215505. Tenterfield Cemetery - Memorial Niche Wall                | 40,000                 | 0                      | 0.00%                  |

**15. ASSET MANAGEMENT & RESOURCING**

| Business Unit: Asset Management & Resourcing                                                                                             |                                  |                                                                                                                                                                                                                                                                          |                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Service Profile: Asset Management & Resourcing                                                                                           |                                  |                                                                                                                                                                                                                                                                          |                                                                                       |
| Action                                                                                                                                   | Responsibility                   | Progress Comment                                                                                                                                                                                                                                                         | Status                                                                                |
| 5.1.3.1 Develop and implement the Asset Management Strategy and associated systems.                                                      | Manager Asset & Program Planning | Asset Management Strategy was reviewed during 22/23 and is being implemented. Plans are being made to commence revaluation of some asset field including transport in 23/24. Verification of GIS road datasets has been delayed due to reduced asset staffing resources. |    |
| 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 of the PAMP is still to be presented to Council but has been delayed due to restricted assets staff resourcing.                                                                                                                                                   |    |
| 5.1.3.3 Infrastructure and assets inspections.                                                                                           | Manager Asset & Program Planning | Asset inspections have been continuing where feasible to include with other field work, but remain incomplete due to asset staff resourcing as Asset Officer role remains vacant since early 2021.                                                                       |    |
| 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 | The Risk Register is periodically reviewed and risk considerations included in project planning where possible.                                                                                                                                                          |  |

## 16. Commercial Works

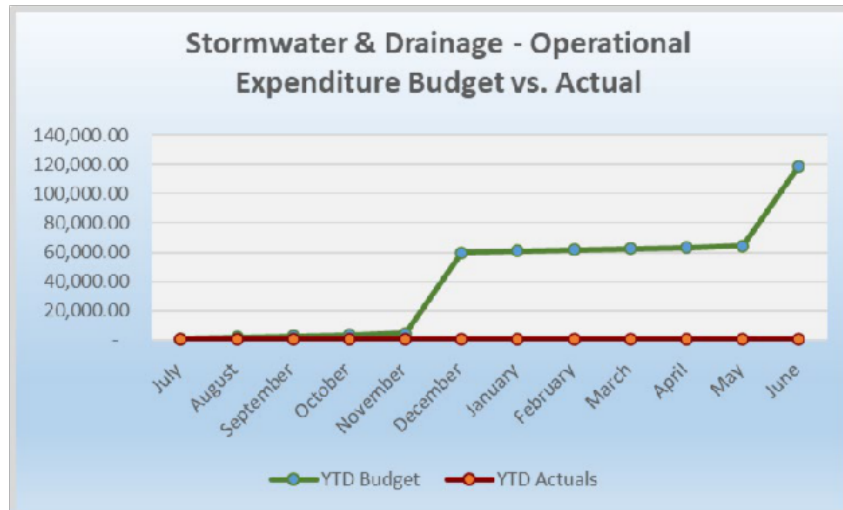


| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------|------------------------|------------------------|------------------------|
| <b>Commercial Works</b>  | (36,038)               | (20,876)               | 57.93%                 |
| 1. Operating Income      | (155,638)              | (22,025)               | 14.15%                 |
| 2. Operating Expenditure | 119,600                | 1,149                  | 0.96%                  |

## 16. 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  | July 2023 - Council continues to undertake commercial works in a financially responsible manner, within the limitations of Council's resource pool. | <br>NEEDS WORK |

## 17. Stormwater and Drainage

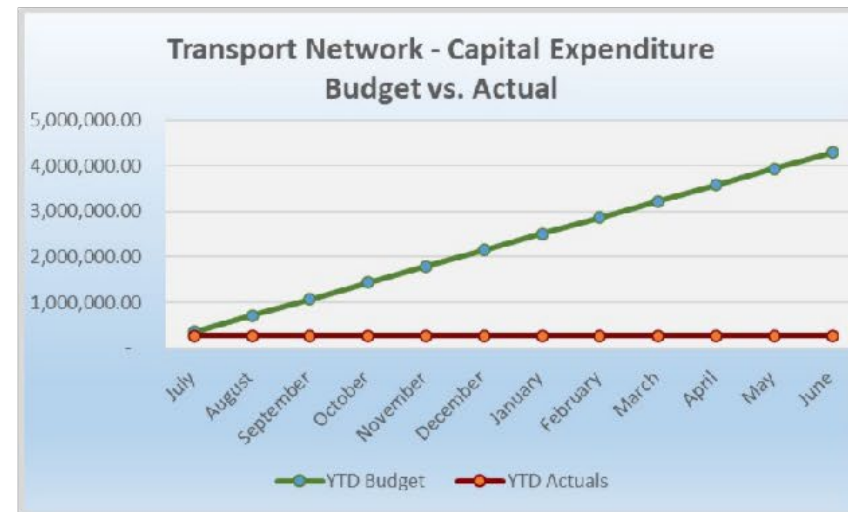
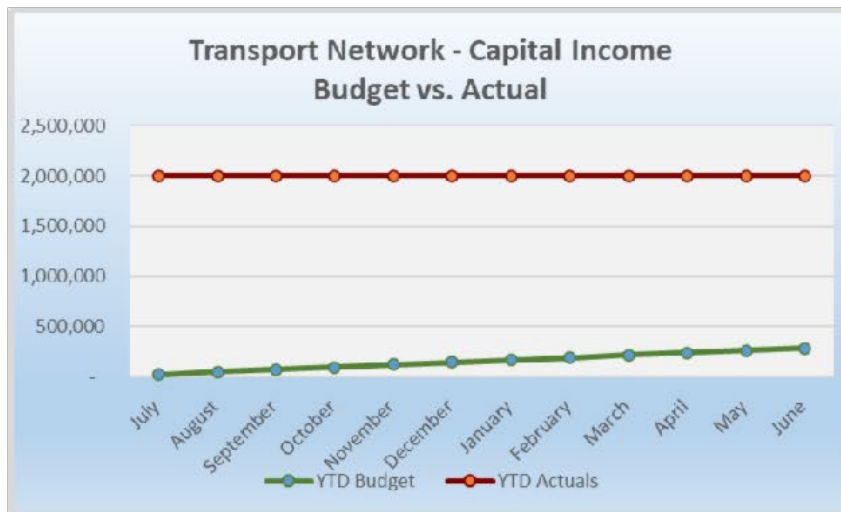
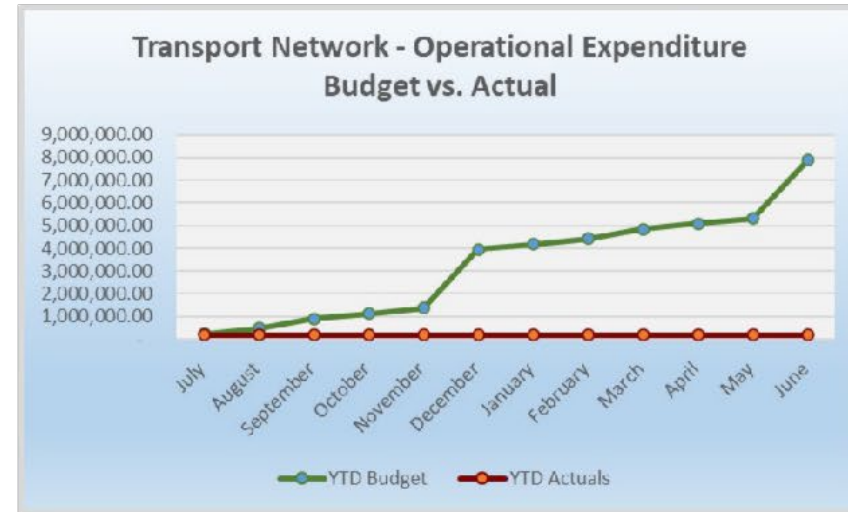
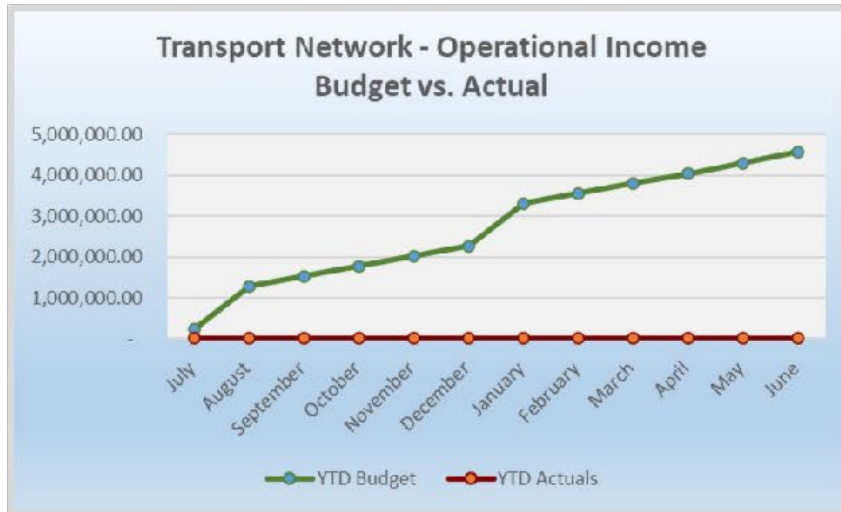


| COA                                             | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|-------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Stormwater &amp; Drainage</b>                | <b>467,680</b>         | <b>(71,323)</b>        | <b>-15.25%</b>         |
| <b>1. Operating Income</b>                      | <b>(71,536)</b>        | <b>(71,882)</b>        | <b>100.48%</b>         |
| <b>2. Operating Expenditure</b>                 | <b>119,016</b>         | <b>559</b>             | <b>0.47%</b>           |
| <b>4. Capital Expenditure</b>                   | <b>420,200</b>         | <b>0</b>               | <b>0.00%</b>           |
| 8252502. Drainage Pits - Upgrade                | 63,000                 | 0                      | 0.00%                  |
| 8252510. Rouse Street Construction              | 210,000                | 0                      | 0.00%                  |
| 8252513. Logan & Molesworth Street Construction | 80,000                 | 0                      | 0.00%                  |
| 8252523. Urban Culverts Renewal                 | 27,200                 | 0                      | 0.00%                  |
| 8252526. Stormwater Pipe Renewal                | 40,000                 | 0                      | 0.00%                  |

**17. 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 | Planning of works has been hampered by lack of technical assets staff resources and continual competing demands to address public enquiries and external agency enquiries on other Engineering matters. Stormwater will be given a higher priority for program planning in 23/24. |  MONITOR |

### 18. Transport Network





| COA                                                                                  | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|--------------------------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Transport Network</b>                                                             | <b>7,803,123</b>       | <b>(1,549,655)</b>     | <b>-19.87%</b>         |
| <b>1. Operating Income</b>                                                           | <b>(4,567,358)</b>     | <b>(2,931)</b>         | <b>0.06%</b>           |
| <b>2. Operating Expenditure</b>                                                      | <b>7,878,814</b>       | <b>194,492</b>         | <b>2.47%</b>           |
| <b>3. Capital Income</b>                                                             | <b>(282,786)</b>       | <b>(2,003,678)</b>     | <b>698.67%</b>         |
| <b>4. Capital Expenditure</b>                                                        | <b>4,298,938</b>       | <b>262,461</b>         | <b>6.11%</b>           |
| 6215110. Regional & Local Roads Traffic Facilities                                   | 66,000                 | 1,306                  | 1.98%                  |
| 6215510. Regional Roads Block Grant - Reseals Program.                               | 537,892                | 0                      | 0.00%                  |
| 6215531. Special Grant Mt Lindesay Road (RMS/Fed)                                    | 0                      | 31,509                 | 0.00%                  |
| 6215544. BLERF - 0737 - Improve Mt Lindesay Road                                     | 0                      | 38,471                 | 0.00%                  |
| 6215552. Roads to Recovery 2019-24                                                   | 1,044,335              | 0                      | 0.00%                  |
| 6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)                      | 0                      | 794                    | 0.00%                  |
| 6215570. DRFA AGRN960 EPAR Bruxner Way - Bridge 7325 Dumaresq River Overflow Channel | 0                      | 593                    | 0.00%                  |
| 6215572. FLR300128 - Tooloom Road West Rehabilitation                                | 0                      | 4,391                  | 0.00%                  |
| 6215575. ROSI - Sunnyside Platform Road Upgrade                                      | 0                      | 1,151                  | 0.00%                  |
| 6215576. BSBR000641 - Drake Village Revitalisation                                   | 0                      | 17,876                 | 0.00%                  |
| 6215579. Local Roads & Community Infrastructure Program - Round 3                    | 0                      | 3,620                  | 0.00%                  |
| 6215582. DRFA EPAR - EN00010 - AGRN1012 - 22 Feb 2022 Onwards                        | 0                      | 39,645                 | 0.00%                  |
| 6215583. DRFA AGRN1012 EPAR Plains Station Road                                      | 0                      | 3,597                  | 0.00%                  |
| 6215584. FLR400104 - Paddys Flat Road South, Tabulam                                 | 0                      | 70                     | 0.00%                  |



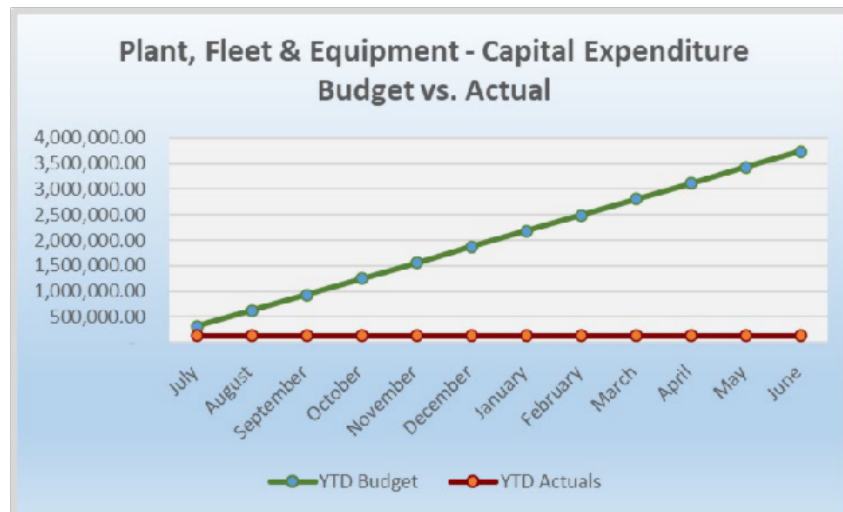
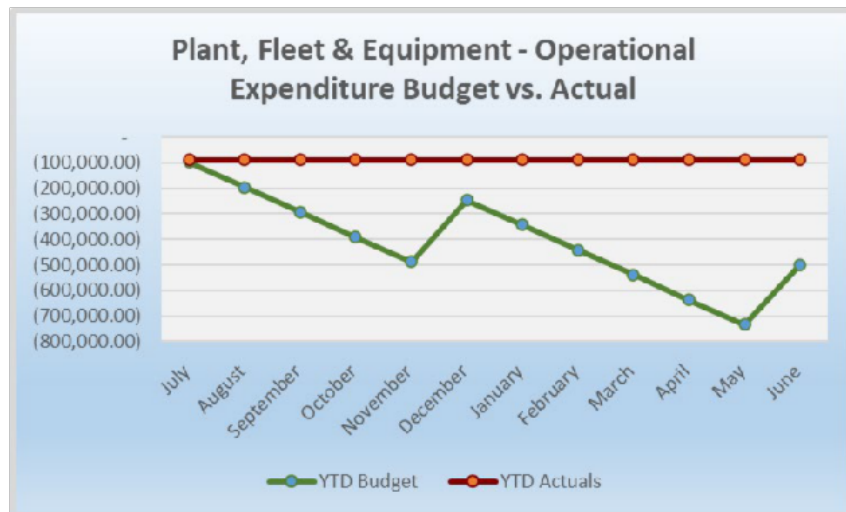
| <b>COA</b>                                           | <b>23/24 Full Year Budget</b> | <b>23/24 YTD Actuals July</b> | <b>23/24 Percentage Spent</b> |
|------------------------------------------------------|-------------------------------|-------------------------------|-------------------------------|
| 6215587. Repair Program 2023/24                      | 565,572                       | 0                             | 0.00%                         |
| 6220269. DRFA AGRN1012 Package 1 EPAR                | 0                             | 12,443                        | 0.00%                         |
| 6220500. Urban Streets - Reseal Program              | 122,000                       | 0                             | 0.00%                         |
| 6220501. Road Renewal - Gravel Roads                 | 325,760                       | 30,308                        | 9.30%                         |
| 6220503. Gravel Resheets                             | 316,226                       | 0                             | 0.00%                         |
| 6220506. Bridges / Causeways (SRV to 2023/24)        | 460,000                       | 0                             | 0.00%                         |
| 6220507. Rural Roads - Reseal Program                | 280,165                       | 0                             | 0.00%                         |
| 6220512. Rural Culverts & Pipes                      | 150,000                       | 7,117                         | 4.74%                         |
| 6220513. Concrete Bridges                            | 105,111                       | 0                             | 0.00%                         |
| 6240101. Gravel Pit Rehabilitation                   | 60,877                        | 31,162                        | 51.19%                        |
| 6240503. Rural Road Rehabilitation                   | 120,000                       | 0                             | 0.00%                         |
| 6240507. Urban Road Rehabilitation                   | 125,000                       | 0                             | 0.00%                         |
| 6240508. Urban Streets - Unsealed Resheet            | 20,000                        | 0                             | 0.00%                         |
| 6240509. SCCF4-0946 Extension to Urbenville Footpath | 0                             | 38,408                        | 0.00%                         |
| <b>6. Liabilities</b>                                | <b>475,515</b>                | <b>0</b>                      | <b>0.00%</b>                  |

**18. 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 | Road and bridge construction projects have been undertaken with grant funding and are being finalised. While some have been completed, there are some works where funding continues into 2023/24. Road projects continuing include Mt Lindesay Road at Big Hill, Tooloom Road West guardrail installation, and Mt Lindesay Road at Bookookoorara guardrail installation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <br>ON TRACK   |
| 4.1.1.2 Manage and deliver maintenance services for transport infrastructure.                                                | Manager Works                    | <p>July 2023 - Council continues to Manage and deliver maintenance services for transport infrastructure in a financially responsible manner.</p> <p>July Grading &amp; Works Report 2023 Grading Schedule</p> <ul style="list-style-type: none"> <li>o Eastern Grader –This crew have graded Gap Rd, Cyril Smith Circuit, Ramsay Rd, Pateman’s Rd, Bunijah Rd, currently grading the Lower Rocky River Rd and will take over the Rocky River Road from the Central Grader.</li> <li>o Northern Grader –This crew have graded Acacia Scrub Rd, Acacia Plateau Rd, Goulds Falls Rd and Holmes Rd. This crew is currently grading Graham’s Ck Rd, Mt Clunie Rd, Turner’s Flat Rd, Hills Rd and Beaury Ck Rd.</li> <li>o Western Grader – this crew is stood down due to staff vacancies</li> <li>o Central Grader –This crew is grading The Rocky River Rd, the Eastern Crew will take over this run, the Central Grader will go to Maryland Cullendore Rd and tidy up some scours (not a full grade), return to grade Wellington’s Lookout Rd and Mount Mackenzie Rd.</li> <li>o Bridge Crew have completed the footpath in Urnbenville under the Stronger Country Communities Fund Round 4 - Extension to Footpath Urbenville. This crew will conduct repairs to concrete causeways on Pyes Ck Rd, Rocky River Rd and go to Wylie Ck bridge to conduct maintenance repairs.</li> <li>o Council’s large excavator is rehabilitating Geyers Rd gravel pit and building a pad at Boonoo Boonoo Landfill (Site 51) for storage of materials.</li> <li>o Council’s drainage crew have completed pipe replacements on Binghi Rd, stone crossings on Sawyers Gully Rd and pavement repairs in Torrington. Planned pipe replacement for Mount Lindesay Rd (adjacent to Bondi Rd), Vinegar Hill Rd, Gap Rd, Gunyah Rd, Upper Rocky River Rd, Bald Rock Rd and Silent Grove Rd.</li> <li>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.</li> <li>o Council awaits upper limit approvals for DRFA Essential Public Asset Restoration (EPAR) works for various submissions, including the unsealed network.</li> <li>o Plains Stn Rd at Frasers Cutting continues to allow traffic access under lights.</li> </ul> | <br>NEEDS WORK |



- o Bridge Crew have completed the footpath in Urbenville under the Stronger Country Communities Fund Round 4 - Extension to Footpath Urbenville. This crew will conduct repairs to concrete causeways on Pyes Ck Rd, Rocky River Rd and go to Wylie Ck bridge to conduct maintenance repairs.
- o Council's large excavator is rehabilitating Geyers Rd gravel pit and building a pad at Boonoo Boonoo Landfill (Site 51) for storage of materials.
- o Council's drainage crew have completed pipe replacements on Binghi Rd, stone crossings on Sawyers Gully Rd and pavement repairs in Torrington. Planned pipe replacement for Mount Lindesay Rd (adjacent to Bondi Rd), Vinegar Hill Rd, Gap Rd, Gunyah Rd, Upper Rocky River Rd, Bald Rock Rd and Silent Grove Rd.
- 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 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.

## 19. Plant, Fleet and Equipment

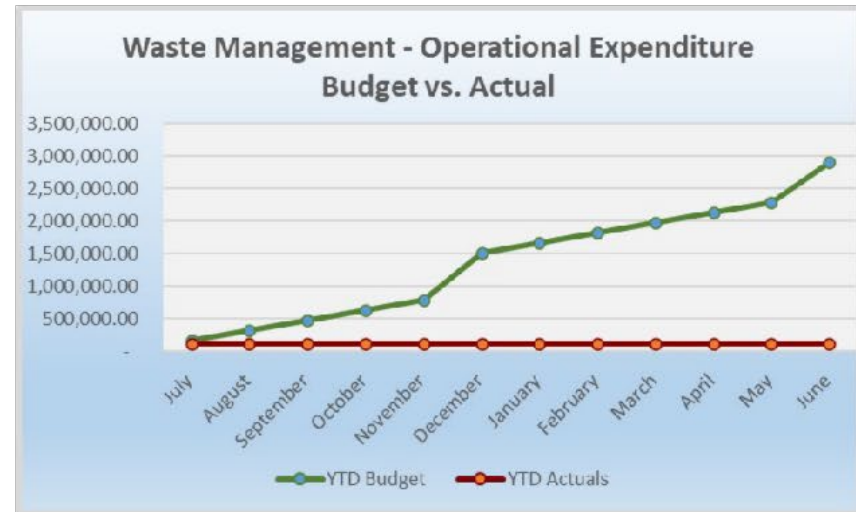
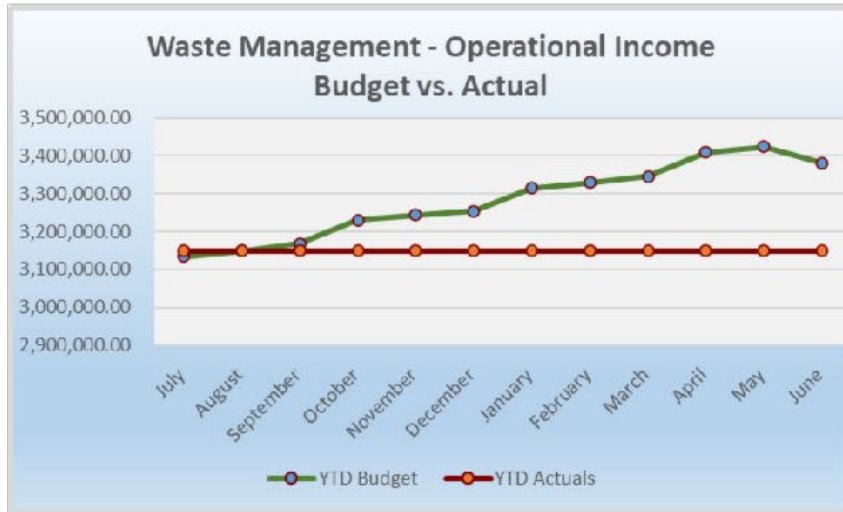


| COA                                     | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|-----------------------------------------|------------------------|------------------------|------------------------|
| <b>Plant, Fleet &amp; Equipment</b>     | <b>515,853</b>         | <b>(79,935)</b>        | <b>-15.50%</b>         |
| 1. Operating Income                     | (191,954)              | (3,968)                | 2.07%                  |
| 2. Operating Expenditure                | (499,044)              | (88,390)               | 17.71%                 |
| 4. Capital Expenditure                  | 3,737,292              | 133,850                | 3.58%                  |
| 6210500. Public Works Plant - Purchases | 3,737,292              | 133,850                | 3.58%                  |
| 8. WDB of Asset Disposals               | (2,530,441)            | (121,427)              | 4.80%                  |

## 19. 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 | Budgeting of major replacements has been limited due to Councils forward financial position considerations. Further review of the Fleet Asset Management Plan and replacement program will be undertaken 23/24. |  NEEDS WORK |
| 5.1.3.6 Develop and implement the Depot Master Plan.                                                      | Manager Asset & Program Planning | On hold due to resourcing constraints.                                                                                                                                                                          |  NEEDS WORK |


## 20. Waste Management



| COA                                                | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|----------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Waste Management</b>                            | <b>520,332</b>         | <b>(3,039,189)</b>     | <b>-584.09%</b>        |
| <b>1. Operating Income</b>                         | <b>(3,381,727)</b>     | <b>(3,148,376)</b>     | <b>93.10%</b>          |
| <b>2. Operating Expenditure</b>                    | <b>2,906,151</b>       | <b>110,076</b>         | <b>3.79%</b>           |
| <b>3. Capital Income</b>                           | <b>(4,000)</b>         | <b>(946)</b>           | <b>23.65%</b>          |
| <b>4. Capital Expenditure</b>                      | <b>888,616</b>         | <b>56</b>              | <b>0.01%</b>           |
| 7080500. 240L Wheelie Bins                         | 2,154                  | 0                      | 0.00%                  |
| 7080503. Industrial Bins                           | 6,462                  | 0                      | 0.00%                  |
| 7080554. Boonoo Boonoo - Landfill Cover            | 10,000                 | 0                      | 0.00%                  |
| 7080555. Boonoo Boonoo - Cell Remediation Asset    | 50,000                 | 0                      | 0.00%                  |
| 7080564. Boonoo Boonoo - Develop Stage 5           | 600,000                | 0                      | 0.00%                  |
| 7080720. Mingoola - Open Transfer Station          | 70,000                 | 0                      | 0.00%                  |
| 7080732. Torrington Landfill - Convert to Transfer | 0                      | 56                     | 0.00%                  |
| 7080752. Urbenville - Recycling Infrastructure     | 50,000                 | 0                      | 0.00%                  |
| 7080810. Tenterfield WTS Recycling Infrastructure  | 100,000                | 0                      | 0.00%                  |
| <b>6. Liabilities</b>                              | <b>111,292</b>         | <b>0</b>               | <b>0.00%</b>           |



## 20. 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<br>Water & Waste | <p>July 2023</p> <p>The Torrington Waste Transfer Station is awaiting final fencing installation expected after final purchase from Glenn Innes June 2023 purchase now completed in July 2023, negotiations with neighbour over access continue. Cell 5, RFT prepared awaiting release. Additional information in a letter of request was received this month, discussions with EPA, to include an application for Posi-shell use (trial results-showing success) to provide on license as a six month trial variation provided in July 2023. Cell 5 additional information waiting on final report by Council's Consultants.</p> <p>New weather stations investigating links to Council's website to enable online data for the community. Investigations are continuing with site visit arranged with Xylem for August 2023.</p> <p>The funding from the bushfires in 2019 has continued with Council to receive from the EPA \$773,692 for improvements at Boonoo Boonoo and Torrington, 9th June, 2023 site visit occurred with Council's contractors, planning underway for installation with Council's Works team that have been included in design concepts to provide an alternate access during construction and engineered fill to provide a level site for the weighbridge. July installation of remote security camera system for Boonoo Boonoo .</p> <p>Implementation of the recycling policy commenced in May 2023, initial warnings have been sent, with 5 recycling bin removals to the end of June, July 2 bin removals in 2023.</p> <p>Gyers Pit Clean-up order commenced in July 2023 involved the Water and Waste team; for Boonoo Boonoo to receive waste a site investigation (Gyers and Site 51) followed by an environmental assessment, planning and construction and rough site plans prepared, collaboration with Works to assist with sampling/monitoring plan and removal and stockpiling burnt trees (from fires in 2019). To enable this a pad and leachate pond is nearing completion for construction with approval as a requirement from EPA to allow transport and stockpiling to be completed by the end of August 2023. NIRW have provided new recycling stations for office collection one will be located in the library and one in the community centre at Drake-under investigation.</p> <p>Alternative cover landfill (Posi-shell) spray unit completed and deployed to Boonoo Boonoo Landfill (Site 51), applications continuing results are favourable with control of windblown litter, draft trial report completed and submitted to EPA, further extension of trial required.</p> <p>Replacement reported to Council's February 2023 meeting, the old side loader has commenced the tender stage with RFT preparation and released. RFT extended from original closing on the 19th April to the 27th April 2023. Several tenders received have been evaluated a report prepared for Council's June 2023 meeting, the winning tender/s was SuperiorPak and Iveco negotiations are underway.</p> |  |

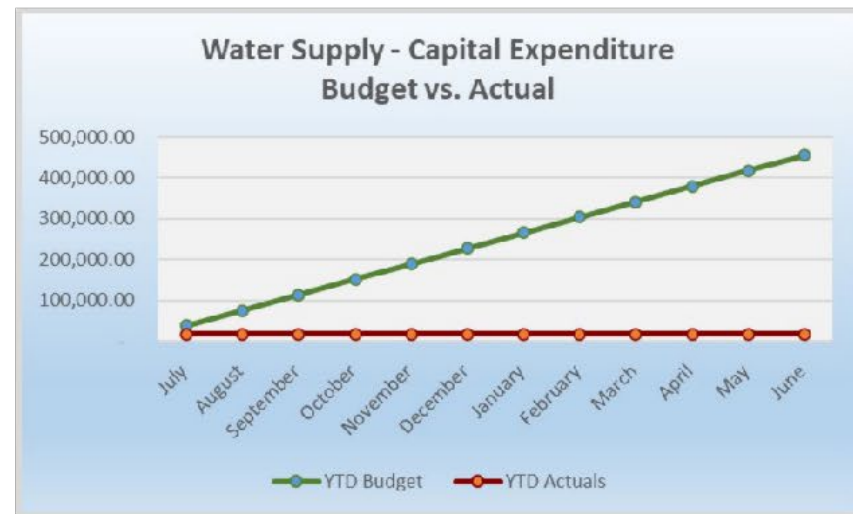
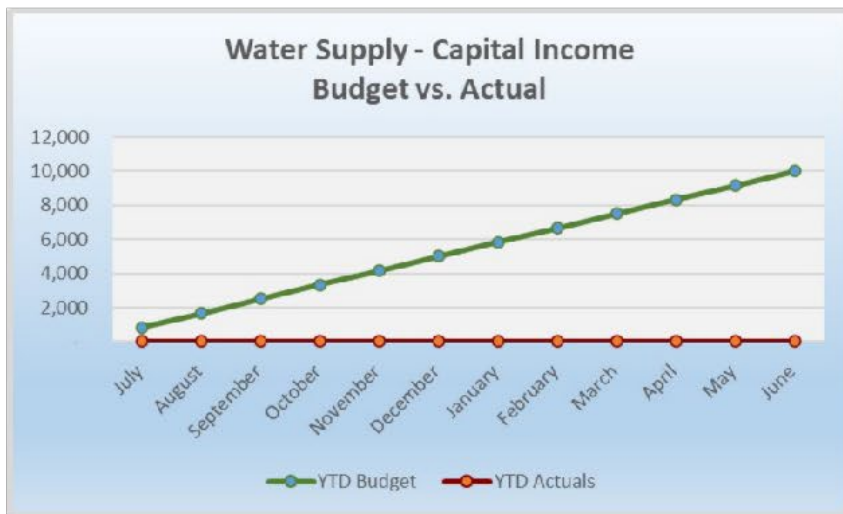
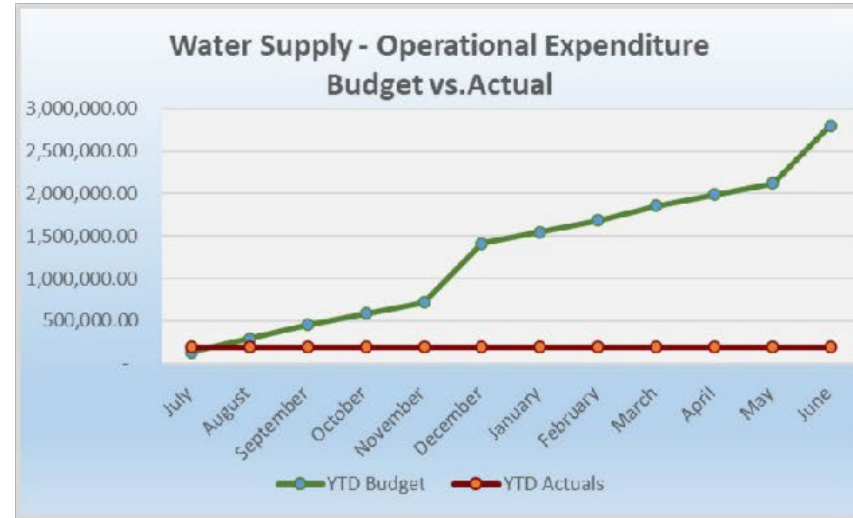
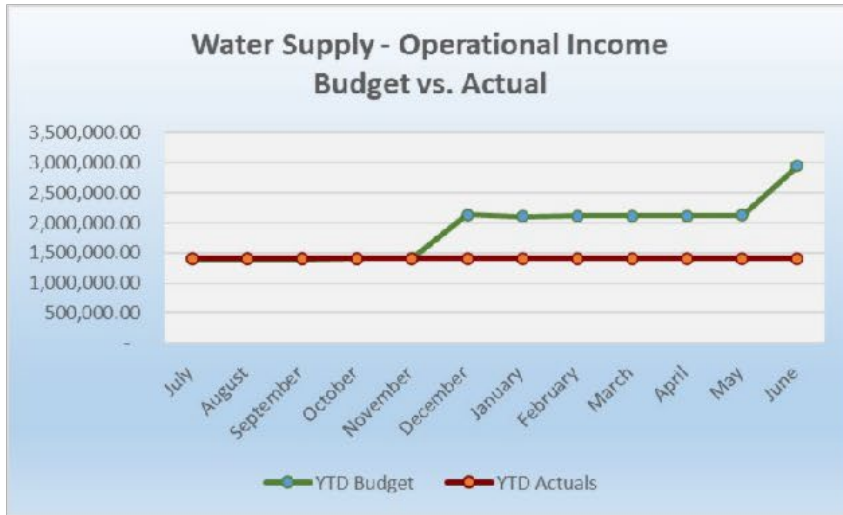


Replacement reported to Council's February 2023 meeting, the old side loader has commenced the tender stage with RFT preparation and released. RFT extended from original closing on the 19th April to the 27th April 2023. Several tenders received have been evaluated a report prepared for Council's June 2023 meeting, the winning tender/s was SuperiorPak and Iveco negotiations are underway.

Replacement of Tenterfield Waste Transfer Station security cameras upgrade is complete, with Drake transfer station also included in the first round of security upgrades.


The Container Deposit Scheme (CDS) from 1 December 2017 to 30 June 2023, Tenterfield residents have recycled 12,411,839 container collections or 665.67 Tons on average Tenterfield resident recycle 564,175 items per quarter (2022-23) EFC - Exchange for Change

## 21. Water Supply



| COA                                                                 | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|---------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Water Supply</b>                                                 | <b>516,721</b>         | <b>(1,156,951)</b>     | <b>-223.90%</b>        |
| <b>1. Operating Income</b>                                          | <b>(2,942,266)</b>     | <b>(1,404,574)</b>     | <b>47.74%</b>          |
| <b>2. Operating Expenditure</b>                                     | <b>2,798,555</b>       | <b>191,436</b>         | <b>6.84%</b>           |
| <b>3. Capital Income</b>                                            | <b>(10,000)</b>        | <b>0</b>               | <b>0.00%</b>           |
| <b>4. Capital Expenditure</b>                                       | <b>455,900</b>         | <b>17,758</b>          | <b>3.90%</b>           |
| 7484501. Tenterfield Mains Augmentation                             | 10,900                 | 0                      | 0.00%                  |
| 7484505. Tenterfield Mains Replacement                              | 290,000                | 0                      | 0.00%                  |
| 7484506. Tenterfield Meter Replacement                              | 23,200                 | 0                      | 0.00%                  |
| 7484514. Tenterfield Air Scour Pipe Renewal Program                 | 60,000                 | 0                      | 0.00%                  |
| 7484522. Tenterfield Water Treatment Plant Construction             | 0                      | 15,685                 | 0.00%                  |
| 7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program  | 0                      | 518                    | 0.00%                  |
| 7484539. Tenterfield - Smart Water Meters (Rouse St 100 Businesses) | 60,000                 | 0                      | 0.00%                  |
| 7484541. New Grid Urbenville Water Supply Project                   | 0                      | 1,016                  | 0.00%                  |
| 7484543. Cowper St Mains Replacement - Transport NSW Works          | 0                      | 539                    | 0.00%                  |
| 7484901. Jennings Mains Replacement                                 | 11,800                 | 0                      | 0.00%                  |
| <b>6. Liabilities</b>                                               | <b>214,532</b>         | <b>38,429</b>          | <b>17.91%</b>          |

**21. 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<br>Water & Waste | <p>July 2023</p> <p>Works have commenced for the New Water Filtration Plant on Scrub Road, the project was awarded to contractors LC Water. 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/controllers, delivery/chemical bund, PAC and footpaths. June has witnessed the commencement of equipment testing, with the major commissioning workshop completed, and bench testing of the new Supervisory control and data acquisition (SCADA) system, which is the brains behind the plant controlling the functions and processes, and security and lighting system. This month July 2023 sees the start of the pre-commissioning process, the Geo bags have been placed in position, chemical deliveries, hydraulic testing of valves and pipework to ensure there are no leaks or faults, ground works continues in preparation for AC Hot Mix.</p> <p>The replacement of the major water main for the new filtration plant to the East Street reservoir, 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, 135m in May 2023. The final 60m connections crossing the road and joining the new main for reticulation and East street reservoir are completed with reticulation water available to the new water plant (this is for fire suppression systems) Final cut into the reservoir is expected in early August 2023.</p> <p>The disabled fishing platform October 2020, additional quotations investigated for a kayak platform as requested by Formerly Fisheries NSW, now DPI. A new opportunity to further the Dam masterplan development with application for grant under Regional Growth Fund, Regional Drought Resilience Planning Program Department of Regional NSW - application submitted February 2023.</p> <p>A grant for water treatment improvement, increased storage capacity and secondary supply at Urbenville has been awarded to Council through New Grid &amp; Water Infrastructure NSW, 1st milestone completed payment pending, Engaging geo-technician for site survey undertaken in April 2023. Drillers arrived onsite in April and have commenced, Water has been found, initial bore resilience testing commenced June, final drawdown tests completed July, hydrologist engaged to supervise testing and provide a report. Production bore casing commenced July 2023, waiting on sample analysis.</p> |  |

**21. WATER SUPPLY** Monthly Operational Report - July 2023

Water supply, is provided to the community under Australian Drinking Water Guidelines (ADWG), current usage at Tenterfield is 826KL/day increasing by 66KL/day. Current usage at Urbenville is 219.7KL/day providing a decrease in consumption of 2.5KL/day for the 3 communities. New data loggers place Tenterfield Dam level at 93% receiving 7.5 mm for the month of July; Urbenville Tooloom Creek Level is 100% receiving 35 mm for the month of July. Meter Reading completed in April/May.

- Tenterfield 3 major main; 0 new meter; 0 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 10 broken services repaired; 2 services leaks repaired; 0 valve replacements; mains flushing occurred in 9 location and 0 hydrant replacements. Note. 0 section 67 private works jobs completed. 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. 150mm new reservoir water meter installed-leak detection program.
- Jennings 0 including meter; 0 meter replacements; 0 broken services repaired; 1 Major main break.
- Urbenville had 0 major main broken main repairs, mains flushing occurred in 8 location, 0 new meter, 0 meter replacements, 0 water limiters installed and 0 broken service repaired 0 SCADA Requires upgrade.

Hydrants marked and painted. Replacement Caustic chemical tank, installed as well as serviced Fluoride saturator June 2023. Non return valves replaced July 2023, Tenterfield Dam new data logging probes assist with raw water information and 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).

Staff Training for Tenterfield water crews occurred in June 2023 for the new water filtration plant.

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

Manager  
 Water & Waste

July 2023

Bore sampling program is complete awaiting finalisation of analysis results. 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 year 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. Some quotations have now been received for re-casing both Shirley and East street bores. NSW Dam Safety regulation with compulsory risk assessment for the dam under NSW Dam Safety requirements. Final report received in February 2023, provided to NSW Dam Safety, additional form completed. Additional information required, potential for 'live' disaster field trial with NSW Dam Safety. 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 July 2023, provided to DPE for comments/review.



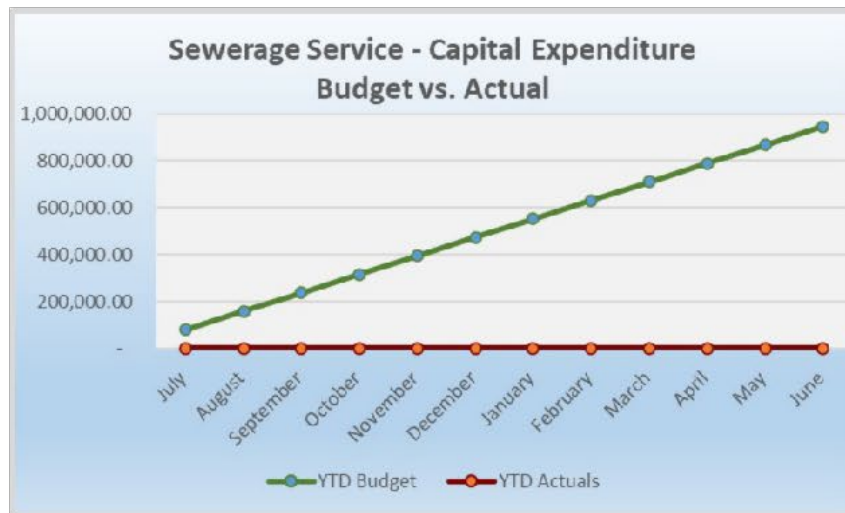
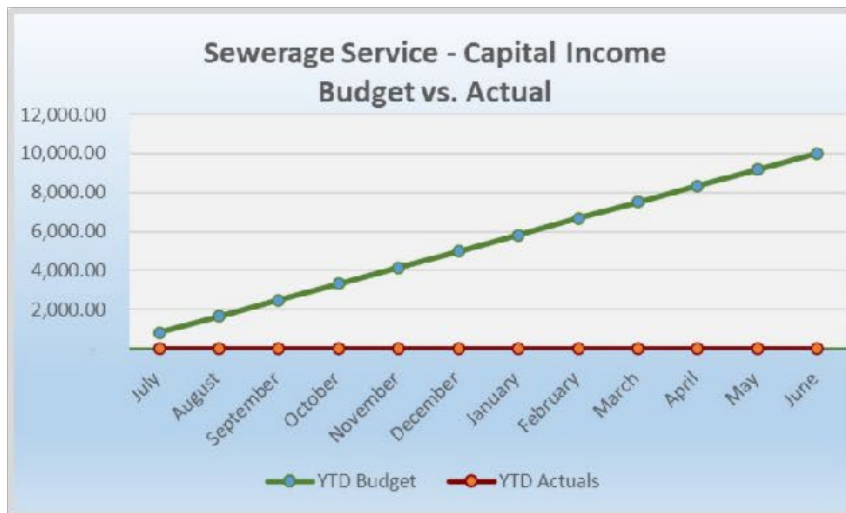
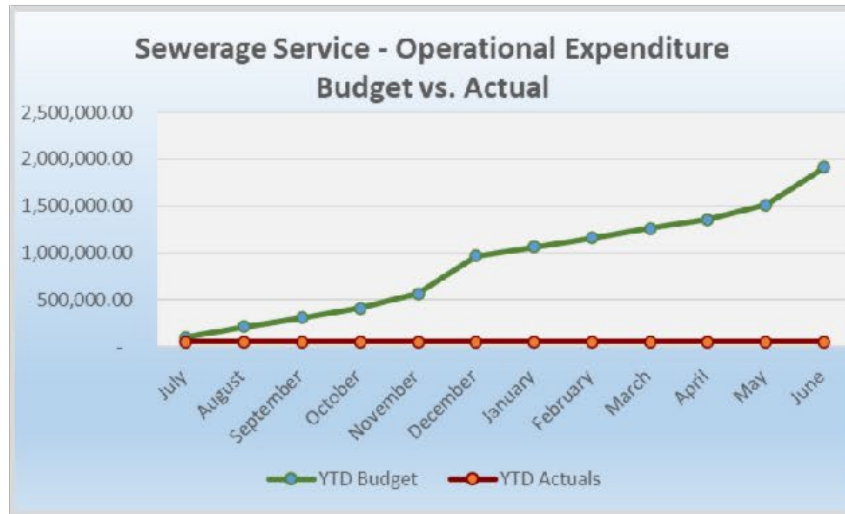
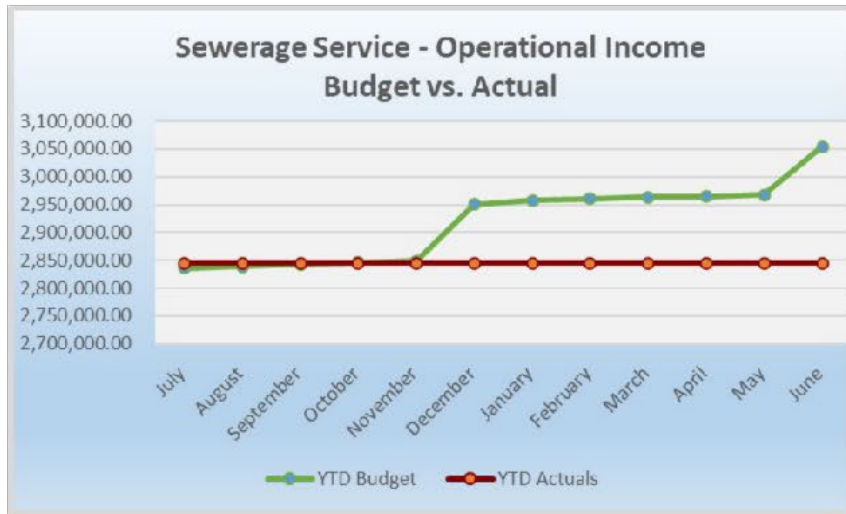
Council was awarded \$36,843.75 DPE-Water, for installation of new mag-flow meter at East Street reservoir, planning completed equipment received for installation completed July 2023.

The Integrated water catchment management grant (IWCM) deeds have been signed February 2022, draft population report received February 2023. Under SSWP-DPE funded, second stage of ICWM has been provided to DPE for review, initial quotations supplied.

The Tenterfield Sustainable and Disaster Resilient Communities program, for the villages of Drake, Liston, Legume, and Torrington. Note waiting for approvals to drill from NRAR (11 months) Water Access Licences completed and registered with NSW Land registry.




## 22. Sewerage Service



| COA                                                                  | 23/24 Full Year Budget | 23/24 YTD Actuals July | 23/24 Percentage Spent |
|----------------------------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Sewerage Service</b>                                              | <b>(98,194)</b>        | <b>(2,790,864)</b>     | <b>2842.19%</b>        |
| <b>1. Operating Income</b>                                           | <b>(3,053,871)</b>     | <b>(2,845,029)</b>     | <b>93.16%</b>          |
| <b>2. Operating Expenditure</b>                                      | <b>1,910,499</b>       | <b>54,166</b>          | <b>2.84%</b>           |
| <b>3. Capital Income</b>                                             | <b>(10,000)</b>        | <b>0</b>               | <b>0.00%</b>           |
| <b>4. Capital Expenditure</b>                                        | <b>946,900</b>         | <b>0</b>               | <b>0.00%</b>           |
| 7872502. Tenterfield Mains Relining (1km Year)                       | 178,100                | 0                      | 0.00%                  |
| 7872503. Tenterfield Mains Augmentation                              | 71,300                 | 0                      | 0.00%                  |
| 7872505. Tenterfield Man Hole Level Alterations (Water Infiltration) | 166,600                | 0                      | 0.00%                  |
| 7872516. Tenterfield Replace Baffles in Tertiary Ponds               | 46,100                 | 0                      | 0.00%                  |
| 7872519. Tenterfield Network Renewal                                 | 198,600                | 0                      | 0.00%                  |
| 7872520. Biosolids Processing Plant                                  | 250,000                | 0                      | 0.00%                  |
| 7872801. Removal Sludge from Tertiary Ponds/Renewal of Capacity      | 10,900                 | 0                      | 0.00%                  |
| 7872804. Urbenville Telemetry Upgrade                                | 15,000                 | 0                      | 0.00%                  |
| 7872807. Urbenville Telemetry From PS to STP                         | 10,300                 | 0                      | 0.00%                  |
| <b>6. Liabilities</b>                                                | <b>108,278</b>         | <b>0</b>               | <b>0.00%</b>           |



## 22. 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<br>Water & Waste | <p>July 2023<br/>RFQ for sewer relining Note reassessed with report to Council’s June 2023 meeting, awarded to Council’s contractors with works commenced in July 2023 expected completion in August 2023.</p> <p>The smoke testing program round of inspections scheduled for February 2023 completed March 2023 this financial year. Finalised smoke testing program for Urbenville completed in July Tenterfield scheduled in August 2023.</p> <p>New weather stations investigations are continuing with site visit arranged with Xylem for August 2023.</p> <p>New sewer main for the WTP, Works in June continue with 60m completed crossing the road. Finalisation of the major main, to the east street reservoir has delayed final 101m, recommencing in August 2023.</p> <p>Council has undertaken additional works as section 67 as sewer main extensions the third extension completed July 2023. Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 7 locations; 2 broken main repair; with 0 mains visually checked with new CCTV. Large tree roots in Tenterfield and 0 major manhole repair, 0 broken main repairs and 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.</p> <p>Urbenville<br/>Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 2 locations; 0 broken main repair; with 0 mains visually and 0 major manhole repair, 0 broken main repairs and 0 effluent line repair. Major pump station refurbishment June 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.</p> <p>Average time for response to sewer chokes decreased to 20 minutes while the median response time is at 20 minutes.</p> |  |

|                      |                                                                                          |
|----------------------|------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                             |
| <b>Submitted by:</b> | Erika Bursford, Manager Customer Service, Governance & Records                           |
| <b>Reference:</b>    | <b>ITEM GOV48/23</b>                                                                     |
| <b>Subject:</b>      | <b>AMENDED TENTERFIELD SHIRE COUNCIL DELIVERY PROGRAM AND OPERATIONAL PLAN 2023/2024</b> |

|                                                               |                                                                                                                                                                                                                         |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                                                                         |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.                                                                    |
| <b>CSP Strategy:</b>                                          | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. |
| <b>CSP Delivery Program</b>                                   | Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.                                                                                                                |

## SUMMARY

The purpose of this Report is to present the amended Tenterfield Shire Council Operational Plan 2023/2024, including amended financial budget, following IPART advice of 16 June 2023, and following public exhibition of the proposed amendments, from 30 June 2023 to 30 July 2023.

## OFFICER'S RECOMMENDATION:

**That Council adopts the amended Tenterfield Shire Council Delivery Program and Operational Plan 2023/2024.**

## BACKGROUND

Council has previously adopted the Delivery Program and Operational Plan 2023/2024 on 30 June 2023. Council received a partial approval of an SRV application, being a one-year permanent rate rise of 43% (including the annual rate peg) for 2023/2024. The effect of the reduced income from the original application of a permanent rate rise of 43% each year for two years required Council to identify and reduce services and expenditure previously proposed in the Operational Plan 2023/2024.

## REPORT:

The amendments to the Operational Plan 2023/2024 are:

Page 8 – Changes to The Structure (in red text).

Page 9 – Changes to Areas of Responsibility (in red text).

Page 11- 2023/2024 – Funding Summary – Budget Forecast – Post IPART determination, reductions and consolidations.

Page 12 – Four Year Operating Result Forecast – 43% 1 year only 2023/2024 then 2.5% subsequent years.

Pages 13 to 24 – Summary of Capital Works reductions for 2023 to 2027 as per the table below – reduced Capital Works of \$2,075,059 in the 2023/2024 financial year,

Our Governance No. 48 Cont...

\$146,000 in 2024/2025, \$390,750 in 2025/2026 and \$63,400 in 2026/2027 from the Operational Plan.

|                                                                  | 2023/2024        | 2024/2025      | 2025/2026      | 2026/2027     |
|------------------------------------------------------------------|------------------|----------------|----------------|---------------|
| <b>Theatre &amp; Museum Complex</b>                              |                  |                |                |               |
| Centenary Cottage Museum – Fire Security System Renewal          |                  |                | 5,500          |               |
| <b>Parks, Gardens &amp; Open Space</b>                           |                  |                |                |               |
| Federation Park – Renewal of Floodlights to New Technology (SRV) | 250,000          |                |                |               |
| Minor Park Asset Replacements e.g. park benches                  |                  | 16,000         |                | 14,000        |
| <b>Buildings &amp; Amenities</b>                                 |                  |                |                |               |
| Residence – 53 Wellburn Lane – Renew bathroom                    |                  | 40,000         |                |               |
| Residence – 53 Wellburn Lane – Replace carpet                    |                  | 30,000         |                |               |
| Residence – 29 High St – Renew bathroom                          | 40,000           |                |                |               |
| Residence – 134 Manners St – Renew bathroom                      |                  |                | 28,000         |               |
| Residence – 134 Manners St – Renew kitchen                       |                  |                | 9,750          |               |
| Residence – 134 Manners St – Renew roof                          |                  |                | 20,800         |               |
| Child Care Centre – Replace air-conditioning unit                | 6,500            |                |                |               |
| Child Care Centre – Renew Roof                                   | 32,500           |                |                |               |
| Community Hall Drake – Replace tiles in bathroom                 | 13,000           |                |                |               |
| Community Hall Legume – Kitchen fitout/Main entry roof           |                  |                | 54,600         |               |
| FM Radio Station – Renew roof                                    |                  | 60,000         |                |               |
| <b>Swimming Complex</b>                                          |                  |                |                |               |
| Swimming Pool – Equipment Replacement                            | 25,000           |                |                |               |
| <b>Asset Management &amp; Resourcing</b>                         |                  |                |                |               |
| Tenterfield Depot – Training & Amenities Block                   |                  |                | 250,000        |               |
| Legume Depot – Shed 2 – Exterior cladding                        | 7,800            |                |                |               |
| Legume Depot – Shed 1 – Renewal                                  |                  |                |                | 49,400        |
| Liston Store – Renewal                                           |                  |                | 22,100         |               |
| <b>Transport Network</b>                                         |                  |                |                |               |
| Concrete Bridge                                                  | 105,111          |                |                |               |
| Causeways                                                        | 278,163          |                |                |               |
| Footpaths Capital Works                                          | 100,000          |                |                |               |
| Road Renewal – Gravel Roads (D class roads)                      | 325,759          |                |                |               |
| Gravel Resheets                                                  | 316,226          |                |                |               |
| Rural Road Rehabilitation                                        | 480,000          |                |                |               |
| Urban Road Rehabilitation                                        | 125,000          |                |                |               |
| Kerbing & Guttering                                              | 20,000           |                |                |               |
|                                                                  |                  |                |                |               |
| Gravel Pit Rehabilitation (additional \$50K)                     | 50,000           |                |                |               |
|                                                                  | 2023/2024        | 2024/2025      | 2025/2026      | 2026/2027     |
| <b>Capital Works Reductions Total</b>                            | <b>2,075,059</b> | <b>146,000</b> | <b>390,750</b> | <b>63,400</b> |

Page 25 - Budget Forecast – General Fund (including Waste & Stormwater) showing 2023/24 43%, then 2.5% the next 3 years, (changes highlighted).

Our Governance No. 48 Cont...

Pages 28 to 37 Community, Economy, Environment, Transport & Leadership. Changes made to the actions that the responsible officers will report on in the Monthly Operational Report after the reduction and consolidation of service units. Changes have been made in red text, with some actions deleted.

**Changes to Service Units** - Key Outputs (in red text) and Section Budgets (highlighted):

Page 38 - 1. Civic Office – Reduction Contributions & Donations (Section 356 of LGA) \$35k, and additions to Key Outputs – (Policies & Codes & NAIDOC week).

Page 39 - 2. Organisation Leadership – additions to Key Outputs (Communications, Disability Action Plan, Community Advisory Committee, Interagency Management).

Page 40 - 3. Economic Growth – Change of title, reduction and movement of key outputs to Organisation Leadership.

Page 41 - 4. Arts, Culture & Library – Combined Community Development, Theatre & Museum Complex & Library Services (Reduction of 50K in community development position).

Page 44 - 6. Emergency Services – ESL Contribution reduction from forecast \$63,122.

Page 46 - 7. Finance & Technology – Rates income @ 43% SRV for 2023/2024, then 2.5% for following years.

Page 53 - 12. Buildings & Amenities – Reductions as per list.

Page 55 - 13. Parks, Gardens & Open Space – Reductions as per list.

Page 57 - 14. Swimming Complex – reduction in 2023/2024 only by 25K, refer to list.

Page 59 - 15. Asset Management reductions as per list.

Page 64 - 18. Transport Network – reduced rural road maintenance \$800k, Reduced Capital works \$1,700,260 2023/2024 only as per list.

Page 76 - Changes to Appendix 2 Our Services – reduction of 1 listed service (Culture, Theatre and Museum in red text).

No submissions were received by Council during, or after, the public exhibition period.

It should be noted that further amendments to the Delivery Program and associated Operational Plan 2023/2024 may be required as part of the ongoing Fiscal Repair Strategy. These will be brought to Council as and when required.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

The proposed amendments were placed on public exhibition on Council's website for a minimum period of 28 days, for community review and comment. Council did not receive any submissions.

Our Governance No. 48 Cont...

**2. Policy and Regulation**

- Local Government Act 1993 – Sections 8A 1(c), 8C, 405.

**3. Financial (Annual Budget & LTFP)**

The proposed amendments to the Operational Plan 2023/24 includes changes to Council's capital works and service delivery related expenditure.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

In accordance with Sections 405(3) and 405(5) of the Local Government Act 1993, Council provided the proposed amendments to the Operational Plan 2023/2024 for public exhibition for a period of at least 28 days, from 30 June 2023 to 30 July 2023, for public review and comments.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |                                                                                                                                                                              |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Erika Bursford, Manager Customer Service, Governance & Records; Lee Sisson, Governance Officer; Jessica Wild, Management Accountant; Roy Jones, Manager Finance & Technology |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                                                                                                         |
| Department:                   | Office of the Chief Corporate Officer                                                                                                                                        |
| Attachments:                  | <b>1</b> Amended TSC Delivery Program and Operational Plan 2023/2024 <span style="float: right;">78 Pages</span>                                                             |

# **DELIVERY PROGRAM 2022-2026 OPERATIONAL PLAN 2023-2024**

**TENTERFIELD  
SHIRE COUNCIL**







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## CONTACT

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\*This document has been prepared and reviewed for accessibility.

# OUR COMMUNITY, OUR REGION

The Tenterfield Shire is located in Northern NSW. From the Queensland/New South Wales border in the north and across the range to New South Wales' northern rivers, the Shire enjoys alpine summers, vibrant autumn reds, white-frosted winters and floral springs. Adventure seekers, history buffs and boutique lovers are bound to find something that speaks to their soul in this region.

Tenterfield Shire is home to approximately 6,700 people, with half living in the town and the other half across the broader Shire.

Our Shire covers over 7,322 square kilometres, ranging from 150m to 1,500m above sea level including many landscapes and climates.

The Shire is also home to seven villages:  
Urbenville, Drake, Jennings, Legume, Liston, Torrington, and Mingoola.

A strong agricultural region, Tenterfield Shire also offers residents and visitors many opportunities to get off the beaten track and discover history, nature and culture.



495 km sealed roads



1,107 km unsealed roads



Population of 6,697



# MESSAGE FROM OUR MAYOR

The previous term of Council was unlike any other we have seen before. During what became a five-year term of Council we suffered drought, bushfires, flood and the COVID-19 pandemic.

The time was very challenging for Council as we adapted to new ways of delivering services and seeking to do so in a financially sustainable manner. This Delivery Program and the associated Operational Plans will continue this approach as we seek to ensure Council's future financial sustainability.

This plan is where we turn the community's vision into on-the-ground actions that will be delivered during this term of Council, and more specifically what will be delivered during the 2023-24 financial year. The plan is a critical component of Council's obligation to the community under the NSW Government's Integrated Planning and Reporting Framework.

Despite our financial challenges Council will continue to deliver substantial services such as continued improvements to our road network, Tenterfield water mains replacement, Library refurbishment and we continue our investment in waste management facilities across the region such as Urbenville recycling infrastructure.

The plan has been developed by taking into account what you, the community, told us were your priorities, and also by taking into account Council's financial situation. With the recent discussions with the community we have not shied away from the fact that Council's financial position is not where we want it to be, and this is something we will be seeking to redress early in this term of Council.

We have had to make hard decisions in our budget process while focusing strongly on:

1. Council's core services,
2. Finishing what we have started,
3. Reviewing our operations for efficiency, while ensuring we meet our statutory guidelines, and
4. Establishing the framework that will ensure a financially sustainable Tenterfield Shire Council for the future.

While we have considerable work to do, I also know how strong, resilient and capable our community is and I look forward to working with the community, my fellow Councillors, and the staff as we make the Tenterfield Shire a great place to live, work and visit.



**Cr Bronwyn Petrie**  
Mayor

## ACKNOWLEDGEMENT OF COUNTRY

*"Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land, and also pay our respect to the Jukemba, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."*

3

# OUR COUNCILLORS

*The Tenterfield Shire Council governing body is made up of 10 Councillors. These 10 Councillors represent five wards, with each ward represented by 2 Councillors.*










Councillors are elected to carry out duties under the Local Government Act 1993, and in doing so have the following roles and responsibilities:

- Be an active and contributing member of the governing body;
- Make considered and well-informed decisions as a member of the governing body;
- Participate in the development of the Integrated Planning and Reporting framework;
- Represent the collective interests of residents, ratepayers and the local community;
- Facilitate communication between the local community and the governing body;
- Uphold and represent accurately the policies and decisions of the governing body; and
- Make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.

The Mayor is elected for a two-year period, and the Deputy Mayor annually by the members of the Council, and have additional statutory responsibilities under the Local Government Act 1993.

Council formally meets on the fourth Wednesday of each month. Details of meetings, including the links to the live streaming of meetings, can be found on Council's website.

Our Councillors and the wards they represent are:

| WARD | REPRESENTATIVE                                                                                                 | REPRESENTATIVE                                                                                                        |
|------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| A    | Cr Peter Petty              | Cr Tim Bonner                    |
| B    | Cr Bronwyn Petrie<br>MAYOR  | Cr John Macnish<br>DEPUTY MAYOR  |
| C    | Cr Tom Peters               | Cr Peter Murphy                  |
| D    | Cr Kim Rhodes               | Vacant                                                                                                                |
| E    | Cr Greg Sauer               | Cr Geoff Nye                     |

# OUR MISSION & VISION

## OUR MISSION:

"Quality Nature, Quality Heritage and Quality Lifestyle" provides focus and direction in the manner in which Council provides leadership and services.

## OUR VISION:

- To establish a Shire where the environment will be protected and enhanced to ensure sustainability and inter-generational equity,
- To recognise and actively develop our cultural strengths and unique heritage,
- To establish a prosperous Shire through balanced, sustainable economic growth which is managed in a way to create quality lifestyles and satisfy the employment, environmental and social aims of the community,
- To establish a community spirit which encourages a quality lifestyle, supports health and social well-being, promotes family life and lifestyle choices,
- To establish a community spirit which promotes opportunities to participate in sport and recreation, promotes equal access to all services and facilities, and
- To encourage all people to participate in the economic and social life of the community with a supportive attitude towards equal life chances and equal opportunity for access to Shire resources.

# INTEGRATED PLANNING & REPORTING

**Integrated Planning and Reporting (IP&R)** is legislation that requires councils to prepare a number of plans, which detail how the council intends to deliver services and infrastructure in the short and long term, based on community priorities identified through community engagement during the planning process.

Council has an ongoing commitment to work with the different members and groups of our community to continually shape, represent and support our shared vision for the Tenterfield Shire Council underpinned by our continued collaboration. The legislation requires councils and their communities to engage in discussions about funding priorities and acceptable service levels, taking into consideration local conditions and opportunities to plan for a sustainable future.

To achieve sustainability as a community, our Community Strategic Plan needs to be based on sustainability, often referred to as the quadruple bottom line (QBL). The QBL considers the pillars of environmental, social, economic and government leadership in the quest for a holistic, sustainable and viable community. The QBL approach supports the Community Strategic Plan to ensure a balanced outlook and importantly ensures no one particular aspect dominates.

The key documents required under the legislation are:

- The **Community Strategic Plan (CSP)** - identifies long term (minimum 10 years) goals and priorities for the community and the local government area.
- The **Delivery Program (DP)** - identifies what Council is responsible for delivering to support the Community Strategic Plan. The DP allows Council to set priorities for its elected term.
- The **Operational Plan (OP)** - details the actions and programs to be undertaken each year to support the Delivery Program.

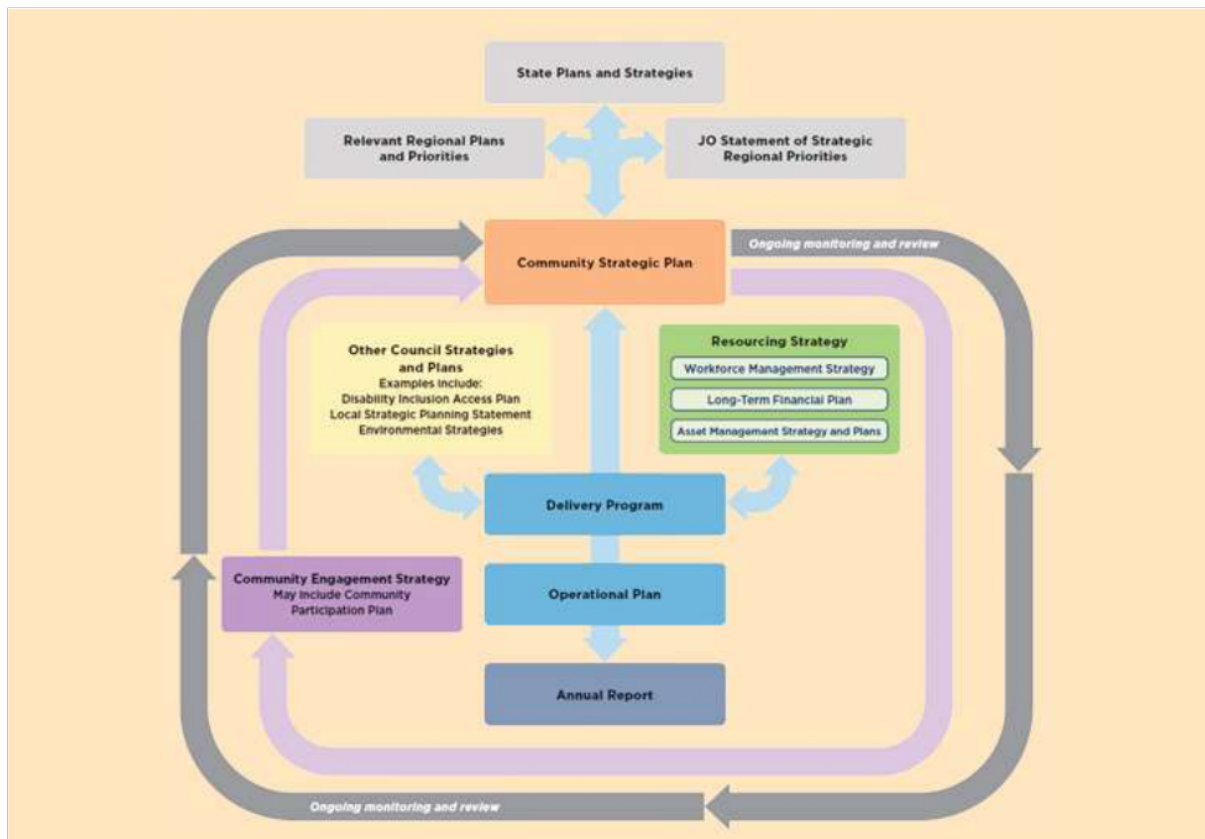
These plans are underpinned by a resourcing strategy which is made up of:

- Council's **Long-Term Financial Plan (LTFP)**,
- **Workforce Management Strategy**, and
- **Asset Management Strategy**

These plans and strategies allow Council to manage its assets and resources to deliver its services to the community.

# INTEGRATED PLANNING & REPORTING

## THE FRAMEWORK:



## THE RELATIONSHIP BETWEEN THE PLANS:

### Community Strategic Plan - 10+ Year Outlook

- Sets out the community goals
- Outlines strategies and measures to achieve the goals

### Delivery Program - 4 Year Outlook

- Council's commitment and priorities during its term of office
- Progress towards the community's goals

### Operational Plan - 1 Year Outlook

- Details the programs, projects and actions Council will undertake during the financial year to implement the Delivery Program



# ORGANISATIONAL STRUCTURE

The organisation is comprised of two distinct divisions.  
 1. The Corporate, Governance and Community Division; and  
 2. The Infrastructure and Services Division.

The two divisions are headed by the Chief Corporate Officer and Director of Infrastructure respectively. Both report directly to the Chief Executive.

The Chief Executive has several other areas which report directly.

## THE STRUCTURE

| CHIEF EXECUTIVE OFFICER  |                                    |                             |
|--------------------------|------------------------------------|-----------------------------|
| CHIEF CORPORATE OFFICER  | OFFICE OF THE CEO                  | DIRECTOR OF INFRASTRUCTURE  |
| Finance & Technology     | Civic Office                       | Asset Management            |
| Corporate & Governance   | Organisational Leadership          | Water Supply                |
| Environmental Management | Economic Growth                    | Plant, Fleet & Equipment    |
| Livestock Saleyards      | Arts, Culture & Library Services   | Stormwater Management       |
| Buildings & Amenities    | Workforce Development              | Transport Infrastructure    |
| Swimming Complex         | Emergency Services                 | Sewerage Services           |
| Planning & Regulation    | Community Development<br>Withdrawn | Waste Management            |
|                          | Theatre & Museums<br>Withdrawn     | Commercial Works            |
|                          |                                    | Parks, Gardens & Open Space |

# AREAS OF RESPONSIBILITY

Accountability is a key component of ensuring Council delivers quality services. The Delivery Program and Operational plans need to clearly state who is responsible for the delivery of Council's services.

While the CEO is ultimately responsible, it takes a team to deliver the broad range of services, and a number of managers across Council are responsible for multiple service areas.

The below table summarises the services and management ownership of that service.

| Office                            | Service                                     | Responsible Manager                                  |
|-----------------------------------|---------------------------------------------|------------------------------------------------------|
| <b>Chief Executive Officer</b>    | Civic Office                                | Chief Executive Officer                              |
|                                   | Organisation Leadership                     | Chief Executive Officer                              |
|                                   | <b>Economic Growth</b>                      | Senior Advisor Communications & Economic Development |
|                                   | <b>Arts, Culture &amp; Library Services</b> | Manager Arts, Culture & Library Services             |
|                                   | Workforce Development                       | Manager Human Resources & Workforce Development      |
|                                   | Emergency Services                          | Manager Human Resources & Workforce Development      |
| <b>Chief Corporate Officer</b>    | Finance & Technology                        | Manager Finance & Technology                         |
|                                   | Corporate & Governance                      | Manager Customer Service, Governance & Records       |
|                                   | Environmental Management                    | Manager Open Space, Regulatory & Utilities           |
|                                   | Livestock Saleyards                         | Manager Open Space, Regulatory & Utilities           |
|                                   | Planning & Regulation                       | Manager Planning & Development Services              |
|                                   | Building & Amenities                        | Manager Planning & Development Services              |
|                                   | Swimming Complex                            | Manager Planning & Development Services              |
| <b>Director of Infrastructure</b> | Asset Management & Resourcing               | Manager Asset & Program Planning                     |
|                                   | Stormwater & Drainage                       | Manager Asset & Program Planning                     |
|                                   | Commercial Works                            | Manager Works                                        |
|                                   | Transport Network                           | Manager Works                                        |
|                                   | Plant, Fleet & Equipment                    | Manager Asset & Program Planning                     |
|                                   | Waste Management                            | Manager Water & Waste                                |
|                                   | Water Supply                                | Manager Water & Waste                                |
|                                   | Sewerage Services                           | Manager Water & Waste                                |
|                                   | Parks, Gardens & Open Space                 | Manager Open Space, Regulatory & Utilities           |

# HOW TO READ OUR PLANS

To make our plans meaningful and easier to read they are broken down into the Themes, Goals, Strategies and Actions that will be used to drive Council's service delivery.

The Community Strategic Plan (CSP) outlines the themes, goals and strategies that are the community's vision and are outlined below.

This document, the Delivery Program (DP) and Operational Plan (OP) reinforces the themes, goals and strategies and provides the service area that will deliver that service (DP). This document also outlines actions that will be undertaken this financial year by Council to deliver services to the community (OP).

To simplify the reading of this document, the high level combination of themes and goals from the CSP used to drive the development of this plan are shown in the below table.

| THEME                                                       | GOALS                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>COMMUNITY</b><br/> <i>Accesible and Inclusive</i></p> | <p><b>C1:</b> Tenterfield Shire is a vibrant, inclusive, and safe community where diverse backgrounds and cultures are respected and celebrated.</p> <p><b>C2:</b> The community is supported by accessible and equitably distributed facilities and recreational opportunities for people of all ages.</p>  |
| <p><b>ECONOMY</b><br/> <i>Good opportunities</i></p>        | <p><b>EC1:</b> Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities.</p>                                                                                                                                                          |
| <p><b>ENVIRONMENT</b><br/> <i>Well looked after</i></p>     | <p><b>EN1:</b> Our natural environment will be protected, enhanced and promoted for future generations.</p> <p><b>EN2:</b> Provide secure, sustainable and environmentally-sound infrastructure and services that underpin Councils service delivery.</p>                                                    |
| <p><b>LEADERSHIP</b><br/> <i>A sustainable future</i></p>   | <p><b>L1:</b> Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.</p> <p><b>L2:</b> Resources and advocacy of Council are aligned to support the delivery of the community vision outlined in the Community Strategic Plan.</p> |
| <p><b>TRANSPORT</b><br/> <i>Easy to get around</i></p>      | <p><b>T1:</b> The Tenterfield Shire has an effective transport network that is safe, efficient and affordable.</p>                                                                                                                                                                                           |



**2023/24 FUNDING SUMMARY - BUDGET FORECAST (43% SRV YEAR ONE ONLY)**

The financial overview shows how Tenterfield Shire Council aims to generate income and how the funds are to be allocated for the 2023-2024 financial year. Council generates income to fund services and assets for our community mainly through rates on property, government grants, interest on investments, and user charges.

It is very important for residents and ratepayers to understand that Local Government in NSW has very strict rules (known as restrictions) around how income can be spent.

As a general rule, income received for a particular fund can only be used for activities related to that fund. For example, income received in the Water Fund can only be used for water fund activities. It cannot be used for activities related to other funds such as general fund activities for example, parks and recreation.

The below table shows Council's forecast budget by operating fund and a detailed breakdown by key functional area and Council's performance ratios can be seen in the associated financial section.

|                                                                 | General Fund (including Waste & Stormwater) | Water Fund     | Sewer Fund       | Total Consolidated |
|-----------------------------------------------------------------|---------------------------------------------|----------------|------------------|--------------------|
| Operating Income                                                | 20,137,503                                  | 2,942,266      | 3,053,871        | 26,133,640         |
| Operating Expenditure                                           | 22,103,590                                  | 2,798,555      | 1,910,499        | 26,812,644         |
| <b>Operating Result before Capital Income - Surplus/Deficit</b> | <b>(1,966,087)</b>                          | <b>143,711</b> | <b>1,143,372</b> | <b>(679,004)</b>   |
| Capital Income                                                  | 335,032                                     | 10,000         | 10,000           | 355,032            |
| <b>Operating Result Surplus/(Deficit)</b>                       | <b>(1,631,055)</b>                          | <b>153,711</b> | <b>1,153,372</b> | <b>(323,972)</b>   |
| Add: Non Cash Expenses                                          | 8,179,999                                   | 957,498        | 599,936          | 9,737,433          |
| Less: Loan & Lease Repayments                                   | 690,046                                     | 214,532        | 108,278          | 1,012,856          |
| Less: Capital Expenditure                                       | 7,462,851                                   | 455,900        | 946,900          | 8,865,651          |
| <b>Cash Result Surplus/(Deficit)</b>                            | <b>(1,603,953)</b>                          | <b>440,777</b> | <b>698,130</b>   | <b>(465,046)</b>   |

**FOUR YEAR OPERATING RESULT FORECAST**  
 (43% SRV YEAR 1 ONLY)

|                                                                         | 2023/24           | 2024/25            | 2025/26           | 2026/27           |
|-------------------------------------------------------------------------|-------------------|--------------------|-------------------|-------------------|
| <b>Income from Continuing Operations</b>                                |                   |                    |                   |                   |
| Rates & Annual Charges                                                  | 13,926,647        | 14,828,894         | 15,580,161        | 16,211,000        |
| User Charges & Fees                                                     | 2,842,874         | 3,042,365          | 3,257,755         | 3,401,347         |
| Other Revenues                                                          | 551,201           | 554,564            | 566,340           | 569,970           |
| Grants & Contributions provided for Operating Purposes                  | 8,692,114         | 8,748,798          | 8,824,052         | 8,891,795         |
| Grants & Contributions provided for Capital Purposes                    | 355,032           | 355,297            | 355,567           | 355,843           |
| Interest & Investment Revenue                                           | 120,804           | 121,212            | 121,624           | 122,040           |
| <b>Total Income</b>                                                     | <b>26,488,672</b> | <b>27,651,130</b>  | <b>28,705,499</b> | <b>29,551,995</b> |
| <b>Expenses from Continuing Operations</b>                              |                   |                    |                   |                   |
| Employee Benefits & On-Costs                                            | 9,359,666         | 9,922,636          | 10,171,255        | 10,421,234        |
| Borrowing Costs                                                         | 921,018           | 884,370            | 836,924           | 797,002           |
| Materials & Contracts                                                   | 4,754,289         | 5,586,012          | 5,557,995         | 5,460,782         |
| Depreciation & Amortisation                                             | 9,737,433         | 10,042,323         | 10,042,323        | 10,045,248        |
| Other Expenses                                                          | 1,759,018         | 1,989,351          | 1,948,441         | 2,031,125         |
| Net Losses from the Disposal of Assets                                  | 281,220           | 286,845            | 292,581           | 298,433           |
| <b>Total Operating Expenses</b>                                         | <b>26,812,644</b> | <b>28,711,537</b>  | <b>28,849,519</b> | <b>29,053,824</b> |
| <b>Surplus/(Deficit) - Including Capital Grants &amp; Contributions</b> | <b>(323,972)</b>  | <b>(1,060,407)</b> | <b>(144,020)</b>  | <b>498,171</b>    |
| <b>Surplus/(Deficit) - Before Capital Grants &amp; Contributions</b>    | <b>(679,004)</b>  | <b>(1,415,704)</b> | <b>(499,587)</b>  | <b>142,328</b>    |

**SUMMARY OF CAPITAL WORKS FOR 2023-2027**

Each year Council undertake a series of capital works as well as operational works. The following tables is a summary of the capital works proposed for the 2023/24 financial year.

| Function and Description                 | 2023/2024     | 2024/2025     | 2025/2026     | 2026/2027     | Type    | Funding Source             |
|------------------------------------------|---------------|---------------|---------------|---------------|---------|----------------------------|
| Library Services                         |               |               |               |               |         |                            |
| Local Priority Grant - Capital Equipment | 13,246        | 13,511        | 13,781        | 14,057        | Renewal | NSW Public Library Funding |
| Library - Replace Air-conditioning       |               |               |               | 24,809        | Renewal | General Fund               |
| <b>Total Library Services</b>            | <b>13,246</b> | <b>13,511</b> | <b>13,781</b> | <b>38,866</b> |         |                            |
| Emergency Services                       |               |               |               |               |         |                            |
| Tenterfield SES - Access & Parking Area  |               | 50,000        |               |               | Renewal | General Fund               |
| <b>Total Emergency Services</b>          |               | <b>50,000</b> |               |               |         |                            |

| Function and Description                          | 2023/2024      | 2024/2025      | 2025/2026      | 2026/2027      | Type    | Funding Source |
|---------------------------------------------------|----------------|----------------|----------------|----------------|---------|----------------|
| <b>Finance &amp; Technology</b>                   |                |                |                |                |         |                |
| Computer Equipment                                | 75,000         | 75,000         | 75,000         | 75,000         | Renewal | General Fund   |
| Capitalised Software                              | 50,000         | 50,000         | 50,000         | 50,000         | Renewal | General Fund   |
| <b>Total Finance &amp; Technology</b>             | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> |         |                |
| <b>Livestock Saleyards</b>                        |                |                |                |                |         |                |
| Saleyards Canteen - Replace Air Conditioning Unit |                | 6,500          |                |                | Renewal | General Fund   |
| Saleyards Hardstand & Parking Area Renewal        |                | 216,260        |                |                | Renewal | General Fund   |
| Saleyards Entry Post, Rail Fence & Gate           |                |                | 7,000          |                | Renewal | General Fund   |
| <b>Total Livestock Saleyards</b>                  |                | <b>222,760</b> | <b>7,000</b>   |                |         |                |

| Function and Description                                          | 2023/2024     | 2024/2025 | 2025/2026      | 2026/2027 | Type    | Funding Source |
|-------------------------------------------------------------------|---------------|-----------|----------------|-----------|---------|----------------|
| <b>Parks, Gardens &amp; Open Space</b>                            |               |           |                |           |         |                |
| Cemeteries - Earthworks Preparation for Stage 1 Expansion         | 20,000        |           |                |           | New     | General Fund   |
| Tenterfield Cemetery - Construction of Road Access and Carpark    |               |           | 600,000        |           | New     | General Fund   |
| Tenterfield Cemetery - Memorial Niche Wall                        | 40,000        |           |                |           | New     | General Fund   |
| <b>Total Parks, Gardens &amp; Open Space</b>                      | <b>60,000</b> |           | <b>600,000</b> |           |         |                |
| <b>Buildings &amp; Amenities</b>                                  |               |           |                |           |         |                |
| Housing - Repaint Exteriors (SRV)                                 |               | 60,000    |                |           | Renewal | General Fund   |
| Federation Park - Amenities Block Kitchen renewal                 |               | 104,000   |                |           | Renewal | General Fund   |
| Federation Park - Amenities Block Canteen roller door renewal     |               | 19,500    |                |           | Renewal | General Fund   |
| Federation Park - Amenities Block Bathroom renewal                |               | 6,500     |                |           | Renewal | General Fund   |
| Federation Park - Amenities Block Replace guttering and downpipes |               | 6,500     |                |           | Renewal | General Fund   |

| Function and Description                                  | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | Type    | Funding Source |
|-----------------------------------------------------------|-----------|-----------|-----------|-----------|---------|----------------|
| Total Buildings & Amenities                               |           | 196,500   |           |           |         |                |
| Swimming Complex                                          |           |           |           |           |         |                |
| Swimming Pool - Equipment Replacement                     |           | 25,000    | 25,000    | 25,000    | Renewal | General Fund   |
| Swimming Pool - Kisok fitout plan and renewal             |           | 13,000    |           |           | Renewal | General Fund   |
| Swimming Pool - Filter room plan for kitchen renewal      |           | 7,800     |           |           | Renewal | General Fund   |
| Swimming Pool - Grandstand - Rear cladding to be replaced |           | 20,800    |           |           | Renewal | General Fund   |
| Swimming Pool - Grandstand - Roof Cladding to be replaced |           | 20,800    |           |           | Renewal | General Fund   |
| Swimming Pool - Cantilever Shade Sail Replacement         |           | 14,300    |           |           | Renewal | General Fund   |
| Swimming Pool - Toddler Pool Shade Sail Replacement       |           | 65,000    |           |           | Renewal | General Fund   |

| Function and Description                                        | 2023/2024 | 2024/2025      | 2025/2026      | 2026/2027     | Type    | Funding Source |
|-----------------------------------------------------------------|-----------|----------------|----------------|---------------|---------|----------------|
| Swimming Pool - Swimming Pool Aluminium Seating                 |           | 20,000         | -              |               | Renewal | General Fund   |
| Swimming Pool - Building Mechanical & Electrical Systems        |           |                | 110,000        |               | Renewal | General Fund   |
| <b>Total Swimming Complex</b>                                   |           | <b>186,700</b> | <b>135,000</b> | <b>25,000</b> |         |                |
| <b>Asset Management &amp; Resourcing</b>                        |           |                |                |               |         |                |
| Tenterfield Depot - Wash Down & Recycle Bay                     | 80,000    | 100,000        |                |               | New     | General Fund   |
| Tenterfield Depot - Fuel Tank Replacement/Remediation           | 200,000   |                |                |               | Renewal | General Fund   |
| Tenterfield Depot - WHS & Environmental Initiative Enhancements | 150,000   |                |                |               | Renewal | General Fund   |
| Tenterfield Depot - Water Wise Initiatives                      | 20,000    |                |                |               | New     | General Fund   |
| Tenterfield Depot - RTA Shed 'C' (former) - Roof Cladding       |           | 22,750         |                |               | Renewal | General Fund   |
| Tenterfield Depot - Workshop - Roof Renewal                     |           |                | 150,000        |               | Renewal | General Fund   |

| Function and Description                       | 2023/2024      | 2024/2025      | 2025/2026      | 2026/2027      | Type    | Funding Source  |
|------------------------------------------------|----------------|----------------|----------------|----------------|---------|-----------------|
| Urberville Depot - Fuel Shed - Renewal         |                |                | 13,000         |                | Renewal | General Fund    |
| <b>Total Asset Management &amp; Resourcing</b> | <b>450,000</b> | <b>122,750</b> | <b>163,000</b> |                |         |                 |
| <b>Stormwater &amp; Drainage</b>               |                |                |                |                |         |                 |
| Drainage Pits Upgrade                          | 63,000         | 63,000         | 63,000         | 63,000         | Renewal | Stormwater Fund |
| Urban Culverts Renewal                         | 27,200         | 72,200         | 27,200         | 27,200         | Renewal | Stormwater Fund |
| Stormwater Pipe Renewal                        | 40,000         | 40,000         | 40,000         | 40,000         | Renewal | Stormwater Fund |
| Rouse Street Construction                      | 210,000        | 200,000        |                |                | Renewal | Stormwater Fund |
| Logan & Molesworth Street Construction         | 80,000         |                |                |                | Renewal | Stormwater Fund |
| Rouse & Molesworth Street Construction         |                |                |                | 80,000         | Renewal | Stormwater Fund |
| <b>Total Stormwater &amp; Drainage</b>         | <b>420,200</b> | <b>375,200</b> | <b>130,200</b> | <b>210,200</b> |         |                 |



| Function and Description                      | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | Type    | Funding Source           |
|-----------------------------------------------|-----------|-----------|-----------|-----------|---------|--------------------------|
| <b>Transport Network</b>                      |           |           |           |           |         |                          |
| Reseal Program - Regional Roads (Block Grant) | 537,892   | 521,753   | 505,241   | 488,347   | Renewal | Roads Block Grant        |
| Traffic Facilities - Regional Roads           | 66,000    | 66,000    | 66,000    | 66,000    | Renewal | Traffic Facilities Grant |
| Roads to Recovery                             | 1,044,335 | 1,044,335 | 1,044,335 | 1,044,335 | Renewal | Roads to Recovery Grant  |
| Regional Road Repair Program                  | 565,572   | 565,572   | 565,572   | 565,572   | Renewal | Repair Program Grant     |
| Bridges/Causeways (SRV until 2023/24)         | 460,000   | 460,000   | 460,000   | 460,000   | Renewal | General Fund             |
| Concrete Bridges                              | 105,111   | 210,223   | 210,223   | 210,223   | Renewal | General Fund             |
| Causeways                                     |           | 278,163   | 278,163   | 278,163   | Renewal | General Fund             |
| Urban Streets - Reseal Program                | 122,000   | 122,000   | 122,000   | 122,000   | Renewal | General Fund             |
| Road Renewal - Gravel Roads                   | 325,760   | 651,519   | 651,519   | 651,519   | Renewal | General Fund             |
| Gravel Resheeting (SRV until 2023/24)         | 316,226   | 500,000   | 500,000   | 500,000   | Renewal | General Fund             |
| Urban Streets Unsealed - Resheeting           | 20,000    | 20,000    | 20,000    | 20,000    | Renewal | General Fund             |

| Function and Description                   | 2023/2024        | 2024/2025        | 2025/2026        | 2026/2027        | Type    | Funding Source |
|--------------------------------------------|------------------|------------------|------------------|------------------|---------|----------------|
| Rural Roads - Reseal Program               | 280,165          | 287,450          | 294,922          | 302,590          | Renewal | General Fund   |
| Rural Road Rehabilitation                  | 120,000          | 600,000          | 600,000          | 600,000          | Renewal | General Fund   |
| Urban Road Rehabilitation                  | 125,000          | 250,000          | 250,000          | 250,000          | Renewal | General Fund   |
| Kerbing & Guttering (SRV until 2023/24)    |                  | 20,000           | 20,000           | 20,000           | Renewal | General Fund   |
| Culverts & Pipes                           | 150,000          | 150,000          | 150,000          | 150,000          | Renewal | General Fund   |
| Gravel Pit Rehabilitation                  | 60,877           | 11,096           | 11,317           | 11,543           | Renewal | General Fund   |
| Footpaths                                  |                  | 100,000          | 100,000          | 100,000          | Renewal | General Fund   |
| <b>Total Transport Network</b>             | <b>4,298,938</b> | <b>5,858,111</b> | <b>5,849,292</b> | <b>5,840,292</b> |         |                |
| <b>Plant, Fleet &amp; Equipment</b>        |                  |                  |                  |                  |         |                |
| Public Works Plant - Purchases             | 3,737,292        | 4,408,938        | 4,018,717        | 3,951,651        | Renewal | General Fund   |
| Public Works Plant - WDV of Asset Disposal | (2,530,441)      | (2,825,510)      | (2,716,560)      | (2,726,211)      | Renewal | General Fund   |
|                                            | <b>1,206,851</b> | <b>1,583,428</b> | <b>1,302,157</b> | <b>1,225,440</b> |         |                |

| Function and Description                   | 2023/2024      | 2024/2025     | 2025/2026     | 2026/2027     | Type    | Funding Source                  |
|--------------------------------------------|----------------|---------------|---------------|---------------|---------|---------------------------------|
| <b>Waste Management</b>                    |                |               |               |               |         |                                 |
| 240L Wheelie Bins                          | 2,154          | 2,208         | 2,263         | 2,320         | Renewal | Waste Fund                      |
| Industrial Bins                            | 6,462          | 6,624         | 6,790         | 6,960         | Renewal | Waste Fund                      |
| Boonoo Boonoo - Landfill Cover             | 10,000         | 10,000        | 10,000        | 10,000        | Renewal | Waste Fund                      |
| Boonoo Boonoo - Cell Remediation Asset     | 50,000         | 50,000        | 50,000        | 50,000        | Renewal | Waste Fund                      |
| Boonoo Boonoo - Develop Stages 5           | 600,000        |               |               |               | New     | Waste Fund<br>(loan from 21/22) |
| Tenterfield WTS - Recycling Infrastructure | 100,000        |               |               |               | Renewal | Waste Fund                      |
| Urbenville - Recycling Infrastructure      | 50,000         |               |               |               | Renewal | Waste Fund                      |
| Mingoola - Open Transfer Station           | 70,000         |               |               |               | New     | Waste Fund                      |
| <b>Total Waste Management</b>              | <b>888,616</b> | <b>68,832</b> | <b>69,053</b> | <b>69,280</b> |         |                                 |
| <b>Water Supply</b>                        |                |               |               |               |         |                                 |
| Tenterfield Mains Replacement              | 290,000        | 297,300       | 304,700       | 312,300       | Renewal | Water Fund                      |
| Tenterfield Meter Replacement              | 23,200         | 23,800        | 24,400        | 25,000        | Renewal | Water Fund                      |

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| Function and Description                                        | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | Type    | Funding Source |
|-----------------------------------------------------------------|-----------|-----------|-----------|-----------|---------|----------------|
| Tenterfield Mains Augmentation                                  | 10,900    |           | 11,200    |           | Renewal | Water Fund     |
| Tenterfield Air Scour Pipe Renewal Program                      | 60,000    |           |           |           | Renewal | Water Fund     |
| Tenterfield Flood Warning System                                |           |           | 40,000    |           | Renewal | Water Fund     |
| Tenterfield Sludge Removal                                      |           | 10,000    |           |           | Renewal | Water Fund     |
| Tenterfield Valve Renewal                                       |           | 50,000    | 20,000    | 20,000    | Renewal | Water Fund     |
| Tenterfield UV Disinfection System                              |           | 21,000    |           |           | Renewal | Water Fund     |
| Tenterfield Smart Water Meters<br>(Rouse Street 100 businesses) | 60,000    |           |           |           | New     | Water Fund     |
| Jennings Mains Replacement                                      | 11,800    | 12,100    | 12,400    | 12,700    | Renewal | Water Fund     |
| Jennings Meter Replacement                                      |           | 10,000    |           |           | Renewal | Water Fund     |
| Urbenville Mains Extension                                      |           | 20,000    |           |           | Renewal | Water Fund     |
| Urbenville Meter Replacement                                    |           | 20,000    |           |           | Renewal | Water Fund     |
| Urbenville Valve/Hydrant Replacement                            |           | 20,000    |           |           | Renewal | Water Fund     |

| Function and Description                                              | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | Type    | Funding Source |
|-----------------------------------------------------------------------|-----------|-----------|-----------|-----------|---------|----------------|
| Total Water Supply                                                    | 455,900   | 484,200   | 412,700   | 370,000   |         |                |
| Sewerage Services                                                     |           |           |           |           |         |                |
| Tenterfield Mains Relining (1km Year)                                 | 178,100   | 182,600   | 187,200   | 191,880   | Renewal | Sewer Fund     |
| Tenterfield Mains Augmentation                                        | 71,300    | 73,100    | 74,900    | 76,773    | Renewal | Sewer Fund     |
| Tenterfield Manhole Level Alterations (Water Infiltration)            | 166,600   | 170,800   | 175,100   | 179,478   | Renewal | Sewer Fund     |
| Tenterfield Network Renewal                                           | 198,600   | 203,600   | 208,700   | 213,918   | Renewal | Sewer Fund     |
| Tenterfield Upgrade Road to Tertiary Ponds                            |           | 5,000     |           |           | Renewal | Sewer Fund     |
| Tenterfield Replace Baffles in Tertiary Ponds                         | 46,100    |           |           |           | Renewal | Sewer Fund     |
| Tenterfield Biosolids Processing Plant                                | 250,000   |           |           |           | Renewal | Sewer Fund     |
| Tenterfield Sewer Treatment Plant - Scada System Upgrade              |           | 32,400    |           |           | Renewal | Sewer Fund     |
| Urbenville Sewer Treatment Plant - Sludge Removal/Renewal of Capacity | 10,900    |           | 11,200    |           | Renewal | Sewer Fund     |
| Urbenville Sewer Treatment Plant - Telemetry Upgrade                  | 15,000    |           | 15,000    |           | Renewal | Sewer Fund     |

| Function and Description                                    | 2023/2024        | 2024/2025        | 2025/2026        | 2026/2027        | Type    | Funding Source |
|-------------------------------------------------------------|------------------|------------------|------------------|------------------|---------|----------------|
| Urbenville Sewer Treatment Plant - Telemetry From P5 to STP | 10,300           |                  | 10,500           |                  | Renewal | Sewer Fund     |
| <b>Total Sewerage Services</b>                              | <b>946,900</b>   | <b>667,500</b>   | <b>682,600</b>   | <b>662,049</b>   |         |                |
| <b>General fund (including Waste &amp; Stormwater)</b>      | <b>7,462,851</b> | <b>8,802,792</b> | <b>8,394,483</b> | <b>7,534,078</b> |         |                |
| <b>Water fund</b>                                           | <b>455,900</b>   | <b>484,200</b>   | <b>412,700</b>   | <b>370,000</b>   |         |                |
| <b>Sewer fund</b>                                           | <b>946,900</b>   | <b>667,500</b>   | <b>682,600</b>   | <b>662,049</b>   |         |                |
| <b>GRAND TOTAL</b>                                          | <b>8,865,651</b> | <b>9,954,492</b> | <b>9,489,783</b> | <b>8,566,127</b> |         |                |

**BUDGET FORECAST - GENERAL FUND (INCLUDING WASTE & STORMWATER)**  
 43% SRV YEAR 1 ONLY

|                                                                  | 2023/24            | 2024/25            | 2025/26            | 2026/27            |
|------------------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|
| Operating Income                                                 | 20,137,503         | 20,622,800         | 21,155,521         | 21,620,147         |
| Operating Expenditure                                            | 22,103,590         | 23,866,906         | 24,015,841         | 24,180,999         |
| <b>Operating Result before Capital Income Surplus/ (Deficit)</b> | <b>(1,966,087)</b> | <b>(3,246,106)</b> | <b>(2,860,320)</b> | <b>(2,560,852)</b> |
| Capital Income                                                   | 335,032            | 335,237            | 335,567            | 335,843            |
| <b>Operating Result - Surplus/ (Deficit)</b>                     | <b>(1,631,055)</b> | <b>(2,910,869)</b> | <b>(2,524,753)</b> | <b>(2,225,009)</b> |
| Add: Non Cash Expenses - Depreciation & Amortisation             | 8,179,999          | 8,484,889          | 8,484,889          | 8,487,814          |
| Less: Loan & Lease Repayments                                    | 690,046            | 709,771            | 594,905            | 616,665            |
| Less: Capital Expenditure                                        | 7,462,851          | 8,802,792          | 8,394,483          | 7,534,078          |
| <b>Cash Result - Surplus/ (Deficit)</b>                          | <b>(1,603,953)</b> | <b>(3,938,483)</b> | <b>(3,029,252)</b> | <b>(1,887,938)</b> |

**BUDGET FORECAST - WATER FUND**

|                                                                   | 2023/24        | 2024/25        | 2025/26          | 2026/27          |
|-------------------------------------------------------------------|----------------|----------------|------------------|------------------|
| Operating Income                                                  | 2,942,266      | 3,453,648      | 3,801,937        | 4,000,473        |
| Operating Expenditure                                             | 2,798,555      | 2,864,793      | 2,864,129        | 2,891,317        |
| <b>Operating Result before Capital Income - Surplus/(Deficit)</b> | <b>143,711</b> | <b>588,855</b> | <b>937,808</b>   | <b>1,109,156</b> |
| Capital Income                                                    | 10,000         | 10,000         | 10,000           | 10,000           |
| Operating Result - Surplus/(Deficit)                              | 153,711        | 598,855        | 947,808          | 1,119,156        |
| Add: Non Cash Expenses - Depreciation & Amortisation              | 957,498        | 957,498        | 957,498          | 957,498          |
| Less: Loan & Lease Repayments                                     | 214,532        | 223,748        | 233,316          | 242,692          |
| Less: Capital Expenditure                                         | 455,900        | 484,200        | 412,700          | 370,000          |
| <b>Cash Result - Surplus/(Deficit)</b>                            | <b>440,777</b> | <b>848,405</b> | <b>1,259,290</b> | <b>1,465,962</b> |

\*SURPLUS TO FUND FUTURE CAPITAL WORKS AND NETWORK RENEWAL IDENTIFIED IN ASSET MANAGEMENT STRATEGY



**BUDGET FORECAST - SEWER FUND**

|                                                                 | 2023/24          | 2024/25          | 2025/26          | 2026/27          |
|-----------------------------------------------------------------|------------------|------------------|------------------|------------------|
| Operating Income                                                | 3,053,871        | 3,219,385        | 3,392,474        | 3,575,532        |
| Operating Expenditure                                           | 1,910,499        | 1,977,838        | 1,969,549        | 1,981,508        |
| <b>Operating Result before Capital Income Surplus/(Deficit)</b> | <b>1,143,372</b> | <b>1,241,547</b> | <b>1,422,925</b> | <b>1,594,024</b> |
| Capital Income                                                  | 10,000           | 10,000           | 10,000           | 10,000           |
| Operating Result - Surplus/(Deficit)                            | 1,153,372        | 1,251,547        | 1,432,925        | 1,604,024        |
| Add: Non Cash Expenses - Depreciation & Amortisation            | 599,936          | 599,936          | 599,936          | 599,936          |
| Less: Loan & Lease Repayments                                   | 108,278          | 117,226          | 126,562          | 136,643          |
| Less: Capital Expenditure                                       | 946,900          | 667,500          | 682,600          | 662,049          |
| <b>Cash Result - Surplus/(Deficit)</b>                          | <b>698,130</b>   | <b>1,066,757</b> | <b>1,223,699</b> | <b>1,405,268</b> |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**COMMUNITY**

| GOAL (CSP)                                                                                                                                 | STRATEGY (CSP)                                                                                                                                                       | STRATEGIC PROGRAM (DP)                                                                                                                                                     | ACTION (OP)                                                                                                                                                                                                                                         | SERVICE AREA                     | POSITION                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------------------|
| Goal 1.1 Tenterfield Shire is a vibrant, inclusive, and safe community where diverse backgrounds and cultures are respected and celebrated | The individual unique qualities and strong sense of local identity of Tenterfield Shires towns, villages and community groups is respected, recognised and promoted. | 1.1.1 The individual unique qualities and strong sense of local identity of Tenterfield Shires towns, villages and community groups is respected, recognised and promoted. | 1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.<br><br>1.1.1.2 Provide opportunities for the community to participate in decision making.                                                  | Civic Office                     | Chief Executive                                |
|                                                                                                                                            |                                                                                                                                                                      |                                                                                                                                                                            | 1.1.2.1 Support and contribute to NAIDOC week.                                                                                                                                                                                                      | Civic Office                     | Chief Executive                                |
|                                                                                                                                            | Continue to support and partner with the local Aboriginal communities for improved and inclusive outcomes.                                                           | 1.1.2 Continue to support and partner with the local Aboriginal communities for improved and inclusive outcomes.                                                           | Provide and support access to arts and culture activities and opportunities that are inclusive and for all age groups such as National Youth Week activities, Arts North West Opportunities and the Museums & Galleries NSW Museum Advisor Program. | Arts, Culture & Library Services | Manager Arts, Culture & Library Services       |
|                                                                                                                                            | Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.                          | 1.1.3 Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.                          | 1.1.3.2 Provide inclusive library services and programs that reflect contemporary needs for all age groups.<br><br>1.1.3.3 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).                       | Library Services                 | Manager Arts, Culture & Library Services       |
|                                                                                                                                            |                                                                                                                                                                      |                                                                                                                                                                            | 1.1.3.3 Undertake a service review of arts, culture and library services in alignment with Councils Workforce Management Strategy and Long-Term Financial Plan                                                                                      | Corporate & Governance           | Manager Customer Service, Governance & Records |
|                                                                                                                                            |                                                                                                                                                                      |                                                                                                                                                                            |                                                                                                                                                                                                                                                     | Arts, Culture & Library Services | Manager Arts, Culture & Library Services       |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**COMMUNITY**

| GOAL (CSP)                                                                                                                               | STRATEGY (CSP)                                                                                | STRATEGIC PROGRAM (DP)                                                                              | ACTION (OP)                                                                                                                                                          | SERVICE AREA                | POSITION                             |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------------------------|
| 1.2 The community is supported by accessible and equitably distributed facilities and recreational opportunities for people of all ages. | Provide safe and accessible public spaces and places that are well maintained, clean and fun. | 1.2.1 Provide safe and accessible public spaces and places that are well maintained, clean and fun. | 1.2.1.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.                                                                               | Parks, Gardens & Open Space | Manager Parks, Gardens & Open Spaces |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.2 Work with the Tenterfield Shire Village Progress Associations and the Parks, Gardens and Open Space Committee to support individual town and village themes. | Parks, Gardens & Open Space | Manager Parks, Gardens & Open Spaces |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.3 Implement the tree management plan.                                                                                                                          | Parks, Gardens & Open Space | Manager Parks, Gardens & Open Spaces |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.4 Develop and deliver the Property Management Strategy.                                                                                                        | Buildings & Amenities       | Manager Planning & Development       |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.5 Manage and update Land and Property Register.                                                                                                                | Buildings & Amenities       | Manager Planning & Development       |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.6 Develop and deliver the Buildings and Amenities Asset Management Plan.                                                                                       | Buildings & Amenities       | Manager Planning & Development       |
|                                                                                                                                          |                                                                                               |                                                                                                     | 1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.                                                                                               | Buildings & Amenities       | Manager Planning & Development       |
|                                                                                                                                          | Provide a choice of sporting facilities that cater for the diverse needs of the community.    | 1.2.2 Provide a choice of sporting facilities that cater for the diverse needs of the community.    | 1.2.2.1 Manage the Tenterfield War Memorial Baths (TWMB) Management Plan, and contribute to service delivery.                                                        | Swimming Complex            | Manager Planning & Development       |
|                                                                                                                                          | Recognise and plan for the accessibility needs of our community                               | 1.2.3 Recognise and plan for the accessibility needs of our community                               | 1.2.3.1 Deliver and report to the OLG on the Council's Disability Inclusion Action Plan.                                                                             | Organisation Leadership     | Chief Executive                      |
|                                                                                                                                          | Promote and recognise the work of volunteers in the community.                                | 1.2.4 Promote and recognise the work of volunteers in the community.                                | 1.2.4.1 Promote and recognise the work of volunteers in the community.                                                                                               | Civic Office                | Chief Executive                      |

**DELIVERY PROGRAM & OPERATIONAL PLAN  
 ECONOMY**

| GOAL CSP)                                                                                                                              | STRATEGY (CSP)                                                                                                                                                     | STRATEGIC PROGRAM (DP)                                                                                                                                                   | ACTION (OP)                                                                                                                | SERVICE AREA        | POSITION                                            |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------------------------------------|
| EC2.1 Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities. | Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.                                                           | 2.1.1 Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.                                                           | 2.1.1.1 Seek opportunities that aligns with the Regional Economic Development Strategy (REDS).                             | Economic Growth     | Senior Advisor Communication & Economic Development |
|                                                                                                                                        |                                                                                                                                                                    |                                                                                                                                                                          | 2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities.                              | Economic Growth     | Senior Advisor Communication & Economic Development |
|                                                                                                                                        |                                                                                                                                                                    | 2.1.2 Manage Council's Livestock Saleyards in a commercial manner.                                                                                                       | 2.1.2.1 Manage and deliver commercial Saleyards Services, including improving hard standing surface at double height ramp. | Livestock Saleyards | Manager Parks, Gardens & Open Spaces                |
|                                                                                                                                        | Improve heavy vehicle access across the shire and improve links to regional transport infrastructure to facilitate and support regional development opportunities. | 2.1.3 Improve heavy vehicle access across the shire and improve links to regional transport infrastructure to facilitate and support regional development opportunities. | 2.1.3.1 Investigate, advocate for, and source funding to improve heavy vehicle access across the region                    | Civic Office        | Chief Executive Officer                             |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**ENVIRONMENT**

| GOAL (CSP)                                                                                   | STRATEGY (CSP)                                                                                                                                                  | STRATEGIC PROGRAM (DP)                                                                                                                                                | ACTION (OP)                                                                                                                                         | SERVICE AREA             | POSITION                                |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------|
| 3.1 Our natural environment will be protected, enhanced and promoted for future generations. | Town and Village planning supports and enhances local place making principles to deliver sustainable land use management practices for our natural environment. | 3.1.1 Town and Village planning supports and enhances local place making principles to deliver sustainable land use management practices for our natural environment. | 3.1.1.1 Monitor and deliver the Tenterfield Local Environmental Plan 2013 and Development Control Plan 2014 (as amended).                           | Planning & Regulation    | Manager Planning & Development Services |
|                                                                                              |                                                                                                                                                                 |                                                                                                                                                                       | 3.1.1.2 Manage and deliver heritage advisory services.                                                                                              | Planning & Regulation    | Manager Planning & Development Services |
|                                                                                              |                                                                                                                                                                 |                                                                                                                                                                       | 3.1.1.3 Manage and deliver development, building and construction regulatory services.                                                              | Planning & Regulation    | Manager Planning & Development Services |
|                                                                                              | Our community is educated, encouraged and supported to implement sustainable strategies for the management and protection of our natural resources.             | 3.1.2 Our community is educated, encouraged and supported to implement sustainable strategies for the management and protection of our natural resources.             | 3.1.2.1 Enforce Companion Animals, Illegal Dumping and Parking Control regulations.                                                                 | Environmental Management | Manager Parks, Gardens & Open Spaces    |
|                                                                                              |                                                                                                                                                                 |                                                                                                                                                                       | 3.1.2.2 Manage and deliver the Weeds Management Program, Council's Weeds Action Plan and regional weeds management plans.                           | Environmental Management | Manager Parks, Gardens & Open Spaces    |
|                                                                                              |                                                                                                                                                                 |                                                                                                                                                                       | 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. | Environmental Management | Manager Parks, Gardens & Open Spaces    |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**ENVIRONMENT**

| GOAL (CSP)                                                                                   | STRATEGY (CSP)                                                                                                                                      | STRATEGIC PROGRAM (DP)                                                                                                                 | ACTION (OP)                                                                                       | SERVICE AREA       | POSITION                                                |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------|---------------------------------------------------------|
| 3.1 Our natural environment will be protected, enhanced and promoted for future generations. | Our community is educated, encouraged and supported to implement sustainable strategies for the management and protection of our natural resources. | 3.1.3 Deliver total water cycle management approach including water conservation and complying with relevant acts and legislation.     | 3.1.3.1 Implement Water Service Strategic Plan in accordance with NSW Office of Water Guidelines. | Water Supply       | Manager Water & Waste                                   |
|                                                                                              |                                                                                                                                                     |                                                                                                                                        | 3.1.3.2 Deliver and manage the Water and Drought Management Plans and Flood Study.                | Water Supply       | Manager Water & Waste                                   |
|                                                                                              |                                                                                                                                                     | 3.1.4 Deliver an affordable waste management solution for the community to best manage waste and recycling opportunities.              | 3.1.4.1 Deliver and manage Waste and Recycling services.                                          | Waste Management   | Manager Water & Waste                                   |
|                                                                                              |                                                                                                                                                     | 3.1.5 Deliver affordable and effective wastewater management solution for the community.                                               | 3.1.5.1 Maintain and operate the sewerage network, in line with the Asset Management Strategy.    | Sewerage Services  | Manager Water & Waste                                   |
|                                                                                              | We are prepared, resourced and educated as a community to deal with natural disasters such as bushfires, storm and flood events.                    | 3.1.6 We are prepared, resourced and educated as a community to deal with natural disasters such as bushfires, storm and flood events. | 3.1.6.1 Develop, manage and deliver Emergency Management functions and facilities.                | Emergency Services | Manager Human Resources, Workforce Development & Safety |

**DELIVERY PROGRAM & OPERATIONAL PLAN  
 TRANSPORT**

| GOAL (CSP)                                                                                                                 | STRATEGY (CSP)                                                                                                                                                                | STRATEGIC PROGRAM (DP)                                                                                                                                                                 | ACTION (OP)                                                                                                                   | SERVICE AREA        | POSITION                         |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------------------|
| 4.1 The Tenterfield Shire has an effective transport network that is safe, efficient and affordable for us as a community. | Have a well-designed, safe road network, including carparking, footpaths and cycleways, that is suitable for all users now and take into consideration future network demand. | 4.1.1 Deliver a well-designed, safe road network, including carparking, footpaths and cycleways, that is suitable for all users now and take into consideration future network demand. | 4.1.1.1 Manage and deliver constructions services for transport infrastructure, including footpaths, pavements and cycleways. | Transport Network   | Manager Asset & Program Planning |
|                                                                                                                            |                                                                                                                                                                               |                                                                                                                                                                                        | 4.1.1.2 Manage and deliver maintenance services for transport infrastructure.                                                 | Transport Network   | Manager Works                    |
|                                                                                                                            | An adequate storm water and drainage infrastructure is provided, maintained and renewed.                                                                                      | 4.1.2 Deliver an adequate storm water and drainage infrastructure is provided, maintained and renewed.                                                                                 | 4.1.2.1 Implement the Stormwater Asset Management Plan.                                                                       | Stormwater Drainage | Manager Asset & Program Planning |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**LEADERSHIP**

| GOAL (CSP)                                                                                                                            | STRATEGY (CSP)                                                                                                                                                                                                          | STRATEGIC PROGRAM (DP)                                                                                                                                                                                                        | ACTION (OP)                                                                                                                                                                                                                     | SERVICE AREA           | POSITION                                                |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------|
| L5.1 Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community. | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. | 5.1.1 Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. | 5.1.1.1 Develop, manage and deliver Customer Services, in accordance with the Customer Service Charter.                                                                                                                         | Corporate & Governance | Manager Customer Service, Governance & Records          |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 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. | Corporate & Governance | Manager Customer Service, Governance & Records          |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.                                                                                                                                | Corporate & Governance | Manager Customer Service, Governance & Records          |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 5.1.1.4 Develop, manage and deliver the Workforce Management Strategy.                                                                                                                                                          | Workforce Development  | Manager Human Resources, Workforce Development & Safety |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 5.1.1.5 Facilitate worker health and wellbeing consultation communication, and participation processes.                                                                                                                         | Workforce Development  | Manager Human Resources, Workforce Development & Safety |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 5.1.1.6 Develop, manage and deliver the skills targeted training plans.                                                                                                                                                         | Workforce Development  | Manager Human Resources, Workforce Development & Safety |
|                                                                                                                                       |                                                                                                                                                                                                                         |                                                                                                                                                                                                                               | 5.1.1.7 Develop, manage and deliver Employer of choice recruitment and retention services.                                                                                                                                      | Workforce Development  | Manager Human Resources, Workforce Development & Safety |

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**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**LEADERSHIP**

| GOAL (CSP)                                                                                                                            | STRATEGY (CSP)                                                                                                                                                                                               | STRATEGIC PROGRAM (DP)                                                                                                                                                                                                        | ACTION (OP)                                                                                                                                                                                     | SERVICE AREA          | POSITION                                                |
|---------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------|
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.1.8 Manage and report on Council's Enterprise Risk Management Framework and Risk Register.                                                                                                  | Workforce Development | Manager Human Resources, Workforce Development & Safety |
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.1.9 Influence and advocate support from Federal and State government in relation to promotion of Tenterfield community objectives.                                                          | Civic Office          | Chief Executive Officer                                 |
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.                                                                                                            | Civic Office          | Chief Executive Officer                                 |
| L5.1 Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community. | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound planning and open, transparent and informed decision-making. | 5.1.1 Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision-making. | 5.1.1.11 Develop and maintain communications, media and information channels and ensure that all channels are fit for purpose with as broad reach as is sustainably possible.                   | Civic Office          | Senior Advisor Communications & Economic Development    |
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.1.12 Deliver councillor services and provide support to all councillors in a transparent and non-discriminatory manner including training, research, legislative and evidence based advice. | Civic Office          | Chief Executive Officer                                 |
|                                                                                                                                       | Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.                                                                                                   | 5.1.2 Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.                                                                                                              | 5.1.2.1 Manage and deliver finance services.                                                                                                                                                    | Finance & Technology  | Manager Finance & Technology                            |
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.2.2 Manage and report on Council's Long-Term Financial Plan, and facilitate and support internal and external audits.                                                                       | Finance & Technology  | Manager Finance & Technology                            |
|                                                                                                                                       |                                                                                                                                                                                                              |                                                                                                                                                                                                                               | 5.1.2.3 Manage Investments - Plan develop and manage Council's investment portfolio.                                                                                                            | Finance & Technology  | Manager Finance & Technology                            |

**DELIVERY PROGRAM & OPERATIONAL PLAN  
 LEADERSHIP**

| GOAL (CSP)                                                                                                                            | STRATEGY (CSP)                                                                                                               | STRATEGIC PROGRAM (DP)                                                                                                             | ACTION (OP)                                                                                                                                                                                       | SERVICE AREA                  | POSITION                                             |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|------------------------------------------------------|
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.2.4 Implement the long-term financial strategy, aligning the Long-Term Financial Plan with the Asset Management Plan and importantly councils sustainable, financial and resource capability. | Organisation Leadership       | Chief Executive Officer                              |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.2.5 Ensure the continued review of council's operations to ensure financial sustainability.                                                                                                   | Organisation Leadership       | Senior Advisor Communications & Economic Development |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.2.6 Council will divest itself of under performing assets.                                                                                                                                    | Organisation Leadership       | Senior Advisor Communication & Economic Development  |
| L5.1 Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community. | Management of Council's assets will be long term and focused on meeting the needs of the community now, and into the future. | 5.1.3 Management of Council's assets will be long term and focused on meeting the needs of the community now, and into the future. | 5.1.3.1 Develop and implement the Asset Management Strategy and associated systems.                                                                                                               | Asset Management & Resourcing | Manager Asset & Program Planning                     |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.3.2 Deliver and manage the Pedestrian Access and Mobility Plan (incorporating the Disability Action Plan) and Bike Plan.                                                                      | Asset Management & Resourcing | Manager Asset & Program Planning                     |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.3.3 Infrastructure and assets inspections.                                                                                                                                                    | Asset Management & Resourcing | Manager Asset & Program Planning                     |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.3.4 Review and update Council's Risk Register and intervention programs on an ongoing basis in accordance with inspection schedules.                                                          | Asset Management & Resourcing | Manager Asset & Program Planning                     |
|                                                                                                                                       |                                                                                                                              |                                                                                                                                    | 5.1.3.5 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.                                                                                         | Plant, Fleet & Equipment      | Manager Asset & Program Planning                     |

**DELIVERY PROGRAM & OPERATIONAL PLAN**  
**LEADERSHIP**

| GOAL (CSP)                                                                                                                                   | STRATEGY (CSP)                                                                                                                               | STRATEGIC PROGRAM (DP)                                                                                                                             | ACTION (OP)                                                                                                                   | SERVICE AREA             | POSITION                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------------------|
|                                                                                                                                              |                                                                                                                                              |                                                                                                                                                    | 5.1.3.6 Develop and implement the Depot Master Plan.                                                                          | Plant, Fleet & Equipment | Manager Asset & Program Planning                    |
|                                                                                                                                              |                                                                                                                                              |                                                                                                                                                    | 5.1.3.7 Commercial Works undertaken in accordance with demand                                                                 | Commercial Works         | Manager Works                                       |
| L5.1 Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.        | Deliver continuous improvements in Council's business, processes and systems.                                                                | 5.1.4 Deliver continuous improvements in Council's business, processes and systems.                                                                | 5.1.4.1 Develop, manage and deliver Council's Technology Strategic Plan.                                                      | Finance & Technology     | Manager Finance & Technology                        |
| L5.2 Resources and advocacy of Council are aligned to support the delivery of the community vision outlined in the Community Strategic Plan. | Services to our community are provided in an equitable, safe, professional, friendly and timely manner consistent with our corporate values. | 5.2.1 Services to our community are provided in an equitable, safe, professional, friendly and timely manner consistent with our corporate values. | 5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey                                                            | Corporate & Governance   | Manager Customer Service, Governance & Records      |
|                                                                                                                                              | Work with key stakeholders and the community to lobby for adequate health services in our region.                                            | 5.2.2 Work with key stakeholders and the community to lobby for adequate health services in our region.                                            | 5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs. | Civic Office             | Chief Executive Officer                             |
|                                                                                                                                              | Lobby and support government and local communications infrastructure across the Tenterfield Shire.                                           | 5.2.3 Lobby and support government and local service providers to enhance communications infrastructure across the Tenterfield Shire.              | 5.2.3.1 Support future proposals for improved telecommunications infrastructure.                                              | <b>Economic Growth</b>   | Senior Advisor Communication & Economic Development |

**1. CIVIC OFFICE - SECTION BUDGET**

**Service Description:**  
 The provision of community leadership, advocacy and strategic decision making for the benefit of the broad community, including the adequate and effective allocation of Council resources, and engaging with the community in order to inform policy development, strategic planning and decision making.

**Key Outputs:**  
 Community Strategic Plan    Community Engagement    Representations to other tiers of Government    Resolutions and Council Minutes    Policies and Codes    NAIDOC week

|                                                                        | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>Civic Office</b>                                                    |           |           |           |           |
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 |           |           |           |           |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           |           |           |           |           |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 357,135   | 524,262   | 417,117   | 430,385   |
| TOTAL DEPRECIATION                                                     |           |           |           |           |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 357,135   | 524,262   | 417,117   | 430,385   |
| NET RESULT                                                             | (357,135) | (524,262) | (417,117) | (430,385) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (357,135) | (524,262) | (417,117) | (430,385) |

## 2. ORGANISATION LEADERSHIP - SECTION BUDGET

**Service Description:**  
 Provide high level Governance through quality leadership, direction and services. The provision of advice and direction in governance to Elected Members and staff, enshrining better practice in relation to internal processes and regulatory requirements and assisting Council in delivering overall good governance through the development of policies, protocols and procedures, guidance documents and checklists.

**Key Outputs:**  
 Resourcing Strategy    Governance Framework    Code of Meeting Practice and Register of Committees    Organisation Performance Framework    Annual Operational Plan  
 Business Papers - council, Committees and Public Documents    Communications    Disability Action Plan    Community Advisory Committee    Interegency Management

| Organisation Leadership                                                | 2023/24   | 2024/25   | 2025/26     | 2026/27     |
|------------------------------------------------------------------------|-----------|-----------|-------------|-------------|
| INCOME                                                                 |           |           |             |             |
| TOTAL OPERATING INCOME                                                 |           |           |             |             |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |             |             |
| TOTAL INCOME                                                           |           |           |             |             |
| EXPENDITURE                                                            |           |           |             |             |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 965,391   | 956,656   | 1,013,070   | 1,003,924   |
| TOTAL DEPRECIATION                                                     |           |           |             |             |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |             |             |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |             |             |
| TOTAL EXPENDITURE                                                      | 965,391   | 956,656   | 1,013,070   | 1,003,924   |
| NET RESULT                                                             | (965,391) | (956,656) | (1,013,070) | (1,003,924) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (965,391) | (956,656) | (1,013,070) | (1,003,924) |

### 3. ECONOMIC GROWTH - SECTION BUDGET

**Service Description:** Promotion and support of the Tenterfield Region as a place to live, work and invest, capitalising on the region's tourism potential as an iconic Australian destination, through coordinated marketing activities, provision of information services and engagement with the business and industry.

**Key Outputs:** **Regional Marketing Programs and Tourism Collateral**    **Sale of Property**    **Facilitate Investor Connections**    **Support Existing and Attract New Business**    **Special Projects**

|                                                                        | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>Economic Growth</b>                                                 |           |           |           |           |
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 35,162    | 27,750    | 36,379    | 28,829    |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           | 35,162    | 27,750    | 36,379    | 28,829    |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 396,810   | 412,837   | 419,203   | 436,037   |
| TOTAL DEPRECIATION                                                     | 112,873   | 112,873   | 112,873   | 112,873   |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 7,207     | 7,387     | 7,572     | 7,761     |
| TOTAL EXPENDITURE                                                      | 516,890   | 533,097   | 539,648   | 556,671   |
| NET RESULT                                                             | (481,728) | (505,347) | (503,269) | (527,842) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (474,521) | (497,960) | (495,697) | (520,081) |

**4. ARTS, CULTURE & LIBRARY SERVICES - SECTION BUDGET**

**Service Description:**  
 Support the artistic and cultural life of the Tenterfield Shire through the provision of library and information services, arts and culture programs and capacity building initiatives including Arts North West - regional arts development subscription and the Museums & Galleries NSW - Museum Advisor Program.

**Key Outputs:**  
 Library Resources (physical and digital) Home Library Service Northern Tablelands Cooperative Library Service Inter-Library Loan Service All Ages Public Programs Arts North West Museums & Galleries NSW - Museum Advisor Program

| Arts, Culture & Library Services                                       | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>INCOME</b>                                                          |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 210,369   | 214,577   | 218,869   | 223,246   |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   | 13,246    | 13,511    | 13,781    | 14,057    |
| TOTAL INCOME                                                           | 223,615   | 228,088   | 232,650   | 237,303   |
| <b>EXPENDITURE</b>                                                     |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 1,013,507 | 1,061,050 | 1,121,440 | 1,122,193 |
| TOTAL DEPRECIATION                                                     | 65,750    | 48,119    | 48,119    | 48,119    |
| TOTAL CAPITAL EXPENDITURE                                              | 13,246    | 13,511    | 13,781    | 38,866    |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 7,000     | 7,000     | 7,000     | 7,000     |
| TOTAL EXPENDITURE                                                      | 1,099,503 | 1,129,680 | 1,190,340 | 1,216,178 |
| <b>NET RESULT</b>                                                      |           |           |           |           |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (875,888) | (901,592) | (957,690) | (978,875) |
|                                                                        | (868,888) | (894,592) | (950,690) | (947,066) |

**4. ARTS, CULTURE & LIBRARY SERVICES - CAPITAL EXPENDITURE**

| Library Services                         | 2023/24       | 2024/25       | 2025/26       | 2026/27       | Type    | Funding Source             |
|------------------------------------------|---------------|---------------|---------------|---------------|---------|----------------------------|
| Local Priority Grant - Capital Equipment | 13,246        | 13,511        | 13,781        | 14,057        | Renewal | NSW Public Library Funding |
| Library - Replace Air-conditioning       |               |               |               | 24,809        | Renewal | General Fund               |
| <b>Total Library Services</b>            | <b>13,246</b> | <b>13,511</b> | <b>13,781</b> | <b>38,866</b> |         |                            |



**5. WORKFORCE DEVELOPMENT - SECTION BUDGET**

**Service Description:**  
 The provision of systems and procedures to coordinate internal organisational services including: recruitment and retention; workforce planning; employee development and training, corporate inductions, workplace safety and staff health and well-being.

**Key Outputs:**  
 Workforce Development    Training and Development    Enterprise Risk Management    Human Resources Operations    Work Health and Safety

| <b>Workforce Development</b>                                           | <b>2023/24</b> | <b>2024/25</b> | <b>2025/26</b> | <b>2026/27</b> |
|------------------------------------------------------------------------|----------------|----------------|----------------|----------------|
| INCOME                                                                 |                |                |                |                |
| TOTAL OPERATING INCOME                                                 | 168,971        | 174,223        | 179,992        | 186,329        |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |                |                |                |                |
| TOTAL INCOME                                                           | 168,971        | 174,223        | 179,992        | 186,329        |
| EXPENDITURE                                                            |                |                |                |                |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 1,351,679      | 1,386,812      | 1,422,977      | 1,455,199      |
| TOTAL DEPRECIATION                                                     |                |                |                |                |
| TOTAL CAPITAL EXPENDITURE                                              |                |                |                |                |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |                |                |                |                |
| TOTAL EXPENDITURE                                                      | 1,351,679      | 1,386,812      | 1,422,977      | 1,455,199      |
| NET RESULT                                                             | (1,182,708)    | (1,212,589)    | (1,242,985)    | (1,268,870)    |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (1,182,708)    | (1,212,589)    | (1,242,985)    | (1,268,870)    |

**6. EMERGENCY SERVICES - SECTION BUDGET**

Service Description: To provide Prevention, Preparation, Response and Recovery planning and support services for New South Wales State Emergency Services, including the RFS, and Community Stakeholders in Tenterfield.

Key Outputs: Rural Fire Service Operations and Emergency Response      Development and review of the Tenterfield Shire Emergency Management Plan (EMPLAN)  
 Tenterfield Shire Council Local Emergency Management Committee      State Emergency Service Operations and Emergency Response

| Emergency Services                                                     | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 140,974   | 143,794   | 146,670   | 149,603   |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           | 140,974   | 143,794   | 146,670   | 149,603   |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 693,680   | 714,588   | 770,432   | 778,341   |
| TOTAL DEPRECIATION                                                     | 14,815    | 331,814   | 331,814   | 331,814   |
| TOTAL CAPITAL EXPENDITURE                                              |           | 50,000    |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 708,495   | 1,096,402 | 1,102,246 | 1,110,155 |
| NET RESULT                                                             | (567,521) | (952,608) | (955,576) | (960,552) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (567,521) | (902,608) | (955,576) | (960,552) |

**6. EMERGENCY SERVICES - CAPITAL EXPENDITURE**

| Emergency Services                      | 2023/24 | 2024/25 | 2025/26 | 2026/27 | Type    | Funding Source |
|-----------------------------------------|---------|---------|---------|---------|---------|----------------|
| Tenterfield SES - Access & Parking Area |         | 50,000  |         |         | Renewal | General Fund   |
| Total Emergency Services                |         | 50,000  |         |         |         |                |

**7. FINANCE & TECHNOLOGY - SECTION BUDGET**

**Service Description:**  
 The provision of all financial and management accounting, taxation, borrowings, payroll, accounts payable, rating, water and sewerage services billing, accounts receivable and strategic financial management activities to support both internal and external customers while complying with all regulatory requirements.

**Key Outputs:**  
 Revenue Management    Credit Management (Staff and Suppliers)    Financial accounting and Compliance    Annual and Quarterly Budget Reviews    Investment Management  
 Business Support    Provision of Information Technology and Support Services    Management Accounting    Long Term Financial Plan    Financial Statements    Grant Acquisitions  
 Statistical Returns

|                                                                        | 2023/24    | 2024/25    | 2025/26    | 2026/27    |
|------------------------------------------------------------------------|------------|------------|------------|------------|
| <b>Finance &amp; Technology</b>                                        |            |            |            |            |
| INCOME                                                                 |            |            |            |            |
| TOTAL OPERATING INCOME                                                 | 10,495,970 | 10,703,084 | 10,914,853 | 11,131,386 |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |            |            |            |            |
| TOTAL INCOME                                                           | 10,495,970 | 10,703,084 | 10,914,853 | 11,131,386 |
| EXPENDITURE                                                            |            |            |            |            |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 549,957    | 567,622    | 586,303    | 605,826    |
| TOTAL DEPRECIATION                                                     | 147,932    | 147,932    | 147,932    | 147,932    |
| TOTAL CAPITAL EXPENDITURE                                              | 125,000    | 125,000    | 125,000    | 125,000    |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 80,018     | 82,268     | 84,298     | 86,319     |
| TOTAL EXPENDITURE                                                      | 902,907    | 922,822    | 943,533    | 965,077    |
| NET RESULT                                                             | 9,593,063  | 9,780,262  | 9,971,320  | 10,166,309 |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 9,798,081  | 9,987,530  | 10,180,618 | 10,377,628 |

**7. FINANCE & TECHNOLOGY - CAPITAL EXPENDITURE**

| Finance & Technology                  | 2023/24        | 2024/25        | 2025/26        | 2026/27        | Type    | Funding Source |
|---------------------------------------|----------------|----------------|----------------|----------------|---------|----------------|
| Computer Equipment                    | 75,000         | 75,000         | 75,000         | 75,000         | Renewal | General Fund   |
| Capitalised Software                  | 50,000         | 50,000         | 50,000         | 50,000         | Renewal | General Fund   |
| <b>Total Finance &amp; Technology</b> | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> |         |                |

**8. CUSTOMER SERVICE, GOVERNANCE & RECORDS - SECTION BUDGET**

**Service Description:**  
 The provision of functions to internal and external customers of Council including Statutory Reporting, Customer Service and Records Management.

**Key Outputs:**  
 Annual Report    Integrated Planning and Reporting    Audit & Risk Improvement    Statutory Reporting    Customer Service    Records Management  
 Government Information Public Access    Reviews and Investigations    Delegations Register    Governance Framework    Annual Operational Plan

|                                                                        | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>Customer Service, Governance &amp; Records</b>                      |           |           |           |           |
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 1,656     | 1,698     | 1,740     | 1,784     |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           | 1,656     | 1,698     | 1,740     | 1,784     |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 764,614   | 783,730   | 803,323   | 823,407   |
| TOTAL DEPRECIATION                                                     | 74,223    | 74,223    | 74,223    | 74,223    |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 838,837   | 857,953   | 877,546   | 897,630   |
| NET RESULT                                                             | (837,181) | (856,255) | (875,806) | (895,846) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (837,181) | (856,255) | (875,806) | (895,846) |

**9. ENVIRONMENTAL MANAGEMENT - SECTION BUDGET**

**Service Description:** To protect the natural environment, agricultural activities, the economy and community from the impacts of noxious and invasive weeds within the Tenterfield Shire Council.  
**Key Outputs:** Weed Management and Control Service    Ranger Operations    Companion Animals    Community Education  
 Parking compliance

| Environmental Management                                               | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 88,774    | 86,063    | 87,784    | 89,540    |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           | 88,774    | 86,063    | 87,784    | 89,540    |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 348,161   | 347,104   | 355,652   | 364,411   |
| TOTAL DEPRECIATION                                                     | 1,185     | 1,185     | 1,185     | 1,185     |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 349,346   | 348,289   | 356,837   | 365,596   |
| NET RESULT                                                             | (260,572) | (262,226) | (269,053) | (276,056) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (260,572) | (262,226) | (269,053) | (276,056) |

## 10. LIVESTOCK SALEYARDS - SECTION BUDGET

**Service Description:**  
 Provide an efficient and consistent livestock selling centre for the weighing and processing of livestock, associated data and a platform for selling and transportation of cattle throughout the New England area and beyond.

**Key Outputs:**  
 Management of Saleyards Assets      Scanning and Weighing of Cattle

|                                                                        | 2023/24  | 2024/25   | 2025/26  | 2026/27  |
|------------------------------------------------------------------------|----------|-----------|----------|----------|
| <b>Livestock Saleyards</b>                                             |          |           |          |          |
| INCOME                                                                 |          |           |          |          |
| TOTAL OPERATING INCOME                                                 | 79,816   | 81,478    | 83,174   | 84,907   |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |          |           |          |          |
| TOTAL INCOME                                                           | 79,816   | 81,478    | 83,174   | 84,907   |
| EXPENDITURE                                                            |          |           |          |          |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 71,107   | 73,564    | 76,607   | 77,508   |
| TOTAL DEPRECIATION                                                     | 78,561   | 78,561    | 78,561   | 78,561   |
| TOTAL CAPITAL EXPENDITURE                                              |          | 222,750   | 7,000    |          |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |          |           |          |          |
| TOTAL EXPENDITURE                                                      | 149,668  | 374,885   | 162,168  | 156,069  |
| NET RESULT                                                             | (69,852) | (293,407) | (78,994) | (71,162) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (69,852) | (70,647)  | (71,994) | (71,162) |



**10. LIVESTOCK SALEYARDS - CAPITAL EXPENDITURE**

| Livestock Saleyards                               | 2023/24 | 2024/25        | 2025/26      | 2026/27 | Type    | Funding Source |
|---------------------------------------------------|---------|----------------|--------------|---------|---------|----------------|
| Saleyards Canteen - Replace Air Conditioning Unit |         | 6,500          |              |         | Renewal | General Fund   |
| Saleyards Hardstand & Parking Area Renewal        |         | 216,260        |              |         | Renewal | General Fund   |
| Saleyards Entry Post, Rail Fence & Gate           |         |                | 7,000        |         | Renewal | General Fund   |
| <b>Total Livestock Saleyards</b>                  |         | <b>222,760</b> | <b>7,000</b> |         |         |                |

**11. PLANNING & REGULATION - SECTION BUDGET**

Service Description:  
 The provision of efficient and consistent planning, building, environmental and public health regulation, inspection and certification services.

Key Outputs:  
 Development Applications    Construction Certificates    Issuing of Orders, Notices, Infringements    Land Use Planning    Approvals    Community and School Education

| Planning & Regulation                                                  | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 275,646   | 278,039   | 280,480   | 282,969   |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   | 35,000    | 35,000    | 35,000    | 35,000    |
| TOTAL INCOME                                                           | 310,646   | 313,039   | 315,480   | 317,969   |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 575,170   | 601,760   | 616,760   | 629,975   |
| TOTAL DEPRECIATION                                                     | 21,190    | 21,190    | 21,190    | 21,190    |
| TOTAL CAPITAL EXPENDITURE                                              |           |           |           |           |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 596,360   | 622,950   | 637,950   | 651,165   |
| NET RESULT                                                             | (285,714) | (309,911) | (322,470) | (333,196) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (320,714) | (344,911) | (357,470) | (368,196) |

## 12. BUILDING & AMENITIES - SECTION BUDGET

**Service Description:** Provide a range of assets to support Council operations and the community to pursue leisure, cultural and sporting interests and operational assets that allow Council, and other government agencies to provide a wide range of community services in a safe and sustainable manner.

**Key Outputs:** Administration Buildings    Council Property Management    Community Buildings    Commercial and Residential Properties    Public Halls    Public Amenities

|                                                                        | 2023/24     | 2024/25     | 2025/26     | 2026/27     |
|------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| <b>Buildings &amp; Amenities</b>                                       |             |             |             |             |
| INCOME                                                                 |             |             |             |             |
| TOTAL OPERATING INCOME                                                 | 134,316     | 135,377     | 136,462     | 137,571     |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |             |             |             |             |
| TOTAL INCOME                                                           | 134,316     | 135,377     | 136,462     | 137,571     |
| EXPENDITURE                                                            |             |             |             |             |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 754,181     | 917,718     | 745,037     | 658,275     |
| TOTAL DEPRECIATION                                                     | 652,369     | 652,369     | 652,369     | 652,369     |
| TOTAL CAPITAL EXPENDITURE                                              |             | 196,500     |             |             |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |             |             |             |             |
| TOTAL EXPENDITURE                                                      | 1,406,550   | 1,766,587   | 1,397,406   | 1,310,644   |
| NET RESULT                                                             | (1,272,234) | (1,631,210) | (1,260,944) | (1,173,073) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (1,272,234) | (1,434,710) | (1,260,944) | (1,173,073) |

**12. BUILDINGS & AMENITIES - CAPITAL EXPENDITURE**

| Buildings & Amenities                                             | 2023/24 | 2024/25        | 2025/26 | 2026/27 | Type    | Funding Source |
|-------------------------------------------------------------------|---------|----------------|---------|---------|---------|----------------|
| Housing - Repaint Exteriors (SRV)                                 |         | 60,000         |         |         |         |                |
| Federation Park - Amenities Block Kitchen renewal                 |         | 104,000        |         |         | Renewal | General Fund   |
| Federation Park - Amenities Block Canteen roller door renewal     |         | 19,500         |         |         | Renewal | General Fund   |
| Federation Park - Amenities Block Bathroom renewal                |         | 6,500          |         |         | Renewal | General Fund   |
| Federation Park - Amenities Block Replace guttering and downpipes |         | 6,500          |         |         | Renewal | General Fund   |
| <b>Total Buildings &amp; Amenities</b>                            |         | <b>196,500</b> |         |         |         |                |

**13. PARKS, GARDENS & OPEN SPACES - SECTION BUDGET**

**Service Description:**  
 To provide quality and sustainable parks, gardens, cemeteries, sporting grounds and open spaces at a standard to be safe, functional and of appropriate appearance and that meet our community's needs.

**Key Outputs:**  
 Parks and Gardens Management    Open Spaces Management    Cemeteries    Sporting Grounds

|                                                                        | 2023/24     | 2024/25     | 2025/26     | 2026/27     |
|------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| <b>Parks, Gardens &amp; Open Spaces</b>                                |             |             |             |             |
| INCOME                                                                 |             |             |             |             |
| TOTAL OPERATING INCOME                                                 | 127,636     | 130,819     | 134,081     | 137,425     |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |             |             |             |             |
| TOTAL INCOME                                                           | 127,636     | 130,819     | 134,081     | 137,425     |
| EXPENDITURE                                                            |             |             |             |             |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 876,880     | 954,703     | 978,962     | 1,008,110   |
| TOTAL DEPRECIATION                                                     | 313,663     | 314,185     | 314,185     | 317,110     |
| TOTAL CAPITAL EXPENDITURE                                              | 60,000      |             | 600,000     |             |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |             |             |             |             |
| TOTAL EXPENDITURE                                                      | 1,250,543   | 1,268,888   | 1,893,147   | 1,325,220   |
| NET RESULT                                                             | (1,122,907) | (1,138,069) | (1,755,066) | (1,187,795) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (1,062,907) | (1,138,069) | (1,159,066) | (1,187,795) |

**13. PARKS, GARDENS & OPEN SPACES - CAPITAL EXPENDITURE**

| Parks, Gardens & Open Spaces                                   | 2023/24       | 2024/25 | 2025/26        | 2026/27 | Type | Funding Source |
|----------------------------------------------------------------|---------------|---------|----------------|---------|------|----------------|
| Parks, Gardens & Open Space                                    |               |         |                |         |      |                |
| Cemeteries - Earthworks Preparation for Stage 1 Expansion      | 20,000        |         |                |         | New  | General Fund   |
| Tenterfield Cemetery - Construction of Road Access and Carpark |               |         | 600,000        |         | New  | General Fund   |
| Tenterfield Cemetery - Memorial Niche Wall                     | 40,000        |         |                |         | New  | General Fund   |
| <b>Total Parks, Gardens &amp; Open Space</b>                   | <b>60,000</b> |         | <b>600,000</b> |         |      |                |

**14. SWIMMING COMPLEX - SECTION BUDGET**

Service Description:  
 To provide the public with safe aquatic facilities located in the Tenterfield township.

Key Outputs: Ensure water Quality Standards    33m Outdoor Pool    Management of Swimming Pool Operations    Toddler's Pool    Kiosk Facility

| Swimming Complex                                                       | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 |           |           |           |           |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           |           |           |           |           |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 216,037   | 191,363   | 191,004   | 208,596   |
| TOTAL DEPRECIATION                                                     | 63,153    | 63,153    | 63,153    | 63,153    |
| TOTAL CAPITAL EXPENDITURE                                              |           | 186,700   | 135,000   | 25,000    |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 279,190   | 441,216   | 389,157   | 296,749   |
| NET RESULT                                                             | (279,190) | (441,216) | (389,157) | (296,749) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (279,190) | (254,516) | (254,157) | (271,749) |

**14. SWIMMING COMPLEX - CAPITAL EXPENDITURE**

| Swimming Complex                                          | 2023/24 | 2024/25        | 2025/26        | 2026/27       | Type    | Funding Source |
|-----------------------------------------------------------|---------|----------------|----------------|---------------|---------|----------------|
| Swimming Complex                                          |         |                |                |               |         |                |
| Swimming Pool - Equipment Replacement                     |         | 25,000         | 25,000         | 25,000        | Renewal | General Fund   |
| Swimming Pool - Kiosk fitout plan and renewal             |         | 13,000         |                |               | Renewal | General Fund   |
| Swimming Pool - Filter room plan for kitchen renewal      |         | 7,800          |                |               | Renewal | General Fund   |
| Swimming Pool - Grandstand - Rear cladding to be replaced |         | 20,800         |                |               | Renewal | General Fund   |
| Swimming Pool - Grandstand - Roof Cladding to be replaced |         | 20,800         |                |               | Renewal | General Fund   |
| Swimming Pool - Cantilever Shade Sail Replacement         |         | 14,300         |                |               | Renewal | General Fund   |
| Swimming Pool - Toddler Pool Shade Sail Replacement       |         | 65,000         |                |               | Renewal | General Fund   |
| Swimming Pool - Swimming Pool Aluminium Seating           |         | 20,000         |                |               | Renewal | General Fund   |
| Swimming Pool - Building Mechanical & Electrical Systems  |         |                | 110,000        |               | Renewal | General Fund   |
| <b>Total Swimming Complex</b>                             |         | <b>186,700</b> | <b>135,000</b> | <b>25,000</b> |         |                |



**15. ASSET MANAGEMENT & RESOURCING - SECTION BUDGET**

**Service Description:**  
 The delivery of the Shire's assets with a focus on long-term sustainability with sufficient flexibility to facilitate the delivery of Council activities.

**Key Outputs:**  
 Asset Planning, Policy and Management    Design and Engineering    Development of Maintenance Policies and Procedures    Project Management    Inspections and Condition Assessment  
 Asset Risk Management

|                                                                        | 2023/24     | 2024/25     | 2025/26     | 2026/27     |
|------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| <b>Asset Management &amp; Resourcing</b>                               |             |             |             |             |
| INCOME                                                                 |             |             |             |             |
| TOTAL OPERATING INCOME                                                 | 10,000      | 10,000      | 10,000      | 10,000      |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |             |             |             |             |
| TOTAL INCOME                                                           | 10,000      | 10,000      | 10,000      | 10,000      |
| EXPENDITURE                                                            |             |             |             |             |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 952,747     | 975,043     | 1,023,519   | 1,015,637   |
| TOTAL DEPRECIATION                                                     | 146,283     | 146,283     | 146,283     | 146,283     |
| TOTAL CAPITAL EXPENDITURE                                              | 450,000     | 122,750     | 163,000     |             |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 9,014       | 9,194       | 9,378       | 9,566       |
| TOTAL EXPENDITURE                                                      | 1,558,044   | 1,254,270   | 1,342,180   | 1,171,486   |
| NET RESULT                                                             | (1,548,044) | (1,244,270) | (1,332,180) | (1,161,486) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (1,089,030) | (1,112,326) | (1,159,802) | (1,151,920) |

**15. ASSET MANAGEMENT & RESOURCING - CAPITAL EXPENDITURE**

| Asset Management & Resourcing                                   | 2023/24        | 2024/25        | 2025/26        | 2026/27 | Type    | Funding Source |
|-----------------------------------------------------------------|----------------|----------------|----------------|---------|---------|----------------|
| Asset Management & Resourcing                                   |                |                |                |         |         |                |
| Tenterfield Depot - Wash Down & Recycle Bay                     | 80,000         | 100,000        |                |         | New     | General Fund   |
| Tenterfield Depot - Fuel Tank Replacement/Remediation           | 200,000        |                |                |         | Renewal | General Fund   |
| Tenterfield Depot - WHS & Environmental Initiative Enhancements | 150,000        |                |                |         | Renewal | General Fund   |
| Tenterfield Depot - Water Wise Initiatives                      | 20,000         |                |                |         | New     | General Fund   |
| Tenterfield Depot - RTA Shed 'C' (former) - Roof Cladding       |                | 22,750         |                |         | Renewal | General Fund   |
| Tenterfield Depot - Workshop - Roof Renewal                     |                |                | 150,000        |         | Renewal | General Fund   |
| Urbenville Depot - Fuel Shed - Renewal                          |                |                | 13,000         |         | Renewal | General Fund   |
| <b>Total Asset Management &amp; Resourcing</b>                  | <b>450,000</b> | <b>122,750</b> | <b>163,000</b> |         |         |                |

**16. COMMERCIAL WORKS - SECTION BUDGET**

Service Description:  
 To provide professional, high quality, timely and cost effective private (commercial) works to the customers of Tenterfield Shire Council, which deliver a return on investment to Council's General Fund.

Key Outputs:  
 Commercial works in accordance with Private Works Policy

| Commercial Works                                                       | 2023/24 | 2024/25 | 2025/26 | 2026/27 |
|------------------------------------------------------------------------|---------|---------|---------|---------|
| INCOME                                                                 |         |         |         |         |
| TOTAL OPERATING INCOME                                                 | 155,638 | 159,529 | 163,517 | 167,605 |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |         |         |         |         |
| TOTAL INCOME                                                           | 155,638 | 159,529 | 163,517 | 167,605 |
| EXPENDITURE                                                            |         |         |         |         |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 119,600 | 122,591 | 125,654 | 128,796 |
| TOTAL DEPRECIATION                                                     |         |         |         |         |
| TOTAL CAPITAL EXPENDITURE                                              |         |         |         |         |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |         |         |         |         |
| TOTAL EXPENDITURE                                                      | 119,600 | 122,591 | 125,654 | 128,796 |
| NET RESULT                                                             | 36,038  | 36,938  | 37,863  | 38,809  |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 36,038  | 36,938  | 37,863  | 38,809  |

**17. STORMWATER & DRAINAGE - SECTION BUDGET**

Service Description: The provision of stormwater drainage infrastructure to manage rainfall and storm events and manage environmental impacts of urban runoff.

Key Outputs: Stormwater Infrastructure      Gross Pollutant Traps

|                                                                        | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>Stormwater &amp; Drainage</b>                                       |           |           |           |           |
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 71,536    | 71,686    | 71,836    | 71,986    |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |           |           |           |           |
| TOTAL INCOME                                                           | 71,536    | 71,686    | 71,836    | 71,986    |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 10,506    | 10,769    | 11,038    | 11,314    |
| TOTAL DEPRECIATION                                                     | 108,510   | 108,510   | 108,510   | 108,510   |
| TOTAL CAPITAL EXPENDITURE                                              | 420,200   | 375,200   | 130,200   | 210,200   |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |           |           |           |           |
| TOTAL EXPENDITURE                                                      | 539,216   | 494,479   | 249,748   | 330,024   |
| NET RESULT                                                             | (467,680) | (422,793) | (177,912) | (258,038) |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | (47,480)  | (47,593)  | (47,712)  | (47,838)  |

**17. STORMWATER & DRAINAGE - CAPITAL EXPENDITURE**

| Stormwater & Drainage                  | 2023/24        | 2024/25        | 2025/26        | 2026/27        | Type    | Funding Source  |
|----------------------------------------|----------------|----------------|----------------|----------------|---------|-----------------|
| Stormwater & Drainage                  |                |                |                |                |         |                 |
| Drainage Pits Upgrade                  | 63,000         | 63,000         | 63,000         | 63,000         | Renewal | Stormwater Fund |
| Urban Culverts Renewal                 | 27,200         | 72,200         | 27,200         | 27,200         | Renewal | Stormwater Fund |
| Stormwater Pipe Renewal                | 40,000         | 40,000         | 40,000         | 40,000         | Renewal | Stormwater Fund |
| Rouse Street Construction              | 210,000        | 200,000        |                |                | Renewal | Stormwater Fund |
| Logan & Molesworth Street Construction | 80,000         |                |                |                | Renewal | Stormwater Fund |
| Rouse & Molesworth Street Construction |                |                |                | 80,000         | Renewal | Stormwater Fund |
| <b>Total Stormwater &amp; Drainage</b> | <b>420,200</b> | <b>375,200</b> | <b>130,200</b> | <b>210,200</b> |         |                 |

**18. TRANSPORT NETWORK - SECTION BUDGET**

**Service Description:**  
 The provision of the road network (sealed and unsealed) in a serviceable, safe and sustainable condition to service Tenterfield Shire Council's towns and villages and facilitate the movement of people and goods through our region.

**Key Outputs:**  
 Maintenance and Construction: Sealed and Unsealed Roads    Culvert and Causeways    Street Sweeping    Vegetation Control    Street Lighting and Bus Shelters    Regional and Rural Road Construction and Upgrade  
 Car Parks    Timber and Concrete Bridges    Kerb and Gutter Repairs    Signs, Guideposts and Guardrails    Footpath, Cycleway and Kerb and Gutters

|                                                                                       | 2023/24     | 2024/25      | 2025/26      | 2026/27      |
|---------------------------------------------------------------------------------------|-------------|--------------|--------------|--------------|
| <b>Transport Network</b>                                                              |             |              |              |              |
| <b>INCOME</b>                                                                         |             |              |              |              |
| TOTAL OPERATING INCOME                                                                | 4,567,358   | 4,582,277    | 4,598,292    | 4,617,678    |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                                  | 282,786     | 282,786      | 282,786      | 282,786      |
| TOTAL INCOME                                                                          | 4,850,144   | 4,865,063    | 4,881,078    | 4,900,464    |
| <b>EXPENDITURE</b>                                                                    |             |              |              |              |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                                  | 3,195,832   | 4,065,902    | 4,130,841    | 4,204,996    |
| TOTAL DEPRECIATION                                                                    | 4,682,982   | 4,682,982    | 4,682,982    | 4,682,982    |
| TOTAL CAPITAL EXPENDITURE                                                             | 4,298,938   | 5,858,111    | 5,848,292    | 5,840,292    |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                                       | 475,515     | 489,591      | 365,101      | 380,100      |
| TOTAL EXPENDITURE                                                                     | 12,653,267  | 15,096,586   | 15,025,216   | 15,108,370   |
| <b>NET RESULT</b>                                                                     | (7,803,123) | (10,231,523) | (10,148,138) | (10,207,906) |
| <b>NET RESULT (excluding Capital Income &amp; Expenditure, &amp; Loan Repayments)</b> | (3,311,456) | (4,166,607)  | (4,215,531)  | (4,270,300)  |

**18. TRANSPORT NETWORK - CAPITAL EXPENDITURE**

| Transport Network                                   | 2023/24   | 2024/25   | 2025/26   | 2026/27   | Type    | Funding Source           |
|-----------------------------------------------------|-----------|-----------|-----------|-----------|---------|--------------------------|
| Transport Network                                   |           |           |           |           |         |                          |
| Reseal Program - Regional Roads (Block Grant)       | 537,892   | 521,753   | 505,241   | 488,347   | Renewal | Roads Block Grant        |
| Traffic Facilities - Regional Roads                 | 66,000    | 66,000    | 66,000    | 66,000    | Renewal | Traffic Facilities Grant |
| Roads to Recovery                                   | 1,044,335 | 1,044,335 | 1,044,335 | 1,044,335 | Renewal | Roads to Recovery Grant  |
| Regional Road Repair Program                        | 565,572   | 565,572   | 565,572   | 565,572   | Renewal | Repair Program Grant     |
| Bridges/Causeways (SRV until 2023/24)               | 460,000   | 460,000   | 460,000   | 460,000   | Renewal | General Fund             |
| Concrete Bridges                                    | 105,111   | 210,223   | 210,223   | 210,223   | Renewal | General Fund             |
| Causeways                                           |           | 278,163   | 278,163   | 278,163   | Renewal | General Fund             |
| Urban Streets - Reseal Program                      | 122,000   | 122,000   | 122,000   | 122,000   | Renewal | General Fund             |
| Road Renewal - Gravel Roads Grading 'D' Class Roads | 325,760   | 651,519   | 651,519   | 651,519   | Renewal | General Fund             |
| Gravel Resheets (SRV until 2023/24)                 | 316,226   | 500,000   | 500,000   | 500,000   | Renewal | General Fund             |
| Urban Streets Unsealed - Resheets                   | 20,000    | 20,000    | 20,000    | 20,000    | Renewal | General Fund             |
| Rural Roads - Reseal Program                        | 280,165   | 287,450   | 294,922   | 302,590   | Renewal | General Fund             |
| Rural Road Rehabilitation                           | 120,000   | 600,000   | 600,000   | 600,000   | Renewal | General Fund             |
| Urban Road Rehabilitation                           | 125,000   | 250,000   | 250,000   | 250,000   | Renewal | General Fund             |
| Kerbing & Guttering (SRV until 2023/24)             |           | 20,000    | 20,000    | 20,000    | Renewal | General Fund             |
| Culverts & Pipes                                    | 150,000   | 150,000   | 150,000   | 150,000   | Renewal | General Fund             |
| Gravel Pit Rehabilitation                           | 60,877    | 11,096    | 11,317    | 11,543    | Renewal | General Fund             |
| Footpaths                                           |           | 100,000   | 100,000   | 100,000   | Renewal | General Fund             |
| Total Transport Network                             | 4,298,938 | 5,858,111 | 5,849,292 | 5,840,292 |         |                          |

**19. PLANT, FLEET & EQUIPMENT - SECTION BUDGET**

Service Description:  
 The delivery of the Shire's fleet and depot operation, including stores, to effectively and efficiently deliver Council activities and maximise utilisation of Council assets.

Key Outputs:  
 Plant and Fleet Management    Stores Management    Depot Management

|                                                                        | 2023/24     | 2024/25     | 2025/26     | 2026/27     |
|------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| <b>Plant, Fleet &amp; Equipment</b>                                    |             |             |             |             |
| INCOME                                                                 |             |             |             |             |
| TOTAL OPERATING INCOME                                                 | 191,954     | 195,793     | 199,709     | 203,703     |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   |             |             |             |             |
| TOTAL INCOME                                                           | 191,954     | 195,793     | 199,709     | 203,703     |
| EXPENDITURE                                                            |             |             |             |             |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | (1,170,920) | (1,201,599) | (1,233,072) | (1,265,361) |
| TOTAL DEPRECIATION                                                     | 671,876     | 671,876     | 671,876     | 671,876     |
| TOTAL CAPITAL EXPENDITURE                                              | 1,206,851   | 1,583,428   | 1,302,157   | 1,225,440   |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        |             |             |             |             |
| TOTAL EXPENDITURE                                                      | 707,807     | 1,053,705   | 740,961     | 631,955     |
| NET RESULT                                                             | (515,853)   | (857,912)   | (541,252)   | (428,252)   |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 690,998     | 725,516     | 760,905     | 797,188     |



**19. PLANT, FLEET & EQUIPMENT - CAPITAL EXPENDITURE**

| Plant, Fleet & Equipment                   | 2023/24          | 2024/25          | 2025/26          | 2026/27          | Type    | Funding Source |
|--------------------------------------------|------------------|------------------|------------------|------------------|---------|----------------|
| Plant, Fleet & Equipment                   |                  |                  |                  |                  |         |                |
| Public Works Plant - Purchases             | 3,737,292        | 4,488,938        | 4,018,717        | 3,951,651        | Renewal | General Fund   |
| Public Works Plant - WDV of Asset Disposal | (2,530,441)      | (2,825,510)      | (2,716,560)      | (2,726,211)      | Renewal | General Fund   |
| <b>Total Plant, Fleet &amp; Equipment</b>  | <b>1,206,851</b> | <b>1,583,428</b> | <b>1,302,157</b> | <b>1,225,440</b> |         |                |

**20. WASTE MANAGEMENT- SECTION BUDGET**

Service Description:  
 To provide equitable access to sustainable waste management services across the Tenterfield Shire in an efficient and commercially responsible manner adhering to regulatory and licensing requirements.

| Key Outputs:<br>Tenterfield Landfill                                   | Commercial Waste Management |           | Recycling and Community Education |           | Domestic Waste Management |           | Waste Transfer Stations (WTS) |         |
|------------------------------------------------------------------------|-----------------------------|-----------|-----------------------------------|-----------|---------------------------|-----------|-------------------------------|---------|
|                                                                        | 2023/24                     | 2024/25   | 2023/24                           | 2024/25   | 2023/24                   | 2024/25   | 2023/24                       | 2024/25 |
| <b>Waste Management</b>                                                |                             |           |                                   |           |                           |           |                               |         |
| INCOME                                                                 |                             |           |                                   |           |                           |           |                               |         |
| TOTAL OPERATING INCOME                                                 | 3,381,727                   | 3,626,613 |                                   | 3,626,613 | 3,891,683                 | 4,095,586 |                               |         |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   | 4,000                       | 4,000     |                                   | 4,000     | 4,000                     | 4,000     |                               |         |
| TOTAL SOURCES OF FUNDS                                                 | 3,385,727                   | 3,630,613 |                                   | 3,630,613 | 3,895,683                 | 4,099,586 |                               |         |
| EXPENDITURE                                                            |                             |           |                                   |           |                           |           |                               |         |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 1,881,517                   | 1,916,542 |                                   | 1,916,542 | 1,955,084                 | 1,995,614 |                               |         |
| TOTAL DEPRECIATION                                                     | 1,024,634                   | 1,029,634 |                                   | 1,029,634 | 1,029,634                 | 1,029,634 |                               |         |
| TOTAL CAPITAL EXPENDITURE                                              | 888,616                     | 68,832    |                                   | 68,832    | 69,053                    | 69,280    |                               |         |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 111,292                     | 114,331   |                                   | 114,331   | 120,556                   | 125,919   |                               |         |
| TOTAL USES OF FUNDS                                                    | 3,906,059                   | 3,129,339 |                                   | 3,129,339 | 3,174,327                 | 3,220,447 |                               |         |
| NET RESULT                                                             | (520,332)                   | 501,274   |                                   | 501,274   | 721,356                   | 879,139   |                               |         |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 475,576                     | 680,437   |                                   | 680,437   | 906,965                   | 1,070,338 |                               |         |

**20. WASTE MANAGEMENT- CAPITAL EXPENDITURE**

| Waste Management                           | 2023/24 | 2024/25 | 2025/26 | 2026/27 | Type    | Funding Source               |
|--------------------------------------------|---------|---------|---------|---------|---------|------------------------------|
| Waste Management                           |         |         |         |         |         |                              |
| 240L Wheelie Bins                          | 2,154   | 2,208   | 2,263   | 2,320   | Renewal | Waste Fund                   |
| Industrial Bins                            | 6,462   | 6,624   | 6,790   | 6,960   | Renewal | Waste Fund                   |
| Boonoo Boonoo - Landfill Cover             | 10,000  | 10,000  | 10,000  | 10,000  | Renewal | Waste Fund                   |
| Boonoo Boonoo - Cell Remediation Asset     | 50,000  | 50,000  | 50,000  | 50,000  | Renewal | Waste Fund                   |
| Boonoo Boonoo - Develop Stage 5            | 600,000 |         |         |         | New     | Waste Fund (loan from 21/22) |
| Tenterfield WTS - Recycling Infrastructure | 100,000 |         |         |         | Renewal | Waste Fund                   |
| Urbenville - Recycling Infrastructure      | 50,000  |         |         |         | Renewal | Waste Fund                   |
| Mingoola - Open Transfer Station           | 70,000  |         |         |         | New     | Waste Fund                   |
| Total Waste Management                     | 888,616 | 68,832  | 69,053  | 69,280  |         |                              |

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## 21. WATER SUPPLY- SECTION BUDGET

Service Description: Provision of potable water supply in urban areas that is sustainable and cost effective to meet the current and future need of our community that complies with Australian Drinking Water Guidelines.

Key Outputs: Water Supply - Tenterfield, Urbenville Water Sales - Woodenbong and Mulli Mulli Reticulation System - Jennings

| Water Supply                                                           | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| <b>INCOME</b>                                                          |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 2,942,266 | 3,453,648 | 3,801,938 | 4,000,473 |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   | 10,000    | 10,000    | 10,000    | 10,000    |
| TOTAL SOURCES OF FUNDS                                                 | 2,952,266 | 3,463,648 | 3,811,938 | 4,010,473 |
| <b>EXPENDITURE</b>                                                     |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 1,841,057 | 1,907,254 | 1,906,631 | 1,933,819 |
| TOTAL DEPRECIATION                                                     | 957,498   | 957,498   | 957,498   | 957,498   |
| TOTAL CAPITAL EXPENDITURE                                              | 455,900   | 484,200   | 412,700   | 370,000   |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 214,532   | 223,748   | 233,316   | 242,692   |
| TOTAL USES OF FUNDS                                                    | 3,468,987 | 3,572,740 | 3,510,145 | 3,504,009 |
| NET RESULT                                                             | (516,721) | (109,092) | 301,793   | 506,464   |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 143,711   | 588,856   | 937,809   | 1,109,156 |

**21. WATER SUPPLY- CAPITAL EXPENDITURE**

| Water Supply                                                 | 2023/24        | 2024/25        | 2025/26        | 2026/27        | Type    | Funding Source |
|--------------------------------------------------------------|----------------|----------------|----------------|----------------|---------|----------------|
| Water Supply                                                 |                |                |                |                |         |                |
| Tenterfield Mains Replacement                                | 290,000        | 297,300        | 304,700        | 312,300        | Renewal | Water Fund     |
| Tenterfield Meter Replacement                                | 23,200         | 23,800         | 24,400         | 25,000         | Renewal | Water Fund     |
| Tenterfield Mains Augmentation                               | 10,900         |                | 11,200         |                | Renewal | Water Fund     |
| Tenterfield Air Scour Pipe Renewal Program                   | 60,000         |                |                |                | Renewal | Water Fund     |
| Tenterfield Flood Warning System                             |                |                | 40,000         |                | Renewal | Water Fund     |
| Tenterfield Sludge Removal                                   |                | 10,000         |                |                | Renewal | Water Fund     |
| Tenterfield Valve Renewal                                    |                | 50,000         | 20,000         | 20,000         | Renewal | Water Fund     |
| Tenterfield UV Disinfection System                           |                | 21,000         |                |                | Renewal | Water Fund     |
| Tenterfield Smart Water Meters (Rouse Street 100 businesses) | 60,000         |                |                |                | New     | Water Fund     |
| Jennings Mains Replacement                                   | 11,800         | 12,100         | 12,400         | 12,700         | Renewal | Water Fund     |
| Jennings Meter Replacement                                   |                | 10,000         |                |                | Renewal | Water Fund     |
| Urbenville Mains Extension                                   |                | 20,000         |                |                | Renewal | Water Fund     |
| Urbenville Meter Replacement                                 |                | 20,000         |                |                | Renewal | Water Fund     |
| Urbenville Valve/Hydrant Replacement                         |                | 20,000         |                |                | Renewal | Water Fund     |
| <b>Total Water Supply</b>                                    | <b>455,900</b> | <b>484,200</b> | <b>412,700</b> | <b>370,000</b> |         |                |

**22. SEWERAGE SERVICES - SECTION BUDGET**

Service Description:  
 To provide sewerage services in urban areas that is environmentally sustainable and cost effective to meet the demand of our community complying with relevant legislative requirements.

Key Outputs:  
 Sewerage services Tenterfield and Urbenville    Asset maintenance, renewal and upgrade program (sewer mains, valves and hydrants)    Compliance with EPA and DPI Water licence conditions and guidelines

| Sewerage Services                                                      | 2023/24   | 2024/25   | 2025/26   | 2026/27   |
|------------------------------------------------------------------------|-----------|-----------|-----------|-----------|
| INCOME                                                                 |           |           |           |           |
| TOTAL OPERATING INCOME                                                 | 3,053,871 | 3,219,385 | 3,392,474 | 3,575,532 |
| TOTAL CAPITAL GRANTS & CONTRIBUTIONS                                   | 10,000    | 10,000    | 10,000    | 10,000    |
| TOTAL INCOME                                                           | 3,063,871 | 3,229,385 | 3,402,474 | 3,585,532 |
| EXPENDITURE                                                            |           |           |           |           |
| TOTAL OPERATING EXPENDITURE (Excluding Depreciation)                   | 1,310,563 | 1,377,902 | 1,369,613 | 1,381,572 |
| TOTAL DEPRECIATION                                                     | 599,936   | 599,936   | 599,936   | 599,936   |
| TOTAL CAPITAL EXPENDITURE                                              | 946,900   | 667,500   | 682,600   | 662,049   |
| TOTAL LOAN PRINCIPAL REPAYMENTS                                        | 108,278   | 117,226   | 126,562   | 136,643   |
| TOTAL EXPENDITURE                                                      | 2,965,677 | 2,762,564 | 2,778,711 | 2,780,200 |
| NET RESULT                                                             | 98,194    | 466,821   | 623,763   | 805,332   |
| NET RESULT (excluding Capital Income & Expenditure, & Loan Repayments) | 1,143,372 | 1,241,547 | 1,422,925 | 1,594,024 |

**22. SEWERAGE SERVICES - CAPITAL EXPENDITURE**

| Sewerage Services                                                     | 2023/24        | 2024/25        | 2025/26        | 2026/27        | Type    | Funding Source |
|-----------------------------------------------------------------------|----------------|----------------|----------------|----------------|---------|----------------|
| Sewerage Services                                                     |                |                |                |                |         |                |
| Tenterfield Mains Relining (1km Year)                                 | 178,100        | 182,600        | 187,200        | 191,880        | Renewal | Sewer Fund     |
| Tenterfield Mains Augmentation                                        | 71,300         | 73,100         | 74,900         | 76,773         | Renewal | Sewer Fund     |
| Tenterfield Manhole Level Alterations (Water Infiltration)            | 166,600        | 170,800        | 175,100        | 179,478        | Renewal | Sewer Fund     |
| Tenterfield Network Renewal                                           | 198,600        | 203,600        | 208,700        | 213,918        | Renewal | Sewer Fund     |
| Tenterfield Upgrade Road to Tertiary Ponds                            |                | 5,000          |                |                | Renewal | Sewer Fund     |
| Tenterfield Replace Baffles in Tertiary Ponds                         | 46,100         |                |                |                | Renewal | Sewer Fund     |
| Tenterfield Biosolids Processing Plant                                | 250,000        |                |                |                | Renewal | Sewer Fund     |
| Tenterfield Sewer Treatment Plant - Scada System Upgrade              |                | 32,400         |                |                | Renewal | Sewer Fund     |
| Urbenville Sewer Treatment Plant - Sludge Removal/Renewal of Capacity | 10,900         |                | 11,200         |                | Renewal | Sewer Fund     |
| Urbenville Sewer Treatment Plant - Telemetry Upgrade                  | 15,000         |                | 15,000         |                | Renewal | Sewer Fund     |
| Urbenville Sewer Treatment Plant - Telemetry From PS to STP           | 10,300         |                | 10,500         |                | Renewal | Sewer Fund     |
| <b>Total Sewerage Services</b>                                        | <b>946,900</b> | <b>667,500</b> | <b>682,600</b> | <b>662,049</b> |         |                |

# MEASURING OUR SUCCESS

It is important we measure how successful we are in delivering our services. Council uses reporting mechanisms to track and report progress on our plans.

These include:

- Detailed operations report presented to Council each month at its Ordinary Council Meeting.
- Delivery Program and Operational Plan Progress Reports submitted bi-annually to Council.
- Quarterly Budget Review Statements, submitted quarterly to Council within two months of the end of each quarter.
- The Annual Report, reported within five months of the end of each financial year. This document reports to the community how we have delivered the Operational Plan each year (including information prescribed under legislation),
- The End of Term Report. This report is tabled at the last meeting of the outgoing Council. It provides an update on the Council's progress in implementing the Community Strategic Plan over the term of the Council, as well as the results and outcomes the implementation of the Community Strategic Plan has had for the Tenterfield community.
- A community survey, undertaken every two years to gauge whether the community is satisfied with the progress and provide feedback on areas requiring priority in the future. This survey assists Council ensure services match community needs.
- Online updates via Council's website.
- Information and community engagement sessions.

Internal management reporting tools are also used to ensure operations are on track and delivering good services to the community.



# APPENDIX 1: OUR CORPORATE VALUES

Our Corporate values express how Council seeks to conduct itself and reflects how Council to engages with the community.

Our five corporate values are:

**INTEGRITY** – ensuring openness and honesty in all our activities.

**COMMUNITY FOCUS** – delivering prompt, courteous and helpful advice.

**ACCOUNTABILITY** – accepting responsibility for providing quality services and information.

**RESPECT** – treating people with courtesy, dignity and fairness regardless of our personal feelings about the person or issue.

**EXCELLENCE** – being recognised for providing high-quality services and programs, that aim for best practice.

## APPENDIX 2: OUR SERVICES

Ratepayers and residents may not be aware that Local Government accountabilities have grown from roads, rates and rubbish to encompass 76 sub-programs:

1. Strategic direction & planning
  2. Corporate relations and intergovernmental affairs
  3. Corporate planning & reporting
  4. Workforce planning
  5. Workforce culture
  6. Workforce performance
  7. Business process improvement
  8. Corporate communications
  9. Legal services
  10. Procurement & tendering
  11. Internal audit
  12. Business continuity and risk
  13. Disaster/emergency management
  14. Workplace health and safety
  15. Community services
  16. Tourism
  17. Library
  18. Community grants
  19. Sponsorship
  20. Community capacity building
  21. Road safety & Traffic Committee
  22. Community & corporate buildings
  23. Community buildings hire
  24. Community events
  25. Community engagement
  26. Media, branding, marketing & communications
  27. Social media and web
  28. Customer services
  29. Sport and recreation (passive and active)
  30. Aquatic
  31. Open space amenities
  32. Saleyards
  33. Feral pests
  34. Tree management
  35. Street and public domain lighting
  36. Place (public domain)
  37. Information and knowledge management
  38. Information technology and communications
  39. Land and mapping information
  40. Business systems/solutions technology
  41. Financial planning and management
- continued next page

## APPENDIX 2: OUR SERVICES

- 42. Human resources
- 43. Workers compensation
- 44. Recruitment and selection
- 45. Depot, store, fleet, plant and equipment
- 46. Assets and project planning
- 47. Business support
- 48. Civic
- 49. Governance
- 50. Land use planning
- 51. Urban design
- 52. Land use data management and mapping
- 53. Land use reporting
- 54. Heritage
- 55. Regulating premises
- 56. Assessment
- 57. Built form compliance
- 58. Environment regulation
- 59. Public health
- 60. Noxious plants
- 61. Roads and footpath enforcement
- 62. Illegal dumping
- 63. Domestic animal management
- 64. Transport (roads, bridges and airstrip)
- 65. Water supply, filtering and distribution
- 66. Sewer
- 67. Waste management and recycling
- 68. Economic development
- 69. Storm water
- 70. Natural waterways
- 71. Property investment and divestments
- 72. Private works
- 73. Cemeteries
- 74. Quarries
- 75. Cycleways, pedestrian paths and footpaths
- 76. Crown Lands (including Native Title)
- (17. Culture, theatre and museum - withdrawn)

The majority of this list covers legislated responsibilities, meaning Council has no choice. Others are items that if not managed, the cost escalation from risks incurred would far outweigh the perceived savings.

There are very few "nice to haves" in this list, and the list of legislated accountabilities for local government continues to grow.

|                      |                                                           |
|----------------------|-----------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>              |
| <b>Submitted by:</b> | Roy Jones, Manager Finance & Technology                   |
| <b>Reference:</b>    | <b>ITEM GOV49/23</b>                                      |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 31 JULY 2023</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                      |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community. |
| <b>CSP Strategy:</b>        | Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.                                           |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.                                    |

#### **SUMMARY**

The purpose of this Report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The Report must be made up to the last day of the month immediately preceding the meeting.

#### **OFFICER'S RECOMMENDATION:**

**That Council receive and note the Finance and Accounts Report for the period ended 31 July 2023.**

#### **BACKGROUND**

In accordance with Clause 212 of the Local Government (General) Regulation 2005 the Responsible Accounting Officer must provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The Report must be made up to the last day of the month immediately preceding the meeting.

#### **REPORT:**

A reconciliation of cash books of all funds has been carried out with the appropriate bank statements. A certified schedule of all Council's investments showing the various amounts invested is shown as an attachment to this report.

##### (a) Reconciliation of Accounts

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as at 31 July 2023.

Cash Book Balances on this date were as follows:-

|                        |                  |        |
|------------------------|------------------|--------|
| General (Consolidated) | \$ 26,571,452.45 | Credit |
| General Trust          | \$ 382,340.85    | Credit |

##### (b) Summary of Investments

Our Governance No. 49 Cont...

The attachment to this report is a certified schedule of all Council's investments as at 31 July 2023 showing the various invested amounts and applicable interest rates.

### **Concealed Water Leakage Concession Policy Update**

For the month of July 2023, no concession were granted under Council's Concealed Water Leakage Concession Policy.

### **603 Certificates**

During the sale of a property a 603 Certificate is usually requested to identify if there are any outstanding or payable fees to Council by way of rates, charges or otherwise in respect of a parcel of land. There were 24 applications for 603 Certificates in July 2023.

In the calendar year to date, there have been 123 applications compared to 223 applications for the same period last year.

### **Cash and Investments – Detailed Analysis of External Restrictions**

Please note: Council is currently undertaking its Annual Financial Statements and Audit reporting requirements for 30 June 2023. Detailed analysis will be presented after the completion of Audit process.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

#### **2. Policy and Regulation**

- Investment Policy (Policy Statement 1.091)
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Ministerial Investment Order
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

#### **3. Financial (Annual Budget & LTFP)**

Nil.

#### **4. Asset Management (AMS)**

Nil.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Nil.

#### **7. Performance Measures**

Nil.

#### **8. Project Management**

Nil.

Our Governance No. 49 Cont...

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Roy Jones, Manager Finance & Technology  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments: **1** Investment Report - 31 July 2023 1 Page

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 JULY 2023**

| Financial Institution                   | Issuer Rating | Investment Term | Maturity Date | Interest Rate | Amount                     | Percentage Exposure  |
|-----------------------------------------|---------------|-----------------|---------------|---------------|----------------------------|----------------------|
| NAB                                     | AA-           | 91 Days         | 23/Oct/23     | 5.10%         | 1,500,000.00               | 25.00%               |
| <b><u>TOTAL NAB INVESTMENTS</u></b>     |               |                 |               |               | <b><u>1,500,000.00</u></b> | <b><u>25.00%</u></b> |
| Commonwealth Bank                       | AA-           | 3 Months        | 19/Sep/23     | 5.07%         | 3,000,000.00               | 50.00%               |
| <b><u>TOTAL CBA INVESTMENTS</u></b>     |               |                 |               |               | <b><u>3,000,000.00</u></b> | <b><u>50.00%</u></b> |
| Westpac                                 | AA-           | 3 Months        | 27/Oct/23     | 4.88%         | 1,500,000.00               | 25.00%               |
| <b><u>TOTAL WESTPAC INVESTMENTS</u></b> |               |                 |               |               | <b><u>1,500,000.00</u></b> | <b><u>25.00%</u></b> |
| <b>INVESTMENTS TOTAL</b>                |               |                 |               |               | <b>6,000,000.00</b>        | <b>100.00%</b>       |

**Summary**

I hereby certify that the investments as shown herein, have been invested in accordance with Section 625 of the Local Government Act 1993, and associated Regulations, and in accordance with Council policy and procedures.

\_\_\_\_\_  
**Responsible Accounting Officer**

**By:**

\_\_\_\_\_  
 R.Jones

|                      |                                                      |
|----------------------|------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>         |
| <b>Submitted by:</b> | Roy Jones, Manager Finance & Technology              |
| <b>Reference:</b>    | <b>ITEM GOV50/23</b>                                 |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 31 JULY 2023</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                                                                         |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.                                                                    |
| <b>CSP Strategy:</b>        | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. |
| <b>CSP Delivery Program</b> | Collaborate and deliver resources with other organisations to ensure a variety of cost effective services across the service area.                                                                                      |

#### **SUMMARY**

The purpose of this Report is to show the Year-to-date (YTD) financial progress of Capital Works projects against the budget.

#### **OFFICER'S RECOMMENDATION:**

**That Council receive and note the Capital Expenditure Report for the period ended 31 July 2023.**

#### **BACKGROUND**

The Capital Expenditure Report indicates to Council the financial progress of each project against the forecast expenditure for that project. The information has also been set out to show which Council service the expenditure relates to.

#### **REPORT:**

The carry-forward budgets for capital projects that are ongoing from the 2022/23 year, in particular grant-funded works, will be presented in the first Quarterly Budget Review for September 2023. These projects account for the most significant capital expenditure variances at this stage of the financial year, which is to be expected.

Staff are reminded to proceed with their capital projects as early as possible in the year, so that the funds can be spent within the financial year as per the operational plan and budget. The purpose of this is to avoid excessive carry forward projects across future financial years and to achieve the projects that Council presented in the Operational Plan for the current year.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

##### **2. Policy and Regulation**

- Local Government Act 1993
- Local Government (General) Regulation 2005



Our Governance No. 50 Cont...

- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

**3. Financial (Annual Budget & LTFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**

**Chief Corporate Officer**

Prepared by staff member:

Roy Jones, Manager Finance & Technology

Approved/Reviewed by Manager:

Kylie Smith, Chief Corporate Officer

Department:

Office of the Chief Corporate Officer

Attachments:

**1** Capital Expenditure Report - July  
2023

2  
Pages

**Tenterfield Shire Council**  
**Capital Expenditure Report as at 31 July 2023**

| Capital Projects                                                                        | Funding Source       | 23/24 Adopted Original Budget \$ | 23/24 YTD Actuals \$ | 23/24 Percentage Spent % | Comments                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------|----------------------|----------------------------------|----------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Office of the Chief Executive</b>                                                    |                      | <b>13,246</b>                    | <b>4,515</b>         | <b>34.09%</b>            |                                                                                                                                                                                                                                       |
| <b>Economic Growth and Tourism</b>                                                      |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 5400511. SCCF5 - 0867 - Tenterfield Youth Precinct Infrastructure Upgrade, Stage 2      | General Fund - Grant | 0                                | 1,876                | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| <b>Total Economic Growth and Tourism</b>                                                |                      | <b>0</b>                         | <b>1,876</b>         | <b>0.00%</b>             |                                                                                                                                                                                                                                       |
| <b>Arts, Culture and Library Services</b>                                               |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 5000520. Local Priority Grant 2020/21                                                   | General Fund - Grant | 0                                | 1,929                | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 5000523. Public Library Infrastructure Grant - Refurbishment of the Tenterfield Library | General Fund - Grant | 0                                | 710                  | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 5000525. Local Priority Grant 2023/24                                                   | General Fund - Grant | 13,246                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Arts, Culture and Library Services</b>                                         |                      | <b>13,246</b>                    | <b>2,639</b>         | <b>19.92%</b>            |                                                                                                                                                                                                                                       |
| <b>Office of the Chief Corporate Officer</b>                                            |                      | <b>185,000</b>                   | <b>9,710</b>         | <b>5.25%</b>             |                                                                                                                                                                                                                                       |
| <b>Finance &amp; Technology</b>                                                         |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 1810501. Computer Equipment - Finance                                                   | General Fund         | 75,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 1810508. Capitalised Software                                                           | General Fund         | 50,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Finance &amp; Technology</b>                                                   |                      | <b>125,000</b>                   | <b>0</b>             | <b>0.00%</b>             |                                                                                                                                                                                                                                       |
| <b>Parks, Gardens and Open Space</b>                                                    |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion                      | General Fund         | 20,000                           | 9,710                | 48.55%                   |                                                                                                                                                                                                                                       |
| 4215505. Tenterfield Cemetery - Memorial Niche Wall                                     | General Fund         | 40,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Parks, Gardens and Open Space</b>                                              |                      | <b>60,000</b>                    | <b>9,710</b>         | <b>16.18%</b>            |                                                                                                                                                                                                                                       |
| <b>Office of the Chief Operating Officer</b>                                            |                      | <b>8,667,405</b>                 | <b>292,698</b>       | <b>3.38%</b>             |                                                                                                                                                                                                                                       |
| <b>Asset Management &amp; Resourcing</b>                                                |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 6250502. Tenterfield Depot - Wash Down & Recycle Bay                                    | General Fund         | 80,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6250503. Tenterfield Depot - Water Wise Initiatives                                     | General Fund         | 20,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements                | General Fund         | 150,000                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6250506. Tenterfield Depot - Fuel Tank Replacement/Remediation                          | General Fund         | 200,000                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Asset Management &amp; Resourcing</b>                                          |                      | <b>450,000</b>                   | <b>0</b>             | <b>0.00%</b>             |                                                                                                                                                                                                                                       |
| <b>Plant, Fleet &amp; Equipment</b>                                                     |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 6210500. Public Works Plant - Purchases                                                 | General Fund         | 3,737,292                        | 133,850              | 3.58%                    |                                                                                                                                                                                                                                       |
| 6210501. Public Works Plant - WDV of Asset Disposals                                    | General Fund         | (2,530,441)                      | (121,427)            | 4.80%                    |                                                                                                                                                                                                                                       |
| <b>Sewerage Service</b>                                                                 |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 7872502. Tenterfield Mains Relining (1km Year)                                          | Sewer Fund           | 178,100                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872503. Tenterfield Mains Augmentation                                                 | Sewer Fund           | 71,300                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)                    | Sewer Fund           | 166,600                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872516. Tenterfield Replace Baffles in Tertiary Ponds                                  | Sewer Fund           | 46,100                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872519. Tenterfield Network Renewal                                                    | Sewer Fund           | 198,600                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872520. Biosolids Processing Plant                                                     | Sewer Fund           | 250,000                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872801. Removal Sludge from Tertiary Ponds/Renewal of Capacity                         | Sewer Fund           | 10,900                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872804. Urbenville Telemetry Upgrade                                                   | Sewer Fund           | 15,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 7872807. Urbenville Telemetry From PS to STP                                            | Sewer Fund           | 10,300                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Sewerage Service</b>                                                           |                      | <b>946,900</b>                   | <b>0</b>             | <b>0.00%</b>             |                                                                                                                                                                                                                                       |
| <b>Stormwater &amp; Drainage</b>                                                        |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 8252502. Drainage Pits - Upgrade                                                        | Stormwater Fund      | 63,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 8252510. Rouse Street Construction                                                      | Stormwater Fund      | 210,000                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 8252513. Logan & Molesworth Street Construction                                         | Stormwater Fund      | 80,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 8252523. Urban Culverts Renewal                                                         | Stormwater Fund      | 27,200                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 8252526. Stormwater Pipe Renewal                                                        | Stormwater Fund      | 40,000                           | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| <b>Total Stormwater &amp; Drainage</b>                                                  |                      | <b>420,200</b>                   | <b>0</b>             | <b>0.00%</b>             |                                                                                                                                                                                                                                       |
| <b>Transport Network</b>                                                                |                      |                                  |                      |                          |                                                                                                                                                                                                                                       |
| 6215110. Regional & Local Roads Traffic Facilities                                      | General Fund - Grant | 66,000                           | 1,306                | 1.98%                    |                                                                                                                                                                                                                                       |
| 6215510. Regional Roads Block Grant - Reseals Program                                   | General Fund - Grant | 537,892                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6215531. Special Grant Mt Lindesay Road (RMS/Fed)                                       | General Fund - Grant | 0                                | 31,509               | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 6215544. BLERF - 0737 - Improve Mt Lindesay Road                                        | General Fund - Grant | 0                                | 38,471               | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 6215552. Roads to Recovery 2019-24                                                      | General Fund - Grant | 1,044,335                        | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6215568. FLR200241 - Kildare Road (Tenterfield Tourist Route 9)                         | General Fund         | 0                                | 794                  | 0.00%                    |                                                                                                                                                                                                                                       |
| 6215570. DRFA AGRN960 EPAR Brunner Way - Bridge 7325 Dumaresq River Overflow Channel    | General Fund - Grant | 0                                | 593                  | 0.00%                    | Disaster Recovery works - consultants provided concept design and reconstruction estimate for approval by Transport for NSW & Resilience NSW for bridge replacement/extension. Budget addition is pending advice from funding bodies. |
| 6215572. FLR300128 - Tooloom Road West Rehabilitation                                   | General Fund - Grant | 0                                | 4,391                | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR. Pavement widening works are continuing                                                                                                                            |
| 6215575. ROSI - Sunnyside Platform Road Upgrade                                         | General Fund         | 0                                | 1,151                | 0.00%                    |                                                                                                                                                                                                                                       |
| 6215576. BSR000641 - Drake Village Revitalisation                                       | General Fund - Grant | 0                                | 17,876               | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 6215579. Local Roads & Community Infrastructure Program - Round 3                       | General Fund - Grant | 0                                | 3,620                | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 6215582. DRFA EPAR - EN00010 - AGRN1012 - 22 Feb 2022 Onwards                           | General Fund - Grant | 0                                | 39,645               | 0.00%                    | Disaster Recovery works - Budget addition is pending advice from funding bodies.                                                                                                                                                      |
| 6215583. DRFA AGRN1012 EPAR Plains Station Road                                         | General Fund - Grant | 0                                | 3,597                | 0.00%                    | Disaster Recovery works - Budget addition is pending advice from funding bodies.                                                                                                                                                      |
| 6215584. FLR400104 - Paddys Flat Road South, Tabulam                                    | General Fund - Grant | 0                                | 70                   | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                                                                                    |
| 6215587. Repair Program 2023/24                                                         | General Fund - Grant | 565,572                          | 0                    | 0.00%                    |                                                                                                                                                                                                                                       |
| 6220269. DRFA AGRN1012 Package 1 EPAR                                                   | General Fund - Grant | 0                                | 12,443               | 0.00%                    |                                                                                                                                                                                                                                       |

\*Report Contains Filters

| Capital Projects                                                    | Funding Source                                                 | 23/24 Adopted Original Budget \$ | 23/24 YTD Actuals \$ | 23/24 Percentage Spent % | Comments                                                                                                                                                                         |
|---------------------------------------------------------------------|----------------------------------------------------------------|----------------------------------|----------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6220500. Urban Streets - Reseal Program                             | General Fund                                                   | 122,000                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6220501. Road Renewal - Gravel Roads                                | General Fund                                                   | 325,760                          | 30,308               | 9.30%                    |                                                                                                                                                                                  |
| 6220503. Gravel Resheets                                            | General Fund                                                   | 316,226                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6220506. Bridges / Causeways (SRV to 2023/24)                       | General Fund                                                   | 460,000                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6220507. Rural Roads - Reseal Program                               | General Fund                                                   | 280,165                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6220512. Rural Culverts & Pipes                                     | General Fund                                                   | 150,000                          | 7,117                | 4.74%                    |                                                                                                                                                                                  |
| 6220513. Concrete Bridges                                           | General Fund                                                   | 105,111                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6240101. Gravel Pit Rehabilitation                                  | General Fund                                                   | 60,877                           | 31,162               | 51.19%                   | Planned rehab for Geyers Road pit                                                                                                                                                |
| 6240503. Rural Road Rehabilitation                                  | General Fund                                                   | 120,000                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6240507. Urban Road Rehabilitation                                  | General Fund                                                   | 125,000                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6240508. Urban Streets - Unsealed Resheet                           | General Fund                                                   | 20,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 6240509. SCCF4-0946 Extension to Urbenville Footpath                | General Fund - Grant                                           | 0                                | 38,408               | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR                                                                                                               |
| <b>Total Transport Network</b>                                      |                                                                | <b>4,298,938</b>                 | <b>262,461</b>       | <b>6.11%</b>             |                                                                                                                                                                                  |
| <b>Waste Management</b>                                             |                                                                |                                  |                      |                          |                                                                                                                                                                                  |
| 7080500. 240L Wheelie Bins                                          | Waste Fund                                                     | 2,154                            | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080503. Industrial Bins                                            | Waste Fund                                                     | 6,462                            | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080554. Boonoo Boonoo - Landfill Cover                             | Waste Fund                                                     | 10,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080555. Boonoo Boonoo - Cell Remediation Asset                     | Waste Fund                                                     | 50,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080564. Boonoo Boonoo - Develop Stage 5                            | Waste Fund                                                     | 600,000                          | 0                    | 0.00%                    | Plans completed - additional requests for information for final EPA approval                                                                                                     |
| 7080720. Mingoola - Open Transfer Station                           | Waste Fund                                                     | 70,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080732. Torrington Landfill - Convert to Transfer                  | Waste Fund                                                     | 0                                | 56                   | 0.00%                    |                                                                                                                                                                                  |
| 7080752. Urbenville - Recycling Infrastructure                      | Waste Fund                                                     | 50,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7080810. Tenterfield WTS Recycling Infrastructure                   | Waste Fund                                                     | 100,000                          | 0                    | 0.00%                    |                                                                                                                                                                                  |
| <b>Total Waste Management</b>                                       |                                                                | <b>888,616</b>                   | <b>56</b>            | <b>0.01%</b>             |                                                                                                                                                                                  |
| <b>Water Supply</b>                                                 |                                                                |                                  |                      |                          |                                                                                                                                                                                  |
| 7484501. Tenterfield Mains Augmentation                             | Water Fund                                                     | 10,900                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7484505. Tenterfield Mains Replacement                              | Water Fund                                                     | 290,000                          | 0                    | 0.00%                    | Infrastructure ordered for work to new WTP                                                                                                                                       |
| 7484506. Tenterfield Meter Replacement                              | Water Fund                                                     | 23,200                           | 0                    | 0.00%                    | Ongoing - undertaken where required for faulty meters                                                                                                                            |
| 7484514. Tenterfield Air Scour Pipe Renewal Program                 | Water Fund                                                     | 60,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7484522. Tenterfield Water Treatment Plant Construction             | Water Fund Grants - State \$7 million, Federal \$2.645 million | 0                                | 15,685               | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR. Construction and fit out accelerated.                                                                        |
| 7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program  | Water Fund - Grant \$960,000; Council contribution \$20,000    | 0                                | 518                  | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR. Planning complete, infrastructure purchased, drillers engaged, awaiting approvals NRAR                       |
| 7484539. Tenterfield - Smart Water Meters (Rouse St 100 Businesses) | Water Fund                                                     | 60,000                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| 7484541. New Grid Urbenville Water Supply Project                   | Water Fund - Grant \$1,458,000; Council contribution \$100,000 | 0                                | 1,016                | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR. Preliminary assessments complete and approved, moving to design phase, approval received & drilling underway |
| 7484543. Cowper St Mains Replacement - Transport NSW Works          | Water Fund - Grant                                             | 0                                | 539                  | 0.00%                    | Unspent budget from 2022/23 to be carried-forward in September QBR. Waiting on infrastructure to be delivered, additional funding requested to commence works.                   |
| 7484901. Jennings Mains Replacement                                 | Water Fund                                                     | 11,800                           | 0                    | 0.00%                    |                                                                                                                                                                                  |
| <b>Total Water Supply</b>                                           | <b>Water Fund</b>                                              | <b>455,900</b>                   | <b>17,758</b>        | <b>3.90%</b>             |                                                                                                                                                                                  |
| <b>Grand Total</b>                                                  |                                                                | <b>8,865,651</b>                 | <b>306,923</b>       | <b>3.46%</b>             |                                                                                                                                                                                  |

\*Report Contains Filters

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b> |
| <b>Submitted by:</b> | Roy Jones, Manager Finance & Technology      |
| <b>Reference:</b>    | <b>ITEM GOV51/23</b>                         |
| <b>Subject:</b>      | <b>REPORT ON LOAN BALANCES</b>               |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.                                                  |

#### **SUMMARY**

The purpose of this Report is to inform Council of its loan balances as at 30 June 2023

#### **OFFICER'S RECOMMENDATION:**

**That Council notes the loan balance as at 30 June was \$21,078,245.54 (\$21,148,595.71 as at 31 March 2023).**

#### **BACKGROUND**

Council resolved at its meeting on 24 August, 2011 (Resolution 380/11) that a Report be provided every three (3) months summarising Councils debt levels and that the report should include the date the loan is taken out, the amount of the original loan, the current balance owing, the term of the loan, the interest rate and the payment details.

#### **REPORT:**

Loan payments are being made in accordance with the loan agreements. Council's loan balance as at 30 June 2023 was \$21,078,245.54 (\$21,148,595.71 as at 31 March 2023).

#### **New Loans Taken Out between reporting periods 31 March 2023 to 30 June 2023**

No New Loans were taken out during the reporting period.

#### **Bridging Finance**

At the Council Meeting held on 12 January 2022, Council approved the establishment of a Corporate Markets Loan with the National Australia Bank, with a drawdown facility limit of \$5,000,000 for a rollover period of 90 days, to function as a cash reserve to fund external restrictions when required.

On 27 June 2023 Council activated the drawdown facility to manages its cash flow. This was mainly due to delay in the receipt of the Advance Financial Assistance Grant payment. The Office of Local Government has been informed.

As at 30 June 2023 Council did not use any amount from this facility to transfer into its General Fund for business operations.

Our Governance No. 51 Cont...

The Debt Service Cover Ratio based as at 31 March 2023 was 5.64x (benchmark is >2.00x). The ratio is expected to improve on receipt of Financial Assistance Grant and other revenue from grants in May/June 2023.

**Indicative Debt Service Cover Ratio based as at 30 June 2023 is 7.79x (benchmark is >2.00x). The ratio has improved primarily due to receipt of Financial Assistance Grant and other revenue from grants in May/June 2023. Please note: As Council prepares its Financial Statements for Audit the ratio may slightly vary to the Final Audited Financial Statements.**

#### **COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

Council's projected loan borrowings are included in the 2022/23 Operational Plan.

**2. Policy and Regulation**

- Section 621 of the Local Government Act allows a Council to borrow at any time for any purpose allowed under the Act subject to any restrictions imposed by the Minister in accordance with Section 624 of the Act.
- Borrowing Policy

**3. Financial (Annual Budget & LTFFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Roy Jones, Manager Finance & Technology  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments: **1** Loan Register as at 30 June 2023 1 Page

**Tenterfield Shire Council**  
**Loans Schedule**  
**As at 30 June 2023**

| Loan Details                                      |                                                             |           |                                |               |            |                  |                            | Principal \$                         |
|---------------------------------------------------|-------------------------------------------------------------|-----------|--------------------------------|---------------|------------|------------------|----------------------------|--------------------------------------|
| FUND                                              | PURPOSE                                                     | AMOUNT \$ | OBTAINED FROM                  | DATE OBTAINED | DUE DATE   | RATE OF INTEREST | INTERVALS AT WHICH PAYABLE | Principal Balance as at 30 June 2023 |
| General Fund                                      | Transport Infrastructure (and supportive plant items)       | 3,100,000 | Commonwealth Bank of Australia | 29/03/2023    | 31/03/2043 | 5.57%            | Half Yearly                | 3,100,000.00                         |
| General Fund                                      | Transport Infrastructure (and supportive plant items)       | 2,604,612 | Commonwealth Bank of Australia | 31/03/2022    | 31/03/2042 | 4.40%            | Half Yearly                | 2,521,096.38                         |
| General Fund                                      | Infrastructure 2020/21                                      | 4,048,952 | Commonwealth Bank of Australia | 31/03/2021    | 29/03/2041 | 2.69%            | Half Yearly                | 3,734,260.46                         |
| General Fund                                      | Infrastructure 2019/20                                      | 1,000,000 | Commonwealth Bank of Australia | 15/06/2020    | 15/06/2040 | 2.90%            | Half Yearly                | 884,097.76                           |
| General Fund                                      | Main Street Upgrade                                         | 1,200,000 | National Australia Bank        | 25/02/2015    | 25/02/2025 | 3.70%            | Half Yearly                | 276,499.21                           |
| Sewer Fund                                        | Tenterfield Sewerage Treatment Plant                        | 2,500,000 | National Australia Bank        | 30/05/2008    | 30/05/2033 | 7.81%            | Half Yearly                | 1,569,192.80                         |
| Water Fund                                        | Dam Wall Construction (1)                                   | 3,087,672 | CBA (Refinanced from ANZ)      | 29/09/2021    | 30/09/2041 | 2.59%            | Half Yearly                | 2,907,487.34                         |
| Water Fund                                        | Dam Wall Construction (2)                                   | 2,684,880 | CBA (Refinanced from CBA)      | 6/07/2022     | 7/07/2042  | 5.73%            | Half Yearly                | 2,648,741.88                         |
| Water Fund                                        | Urbenville Water Treatment Plant                            | 375,000   | National Australia Bank        | 5/02/2009     | 5/02/2033  | 6.47%            | Half Yearly                | 242,682.62                           |
| Waste Fund                                        | Waste Management - Boonoo Boonoo Landfill (Develop Stage 5) | 3,300,000 | Commonwealth Bank of Australia | 31/03/2022    | 31/03/2042 | 4.40%            | Half Yearly                | 3,194,187.09                         |
| <b>TOTAL Principal Balance as at 30 June 2023</b> |                                                             |           |                                |               |            |                  |                            | <b>21,078,245.54</b>                 |



|                      |                                                                    |
|----------------------|--------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                               |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media                     |
| <b>Reference:</b>    | <b>ITEM GOV52/23</b>                                               |
| <b>Subject:</b>      | <b>"MODE" AND "TIMING" OF THE MAYOR AND DEPUTY MAYOR ELECTIONS</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                  |                                                                                           |
|------------------|-------------------------------------------------------------------------------------------|
| <b>Goal:</b>     | Council achieves excellence in corporate governance                                       |
| <b>Strategy:</b> | Implement strategies, policies and practice to achieve excellence in corporate governance |
| <b>Action:</b>   | Undertake all legislative requirements of Local Government                                |

#### **SUMMARY**

The purpose of this report is for Council to consider the mode and timing of the election of Deputy Mayor, together with the mode of the election of Mayor at next month's Ordinary Council Meeting - Wednesday 23 September 2023.

Holding both the Mayor and Deputy Mayor elections simultaneously will result in the re-alignment of both positions leading up to the 14 September 2024 Local Government elections. Both positions will be held for a short term, until declared vacant on 14 September 2024.

The Mode of the elections are also relevant, as some Councillors have indicated that they may not be attending the September 2023 Ordinary Council Meeting in person. Should a Councillor be unable to attend the Council meeting in person, then the only mode they are able to use to be eligible to vote on either election, is by an "Open Ballet". This is a show of hands when using "audio-visual" means to attend the meeting i.e., Via Zoom link.

#### **OFFICER'S RECOMMENDATION:**

**That:-**

- 1) Council realigns the Deputy Mayor election and term with the Mayoral election and term, to be conducted together on Wednesday 27 September 2023; and**
- 2) Council notes the form of ballot to be used for both Elections to be held at the Ordinary Council Meeting 27 Wednesday September 2023, will need to be by an "Open Ballot" allowing for Councillors to vote via "audio-visual" means i.e., Zoom link, to be resolved immediately prior to the election.**

#### **BACKGROUND**

##### **Deputy Mayor**

Council sought advice from Local Government NSW regarding the timing of the Deputy Mayoral elections, taking into consideration that the Mayoral elections are due to be held in September 2023.

The following advice was forthcoming:-

Our Governance No. 52 Cont...

*"..... this means that there are two options available to the council. The first is to hold the election when the term of Deputy Mayor concludes as per Council Resolution. This date being 12 January 2024. As Council meetings don't recommence after the Christmas Holiday break until February 2024, Council will be without a Deputy Mayor for approximately one month.*

*Or*

*Hold the Deputy Mayoral election at the same time as the Mayoral election, which is September 2023. This will essentially re-align both elected positions until 14 September 2024, when both Mayor and Deputy Mayor terms as Councillors expires.*

The *Local Government Amendment (Governance and Planning) Bill 2016* included amendments to the Act to change the term of Mayors elected by their Councillor peers from one year to a two-year term, however Section 231 (2) of the Act with respect to Deputy Mayor indicates that *"the person may be elected for the Mayoral term or a shorter term"*.

Under the Local Government Act 1993 and Council Resolution, the Civic Office of Deputy Mayor elected by Councillors expires on 12 January 2024.

Elections must be conducted in accordance with Schedule 7 of the Local Government (General) Regulation 2021, which prescribes three methods of election modes of which Council may use dependent on the mode of attendance of all Councillors.

### **Attendance**

Councillors' "mode" of attendance for the September 2023 (Wednesday 27 September 2023) meeting requires clarity for the election/s to proceed inclusively. Some Councillors have indicated that they will be unable to attend the meeting in person and attempt to attend the meetings via Zoom link. If this is the case, then the only form of ballot can be an "open ballot", which is an open show of hands. This mode of ballot will also be resolved as part of the September 2023 Mayoral Election Report.

The elections must be conducted as per clause 394 and Schedule 7 of the Local Government (General) Regulations 2005.

The Local Government Elections Regulation stipulates the Chief Executive (or a person appointed by the General Manager) is the Returning Officer. To this end, Ms Kerrie Swain, Solicitor has again agreed to act in this capacity at the September 2023 Ordinary Council Meeting.

### **REPORT:**

As some Councillors have indicated they will not be able to attend in person the September 2023 Ordinary Council meeting, to be held on 27 Wednesday September 2023. In accordance with Schedule 7 of the *Local Government (General) Regulation 2005* prescribes three (3) methods of election of Mayors and Deputy Mayors:

- Open Ballot (e.g. show of hands and only option open to Council given that by necessity, Councillors will be attending by audio visual)
- Ordinary Ballot, or
- Preferential Ballot

***Should some Councillors be unable to attend the Ordinary Council meeting in person then an "Open ballot" can be undertaken remotely where a Council is conducting its meetings by audio visual link.***



Our Governance No. 52 Cont...

Ordinary and preferential ballots are secret ballots and Councillors will need to **attend the meeting in person** if the election is to be by way of an ordinary or preferential ballot.

**Open Voting is by a show of hands – only option open to Council**

If there are two candidates, the person receiving the higher number of votes is declared elected. If there are more than two candidates, the person with the lowest number of votes is excluded and this procedure is repeated until one candidate receives a simple majority of the votes.

**An Ordinary Ballot is a secret ballot – not possible due to Councillor attendance via Audio Visual**

If there are two candidates, the person receiving the higher number of votes is declared elected. Should there be three or more candidates, the candidate receiving the lowest number of votes is excluded and fresh votes are taken until one candidate remains. A cross (X) against the candidate whose nomination is being supported is all that is required when voting.

**A Preferential Ballot is a secret ballot and the system can only be adopted if there are more than two candidates – not possible due to Councillor attendance via Audio Visual**

Voting is in order of preference, with votes being marked 1,2,3,4 etc. If a candidate receives more than half of the total votes, that person is declared elected. If not, the person with the lowest number of votes is excluded and their preferences are distributed. This procedure is followed until one candidate receives more than half of the total votes. They are then declared elected.

The selection of the election “mode” is vital to the fair and equitable conduct of the Mayor and Deputy Mayor elections. Councillors must ensure that they are aware of the upcoming elections and the ramifications of not being able to attend in person or via audio-visual link. Audi—visual means of attending a Council meeting is permitted under the Tenterfield Shire Council “Model Code of Meeting Practice – 2023”.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

Nil.

**2. Policy and Regulation**

- NSW Local Government Act 1993;
- NSW Local Government (General) Regulations 2005; and
- Tenterfield Shire Council Code of Meeting Practice.

**3. Financial (Annual Budget & LTFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Our Governance No. 52 Cont...

Election procedures covered by the NSW *Local Government Act 1993*, NSW *Local Government (General) Regulations 2005* and the Tenterfield Shire Council Code of Meeting Practice.

Due to attendance of Councillors via audio visual, the vote is limited to an open vote.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Daryl Buckingham  
Chief Executive**

|                               |                                                                                                                                                                                                                                                      |          |                                                                   |         |          |                                                                |         |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------------------------------------------------------|---------|----------|----------------------------------------------------------------|---------|
| Prepared by staff member:     | Elizabeth Melling, Executive Assistant & Media                                                                                                                                                                                                       |          |                                                                   |         |          |                                                                |         |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive                                                                                                                                                                                                                    |          |                                                                   |         |          |                                                                |         |
| Department:                   | Office of the Chief Executive                                                                                                                                                                                                                        |          |                                                                   |         |          |                                                                |         |
| Attachments:                  | <table><tr><td><b>1</b></td><td>Office of Local Government NSW - Circular 23-09 Mayoral Elections</td><td>2 Pages</td></tr><tr><td><b>2</b></td><td>Fact Sheet - Election of Mayor and Deputy Mayor by Councillors</td><td>6 Pages</td></tr></table> | <b>1</b> | Office of Local Government NSW - Circular 23-09 Mayoral Elections | 2 Pages | <b>2</b> | Fact Sheet - Election of Mayor and Deputy Mayor by Councillors | 6 Pages |
| <b>1</b>                      | Office of Local Government NSW - Circular 23-09 Mayoral Elections                                                                                                                                                                                    | 2 Pages  |                                                                   |         |          |                                                                |         |
| <b>2</b>                      | Fact Sheet - Election of Mayor and Deputy Mayor by Councillors                                                                                                                                                                                       | 6 Pages  |                                                                   |         |          |                                                                |         |



**Circular to Councils**

Strengthening local government

|                             |                                                                                                    |
|-----------------------------|----------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 23-09 / 01 August 2023 / A869189                                                                   |
| <b>Previous Circular</b>    | 21-24 September 2021 Mayoral elections                                                             |
| <b>Who should read this</b> | Councillors / General Managers / Governance staff                                                  |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100/ <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Council to Implement                                                                               |

**September 2023 mayoral elections**

**What's new or changing**

- Councils that elect their mayors are required under section 290(1)(b) of the *Local Government Act 1993* (the Act) to hold mid-term mayoral elections in September 2023.
- Mayors elected in September 2023 will hold their office until council elections are held on 14 September 2024.
- Deputy mayors hold their office for the term specified by the council's resolution. An election for deputy mayor should be held when the deputy mayor's term expires.

**What this will mean for your council**

- Mayoral elections must be conducted in accordance with Schedule 7 of the *Local Government (General) Regulation 2021*.
- Schedule 7 prescribes three methods of election of mayors:
  - open ballot (eg a show of hands)
  - ordinary ballot, or
  - preferential ballot.
- Councillors can participate in mayoral elections using an open ballot by audio visual link but not where the other two methods of election are used.
- Ordinary and preferential ballots are secret ballots and councillors will need to attend the meeting in person to vote if the mayoral election is held using either of these methods.

**Key points**

- Mayors elected by councillors normally hold their office for two years (unless a casual vacancy occurs). Because of the postponement of the last ordinary council elections to 4 December 2021, mayors elected by councillors during this term will have a shorter term than the usual two years.
- Councils that elect their mayors are required under the Act to hold mid-term mayoral elections in the month of September. This means that the mid-term mayoral elections will need to be held in September 2023.
- The term of office of mayors elected in September 2023 will automatically expire on 14 September 2024, when their term as a councillor expires.

**Where to go for further information**

- The Office of Local Government has issued a fact sheet on conducting mayoral elections, which is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)



**Brett Whitworth  
Deputy Secretary, Local Government**

## Fact Sheet

# ELECTION OF MAYOR AND DEPUTY MAYOR BY COUNCILLORS



### Summary

Councillors must elect a mayor from among their number every two years unless they have a popularly elected mayor.

Councillors may also elect a deputy mayor. The deputy mayor may be elected for the mayoral term or a shorter term.

The election of the mayor and the deputy mayor must be conducted in accordance with clause 394 and Schedule 7 of the *Local Government (General) Regulation 2005* (the Regulation).

The purpose of this document is to assist councils to conduct mayoral and deputy mayoral elections in accordance with these requirements. It includes scripts for key activities to help returning officers exercise their functions. These scripts are provided in the text boxes inserted in the relevant parts of this document.

### How can councils use this document?

Electing a mayor is an important activity. It is vital that the process is smooth, open and easy to follow and not rushed or confusing. Where necessary, it may be appropriate to stop and provide clarification for the benefit of councillors, staff or the gallery.

Returning officers can circulate this document prior to the meeting to help councillors understand the election process.

### Election of a mayor after an ordinary election of councillors

An election for mayor must be held within three weeks of the declaration of the ordinary election at a meeting of the council.

The returning officer is to be the general manager or a person appointed by the general manager.

As no mayor or deputy mayor will be present at the start of the meeting, the first business of the meeting should be the election of a chairperson to preside at the meeting. Alternatively, the returning officer may assume the chair for the purpose of conducting the election.

### Mid-term election of a mayor

A mayor elected by councillors holds office for two years. A mid-term mayoral election must be held in the September two years after the ordinary election of councillors or the first election of a new council following its establishment.

### Procedures

#### Prior to the meeting

Before the council meeting at which the election is to be conducted, the returning officer will give notice of the election to the councillors.

The notice is to set out how a person may be nominated as a candidate for election as chairperson.

*As returning officer, I now invite nominations for the position of mayor/deputy mayor for [name of council] for a two year period.*

*In accordance with the Local Government (General) Regulation 2005, two or more councillors may nominate a councillor (one of whom may be the nominee) for the position of mayor/deputy mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.*

A councillor may be nominated without notice for election as mayor or deputy mayor. The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The returning officer checks the nomination forms and writes the nominees' names on a candidates' sheet.

#### At the meeting

At the start of the first meeting after an ordinary election, in the absence of a chairperson, the returning officer assumes the chair and announces that the first item of business is to be the election of a mayor.

If a chairperson is present, they announce that the first item of business is the election of the mayor then vacates the chair for the returning officer who will then conduct the election.

The returning officer reads out the names of the nominees and seeks confirmation that the nominee has accepted the nomination.

If only one councillor has been nominated for the position of mayor/deputy mayor, the nominee is elected.

*As there is only one nominee for the role of mayor/deputy mayor, I declare that [name of successful candidate] is elected as mayor/deputy mayor for the ensuing two years.*

If more than one candidate has been nominated, the council must determine by resolution, the method of voting for the position of mayor/deputy mayor, by way of one of the following methods:

- Open voting – i.e. by show of hands
- Ordinary ballot – i.e. a secret ballot (place an "X" against the candidate of their choice)
- Preferential ballot – i.e. place 1, 2, 3 etc. against each candidate.

The returning officer must ask for a motion to be put to the meeting by one of the councillors on the preferred method of voting for the election of a chairperson. This must then be seconded and voted on by the councillors.

**Note:** In the event of a tie, if there is a chairperson, they may use their casting vote. If there is a tie and no chairperson, an election for the role of chairperson should be conducted. Then the election for mayor resumes.

### Open voting (show of hands)

Open voting is the most transparent method of voting. It is also the least bureaucratic method and reflects normal council voting methods.

The returning officer will advise the meeting of the method of voting and explains the process.

*It has been resolved that the method of voting for the position of mayor/deputy mayor will be by show of hands.*

*Each councillor is entitled to vote for only one candidate in each round of voting.*

*I will now write each candidate's name on a slip of paper and deposit it in a barrel. The first name out of the barrel will be written first on the tally sheet, with second name out being written second on the tally sheet, etc.*

When all candidates' names have been written on the tally sheet, the returning officer announces the names of the candidates and, commencing with the first candidate, states the following:

*Would those councillors voting for [name of candidate] please raise your hand.*

The returning officer records the number of votes for each successive candidate on the tally sheet and announces the number of votes received for each candidate.

The minute taker records the vote of each councillor.

The returning officer should check with the minute taker that each councillor has voted. If a councillor has not voted it should be confirmed that they are abstaining (an informal vote).

#### Two candidates

If there are only two candidates for the position of mayor/deputy mayor and the voting is higher for one candidate than another (number of formal votes recorded on the tally sheet), the returning officer then announces the result.

*[Name of candidate] has the higher number of formal votes and as a result I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote**, the returning officer will advise the meeting of the following process.

*In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the*

*names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

#### Three or more candidates

If there are three or more candidates, the candidate with the lowest number of votes for the position of mayor/deputy mayor is excluded.

*[Name of candidate], having the lowest number of votes, is excluded.*

The voting continues as above until there are only two candidates remaining (see voting for **two candidates** above).

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

*In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

*I declare that [name of candidate] is excluded.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.



### Ordinary ballot – (secret ballot)

The returning officer advises the meeting of the method of voting and explains the process.

*It has been resolved that the method for voting for the position of mayor/deputy mayor will be by ordinary ballot, in other words by placing an "X" against the candidate of the councillor's choice.*

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

It will be necessary to have a number of blank papers as this process may require more than one round of voting.

The returning officer writes the names on one set of the ballot papers and initials the front of each ballot paper.

A staff member distributes the ballot papers and collects them into the ballot box when completed and gives it to the returning officer who counts the votes and records them on the tally sheet.

The returning officer announces the results.

*[Name of candidate], having the lowest number of votes, is excluded.*

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

*In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

*I declare that [name of candidate] is excluded.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

The returning officer writes the names of the remaining candidates on a further set of the ballot papers and initials the front of each ballot paper.

The staff member distributes ballot papers listing the remaining candidates and collects them into the ballot box when completed and gives it to the returning officer who again counts the votes and records them on the tally sheet and announces the results.

The process continues until two candidates remain, where a final vote takes place.

*[Name of candidate] has the higher number of votes and I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote** between the two remaining candidates, the returning officer makes the following statement and announces the process.

*The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel.*

*Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

## Preferential ballot

The returning officer explains the process.

*It has been resolved that the method for voting for the position of mayor/deputy mayor will be by preferential ballot, i.e. placing 1, 2 and so on against the candidate of the councillor's choice in order of preference for all candidates.*

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each candidate's name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

The returning officer writes the names on the ballot papers and initials the front of each ballot paper. This method of voting requires only one set of ballot papers.

A staff member distributes the ballot papers and collects them when completed and gives them to the returning officer who counts the first preference votes and records them on the tally sheet.

If a candidate has an absolute majority of first preference votes (more than half), the returning officer declares the outcome.

*[Name of candidate], having an absolute majority of first preference votes, is elected as mayor/deputy mayor for the ensuing two years.*

If no candidate has the absolute majority of first preference votes, the returning officer excludes the candidate with the lowest number of first preference votes.

*[Name of candidate], having the lowest number of first preference votes, is excluded.*

The preferences from the excluded candidate are distributed. This process continues until one candidate has received an absolute majority of votes, at which time the returning officer announces the result.

*[Name of candidate], having an absolute majority of votes, is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote** where there are only two candidates remaining in the election, the returning officer explains the process.

*The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel. The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

In the event that the **lowest number of votes are tied** and where there are three or more candidates remaining in the election, the returning officer advises the meeting of the process.

*In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded and their preferences distributed.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is excluded and any votes cast for them will be distributed by preference.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.



## **Schedule 7 - Election of Mayor by Councillors**

### **Part 1 Preliminary**

#### **1 Returning officer**

The general manager (or a person appointed by the general manager) is the returning officer.

#### **2 Nomination**

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

#### **3 Election**

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this clause:  
*ballot* has its normal meaning of secret ballot.  
*open voting* means voting by a show of hands or similar means.

### **Part 2 Ordinary ballot or open voting**

#### **4 Application of Part**

This Part applies if the election proceeds by ordinary ballot or by open voting.

#### **5 Marking of ballot-papers**

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

#### **6 Count—2 candidates**

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

#### **7 Count—3 or more candidates**

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

### **Part 3 Preferential ballot**

#### **8 Application of Part**

This Part applies if the election proceeds by preferential ballot.

#### **9 Ballot-papers and voting**

- (1) The ballot-papers are to contain the names of all the candidates. The Councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

#### **10 Count**

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. That candidate is elected.
- (4) In this clause, "**absolute majority**", in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

#### **11 Tied candidates**

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

### **Part 4 General**

#### **12 Choosing by lot**

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

#### **13 Result**

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- a) to be declared to councillors at the council meeting at which the election is held by the returning officer, and
- b) to be delivered or sent to the Departmental Chief Executive and to the Chief Executive of Local Government New South Wales.

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**(ITEM RC10/23) REPORT OF COMMITTEES & DELEGATES - COUNTRY MAYORS ASSOCIATION - FRIDAY 4 AUGUST 2023**

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**REPORT BY:** Councillor Bronwyn Petrie - Mayor

**Country Mayors Association meeting Parliament House (5 August 2023)**

Additional to the formal Country Mayors Association minutes.

*Guest Speakers*

**Hon Penny Sharpe MLC, Minister for the Environment, Energy, Heritage and Climate Change**

Expect to have the outcome of the Reviews into Biodiversity Offsets and the LLS Act (*under which the native vegetation laws are enshrined*) at the end of August. Open to conversation about Biodiversity offsets in regional NSW and the impact they are having (*housing development impacts have been high on the agenda of a number of Mayors*).

Sharon Cadwallader Mayor of Ballina Shire asked the Minister to look at the issue in Ballina where council has been told that they can only use 10% of a 35ha piece of land near the airport because of biodiversity.

Matthew Dickerson Mayor of Dubbo spoke regarding renewable energy and the forced industrialisation of rural NSW landscapes.

Steve Allan Mayor of Bellingen Shire asked about the Great Koala National Park (GKNP). Minister Sharpe said that the GKNP was the single biggest election commitment to be delivered in the first term. It would be subject to proper economic analysis. The Minister also noted that there is a significant area of State Forests that can't be logged. They will work carefully through that. A lot of sensitive areas that won't be logged. Plantations were planted to be harvested. They are essential to be logged.

Steve Reynolds Muswellbrook Shire spoke about the renewable's debacle, referenced meeting the day before with the Mayors from renewable zones. Road safety is a huge issue. The Singleton bypass has been delayed 12 months. Getting wind tower blades to the Orana REZ requires replacement of a major bridge.

**Hon Tara Moriarty MLC, Minister for Regional NSW, Agriculture and Western NSW**

Passionate about regional NSW. Will get about the state to familiarise with issues. Regional digital connectivity. 36% of the state has no coverage. 16,000km of road have little or no coverage. 15 regional digital programs have been delivered. 170 regional base stations have been done but more needed - lifestyle, safety. Biosecurity a very important issue.

A couple of councils including Blayney Shire raised the Resources for Regions Program - Minister said they will look at current programs to see what's working and what isn't and what could be improved.

Broken Hill raised the issue of fruit flies - although not a declared area the fruit fly problem is very bad, and they need assistance, or they will spread.

**Simon Draper, CEO, NSW Reconstruction Authority**

The new NSW Reconstruction Authority is based on the QLD model that has been in place since 2011. Still establishing the structures and recruitment. 4 functions -

## Report of Committee No. 10 Cont...

Prevention, Preparedness, Recovery and Funding. With regards to Prevention there will be State Disaster Mitigation Plans and Local Disaster Adaptation Plans developed. Preparedness is the most under-developed. The QLD funding model is good with funding arrangements in place with changes by adding new schedules so speedier than what is in place in NSW.

Adaptation is not easy - disruptive. Distressed communities can't cope with adaptation e.g., moving whole area of housing and neighbourhoods, loss of jobs. Confronting. Need to deal with recovery first then adaptation.

Historical and local knowledge won't always prevail e.g., Forbes floods - higher than normal and flooded areas that don't normally flood due to the force and pressure of the water.

Greater Hume Mayor - bushfires will keep happening without common sense, volunteer's vs bureaucrats. Wollongong National Park will explode - need due diligence.

**Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Agriculture and Natural Resources**

Concern that the government will have program funds brought into a central point and redistributed with a loss of funds to rural and regional NSW. Sam Faraway MP also stated that the Betterment Fund was in danger with government saying it doesn't comply with disaster recovery funding.

Also, Active Kids vouchers reduced from \$200 to \$50.

**Hon Wendy Tuckerman MP, Shadow Minister for Local Government and Small Business**

Audit into the Office of Local Government was scathing.

**The Hon Mark Speakman MP, Leader of the Opposition**

Concerned that the government is deferring or axing regional infrastructure projects. Best decision making is made near the people.

2 new members, resulting in membership now 84 out of 92 Country Shires. Also 2 Associate members (new membership category).

The Country Mayors Association met in Sydney on Friday 4 August 2023. Minutes of the meeting are attached:

- Ordinary Meeting (4 August 2023)

**RECOMMENDATION**

**That the report of the Country Mayors Association of NSW meeting from 4 August 2023 be received and noted.**

**ATTACHMENTS**

- 1 Minutes - Country Mayors Association - Friday 4 August 2023 11 Pages



# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**Chairperson:** Cr Jamie Chaffey  
Gunnedah Shire Council, PO Box 63,  
Gunnedah NSW 2380  
**Contact:** (02) 6740 2100  
**Email:** jamiechaffey@infogunnedah.com.au

## Minutes

### General Meeting

**FRIDAY, 4 August 2023** Theatre, Parliament House, Sydney

The meeting opened at 8.30am

#### 1. Chairmans Welcome.

#### 2. Acknowledgement to Country

We acknowledge the Traditional Custodians of the land and waters, and we show our respect for Elders past and present and emerging. We are committed to providing communities in which Aboriginal and Torres Strait Islander people are included socially, culturally and economically.

#### 3. Acknowledgement of Parliamentarians

The Chairman acknowledged the attendance of several Shadow Ministers and members of Parliament as observers.

#### 4. Attendance:

Armidale Regional Council, Mayor, Cr Sam Coupland, Mayor  
Ballina Shire Council, Cr Sharon Cadwallader, Mayor  
Bathurst Regional Council, Cr Robert Taylor, Mayor  
Bathurst Regional Council, Mr David Sherley, General Manager  
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor  
Bellingen Shire Council, Cr Steve Allan, Mayor  
Bellingen Shire Council, Mr Mark Griffioen, General Manager  
Berrigan Shire Council, Cr Matthew Hannan, Mayor  
Bland Shire Council, Cr Brian Monaghan, Mayor  
Bland Shire Council, Mr Grant Baker General Manager  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Bourke Shire Council, Cr Barry Hollman, Mayor  
Bourke Shire Council, Ms Leone Brown, General Manager  
Broken Hill City Council, Cr Jim Hickey, Deputy Mayor  
Broken Hill City Council, Mr Jay Nankivell, General Manager  
Byron Shire Council, Cr Michael Lyon, Mayor  
Byron Shire Council, Mr Mark Arnold, General Manager  
Cabonne Shire Council, Cr Kevin Beatty, Mayor  
Cabonne Shire Council, Ms Heather Nicholls, Acting General Manager  
Cessnock City Council, Cr Jay Suvaal, Mayor

City of Newcastle, Cr Nuatali Nelmes, Lord Mayor  
Cobar Shire Council, Cr peter Abbott, Mayor  
Cobar Shire Council, Mr Peter Vlatko, General Manager  
Cootamundra-Gundagai Regional Council, Cr Leigh Bowden, Deputy Mayor  
Cootamundra-Gundagai Regional Council, Mr Steve McGrath, General Manager  
Dubbo Regional Council, Cr Mathew Dickerson, Mayor  
Dubbo Regional Council, Mr Murray Wood, CEO  
Eurobodalla Shire Council, Cr Mat Hatcher, Mayor  
Federation Council, Cr Patrick Bourke, Mayor  
Federation Council, Ms Jo Shannon, Director Corporate and Community Services  
Forbes Shire Council, Cr Phyllis Miller, Mayor  
Forbes Shire Council, Mr Steve Loane, General Manager  
Gilgandra Shire Council, Cr Doug Batten, Mayor  
Gilgandra Shire Council, Mr David Neeves, General Manager  
Glen Innes Shire Council, Cr Rob Banham, Mayor  
Glen Innes Shire Council, Mr Bernard Smith General Manager  
Goulburn Mulwaree Council, Cr Peter Walker, Mayor  
Greater Hume Council, Cr Tony Quinn, Mayor  
Greater Hume Council, Ms Evelyn Arnold, General Manager  
Griffith City Council, Cr Glen Andrezza, Deputy Mayor  
Griffith City Council, Mr Brett Stonestreet, General Manager  
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
Gunnedah Shire Council, Mr Eric Growth, General Manager  
Gwydir Shire Council, Cr Catherine Egan, Deputy Mayor  
Hay Shire Council, Cr Carol Oataway, Mayor  
Hay Shire Council, Mr David Webb, General Manager  
Inverell Shire Council, Cr Paul Harmon, Mayor  
Inverell Shire Council, Mr Paul Henry, General Manager  
Kempsey Shire Council, Cr Leo Hauville, Mayor  
Kempsey Shire Council, Mr Craig Milburn, General Manager  
Kiama Municipal Council, Cr Neil Reilly, Mayor  
Kiama Municipal Council, Ms Jane Stroud, CEO  
Lachlan Shire Council, Cr Paul Phillips, Deputy Mayor  
Lachlan Shire Council, Mr Greg Tory, General Manager  
Leeton Shire Council, Cr Tony Reneker, Mayor  
Lismore City Council, Cr Steve Krieg, Mayor  
Lismore City Council, Mr Jon Gibbons, General Manager  
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
Liverpool Plains Shire Council, Mr Gary Murphy, General Manager  
Lockhart Shire Council, Cr Ian Marston  
Lockhart Shire Council, Mr Peter Veneris, General Manager  
MidCoast Council, Cr Claire Pontin, Mayor  
MidCoast Council, Mr Adrian Panuccio, General Manager  
Moree Plains Shire Council, Cr Mark Johnson, Mayor  
Murray River Council, Mr Terry Dodds, General Manager  
Muswellbrook Shire Council, Cr Steve Reynolds, Mayor  
Narrabri Shire Council, Cr Ron Campbell, Mayor  
Narrabri Shire Council, Mr Robert Williams, General Manager  
Narrandera Shire Council, Cr Neville Kschenka, Mayor  
Narrandera Shire Council, Mr George Cowan, General Manager  
Narromine Shire Council, Cr Craig Davies, Mayor  
Narromine Shire Council, Ms Jane Redden, General Manager  
Oberon Council, Cr Lauren Trembath  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Jason Hamling, Mayor



Orange City Council, Mr David Waddell, CEO  
Parkes Shire Council, Cr Ken Keith, Mayor  
Port Stephens Council, Cr Ryan Palmer, Mayor  
Queanbeyan-Palerang Regional Council, Cr Kenrick Winchester, Mayor  
Queanbeyan-Palerang Regional Council, Ms Rebecca Ryan, CEO  
Richmond Valley Council, Cr Robert Mustow, Mayor  
Shellharbour City Council, Cr Chris Homer, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Singleton Council, Mr Jason Linnane, General Manager  
Snowy Monaro Regional Council, Cr Narelle Davis, Mayor  
Tamworth Regional Council, Cr Russell Webb, Mayor  
Tamworth Regional Council, Mr Paul Bennett, General Manager  
Temora Shire Council, Cr Rick Firman, Mayor  
Temora Shire Council, Ms Melissa Boxall, General Manager  
Tenterfield Shire Council, Cr Bronwyn Petrie, Mayor  
Upper Lachlan Shire Council, Cr Pam Kensit, Mayor  
Uralla Shire Council, Cr Robert Bell, Mayor  
Wagga Wagga City Council, Cr Dallas Tout, Mayor  
Walcha Council, Cr Eric Noakes, Mayor  
Walcha Council, Mr Phillip Hood, Acting General Manager  
Warren Shire Council, Cr Milton Quigley, Mayor  
Warren Shire Council, Mr Gary Woodman, General Manager  
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
Weddin Shire Council, Cr Craig Bembrick, Mayor  
Weddin Shire Council, Mr Brendan Hayes, Director Environmental Services  
Wingecarribee Shire Council, Mr Viv May, Interim Administrator  
Wingecarribee Shire Council, Ms Lisa Miscamble, General Manager  
Wollondilly Shire Council, Cr Matt Gould, Mayor  
LGNSW, Cr Darriea Turley, President  
LGNSW, Ms Susy Cenedese, Acting Director Advocacy  
LGNSW Ms Bronwen Regan, Director Strategy and Governance  
OLG Brett Whitworth, Deputy Secretary  
OLG Ms Melissa Gibbs, Director Policy and Sector Development  
OLG Ms Tina Baldock, Principal Projects Officer

**Parliamentarian Attendance**

The Hon Mark Speakman MP, Leader of the opposition  
The Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources  
The Hon Bronnie Taylor MLC, Shadow Minister for Regional Health, Shadow Minister for Trade, Shadow Minister for Seniors  
The Hon Sarah Mitchell MLC, Deputy Leader of the Opposition in the Legislative Council, Shadow Minister for Education and Early Learning, Shadow Minister for Western NSW  
The Hon Sam Faraway MLC, Shadow Minister for Regional Transport and Roads  
The Hon Leslie Williams MP, Shadow Minister for Women, Shadow Minister for Prevention of Domestic Violence and Sexual Assault  
The Hon Kevin Anderson MP, Shadow Minister for Gaming and Racing, Shadow Minister for the Arts and Heritage  
The Hon Steph Cooke MP, Shadow Minister for Water, Shadow Minister for Crown Lands  
The Hon Wes Fang MLC, Deputy Opposition Whip in the Legislative Council and Shadow Assistant Minister for Police and Emergency Services  
Mr Gurmeh Singh MP, Shadow Minister for Tourism, Shadow Minister for Emergency Services, Shadow Minister for the North Coast

Mr Michael Kemp MP, Member for Oxley  
Ms Tanya Thompson MP, Member for Myall Lakes  
Mr Richie Williams MP, Member for Clarence

**Apologies:**  
As submitted

**Special Guests:**  
**The Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, and Minister for Heritage**  
**The Hon Tara Moriarty MLC, Minister for Agriculture, Minister for Regional NSW, Minister for Western NSW**  
**Mr Simon Draper, CEO, NSW Reconstruction Authority**  
**The Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources**  
**The Hon Wendy Tuckerman MP, Shadow Minister for Local Government, Shadow Minister for Small Business**

**5. The Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, and Minister for Heritage**

The Minister wants to work together and harness our energies. NSW has been affected by natural disasters that need to be addressed. The Government is committed to climate change and legislation is to be introduced later this year to reduce emissions to net zero by 2050. The Net Zero Commission, an independent body is to report to parliament and will be the architect on how the government is progressing. There will be a transition from coal to other energy sources over the next 5 to 10 years. This will attract investment. There will be many planning and co-ordination challenges and there is a need to work closely with local government. The Government has concerns on how the Biodiversity Offsets Scheme has operated over the past 5 years and the Minister will table a report by the end of August together with a Land Services Review which will be considered together. The Government is preparing for El Nino and is working on water sharing plans where local government needs to work with the government.

**6. The Hon Tara Moriarty MLC, Minister for Agriculture, Minister for Regional NSW, Minister for Western NSW**

The Minister acknowledged the work being undertaken by local government. The Government is committed to supporting local government and is seeking thriving regions and in accordance with the communities expectations. The Minister wants to hear directly from councils on their concerns. Regional Roads is a significant issue and funds have and will continue to be committed. People are the Governments number one priority with stamp duty concessions being introduced, speed cameras being not now hidden, access to employment and services are being improved, housing supply and affordability is being focused on, the lot of young people is being improved, people are being encouraged to stay in the regions and businesses are being supported to create local jobs. Bio science is protecting the economy from Bio-Diversity threats. There are 36% of homes in



the State that do not have mobile coverage and 16500km of roads have no or marginal coverage and fixing this is a priority.

**7. Mr Simon Draper, CEO, NSW Reconstruction Authority**

The NSW Reconstruction Authority is a new agency having been created over the last 4 years. Issues are changing and local and historical knowledge is being challenged. The job is to be with communities before and after disasters and when they occur they have to react quickly. The Authority works under two Ministers Planning and Emergency Services. The organisations functions are still being established. There are four functions – Prevention – State and local mitigation plans are needed to be rebuilt in a serviceable way – Preparedness – making sure community leaders are well set up – Recovery – people need to know they will be supported and – Funding – the huge task of adaptation and its expenditure. Everyone likes a bossy co-ordinator. The Authority needs to push programs but local co-ordination is essential as the resulting assets reverts to them

**8. Adoption of Minutes of Previous Meeting:**

RESOLVED that the minutes of the General Meeting held on 26 May 2023 be accepted as a true and accurate record.

Moved Singleton Council Mayor Councillor Sue Moore  
Seconded Narrabri Shire Council Mayor Councillor Ron Campbell

**9. Matters Arising from the Minutes**

Nil

**10. ALGA Update Report**

Cr Linda Scott, President, reported on the 2023 National General Assembly and Regional Forum which included more than 450 local government leaders from across the country, the return of the Australian Council of Local Government, the early payment of Financial Assistance Grants with the 2023-24 allocation bought forward to councils in 2022-23, the fast tracking of disaster funding, the establishment of the Community Energy Upgrades Fund for local governments, Growing Regions Grants, regional bank closure protocols and advised that registrations are now open for the National Local Roads, Transport and Infrastructure congress to be held in Canberra from 6-7 September

RESOLVED That the report be noted

Moved Temora Shire Council Mayor Councillor Rick Firman  
Seconded Parkes Shire Council Mayor Councillor Ken Keith

### **11. LGNSW Update Report**

Cr Darriea Turley, President, congratulated the winners of the Local Government Awards, advised of the launch of the Parliamentary Friendship Group for Local Government, announced that David Reynolds CEO Hills Shire has been appointed CEO of LGNSW, advised that the MOU with CMA was being reviewed in accordance with the agreement and congratulated Shadow Minister Wendy Tuckerman on the Review of the Rate Pegging Methodology. The written report included information on LGNSW Annual conference which will be held from 12-14 November 2023 with motions to be submitted by 15 September 2023 and reported on the IPART Review of rate pegging methodology, the Emergency Services Levy burden in 2023/24, the Red Fleet and OLG's requirement that it be supplied with strategies to ensure RFS mobile assets are not assets of the RFS, the Select Committee to examine the recommendations of the Upper House Inquiry into Rural and Regional Health, the single employer model for GP's and emergency department doctors in rural and regional NSW, the LGNSW Water Management Conference in Parkes, the advanced payment of Financial Assistance Grants, Planning Cadetships and more support for community recovery post disaster.

RESOLVED That the report be noted

Moved Forbes Shire Council Mayor Councillor Phyllis Miller  
Seconded Bega Shire Council Mayor

### **12. Membership**

RESOLVED that Cessnock City Council and Wollondilly Shire Council be admitted as members of the Association and that the City of Newcastle and Riverina Eastern Regional Organisation of Councils be admitted as Associate members of the Association.

Moved Forbes Shire Council Mayor Councillor Phyllis Miller  
Seconded Blayney Shire Council Mayor Councillor Scott Ferguson

### **13. Correspondence** **Outward**

|                                                                                                                                                                                                                                           |                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The Hon Ron Hoenig MP, Minister for Local Government,<br>The Hon Daniel Mookhey MLC,<br>Treasurer,<br>The Hon Jihad Dib MP, Minister for Emergency Services, and<br>The Hon Jenny Aitchison MP, Minister for Regional Transport and Roads | Requesting that the Emergency Services Levy subsidy be restored to Local Government throughout MSW and that CMA be granted a position in a newly formed advisory panel |
| The Hon Steph Cooke MP, Shadow Minister for Water and Shadow Minister for Crown Lands,                                                                                                                                                    | Thanking them for attending and participating in the 26 May meeting and                                                                                                |

|                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The Hon Sam Faraway MLC, Shadow Minister for Regional Transport and Roads<br>The Hon Dugald Saunders, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources                                                                                                                                              | extending an open invitation to attend future meetings                                                                                                               |
| Dr Michael Holland MP, Parliamentary Secretary for Health and Parliamentary Secretary for Regional Health<br>The Hon Jenny Aitchison MP, Minister for Regional Transport and Roads<br>The Hon Rose Jackson MLC, Minister for Water, Housing, Homelessness, Mental Health and Youth                                                                                  | Thanking them for attending and participating in the 26 May meeting and advising that CMA looks forward to working with them as a consultative partner in the future |
| Ms Carmel Donnelly Chair Independent Pricing and Regulatory Tribunal                                                                                                                                                                                                                                                                                                | Thanking her for presenting at the 26 May meeting and inviting her to present her findings at a future CMA meeting after adoption of the report                      |
| The Hon Tim Crakanthorp MP, Minister for Skills, TAFE and Tertiary Education and Minister for the Hunter<br>The Hon Duncan Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources<br>The Hon Wendy Tuckerman MP, Shadow Minister for Local Government and Shadow Minister for Small Business | Inviting them to be presenters at the 4 August meeting                                                                                                               |
| The Hon Michael Daley MP, Attorney General                                                                                                                                                                                                                                                                                                                          | Requesting a reduction in hours for daylight saving                                                                                                                  |
| The Hon Ron Hoenig MP, Minister for Local Government                                                                                                                                                                                                                                                                                                                | Requesting that RFS assets not be recognized as Local Government assets and be treated in accordance with the Local Government Code of Accounting Practice           |
| The Hon Ron Hoenig MP, Minister for Local Government                                                                                                                                                                                                                                                                                                                | Requesting an increase in the Pensioner Rebate Subsidy                                                                                                               |
| The Public Accounts Committee of NSW<br>The Hon Chris Minns MP, Premier                                                                                                                                                                                                                                                                                             | Requesting immediate investigation into the basis behind Councils qualified financial statements for the YE 21/22 due to the accounting for RFS assets               |
| Department of FairTrading NSW                                                                                                                                                                                                                                                                                                                                       | Application for changes to the Constitution as per resolution 26 May 2023                                                                                            |
| Mr Ashley Albury, A/Deputy Secretary, Local Government, Office of Local Government                                                                                                                                                                                                                                                                                  | Forwarding Country Mayors response to the qualified audit opinion issued by the NSW Audit Office regarding RFS Assets                                                |

**Inward**

|                                                      |                                                                                                    |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| The Hon Ron Hoenig MP, Minister for Local Government | Regarding the NSW Governments discontinuation of the 2023/24 Emergency Services levy contributions |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------|

|                                                                                                                                                                             |                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Government NSW                                                                                                                                                        | Annual Conference motion – real estate agents                                                                                                                                                             |
| Dr Amanda Cohen MLC Greens                                                                                                                                                  | Address to Legislative Council on Council issues                                                                                                                                                          |
| The Hon Sam Farroway MLC Shadow Minister for Regional Transport and Roads                                                                                                   | Congratulating the Association on a successful 26 May meeting and forwarding a copy of a Notice of Motion to Parliament regarding attendance by parliamentarians at the meeting                           |
| Director Planning and Environmental Health Division, Ballina Shire Council                                                                                                  | Forwarding copy of letter to Minister for the Environment requesting a Review of NSW Littering Fines (Copy Attached)                                                                                      |
| Cr Darriea Turley AM, President, LGNSW                                                                                                                                      | Forwarding copy of letter to Auditor General regarding Audit costs for Local Government                                                                                                                   |
| The Hon Rose Jackson MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, Minister for the North Coast | Accepting her invitation and providing a response on the draft terms of reference to the Joint Committee into Protecting Regional Water Utilities from Privatisation and thanking her for the opportunity |

**Media Releases**

|                                                |
|------------------------------------------------|
| Don't Touch our Water                          |
| Is there a future for Local Government in NSW? |
| Country Mayors Investing in our Youth          |

**Network Meetings**

|                                                                                                                                                                             |                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| The Hon Steph Cooke MP, Shadow minister for Water, Shadow Minister for Crown Lands                                                                                          | Do we need Constitutional Protection from Privatisation for our Local Water utilities     |
| The Hon Rose Jackson MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, Minister for the North Coast | Do we need Constitutional Protection from Privatisation for our Local Water utilities     |
| Commonwealth Regional Education Commissioner The Hon Fiona Nash                                                                                                             | Addressing the Australian Universities Accord Interim Report and seeking members feedback |

RESOLVED That the information be noted

Moved Bourke Shire Council Mayor Councillor Barry Hollman  
 Seconded Parkes Shire Council Mayor Councillor Ken Keith

**14. Financial Report**

RESOLVED That the financial reports for the last quarter were tabled and accepted

Moved Bega Valley Shire Council Mayor Councillor Russell Fitzpatrick  
 Seconded Forbes Shire Council Mayor Councillor Phyllis Miller



**15. Acknowledgement of Outgoing Mayors**

Cr Rick Firman Deputy Chairman CMA thanked Mayors Peter Abbott, Cobar Shire Council, Cr Neil Smith, Junee Shire Council and Cr Ron Campbell Narrabri Shire Council for their commitment to Local Government during their years of service and those present were presented with a Country Mayors Association pen.

**16. The Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources**

The previous Government was responsible for the Regional Growth Fund and the Snowy Hydro Fund which allocated funds to NSW Statewide. The Opposition do not want programs commissioned by them to be cannibalised. Strategic Country Communities funding is under review, there are questions being raised regarding Resources for Regions and the Department of Regional NSW and the Department Regional Health are under review. Housing solutions such as modular housing need to be found and profit share power benefit schemes need to be introduced. Pot hole funds of \$50million are available and some councils have not taken up the opportunity to participate. Seniors and apprentice travel cards have been suspended and a petition against their suspension is being organised.

**17. The Hon Wendy Tuckerman MP, Shadow Minister for Local Government, Shadow Minister for Small Business**

The Review into Rate Pegging Methodology out. The security of local government funding in the September budget is in doubt. The Code of Conduct recommendations were supported by the previous government but there has been no word on what the government is doing. The Emergency Services Levy changes are extremely important and could be taken to the next election.

**18. The Hon Mark Speakman MP, Leader of the Opposition**

Regional NSW is very important to the Opposition and that is why 13 Shadow Ministers out of 26 are from regional and rural areas. Regional people are doing it tough due to natural disasters. The Opposition is putting rural NSW front and centre and they are holding the Government to account on cost of living. Councils need to advocate with them. Infrastructure projects are being axed or held back. The Opposition will ensure that the government keeps its election promises.

**19. Hosting Non-Metropolitan Meetings of CMA**

RESOLVED that the information be noted

Moved Narromine Shire Council Mayor Councillor Craig Davies  
Seconded Tamworth Regional Council Mayor Councillor Russell Webb

**20. Memorandum of Understanding with NSW Rural Doctors Network**

RESOLVED That the proposal to enter into a Memorandum of Understanding with NSW Rural Doctors Network be endorsed.

Moved Muswellbrook Shire Council Mayor Councillor Steve Reynolds  
Seconded Tamworth Regional Council Mayor Councillor Russell Webb

**21. Update Health Forum Wagga Wagga 14/15 September 2023**

Cr Rick Firman Deputy CMA outlined the events for the Health Forum which is being held in conjunction with Murrumbidgee Local Health District. There will be a Civic Reception hosted by Wagga Wagga City Council on Thursday 14 September between 6.00pm – 7.30pm and the Forum on the 15 September at the upgraded Wagga Base Hospital. There is a strong agenda with Ministers and Shadow Ministers invited although Health Minister Park is unable to attend but will be represented by his Parliamentary Secretary. Dr Joe McGirr, Richard Colbran and Professor Ruth Stewart, National Rural Health Commissioner will be presenters.

**22. Land Banking**

A MOTION was moved That the Country Mayors Association support Murray River Councils lot yield scheme including public land to resolve the longstanding issue that will benefit every regional council to meet the NSW Governments Housing 2042 agenda.

Moved Murray River Shire Council General Manager Mr Terry Dodds  
Seconded Byron Shire Council Mayor Councillor Michael Lyon

An AMENDMENT was moved That the NSW Government be requested to investigate the issue of Land Banking

Moved Bland Shire Council Mayor Councillor Brian Monaghan  
Seconded Shellharbour City Council Mayor Councillor Chris Homer

The AMENDMENT WAS PUT AND WAS LOST

An AMENDMENT was moved That the lot yield scheme be referred to the Executive Committee for consideration with a motion to be submitted to the 24 November 2023 meeting of the Association.

Moved Tamworth Regional Council Mayor Councillor Russell Webb  
Seconded Parkes Shire Council Mayor Councillor Ken Keith

The AMENDMENT WAS PUT AND WAS CARRIED

**23. CMA State Priorities Document**

The Chairman has undertaken advocacy with Ministers and Shadow Ministers so that they are aware of the issues and concerns of Regional and Rural NSW that needs to be addressed in the September State Budget

**24. Parliamentary Friendship Group for Local Government**

The President LGNSW, Cr Darriea Turley, made mention of the launch of this group in her address. The group comprises members of parliament and former members of parliament that can be used to get local government priorities to the attention of the Government and Shadow Government.

There being no further business the meeting closed at 12.40pm

Cr Jamie Chaffey  
Chairman Country Mayor's Association of NSW

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)

**(ITEM RC11/23) REPORTS OF COMMITTEES & DELEGATES - 2023 DESTINATION VISITOR ECONOMY CONFERENCE IN MANLY/NORTHERN BEACHES, SYDNEY NSW**

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**REPORT BY:** Councillor Tim Bonner; Councillor Kim Rhodes

The 2023 Destination & Visitor Economy Conference was held in Manly/ Northern Beaches, Sydney NSW and was attended by both Cr Rhodes and Cr Bonner over the period 29 – 30 May 2023. Attached is a Report from their experience, for Council's information and notation.

**RECOMMENDATION**

**That the report from Cr Kim Rhodes and Cr Tim Bonner regarding their attendance at the 2023 Destination & Visitor Economy Conference be received and noted.**

**ATTACHMENTS**

- |                                                                                                    |            |
|----------------------------------------------------------------------------------------------------|------------|
| <b>1</b> Report - 2023 Destination Visitor Economy Conference - Manly/Northern Beaches, Sydney NSW | 4<br>Pages |
|----------------------------------------------------------------------------------------------------|------------|



**2023 – MANLY / Northern Beaches – Destination & Visitors Economy**  
**Conference 29<sup>th</sup> – 30<sup>th</sup> May**

By Councillors Tim Bonner and Kim Rhodes

The conference was an excellent opportunity to meet with other Councillors, Mayors and staff of NSW, QLD. & Vic.

All conversations were around market trends, successes & even unforeseen failures. This conference was perfect timing for Tenterfield Shire. We were waiting for IPART to hand down our rate variation as with so many other conference delegates.

I would think almost 80% of the participants that we spoke to were looking for ways to renew their tourism opportunities; trying to find new innovative ways to attract more visitors to their Shires, showcasing their local businesses, events etc. We all want & need a bigger slice of the visitor economy pie. (We all had the same goals; wanting to bring more visitors to our towns / Shires but were trying to find ways to cut costs yet offer a better service.)

On route to the conference our conversation was around social media and digital marketing strategies that may eliminate some of the current costs our council incurs to keep our tourism centre operational for our visitors. However, we quickly learned at the conference that many councils had outlaid a lot of money to put in place many different digital platforms for visitors to use, nonetheless, most visitors to rural communities still wanted the personal touch preferring to speak with centre staff or volunteers and local business operators.

The conference had many different streams that we could attend.

Kim: The first stream that I attended was about **EV destination charger funding** for councils & tourism businesses in NSW. It is important for us to remember just like caravan owner's electric car users communicate with each other via Facebook sites which are the best setup towns for EV users who require regular charging. Many accommodation houses took advantage of last years grants program & have had charging stations fitted to their accommodation for overnight use by their guests. (It should be noted that one motel in Glen Innes has availability for all of its guests to 'charge while the stay', a couple of guest houses & Air BnB's in Tenterfield offer this service but know motels have added this service as yet which will eventually limit the number of visitors choosing to stop overnight in Tenterfield, opting to travel the extra hour to Glen Innes for a full overnight charge.

The second stream that I attended was about accessing grant funding for Councils through **Regional Arts NSW**. As I am the council representative for the Arts North West, I felt it was important to gain a little extra knowledge on how we could access funding for our Shire from our Regional Arts program. This session was all about us setting our own agendas that meet our communities needs and then working with our local group to navigate ways to find funding through their various programs.

I attended the third pitch of the day which was about **volunteering**. The speaker told us of the many events that their 140 – 200 strong volunteer group assisted with in the City of Sydney. This was also something that I felt was incredibly important for our Shire. How they communicated with each other at events, how there rostering and education

programs helped and even some of the things that weren't so successful. The big takeaway was training and communication is imperative along with letting the volunteers work together yet independently as required by the many different styles of events they have in Sydney. We also heard of how the team behind the 1-month long Ramadan Nights in Lakemba has become such a major success by getting local identities to work with them to advertise and promote the event on their social media platforms that usually have a much greater reach.

#### **Tourism plan**

[www.tourism.australia.com](http://www.tourism.australia.com)

Industry toolkit to download

- Create a 5-year plan engaging all stakeholders.
- \*24hour economy
- Make a story using traditional owners and early settlers etc and leverage that going forward. Keep it accurate and fact checked.
- Keep a rhythm without multiple drum rolls.
- "YCK" "purple flag" diverse areas offering safe vibrant laneways with cultural and food experiences. For example: York, Clarence and Kent streets.
- Drive ongoing change within your LGA, reimagine tourism, must know your visitors.
- Build infrastructure for visitors and residents alike.
- Think of ways that tourists can benefit LGA's not just tourism enterprises. A balance will be incredibly hard to achieve.

#### **Sustainability**

- Tourists expect that vendors are being responsible and respectful of the environment.
- The rise of ESG reporting (Environment and Social Corporate Governance)
- Delivering better than less harm
- Regenerative Tourism
- Sustainable "Pledge" for your area
- *Dream, Planning, Booking, Experience, Sharing*
- Councils must grow visitor economy.
- whole of government approach
- Monitor performance.
- Respond to opportunities and challenges.
- Recovery phase to 2024
- Momentum phase to 2026
- Accelerate phase to 2030.

\*\*\*Less travellers are spending more

#### **Ramadan Lights**

- One month
- Interesting happens!
- Authenticity
- Food bazaar etc.
- Culture

- Unique experience
- 1.2million people
- 31 nights with road closures
- Ave dwell time was 45 minutes
  
- Marketing Crowd mgt sustainability
- V community expectations, risk management, stakeholder expectations
  
- Marketing
- Use celebrities!
- Use business partners
- Use media, socials...
  
- Crowd mgt
- Risk consultant = reach capacity? Event full or not?
- Control room, crowd sensors?
  
- Waste services?
- Waste bins branded halved Street waste
- Accessible toilets "marveloo"
- Chilled water available refillable containers
  
- Quality of food
- Track spending
- Word of mouth

That evening we travelled to an event at the International College of Management. We talked to many attendees at this event which was primarily focussed on the growing **caravan & camping industry** and the growth opportunities it is giving regional NSW. The main takeaway from this evening was "we need to deliver economic and social benefits to the people of our Shire by growing the visitor economy in partnership with Destination NSW."

Throughout the rest of the conference, we discussed ways **Destination NSW** influences and shapes the visitor economy through strategic research, policy and thought leadership, stakeholder engagement and consultation, commercial partnerships and investment in visitor experiences, business support, marketing and events. They also showed us many examples of how they secure more international and domestic conventions, incentive travel reward programs, corporate events and exhibitions for Sydney and regional NSW.

We would like to see our Shire develop strategies to start bringing smaller conferences to our Shire but do acknowledge transport of delegates into & out of our Shire makes this task a little more difficult.

We also visited Palm Beach, Currawong on the Pittwater & Narrabeen Lagoons, with local historians showing the Kur-ring-gai Chase National Parkes & enjoyed tasting bush tucker & an opportunity to learn about the significant indigenous history of the area with an Aboriginal owned social enterprise Bush to Bowl which travels all over NSW supporting Aboriginal communities to grow, maintain & sell there produce.

The top five features that visitors look for in a visitor centre are:

1. Welcoming experience
2. Knowledgeable, professional staff, skilled in customer service
3. Unbiased, authoritative and tailored information (on and offline)
4. Validation of research found before and during the trip
5. Local stories and insights.

Delivering on these needs is the core objective of all accredited VICs across Australia.

There are 152 Visitors Centres in NSW, 61% of these centres are operated by Local Councils.

**Visitor Information Centres**

- Main visitor touch point in destination
- Enhance visitor experience
- Tell the story of the destination
- Assist with visitor information needs
- Extend industry reach
- Sell local produce
- Enhance community pride

**Businesses**

- Provide goods and services
- to meet visitor needs
- Generate economic growth
- Support events
- Attract business visitors
- Create and retain jobs and upskilling

**Community**

- Promote the local area and share its stories
- Provide labour resources

**Local Government / Councils**

- Influence level and quality of visitor services and infrastructure
- Facilitate economic growth
- Attract investment § Provide infrastructure and community services
- Regional tourism funding § Job creation

There were many takeaways from the conference but there is one particular area that our Council & business sector need to start to plan a little better for and that would be beginning to become more inclusive & supportive of people living with disabilities moving around our Shire. We hope to discuss this at a council workshop once all our 23/ 24 budgets are set in motion.

**(ITEM RC12/23) REPORT OF DELEGATES & COMMITTEES - MURRAY DARLING ASSOCIATION REGION 11 ORDINARY MEETING MINUTES 19 MAY 2023**

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**REPORT BY:** Councillor Greg Sauer

The following minutes are attached for your information:

- Region 11 Ordinary Meeting Friday 19 August 2023

**RECOMMENDATION**

**That Council receive and note the Region 11 Ordinary Meeting Minutes from Friday 19 May 2023.**

**ATTACHMENTS**

- |                                                                                        |            |
|----------------------------------------------------------------------------------------|------------|
| <b>1</b> Minutes - Murray Darling Association - Region 11 Ordinary Meeting 19 May 2023 | 4<br>Pages |
|----------------------------------------------------------------------------------------|------------|



## Murray Darling Association Inc.

### Region 11

Chairperson:  
Cr Jamie Chaffey, Mayor  
Ph: 0467 402 412

Hosting Council:  
Gunnedah Shire Council  
Ph: (02) 6740 2115

[www.mda.asn.au](http://www.mda.asn.au)  
Ph: (03) 5480 3805  
ABN: 64 636 490 493  
P.O. Box 1268, Echuca VIC 3564  
553 Kiewa St, Albury NSW 2640

**Region 11 Ordinary Meeting**  
**1:00pm, Friday 19 May 2023**  
**Gunnedah Shire Council, Council Chambers, held in person and via Zoom**

### MINUTES – Friday 19 May 2023

#### Acknowledgement to Country

I would like to acknowledge all first nations people as the traditional custodians of the lands on which we gather today. I would also like to pay respect to elders both past, present and emerging and extend that respect to any Aboriginal Australians present today.

#### ATTENDANCE

##### Present

|                  |                                                                    |
|------------------|--------------------------------------------------------------------|
| Cr Jamie Chaffey | Gunnedah Shire Council                                             |
| Cr Russell Webb  | Tamworth Regional Council                                          |
| Mr Bruce Logan   | Tamworth Regional Council                                          |
| Cr Greg Sauer    | Tenterfield Shire Council (via Zoom)                               |
| Mr Mark Lamb     | Chief Executive Officer, Murray Darling Association (via Zoom)     |
| Mr Tim Phillips  | MDA, Communications & Engagement Officer (via Zoom)                |
| Mr Andrew Johns  | Director Planning & Environmental Services, Gunnedah Shire Council |

\* Non-member – attendance by invitation

#### Apologies

|                    |                                                  |
|--------------------|--------------------------------------------------|
| Cr Lyndon Mulligan | Gwydir Shire Council                             |
| Ms Annabelle Guest | Regional Engagement Officer Namoi/Gwydir         |
| Cr Robert Hoddle   | Gunnedah Shire Council                           |
| Ms Jane Humphries  | Local Engagement officer, Northern Basin (Moree) |
| Cr Doug Hawkins    | Liverpool Plains Shire Council                   |

#### DECLARATIONS OF INTEREST

Councillor Jamie Chaffey advised that he has a “less than significant and non pecuniary interest” due to being a primary producer and he has a small stock and domestic water licence.

#### PREVIOUS MEETING MINUTES

That the minutes of the General Meeting of Murray Darling Association Inc Region 11 held on Friday 25 November 2022, as typed and circulated, be confirmed as a true record of the proceedings of that meeting.

**ACTION:** That the minutes of the General Meeting held on Friday 25 November 2022, be accepted  
*Moved Russell Webb / Seconded Greg Sauer*



**CEO REPORTS SINCE LAST REGION 11 MEETING (MR MARK LAMB)**

Mr Mark Lamb, CEO of Murray Darling Association, provided an update:

- Membership is an on-going challenge, delighted to welcome back Tamworth last year into Region 11
- Mark spoke at Toowoomba Council a few months ago and had a similar response of positive feedback about Murray Darling Association. He tried to explore what made them drop out and some responses were they see a very different attitude at the MDA.
- Mark met with Tee Tree Gully Council part of Region 7 which he got an overwhelming response, they are looking to re-join straight away.
- Mark is meeting with other Council's across the Basin to encourage them to join/re-join.
- Advocacy is a key aspect, since the last AGM in Albury, September 2022. They have 13 current motions and have seen some tangible actions as a result of some of those motions. These are now on a website
- There is a new website running and applauds Tim Phillips on his work put in to get this running. The website is no longer outsourced; this allows an e-commerce facility built in to the website so outsourcing conference ticketing is no longer required. Tests went well so they are now live with the ticketing for the annual conference.
- Partnership developed with CSIRO continues to go from strength to strength; they have been engaged by CSIRO to do another project on the circular economy.
- The partnership with One Basin CRC which has 4 particular nodes/hubs ranging from Goondiwindi to Loxton in SA will produce some great outcomes we can utilise.
- Funding from Government entities is starting to flow, including private investors which make a contribution.
- The Conference is ahead of the game; in comparison to last year ticketing has gone live already on the website. The Murray Darling Association website shows what's going on by the banner headlines and if you look further you can see some of the content they are proposing.
- Mark mentioned this year they are trying to obtain a balance of the politicians, bureaucrats, academics, industry, water users or the communities and the impacts it has on them.
- Some speakers have already been secured and are in contact with the politicians to ensure they are available, some may not be available due to sitting weeks of Parliament.
- Monday 25th September there will be a welcome reception held at the Murray Bridge Rowing club which is right on the bank of the Murray.
- Tuesday 26<sup>th</sup> September will be the Study Tour from Murray Bridge and take them along the Coorong and across the barrages. This will give them some understanding of the lower Murray.
- Wednesday 27<sup>th</sup> and Thursday 28<sup>th</sup> will be the conference proper. MDA is expecting a large turn out for these particular days. Wednesday evening there will be a Gala dinner at the Bridge Port Hotel.
- The conference proper will be based at the Town Hall. Mark's advice is to secure accommodation sooner rather than later to receive the better rates.
- Tim and Mark attended the Region Two meeting on 18/05/23 held on the NSW side of the Murray Darling. A discussion of merging some regions was brought up, specifically realigning boarders. Mark will take this to the board for their consideration on 5 June 2023. There is work to be done in Western NSW and Southern basin, possibly Northern as well.
- General discussion was held around Murray Bridge

**MDA Basin Plan – next phase**

- Cr Jamie Chaffey asked Mark Lamb at what point in our organisation will this be major piece of work that the MDA will do trying to inform the review of the act, the assessment of the impact on the first plan on the basin so we are ready to go in a good place to have an informed position when the new basin plan comes in 2026.
- Mark Lamb responds this is an ongoing piece of work, to try and represent our views. At some point he hopes to present our views on what needs to be included in the basin plan. Mark is gathering Intel to be able to make an informed decision.
- The impacts of the current plan on communities and the Basin have had a massive decline in population. Cr Jamie Chaffey is very keen as a board member to conduct the early work to inform the next basin plan.
- Mark Lamb supported this and reiterated that we need to gather views, opinions and alternatives so he can represent a decision on the key issues at hand; the current plan needs to be dissected.
- There are no designated funds as yet; however they are applying for some funds. Mark has asked the MDBA to figure out a time table for review periods and when the new plan is being distributed. There is no indication on time for when the feedback needs to be provided back for the Basin Plan.
- Cr Jamie Chaffey reiterated the importance of taking the right information from those effected by the Basin to ensure that as an association, due diligence is actioned.

**Upper Namoi Water in the Landscape Initiative (WILI)**

- Tamworth Regional Council are Members of WILI; Bruce Logan provided an update on this area.
- Council is signed on as a steering committee member for WILI which is centred around the upper Namoi, the idea is to advocate and encourage on how we can better treat water and ensure water is held for longer in the landscape. Evidence suggests that the increased rate and volume of run off is creating scour problems and erosion, it's failing to allow time for aquifers to be recharged. There is evidence that if you can slow the rate of run off moving across the ground, there can be multiple benefits.
- The University of New England who are involved in the steering committee, have several grant applications with the State and Federal Government to try obtain research money to advance some of these issues.
- Cr Jamie Chaffey notes it is important looking at local opportunities to make a difference which will positively affect various areas.
- Bruce will send the Statement of Intent to Mark for his information.

**Northern Basin Forum Postponed – propose new date**

- Cr Jamie Chaffey expresses his appreciation towards Mark Lamb and Tim Phillips for all the effort put in with the Northern Basin Planning.
- Disappointing at the last minute it had to be postponed
- As there were only 25 people registered to attend, it was appropriate to therefore postpone.
- Cr Jamie Chaffey has since spoken to Troy Grant and Andrew McConville who are the main speakers, they are still keen to be apart of the forum and want to hear the ideas.
- There is a lot to share in Region 11, specifically the work with Tamworth Council and their re-use and education in communities of water.
- More connection needs to be created early to promote awareness of the MDA membership, to help support increased attendance.
- Cr Russell Web suggested it would be paramount to have the appropriate politicians there, at least one of our two Water Ministers. Having the two would be ideal and extremely successful in terms of attendance.



- It was agreed that possibly having the Forum scheduled too close to the September Conference would decrease the attendance list.
- Tim Phillips and Mark Lamb will look into potential dates that will best fit.
- Cr Jamie Chaffey suggested completing a bid to hold the Conference in Region 11 for 2024 and then to plan holding the forum after this.
- Put forward a submission and if we aren't successful we will know by the end of August and we can plan a northern forum before the conference for 2024.
- It was agreed to hold a workshop to those of Region 11 to come up with the bid/submission. The submission really needs to be in by the end of August 2023, there has been some interest by Region 9 thus far.
- Mark Lamb notes he can re-send information on the bid for Albury and the bid for Murray Bridge to save reinventing the wheel.

#### **MDA Membership**

- It is still agreed that Mark Lamb will come to Region 11 to drive around with Cr Jamie Chaffey to visit other Councils to encourage membership to the MDA.
- Mark Lamb notes he will provide Cr Jamie Chaffey with some potential dates (4 or 5 options of dates).
- Need to get old members re-engaged, need to build the membership and be reunited.
- Trying to realign these meetings with the BROCC meetings, no members from BROCC attended today's meeting. Border of Region Organisational Councils (BROCC) are Region 11 and a few Region 12 members.
- Next BROCC (Border Regional Organisation of Councils) meeting is possibly in St George around the 9 June 2023, but not confirmed. **File Note:** after the MDA meeting EA investigated the BROCC meeting dates for the remainder of 2023 and 2024 and they are as follows:

*Meeting times - 9:00am to approx. 1:00pm*

2023    11 August 2023 – Cunnamulla (Paroo Shire Council)  
          10 November 2023 - Tenterfield (AGM & Ordinary)

2024    9 February 2024 – Brewarrina Shire Council  
          10 May 2024 – Southern Downs Regional Council  
          9 August 2024 – Walgett Shire Council  
          15 November 2024 - Goondiwindi Regional Council (AGM & Ordinary)

#### **NEXT MEETING DATE**

The next **Murray Darling Association Region 11 meeting** will be held on **Friday 11 August 2023** and will be held in person and via Zoom for those who can only attend virtually (details to be provided closer to the date)

#### **MEETING CLOSE**

The meeting closed, the time being 2:00pm.

Thank you to all members for their commitment to Region 11 MDA

**(ITEM RC13/23) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - MINUTES THURSDAY 3 AUGUST 2023**

---

**REPORT BY:** David Counsell, Manager Assets & Program Planning

That a meeting of the Tenterfield Shire Council Local Traffic Committee was held on Thursday 3 August 2023. Minutes attached.

**RECOMMENDATION**

**That Council:**

**Receive and note the minutes of the Tenterfield Shire Council Local Traffic Committee meeting of 3 August 2023.**

**ATTACHMENTS**

- |                                                                                                     |            |
|-----------------------------------------------------------------------------------------------------|------------|
| <b>1</b> Tenterfield Shire Council Local Traffic Committee Meeting Minutes - Thursday 3 August 2023 | 4<br>Pages |
|-----------------------------------------------------------------------------------------------------|------------|

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING**  
**THURSDAY 3 AUGUST 2023**



**MINUTES OF**  
**TENTERFIELD SHIRE LOCAL TRAFFIC**  
**COMMITTEE MEETING**  
**THURSDAY, 3 AUGUST 2023**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the Koreelah Room, on Thursday, 6 APRIL 2023 commencing at 10.20 am.

**ATTENDANCE** Councillor Tom Peters (TSC)  
Caleisse Dunstan (TfNSW)

**ALSO IN ATTENDANCE** David Counsell (TSC)  
James Paynter (TSC)

**DISCLOSURE OF INTERESTS**  
Nil

**APOLOGIES:**  
Nil

NOTE – The Agenda for the meeting was not circulated prior to the meeting and was tabled at the start of the meeting on 3 August.

**CONFIRMATION OF MINUTES**

Recommendation that the Minutes of the Tenterfield Shire Local Traffic Committee meeting held 6th April 2023, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

*Taken as read and correct.*

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**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING**  
**THURSDAY 3 AUGUST 2023**

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**BUSINESS ARISING FROM PREVIOUS MINUTES**

**1. LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)**

Transport NSW have been pursuing the consultant for the lighting upgrade to get a final design approved. After extensive efforts to contact the consultant including visits to their nominated offices to progress the matter, the use of the previous consultant has been terminated.

Transport NSW have now engaged new consultants from Coffs Harbour to undertake the design and provide estimate for the lighting works. The new consultants have proved to be very responsive and have already progressed the design to the point the previous consultant had achieved.

Transport NSW staff will continue to work with the new consultants to finalise a design and then seek competitive price as required by procurement policy, so that funding and installation works can be considered.

**ACTION:**

*Noted that Transport NSW will continue to progress this matter with new consultants.*

**2. DRAKE REVITALISATION - BRUXNER HIGHWAY**

As part of the works being commenced on the Drake Revitalisation project, community input on the design suggested Highway safety treatments for the installation of red patch pavement markings to delineate the village entry and a speed advisory device on the Bruxner Highway to prompt drivers to obey the speed zone.

Transport NSW advised that they have recently adopted a Technical Standard for 'Town Entry Gateway Treatments' that include red patch pavement markings with adjacent chevron markings. The treatment may require widening and sealing of roadside shoulders to accommodate the markings with one initial trial installation having been installed at Glenreagh. Transport NSW are assessing traffic information from the trial location to assess the benefits of installing the treatment at further sites in NSW.

The merits for a speed advisory device on the Highway were discussed and while actual speed reading displays may not be best suited for the village, it may be appropriate to consider installation of speed compliance devices that display green smile face or red frown relative to the drivers speed.

Council staff will continue to liaise with Transport NSW staff for the Bruxner Highway safety treatments associated with the Drake Revitalisation project.

**ACTION:**

*That Council request Transport NSW to consider the installation of a 'Town Entry Gateway Treatment' with red patch pavement markings and speed compliance device on the Bruxner Highway in Drake.*

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**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING**  
**THURSDAY 3 AUGUST 2023**

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**3. MANNERS STREET CROSSING**

A suggestion of an additional pedestrian crossing in Manners Street between the Post Office and the Library has been assessed by Transport NSW. This location was not considered to be appropriate due to the close proximity to the intersection of the New England Highway and that it does not meet the pedestrian movement warrants for pedestrian crossings.

**ACTION:**

*That a marked pedestrian crossing not be installed across Manners Street between the Post Office and the Library.*

**4. MT SPIRABO ROAD RAILWAY BRIDGE**

The railway overpass bridge on Mt Spirabo Road was confirmed as having been upgraded by Transport NSW through the Rail Manager and the 37 tonne load limit has been posted at the bridge, including signs to advise the bridge is the responsibility of Transport NSW with their contact number.

**ACTION:**

*Noted the revised 37 tonne load limit on the Mt Spirabo Road Railway Bridge and no further action required by Council.*

## **GENERAL BUSINESS**

**1. BRUXNER WAY INCIDENT.**

A motor vehicle incident occurred on the Bruxner Way on 24<sup>th</sup> April 2023 at the Mole River bridge near Mingoola involving a single eastbound vehicle. It is understood that there were not significant injuries, however there was damage to road infrastructure and NSW Police are investigating the incident.

**ACTION:**

*That the incident be noted.*

**2. ROUSE STREET PERMIT PARKING.**

An enquiry regarding possibility that Council would issue a private parking permit to a property in the Rouse Street CBD that would permit a property owner to park for extended hours on the street was discussed. Parking in the CBD is a premium and Council should give priority to the general community for on street parking in the CBD.

**ACTION:**

*That parking permits not be considered for on-street parking in the CBD.*

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This is page 3 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 August 2023

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 3 AUGUST 2023**

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**3. CBD PARKING SPACE MARKINGS.**

A number of matters were discussed relating to car park space markings in the CBD including Crown, High, Rouse, Molesworth Street and general parking bays in the Tenterfield CBD where markings are fading.

**ACTION:**

*Note that Council works staff are programming for existing parking bay markings be renewed where Council's financial maintenance budget allows for repainting.*

**4. HIGH / WOOD STREET SCHOOL BUS ZONE.**

A matter has been recent raised verbally with Council staff relating to the school bus space adjacent in High Street near Wood Street. As the school bus does not operate for this facility any more, the school would like to have the redundant bus zone and parking near the school amended. It is understood that the school are going to submit a written request detailing what amendments they believe would make better use of the parking near the school.

**ACTION:**

*That the Committee await any formal submission from the school regarding adjustment of the bus zone for further consideration.*

**NEXT MEETING**

Next meeting to be held at 10am, Thursday 5th October 2023.

There being no further business the Committee Chairperson declared the meeting closed at 11:20 am.

.....  
Councillor Tom Peters  
Councillor/Chairperson



|                      |                                                 |
|----------------------|-------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>            |
| <b>Submitted by:</b> | Elizabeth Memlling, Executive Assistant & Media |
| <b>Reference:</b>    | <b>ITEM RES7/23</b>                             |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - JULY 2023</b>  |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                                                                         |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.                                                                    |
| <b>CSP Strategy:</b>        | Ensure the performance of Council as an organisation complies with all statutory Guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making. |
| <b>CSP Delivery Program</b> | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.                                                             |

#### **SUMMARY**

The purpose of this Report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all Resolutions of Council previously adopted and yet to be finalised.

#### **OFFICER'S RECOMMENDATION:**

**That Council notes the status of the Council Resolution Register to July 2023.**

**Daryl Buckingham**  
**Chief Executive**

Prepared by staff member: Elizabeth Melling, Executive Assistant & Media

Approved/Reviewed by Manager: Daryl Buckingham, Chief Executive

Department: Office of the Chief Executive

Attachments: **1** Resolution Register - July 2023 24 Pages

Action Sheets Report

Printed: Monday, 14 August 2023  
 4:27:30 PM

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Completed | Last Note | COI/MPI                 |
|----------|--------------------|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-------------------------|
| COM3/19  | Council 27/02/2019 | Counsell, David  | Compulsory Acquisition of Crown Land for the Mount Lindesay Road Upgrade, 0-6km Section East of Legume                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |           |                         |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |           |                         |
|          |                    |                  | <b>Resolution 30/19</b><br><b>Resolved</b> that Council:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |           |                         |
| (1)      |                    |                  | Proceed with the compulsory acquisition of the land described as part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 for the purpose of operational land being for road widening in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |           |                         |
| (2)      |                    |                  | Make an application to the Minister and the Governor for approval to acquire part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 by compulsory process under section 177(1) and 177(2)(b) of the Roads Act 1993; and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |           |                         |
| (3)      |                    |                  | Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |           |                         |
|          |                    |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |           | (Greg Sauer/Gary Verri) |
|          |                    |                  | <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |           |                         |
|          |                    |                  | <b>02 Dec 2021 12:48pm Fitzpatrick, Christie</b><br>Data imported from Resolution Register., 18.3.19 Awaiting Final plans to be sent with application to Minister., 12.4.19 No change to status., 10.5.19 No change., 12.7.19 Final plans being reviewed., 19.8.19 Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas., 15.11.19 No change to status., 10.2.20 Section of existing boundary between 0.1 to 1 km has been pegged in consultation with RMS design review., Advice of determination of Land Claim received for Lots 7016, 7017 & 7020 received at start of November. Likely impacts to the project to be discussed with RMS., 11.5.20 Interim section 0.1km to 1.0km agreed with RMS for commencement of works once water is again available for construction. Drainage materials have been ordered and remaining sections to be surveyed with a view to minimise any compulsory acquisition required., 1.7.20 Survey of design centreline has been initially done on Legume 0-6.0km section and minor adjustments being considered to minimise extent of works impacting on adjacent properties., 7.8.20 The set out of a slightly modified alignment has commenced that should minimise extent of acquisition required., Revised construction design plans have been sent to the consultant land surveyors for use in defining the land acquisition boundaries., 14.4.21 Land surveyors from Tenterfield are currently pegging proposed acquisition boundaries although access for this task has been hampered by recent wet ground conditions., 7.5.21 Surveyors are back on site continuing with field work., 7.6.21 Land surveyors are preparing plans for proposed acquisition., 14.10.21 Land surveyors have been delayed by wet weather to complete the field work to peg acquisition boundaries., 10.11.21 Ongoing process with surveyors to prepare survey plans. |           |           |                         |
|          |                    |                  | <b>14 Feb 2022 2:56pm Gibbins, Jessica</b><br>Awaiting final survey plans.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |           |                         |
|          |                    |                  | <b>12 Aug 2022 4:33pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - as Jess Gibbins is away reallocated to Dave Counsell.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |           |                         |
|          |                    |                  | <b>14 Sep 2022 12:40pm Counsell, David</b><br>Matter is still awaiting land surveyor to complete on site boundary pegging and preparation of the survey plan for lodgement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |           |                         |
|          |                    |                  | <b>12 Oct 2022 3:26pm Counsell, David</b><br>Meeting has been held with land surveyor to complete survey work now that fencing is complete and finalise acquisition plan preparation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |           |                         |
|          |                    |                  | <b>08 Dec 2022 1:00pm Counsell, David</b><br>Surveyor has undertaken further field work for proposed boundary identification and acquisition plan preparation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |           |                         |
|          |                    |                  | <b>31 Jan 2023 9:39am Counsell, David</b><br>Survey field work to peg proposed boundaries continuing in January and February.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |           |                         |
|          |                    |                  | <b>12 Mar 2023 8:32pm Counsell, David</b><br>Surveyors are continuing to complete survey and plan preparation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |           |                         |
|          |                    |                  | <b>13 Apr 2023 3:34pm Counsell, David</b><br>Plans are still being prepared by the surveyors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |           |                         |
|          |                    |                  | <b>09 May 2023 10:09am Counsell, David</b><br>Still awaiting plans to be prepared by Tenterfield Surveys                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |           |                         |



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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Meeting            | Officer/Director | Subject                                                    | Completed | Last Note | COI/MPI |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|------------------------------------------------------------|-----------|-----------|---------|
| COM17/20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Council 22/07/2020 | Counsell, David  | Tenterfield Common Easement and Lot Compulsory Acquisition |           |           |         |
| <b>Resolution 133/20</b><br><b>Resolved</b> that Council:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                  |                                                            |           |           |         |
| (1) Proceed with the compulsory acquisition of the interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 and within Lot 7022 DP 1126834 for the purpose of creating and obtaining an easement for water supply and right of carriage way to the water source and pump infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |                  |                                                            |           |           |         |
| (2) Proceed with the compulsory acquisition of the land described as subdivided Lot 7022 DP 1126834 for the purpose of subdivision and acquisition of the newly-formed Lot for the purposes of developing water infrastructure on the site and security infrastructure around the site in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                            |           |           |         |
| (3) Make an application to the Minister and the Governor for approval to acquire interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 by compulsory process under section 186(1) of the Local Government Act;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |                  |                                                            |           |           |         |
| (4) Make an application to the Minister and the Governor for approval to acquire the subdivided Lot 7022 DP 1126834 by compulsory process under section 186(1) of the Local Government Act;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                    |                  |                                                            |           |           |         |
| (5) Classifies the land as operational land;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                    |                  |                                                            |           |           |         |
| (6) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to 30 days;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                            |           |           |         |
| (7) Proceed with the subdivision of the land described as Lot 7022 DP1126834 and all other processes required for the purpose of compulsory acquisition of the newly-formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    |                  |                                                            |           |           |         |
| (8) Proceed with the compulsory acquisition of the land described as 'Proposed Lot 1' for the purpose of developing a site for established emergency water infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                  |                                                            |           |           |         |
| (Brian Murray/Michael Petrie)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |                  |                                                            |           |           |         |
| <b>Notes</b><br><b>02 Dec 2021 1:17pm Fitzpatrick, Christie</b><br>Data imported from Resolution Register., 13.8.20 Jennings & Kneipp instructed to develop the 88B instrument for the easement. , CA application drafted. , No response from the Common Trust regarding their concurrence within the allotted timeframe. , 9.9.20 Jennings & Kneipp are to develop the 88B instrument for the easement. No response from Common Trust regarding their concurrence within the allotted timeframe. CA application drafted and signed by CE., 15.10.20 Compulsory Land Acquisition submitted to Crown Lands for processing., 3.12.20 Sent to OLG as advised by Crown to begin next steps., 9.2.21 Register Acquisition Plan being finalised between surveyor and OLG., 10.3.21 Registered Acquisition Plan with NSW Land Registry Services for advice., 20.4.21 This acquisition has stalled as the Common Trust Board have not signed the papers for the Agreement., 11.6.21 Resending papers to trust., Waiting on response, 9.9.21 Adviseements underway to proceed with acquisition due to second attempt with no response., 11.11.21 Several attempts made by phone and letter to the Common Trust since April 2021, however no response has been received., Works are being scheduled to proceed. |                    |                  |                                                            |           |           |         |
| <b>10 Feb 2023 2:14pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer works for Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |                  |                                                            |           |           |         |

| Item No.                                                                                                                                                                                                                      | Meeting            | Officer/Director | Subject                                                                    | Completed | Last Note | COI/MPI |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|----------------------------------------------------------------------------|-----------|-----------|---------|
| NM6/20                                                                                                                                                                                                                        | Council 26/08/2020 | Counsell, David  | NOTICE OF MOTION - MARYLAND CULLENDORE ROAD THROUGH MARYLAND NATIONAL PARK |           |           |         |
| <b>Resolution 176/20</b><br><b>Resolved</b> that Council contact Crown Lands Department and National Parks & Wildlife Service informing them that Tenterfield Shire Council wishes to keep the Maryland Cullendore Road open. |                    |                  |                                                                            |           |           |         |
| (Gary Verri/Bronwyn Petrie)                                                                                                                                                                                                   |                    |                  |                                                                            |           |           |         |

Action Sheets Report

Printed: Monday, 14 August 2023  
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**Notes**

**02 Dec 2021 1:24pm Fitzpatrick, Christie**

Data imported from Resolution Register., 11.9.20 Letter forwarded to NPWS dated 3 September 2020, awaiting response., 12.2.21 Phone meeting held NPWS & EO 14.12.20 further details to be discussed through CE & Manager EDCE, 12.3.21 Meeting held with Acting CE,DI,EO & Manager EDCE. EO to provide response to NPWS., 19.4.21 NPWS has confirmed that gazettal documents have been withdrawn from the Ministers Office. Meeting to be arranged between TSC and NPWS., 10.5.21 Making arrangements for NPWS to attend June 2021 Councillor Workshop., 10.6.21 Councillor workshop with NPWS 10.06.21, 18.8.21 NPWS looking at all paper roads through NP. Will prioritise Maryland NP. TSC to pay for survey., 14.10.21 Estimate of survey costs and any other expenses being arranged for consideration.

**18 Jul 2022 4:01pm Melling, Elizabeth - Reallocation**

Action reassigned to Coonan, Neville by Melling, Elizabeth - This was previously in Cr Petrie's name.

**20 Sep 2022 8:33am Coonan, Neville**

No action taken to date

**02 Nov 2022 9:38am Coonan, Neville**

No action taken

**10 Feb 2023 2:15pm Melling, Elizabeth - Reallocation**

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council

**14 Feb 2023 9:25am Melling, Elizabeth - Reallocation**

Action reassigned to Counsell, David by Melling, Elizabeth - Roads related.

**12 Mar 2023 8:34pm Counsell, David**

Subject to further discussions with NPWS.

**09 May 2023 10:13am Counsell, David**

No further formal correspondence received on the matter - road is not a Council maintained road.

| Item No.                      | Meeting                                                                                                                                                                                                                                                                                                                      | Officer/Director     | Subject                                                                | Completed | Last Note | COI/MPI                       |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------------------------------|-----------|-----------|-------------------------------|
| COM22/20                      | Council 23/09/2020                                                                                                                                                                                                                                                                                                           | Marchant,<br>Gillian | Mingoola Waste<br>Transfer Station Site -<br>Compulsory<br>Acquisition |           |           |                               |
|                               |                                                                                                                                                                                                                                                                                                                              | Keneally, Fiona      |                                                                        |           |           |                               |
| <b>Resolution 187/20</b>      |                                                                                                                                                                                                                                                                                                                              |                      |                                                                        |           |           |                               |
| <b>Resolved</b> that Council: |                                                                                                                                                                                                                                                                                                                              |                      |                                                                        |           |           |                               |
| (1)                           | Proceed with the compulsory acquisition of the land described as Lot 7013 in DP 1075621 for the purpose of developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and                                                                |                      |                                                                        |           |           |                               |
| (2)                           | Proceed with the compulsory acquisition of the land described as the western portion of subdivided Lot 7018 in DP 1075621 for the purpose of subdivision, acquisition and developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and |                      |                                                                        |           |           |                               |
| (3)                           | Make an application to the Minister and the Governor for approval to acquire Lot 7013 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and                                                                                                                                              |                      |                                                                        |           |           |                               |
| (4)                           | Make an application to the Minister and the Governor for approval to acquire the western portion of the subdivided Lot 7018 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and                                                                                                        |                      |                                                                        |           |           |                               |
| (5)                           | Classify the land as operational land; and                                                                                                                                                                                                                                                                                   |                      |                                                                        |           |           |                               |
| (6)                           | Proceed with the subdivision of the land described as Lot 7018 in DP 1075621 for the purpose of compulsory acquisition of the newly-formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and                                                                           |                      |                                                                        |           |           |                               |
| (7)                           | Arrange the survey of the formed road, known as Springfield Road, that traverses through Lot 7013 in DP 1075621 and dedicate this as a Public Road; and                                                                                                                                                                      |                      |                                                                        |           |           |                               |
| (8)                           | Make an application to the Minister and the Governor for approval to acquire the newly-formed Road Lot that traverses through Lot 7013 in DP 1075621 by compulsory process under section 177(1) or 177(2)(a) or 177(2)(b) of the Roads Act.                                                                                  |                      |                                                                        |           |           |                               |
|                               |                                                                                                                                                                                                                                                                                                                              |                      |                                                                        |           |           | (Brian Murray/Michael Petrie) |

Action Sheets Report

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**Notes**

**02 Dec 2021 1:26pm Fitzpatrick, Christie**

Data imported from Resolution Register., 15.10.20 TSC working with Crown Lands in relation to the compulsory acquisition., 6.11.20 Ongoing, 4.12.20 Scoping the exact area required to negotiate with ALC. NSWALC providing advice on process., 9.2.21 Negotiations underway with local Aboriginal Council requesting the ALC to be amended to exclude the part required for the project. Awaiting their response., 10.3.21 This is awaiting response. NSW LALC are the claimant but won't change the claim until MLALC agree to., 20.4.21 Continues to stall awaiting advice from Aboriginal Land Council. Negotiations continue., 6.5.21 Project handover, negotiations continue., 11.6.21 Project negotiations continue., 19.7.21-18.10.21 Negotiations continue, arrangements to visit site once lockdown ended., 11.11.21 Negotiations continue.

**18 Jul 2022 4:07pm Melling, Elizabeth - Reallocation**

Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer involved with Council. Jessica Gibbins is on 6 months leave.

**14 Sep 2022 1:42pm Melling, Elizabeth - Reallocation**

Action reassigned to Marchant, Gillian by Melling, Elizabeth - Waste Management matter

**14 Sep 2022 1:46pm Marchant, Gillian**

Negotiations ongoing.

**17 Oct 2022 4:36pm Marchant, Gillian**

Negotiations ongoing

**11 Nov 2022 2:14pm Marchant, Gillian**

Negotiations Ongoing

**08 Dec 2022 10:56am Marchant, Gillian**

Negotiations Ongoing

**14 Feb 2023 3:25pm Marchant, Gillian**

Negotiations Ongoing

**10 Mar 2023 6:13pm Marchant, Gillian**

Negotiations with RSM

**06 Apr 2023 9:18am Marchant, Gillian**

Negotiations with NTScorp

**10 May 2023 2:01pm Marchant, Gillian**

Negotiations continue with NTScorp

**14 Jul 2023 5:32pm Marchant, Gillian**

Negotiations continue

**10 Aug 2023 10:55am Marchant, Gillian**

Negotiations continue

| Item No. | Meeting                                                                                                                                                                                                                                                    | Officer/Director  | Subject                                                             | Completed | Last Note | COI/MPI                |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------|-----------|-----------|------------------------|
| NM7/20   | Council 23/09/2020                                                                                                                                                                                                                                         | Marchant, Gillian | NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES |           |           |                        |
|          | <b>Resolution 202/20</b>                                                                                                                                                                                                                                   | Keneally, Fiona   |                                                                     |           |           |                        |
|          | <p><b>Resolved</b> that Council investigate the opportunities that may be available near and including the town dam for recreational activities with a view to producing a master plan for presentation to the Council and subsequently the community.</p> |                   |                                                                     |           |           |                        |
|          |                                                                                                                                                                                                                                                            |                   |                                                                     |           |           | (Bob Rogan/Greg Sauer) |

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**Notes**

**02 Dec 2021 1:34pm Fitzpatrick, Christie**  
 Data imported from Resolution Register., 1.10.20 Scheduled for discussion at Councillor Workshop 21/10. Meeting with invited community members (due to COVID) 27/10., 1.12.20 Meetings held, results consolidated and provided for comment. Survey of parks underway. Focus group established., 15.4.21 Site inspection with focus group held, preliminary designs under investigation, 6.5.21 Investigation into possible grants underway, 11.6.21 - 9.9.21 Investigations continue-note awarded fishing platform grant, 18.10.21 Signed Deeds of Grant, 12.11.21 Platform planning underway.

**18 Jul 2022 4:03pm Melling, Elizabeth - Reallocation**  
 Action reassigned to Marchant, Gillian by Melling, Elizabeth - Cr Bob Rogan no longer involved with Council.

**18 Jul 2022 4:04pm Melling, Elizabeth - Reallocation**  
 Action reassigned to Keneally, Fiona by Melling, Elizabeth - Cr Rogan no longer involved with Council.

**18 Jul 2022 4:19pm Melling, Elizabeth - Reallocation**  
 Action reassigned to Marchant, Gillian by Melling, Elizabeth - Returned to GM.

**18 Jul 2022 4:34pm Marchant, Gillian**  
 Note masterplan grant applied for 14/07/2022, Fishing Platform fence has been altered to accomodate platform, requotations supplied and approved, meeting due 21/07/2022.

**10 Aug 2022 12:35pm Marchant, Gillian**  
 Waiting for grant decision for Masterplan

**08 Sep 2022 4:55pm Marchant, Gillian**  
 8/09/2022 New application for Master plan grant submitted

**17 Oct 2022 4:37pm Marchant, Gillian**  
 Waiting on Grant notification

**11 Nov 2022 2:17pm Marchant, Gillian**  
 Grant unsuccessful awaiting on additional application

**08 Dec 2022 10:57am Marchant, Gillian**  
 Waiting on additional grant advisement

**14 Feb 2023 3:26pm Marchant, Gillian**  
 Application submitted Regional Drought Resilience Planning (RDRP) Program, project Glen Inness and Tenterfield Building Community Regional Resilience

**14 Feb 2023 3:28pm Marchant, Gillian**  
 Additional application unsuccessful from 8/9/2022

**10 Mar 2023 6:19pm Marchant, Gillian**  
 Waiting on additional advisement, additional joint application submitted with Glenn Innes

**06 Apr 2023 9:20am Marchant, Gillian**  
 Waiting on advisement

**10 May 2023 2:01pm Marchant, Gillian**  
 Waiting on advisement

**14 Jul 2023 5:33pm Marchant, Gillian**  
 Waiting on advisement

**08 Aug 2023 2:14pm Melling, Elizabeth**  
 Report in Draft form? , Waiting on grant submissions advisements for dam masterplan.

| Item No. | Meeting                                                                                                                          | Officer/Director   | Subject                                                                                         | Completed | Last Note | COI/MPI |
|----------|----------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------------------------------|-----------|-----------|---------|
| COM2/21  | Council 24/02/2021                                                                                                               | Davidson,<br>Tamai | Request to relocate the<br>Band Hall to Leechs<br>Gully Road (former<br>Leechs Gully Hall Site) |           |           |         |
|          |                                                                                                                                  | Smith, Kylie       |                                                                                                 |           |           |         |
|          | <b>Resolution 16/21</b>                                                                                                          |                    |                                                                                                 |           |           |         |
|          | <b>Resolved</b> that Council:                                                                                                    |                    |                                                                                                 |           |           |         |
| (1)      | Supports the gifting of the Band Hall to the Leechs Gully Progress Association subject to the association being responsible for: |                    |                                                                                                 |           |           |         |
|          | (a) Ensuring the Band Hall can fit on the property by conducting an identification survey;                                       |                    |                                                                                                 |           |           |         |
|          | (b) Ensuring the Band Hall transfer meets heritage requirements;                                                                 |                    |                                                                                                 |           |           |         |
|          | (c) Paying for all costs associated with the relocation of the Band Hall;                                                        |                    |                                                                                                 |           |           |         |
|          | (d) All upkeep and maintenance on the band hall once ownership is formally transferred to the association.                       |                    |                                                                                                 |           |           |         |
| (2)      | Allocates up to \$50,000 to the Leechs Gully Progress Association towards the costs associated with the items in (1) above.      |                    |                                                                                                 |           |           |         |
| (3)      | Negotiates with the Leechs Gully Progress Association on the proposed relocation of the Band Hall.                               |                    |                                                                                                 |           |           |         |
|          | (John Macnish/Bronwyn Petrie)                                                                                                    |                    |                                                                                                 |           |           |         |

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**Notes**

**02 Dec 2021 1:47pm Fitzpatrick, Christie**

Data imported from Resolution Register., 24.2.21 Mr Rod Dowe was informed of Council's decision., 25.2.21 Mr Dowe will contact a surveyor re the recommendation of part 1 (a) as a first step in the process., 1.3.21 Mr Dowe provided with the names of some Heritage Consultants., 12.3.21 The above is evidence of part 3 of the recommendation being enacted., 20.4.21 The Gem Club have been advised of the council resolution and provided with contact with Leeches Gully Progress Association for continued use of the hall if relocation takes place., 4.5.21 Survey to be completed and relocation quotes are being sought by Progress Association, 11.6.21 Nothing further to report., 19.7.21 Committee to meet and review Constitution., 13.8.21 Ongoing waiting for Progress Assoc to become an incorporated body., 8.10.21 Meeting to be organised with Progress Association and TSC, 11.11.21 Meeting held on site to discuss the actions required to expedite the relocation of the Hall to Leeches Gully., 8.12.21 They have organised a heritage report which is due Feb 2022. PS is coordinating the matter.

**18 May 2022 5:12pm Melling, Elizabeth**

Ongoing - Chief Executive Office met with Grant Johnson for an update 12 May 2022

**18 Jul 2022 4:13pm Melling, Elizabeth - Reallocation**

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Paul Della no longer works for Council.

**11 Aug 2022 7:58am Condrick, Jodie - Reallocation**

Action reassigned to Coonan, Neville by Condrick, Jodie - Neville is managing the removal of the Band Hall from Crown Street, Tenterfield.

**16 Aug 2022 2:57pm Coonan, Neville**

DA application including a heritage report has not yet been submitted.

**20 Sep 2022 8:33am Coonan, Neville**

DA application including a heritage report is yet to be lodged by the progress association

**02 Nov 2022 9:40am Coonan, Neville**

The DA including the heritage report is yet to be lodged

**10 Feb 2023 2:16pm Melling, Elizabeth - Reallocation**

Action reassigned to Davidson, Tamai by Melling, Elizabeth - Neville Coonan no longer works for Council

**14 Feb 2023 10:14am Melling, Elizabeth**

Chief Executive telephoned Grant Johnston regarding Band Hall., Soil testing recently completed. No results as yet. , Once soil test results are back, Leech's Gully will lodge their DA Application.

**15 May 2023 12:46pm Melling, Elizabeth**

Awaiting approval from land owner - Crown land.

| Item No.                | Meeting                                                                                                                                                                                                                                                                                                                                                          | Officer/Director | Subject                                   | Completed | Last Note                   | COI/MPI |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------|-----------|-----------------------------|---------|
| ECO8/21                 | Council 24/03/2021                                                                                                                                                                                                                                                                                                                                               | Counsell, David  | Snake Creek Road -<br>Road Reserve Update |           |                             |         |
| <b>Resolution 60/21</b> |                                                                                                                                                                                                                                                                                                                                                                  | Keneally, Fiona  |                                           |           |                             |         |
|                         | <b>Resolved</b> that Council:                                                                                                                                                                                                                                                                                                                                    |                  |                                           |           |                             |         |
| (1)                     | Proceed with the compulsory acquisition of the land described as part of Lot 7301 DP 1145839 for the purpose of dedicating a road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;                                                                                                                                |                  |                                           |           |                             |         |
| (2)                     | Make an application to the Minister and the Governor for approval to acquire part of Lot 7301 DP 1145839 by compulsory process under section 177 (2)(b) of the Roads Act 1993.                                                                                                                                                                                   |                  |                                           |           |                             |         |
|                         |                                                                                                                                                                                                                                                                                                                                                                  |                  |                                           |           | (Greg Sauer/Bronwyn Petrie) |         |
|                         | <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                     |                  |                                           |           |                             |         |
|                         | <b>02 Dec 2021 1:54pm Fitzpatrick, Christie</b>                                                                                                                                                                                                                                                                                                                  |                  |                                           |           |                             |         |
|                         | Data imported from Resolution Register., 10.5.21 Office of Local Government application required., 15.6.21-19.7.21 Office of Local Government Application being drafted., 18.8.21 Application and attachments sent 17/8/21 OUT21/61C3BA5A., 14.10.21 Application rejected as need updated searches & correspondence. Being arranged for resubmitting.            |                  |                                           |           |                             |         |
|                         | <b>14 Feb 2022 2:58pm Gibbins, Jessica</b>                                                                                                                                                                                                                                                                                                                       |                  |                                           |           |                             |         |
|                         | Collating documents for the new application to send to OLG                                                                                                                                                                                                                                                                                                       |                  |                                           |           |                             |         |
|                         | <b>15 Nov 2022 4:12pm Melling, Elizabeth</b>                                                                                                                                                                                                                                                                                                                     |                  |                                           |           |                             |         |
|                         | Staff member currently on extended leave until January 2023                                                                                                                                                                                                                                                                                                      |                  |                                           |           |                             |         |
|                         | <b>10 Feb 2023 2:17pm Melling, Elizabeth - Reallocation</b>                                                                                                                                                                                                                                                                                                      |                  |                                           |           |                             |         |
|                         | Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins on extended leave. Feb 23                                                                                                                                                                                                                                                              |                  |                                           |           |                             |         |
|                         | <b>12 Mar 2023 8:35pm Counsell, David</b>                                                                                                                                                                                                                                                                                                                        |                  |                                           |           |                             |         |
|                         | Staff resources being allocated to this matter in April to revise the application.                                                                                                                                                                                                                                                                               |                  |                                           |           |                             |         |
|                         | <b>13 Apr 2023 3:38pm Counsell, David</b>                                                                                                                                                                                                                                                                                                                        |                  |                                           |           |                             |         |
|                         | Updated search of the Land Claim Register has been lodged, search of Tribunal Registers and comment from Local Land Services sought for application. Liaison has also been made with OLG for checklist for their portal system. However the assets staff officer has recently left Council, and this matter will need to be prioritised other general enquiries. |                  |                                           |           |                             |         |
|                         | <b>09 May 2023 10:18am Counsell, David</b>                                                                                                                                                                                                                                                                                                                       |                  |                                           |           |                             |         |
|                         | Still awaiting search responses before further action can proceed.                                                                                                                                                                                                                                                                                               |                  |                                           |           |                             |         |



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| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Completed | Last Note | COI/MPI                   |
|----------|--------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------------------------|
| ECO6/22  | Council 23/02/2022 | Counsell, David  | ACQUISITION OF PART OF PRIVATE LAND REQUIRED FOR ROAD WIDENING PURPOSES - BRUXNER WAY, TENTERFIELD                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |           |                           |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |           |                           |
|          |                    |                  | <b>Resolution 45/22</b><br><b>Resolved</b> that Council proceed with the recommendations as contained within this report to finalise this matter regarding acquisition of land for road realignment purposes for Bruxner Way, Tenterfield.                                                                                                                                                                                                                                                                                                                                |           |           |                           |
|          |                    |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |           | (John Macnish/Kim Rhodes) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |           |                           |
|          |                    |                  | <b>Notes</b><br><b>14 Apr 2022 12:09pm Gibbins, Jessica</b><br>Correspondence sent to applicable land owners.<br><b>15 Nov 2022 4:13pm Melling, Elizabeth</b><br>Staff member responsible on extended leave until January 2023<br><b>10 Feb 2023 2:17pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023<br><b>12 Mar 2023 8:39pm Counsell, David</b><br>Survey plan completed, solicitors processing final title transfers. Final completion of matter to be confirmed. |           |           |                           |

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Completed | Last Note | COI/MPI                   |
|----------|--------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------------------------|
| COM6/22  | Council 22/06/2022 | Counsell, David  | McClifys Road & Bungulla Reserve Road - Public Gate & Vehicle By-pass Applications                                                                                                                                                                                                                                                                                                                                                                          |           |           |                           |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |           |                           |
|          |                    |                  | <b>Resolution 124/22</b><br><b>Resolved</b> that Council as the Roads Authority under the Roads Act 1993:-                                                                                                                                                                                                                                                                                                                                                  |           |           |                           |
|          |                    |                  | (1) Approves the installation of a public gate and vehicular by-pass on McClifys Road at approx. 0.316km west of the New England Highway Intersection and Bungulla Reserve Road at the Intersection with Rosehill Road in accordance with Council Policy No 2.162 – Public Gates and Vehicle By-passes; and                                                                                                                                                 |           |           |                           |
|          |                    |                  | (2) Provide applicant with Council Consent as outlined in 4.2 Council's Internal Administrative Procedures of Policy 2.162.                                                                                                                                                                                                                                                                                                                                 |           |           |                           |
|          |                    |                  | (3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.                                                                                                                                                                                                                                                                                                                                   |           |           |                           |
|          |                    |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |           | (Giana Saccon/Tom Peters) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |           |                           |
|          |                    |                  | <b>Notes</b><br><b>15 Nov 2022 4:13pm Melling, Elizabeth</b><br>Staff member currently on extended leave until January 2023<br><b>10 Feb 2023 2:18pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023<br><b>12 Mar 2023 8:41pm Counsell, David</b><br>Consents have been issued and works have commenced on both matters. Application process is complete. |           |           |                           |

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                     | Completed | Last Note | COI/MPI                  |
|----------|--------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|--------------------------|
| COM13/22 | Council 27/07/2022 | Counsell, David  | AM White Drive reserve dedication                                                                                                                                                                           |           |           |                          |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                             |           |           |                          |
|          |                    |                  | <b>Resolution</b><br><b>Resolved</b> that Council proceed with action to formally dedicate Part of Lot 2 DP 815097 as a Public Road Reserve along A M White Drive from New England Highway to Bolivia Hall. |           |           |                          |
|          |                    |                  |                                                                                                                                                                                                             |           |           | (Tim Bonner/Peter Petty) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                       |           |           |                          |

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**Notes 148/22**

**17 Aug 2022 12:50pm Melling, Elizabeth**

Matter to be raised with Crown Lands for discussion of process.

**14 Sep 2022 12:16pm Counsell, David**

Crown Lands have confirmed status of the land and do not object to proposed dedication. Matter will now be referred to Transport for NSW to progress the formal dedication as a road.

**08 Dec 2022 1:01pm Counsell, David**

Details being compiled for submission to TfNSW to undertake dedication.

**12 Mar 2023 8:42pm Counsell, David**

Submission to TfNSW continuing.

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Meeting            | Officer/Director | Subject                                        | Completed | Last Note | COI/MPI |
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| GOV63/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Council 27/07/2022 | Counsell, David  | Policy 2.162 Public Gates and Vehicle Bypasses |           |           |         |
| <p><b>Resolution 159/22</b><br/> <b>Resolved</b> that Council:</p> <p>Place Policy 2.162 Public Gates and Vehicle Bypasses on public display for 28 days to seek community input prior to reviewing the policy.</p> <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>12 Aug 2022 4:26pm Melling, Elizabeth</b><br/>                     Put on Public Display - Website. 28 days on display.<br/> <b>14 Sep 2022 12:24pm Counsell, David</b><br/>                     Public exhibition period has been held and a report will be prepared for Council to review the Policy.<br/> <b>08 Dec 2022 12:59pm Counsell, David</b><br/>                     Report to Council yet to be completed.<br/> <b>12 Mar 2023 8:43pm Counsell, David</b><br/>                     Report to Council planned for April meeting.<br/> <b>15 May 2023 12:48pm Melling, Elizabeth</b><br/>                     Councilor Workshop - 10 May 2023</p> |                    |                  |                                                |           |           |         |

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Meeting            | Officer/Director | Subject                                                                       | Completed | Last Note | COI/MPI |
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| GOV64/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Council 27/07/2022 | Counsell, David  | Policy 2.130 Construction & Maintenance of Property Access from Council Roads |           |           |         |
| <p><b>Resolution 160/22</b><br/> <b>Resolved</b> that Council:</p> <p>Place Policy 2.130 Construction &amp; Maintenance of Property Access from Council Roads on public display for 28 days to seek community input prior to reviewing the policy.</p> <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>12 Aug 2022 4:30pm Melling, Elizabeth</b><br/>                     Policy on Public Display for 28 days - TSC Website.<br/> <b>14 Sep 2022 12:26pm Counsell, David</b><br/>                     Public exhibition period has been held and a report will be prepared for Council to review the Policy<br/> <b>08 Dec 2022 12:58pm Counsell, David</b><br/>                     Revised drawings to be compiled and report to Council yet to be completed.<br/> <b>12 Mar 2023 8:43pm Counsell, David</b><br/>                     Report to Council meeting planned for April meeting.<br/> <b>15 May 2023 12:48pm Melling, Elizabeth</b><br/>                     Councilor Workop - 10 May 2023</p> |                    |                  |                                                                               |           |           |         |

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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Meeting            | Officer/Director | Subject                                                                           | Completed | Last Note | COI/MPI |
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| ECO14/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Council 28/09/2022 | Counsell, David  | ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - SUNNYSIDE PLATFORM ROAD |           |           |         |
| <p><b>Resolution 200/22</b><br/> <b>Resolved</b> that Council:</p> <p>(1) Agree to the acquisition of land adjacent to Sunnyside Platform Road for road widening purposes at the intersection of Bruxner Way; and</p> <p>(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>12 Oct 2022 3:31pm Counsell, David</b><br/> Preliminary meeting held with registered surveyor to assist in acquisition process.<br/> <b>08 Dec 2022 12:53pm Counsell, David</b><br/> Surveyor has been engaged for acquisition plan and works to undertaken adjusted fencing has been programmed.<br/> <b>31 Jan 2023 9:37am Counsell, David</b><br/> Surveyor is completing field work and acquisition plan to be prepared during February.<br/> <b>12 Mar 2023 8:44pm Counsell, David</b><br/> Acquisition plan completed and are with Solicitors to arrange to execute acquisition process.<br/> <b>13 Apr 2023 3:47pm Counsell, David</b><br/> Registered valuer has been engaged to assess the value for this matter along with other similar tasks underway at present.<br/> <b>20 Jul 2023 11:24am Melling, Elizabeth</b><br/> Plans registered. Valuers assessing for compensation.</p> |                    |                  |                                                                                   |           |           |         |

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Meeting            | Officer/Director | Subject                                                                              | Completed | Last Note | COI/MPI |
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| ECO15/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Council 28/09/2022 | Counsell, David  | ACQUISITION OF LAND REQUIRED FOR ROAD REALIGNMENT PURPOSES ON PADDYS FLAT ROAD NORTH |           |           |         |
| <p><b>Resolution 201/22</b><br/> <b>Resolved</b> that Council:</p> <p>(1) Agree to the acquisition of land adjacent to Paddys Flat Road North for road realignment and widening purposes at Kangaroo Creek Bridge; and</p> <p>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p><b>Motion Carried</b></p> |                    |                  |                                                                                      |           |           |         |



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**Notes**

**12 Oct 2022 3:33pm Counsell, David**  
 Meeting held with registered surveyor to assist in realignment acquisition process.

**08 Dec 2022 12:55pm Counsell, David**  
 Surveyor has been engaged for acquisition plan. Fencing has been undertaken for new boundary.

**31 Jan 2023 9:35am Counsell, David**  
 Bridge approach works being finalised and surveyor is planning to undertake field work at the end of February.

**12 Mar 2023 8:46pm Counsell, David**  
 Survey field work is yet to be completed.

**13 Apr 2023 3:47pm Counsell, David**  
 Survey and acquisition plan preparation is continuing with the surveyors.

**10 May 2023 5:01pm Counsell, David**  
 Still awaiting Tenterfield Surveys to complete field work.

**20 Jul 2023 11:23am Melling, Elizabeth**  
 Awaiting surveyor to finalise plans.

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                     | Completed | Last Note | COI/MPI                  |
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| ECO16/22 | Council 28/09/2022 | Counsell, David  | ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - MT LINDESAY ROAD BLER PROJECT                                                                                                                     |           |           |                          |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                             |           |           |                          |
|          |                    |                  | <b>Resolution 202/22</b>                                                                                                                                                                                    |           |           |                          |
|          |                    |                  | <b>Resolved</b> that Council:                                                                                                                                                                               |           |           |                          |
| (1)      |                    |                  | Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes on various curves being widened under the BLER Fund project; and                                                   |           |           |                          |
| (2)      |                    |                  | Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.                                                                 |           |           | (Peter Petty/Tom Peters) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                       |           |           |                          |
|          |                    |                  | <b>Resolved</b> that Council:                                                                                                                                                                               |           |           |                          |
| (1)      |                    |                  | Agree to the acquisition of land along Kildare Road for road aligning purposes; and                                                                                                                         |           |           |                          |
| (2)      |                    |                  | Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange. |           |           | (Peter Petty/Tom Peters) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                       |           |           |                          |
|          |                    |                  | <b>Notes</b>                                                                                                                                                                                                |           |           |                          |
|          |                    |                  | <b>12 Oct 2022 3:35pm Counsell, David</b><br>Preliminary meeting held with registered surveyor to assist in road widening acquisition with survey and plan preparation.                                     |           |           |                          |
|          |                    |                  | <b>02 Nov 2022 9:44am Counsell, David</b><br>Field survey works have commenced for the acquisition.                                                                                                         |           |           |                          |
|          |                    |                  | <b>08 Dec 2022 12:56pm Counsell, David</b><br>Surveyor engaged, survey work undertaken and acquisition plan being compiled.                                                                                 |           |           |                          |
|          |                    |                  | <b>31 Jan 2023 9:32am Counsell, David</b><br>Survey plans are completed and with Council's Solicitors for legal processing.                                                                                 |           |           |                          |
|          |                    |                  | <b>12 Mar 2023 8:47pm Counsell, David</b><br>Solicitors are continuing the acquisition process with the two property owners.                                                                                |           |           |                          |
|          |                    |                  | <b>13 Apr 2023 4:00pm Counsell, David</b><br>Registered valuer has been engaged to assess the value of the land involved.                                                                                   |           |           |                          |
|          |                    |                  | <b>09 May 2023 10:22am Counsell, David</b><br>Survey plans have been registered and will be forwarded to valuers for their information in assessing compensation.                                           |           |           |                          |
|          |                    |                  | <b>20 Jul 2023 11:24am Melling, Elizabeth</b><br>Awaiting plans from surveyor.                                                                                                                              |           |           |                          |

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| ECO17/22 | Council 28/09/2022 | Counsell, David  | ACQUISITION OF LAND REQUIRED FOR ROAD ALIGNING PURPOSES ALONG KILDARE ROAD                                                                                                                                  |           |           |                          |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                             |           |           |                          |
|          |                    |                  | <b>Resolution 203/22</b>                                                                                                                                                                                    |           |           |                          |
|          |                    |                  | <b>Resolved</b> that Council:                                                                                                                                                                               |           |           |                          |
| (1)      |                    |                  | Agree to the acquisition of land adjacent to Mt Lindsay Road for road widening purposes on various curves being widened under the BLER Fund project; and                                                    |           |           |                          |
| (2)      |                    |                  | Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.                                                                 |           |           | (Peter Petty/Tom Peters) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                       |           |           |                          |
|          |                    |                  | <b>Resolved</b> that Council:                                                                                                                                                                               |           |           |                          |
| (1)      |                    |                  | Agree to the acquisition of land along Kildare Road for road aligning purposes; and                                                                                                                         |           |           |                          |
| (2)      |                    |                  | Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange. |           |           | (Peter Petty/Tom Peters) |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                       |           |           |                          |
|          |                    |                  | <b>Notes</b>                                                                                                                                                                                                |           |           |                          |
|          |                    |                  | <b>12 Oct 2022 3:36pm Counsell, David</b>                                                                                                                                                                   |           |           |                          |
|          |                    |                  | Preliminary meeting held with registered surveyor to commence road reserve alignment process.                                                                                                               |           |           |                          |
|          |                    |                  | <b>08 Dec 2022 12:57pm Counsell, David</b>                                                                                                                                                                  |           |           |                          |
|          |                    |                  | Surveyor has been engaged and field survey work is partially undertaken with pegging of proposed boundary.                                                                                                  |           |           |                          |
|          |                    |                  | <b>31 Jan 2023 9:30am Counsell, David</b>                                                                                                                                                                   |           |           |                          |
|          |                    |                  | Surveyor has now completed field work pegging of proposed boundaries and plans are being compiled.                                                                                                          |           |           |                          |
|          |                    |                  | <b>12 Mar 2023 8:48pm Counsell, David</b>                                                                                                                                                                   |           |           |                          |
|          |                    |                  | Survey plans are still being compiled and have not yet been received from the land surveyors.                                                                                                               |           |           |                          |
|          |                    |                  | <b>13 Apr 2023 4:01pm Counsell, David</b>                                                                                                                                                                   |           |           |                          |
|          |                    |                  | Surveyor is still preparing acquisition plan as the matter is complex given nature and extent of the road alignment.                                                                                        |           |           |                          |
|          |                    |                  | <b>09 May 2023 10:21am Counsell, David</b>                                                                                                                                                                  |           |           |                          |
|          |                    |                  | Still awaiting survey plans from Tenterfield Surveys                                                                                                                                                        |           |           |                          |
|          |                    |                  | <b>20 Jul 2023 11:23am Melling, Elizabeth</b>                                                                                                                                                               |           |           |                          |
|          |                    |                  | Awaiting survey to prepare plans.                                                                                                                                                                           |           |           |                          |

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                            | Completed | Last Note | COI/MPI |
|----------|--------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------|
| ECO19/22 | Council 28/09/2022 | Davidson, Tamai  | OPTIONS TO MANAGE 142 MANNERS STREET, TENTERFIELD.                                                                                                 |           |           |         |
|          |                    | Smith, Kylie     |                                                                                                                                                    |           |           |         |
|          |                    |                  | <b>Resolution 206/22</b>                                                                                                                           |           |           |         |
|          |                    |                  | <b>OFFICER'S RECOMMENDATION:</b>                                                                                                                   |           |           |         |
|          |                    |                  | <b>That Council delegate authority to the Chief Executive to:</b>                                                                                  |           |           |         |
|          |                    |                  | 1. Leave the current lessee in occupation of 'The Property' on a month to month basis at the same rent or;                                         |           |           |         |
|          |                    |                  | 2. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at market rents or;                          |           |           |         |
|          |                    |                  | 3. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at a concessional annual payment or rent or; |           |           |         |
|          |                    |                  | 4. Investigate putting 'The Property' to the market for lease or;                                                                                  |           |           |         |
|          |                    |                  | 5. Investigate the sale of 142 Manners Street with vacant possession or subject to a lease at a market rent.                                       |           |           |         |

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**Notes**

**19 Oct 2022 1:13pm Condrick, Jodie**

Letter has been sent to the current lessee

**02 Nov 2022 9:48am Coonan, Neville**

No action required at this time.

**10 Feb 2023 2:21pm Melling, Elizabeth - Reallocation**

Action reassigned to Davidson, Tamai by Melling, Elizabeth - Neville Coonan no longer works for Council

**14 Feb 2023 9:30am Melling, Elizabeth**

Further Report to will be provided to the May 2023 Ordinary Council Meeting.

**15 May 2023 12:50pm Melling, Elizabeth**

Further Report will be provided to the June 2023 Ordinary Council Meeting

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                                                                                                                                                                             | Completed | Last Note | COI/MPI |
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| COM25/22 | Council 28/09/2022 | Condrick, Jodie  | Commence negotiations with the current occupier of Reserve R83670 with the intent of entering into a long term lease.                                                                                                                                                                                                                                               |           |           |         |
|          |                    | Smith, Kylie     |                                                                                                                                                                                                                                                                                                                                                                     |           |           |         |
|          |                    |                  | <b>Resolution 212/22</b>                                                                                                                                                                                                                                                                                                                                            |           |           |         |
|          |                    |                  | <b>OFFICER'S RECOMMENDATION:</b>                                                                                                                                                                                                                                                                                                                                    |           |           |         |
|          |                    |                  | <b>That Council:</b>                                                                                                                                                                                                                                                                                                                                                |           |           |         |
| (1)      |                    |                  | <b>Ratify the Letter of Support (Attachment A) to current occupier to apply for a grant to revitalise the clubhouse by extending the kiosk function area and construct amenities, noting that any additional asset cost will be on Councils Asset Register until a Lease is effected;</b>                                                                           |           |           |         |
| (2)      |                    |                  | <b>Prepare and have approved a Plan of Management (PoM) for the Reserve (Reserve R83670 - Lot 599 DP 704008) in consultation with the occupiers, and</b>                                                                                                                                                                                                            |           |           |         |
| (3)      |                    |                  | <b>Provide 'in principle' approval for the Chief Executive to commence negotiations for a long-term Lease over the Reserve. The 'in principle' approval is provided subject to the satisfactory resolution of community consultation processes, necessary Crown Land approvals, satisfactory site analysis, Lease negotiation and development approval process.</b> |           |           |         |

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**Notes**

**19 Oct 2022 1:09pm Condrick, Jodie**

Letter of Support was sent and POM and lease are still being investigated

**19 Oct 2022 1:11pm Condrick, Jodie - Reallocation**

Action reassigned to Coonan, Neville by Condrick, Jodie - Neville needs to complete POM and arrange lease

**10 Feb 2023 2:24pm Melling, Elizabeth - Reallocation**

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council.

| Item No. | Meeting            | Officer/Director | Subject                                                                                                                                                                                                                                                                                                                                  | Completed | Last Note               | COI/MPI |
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| RC16/22  | Council 21/12/2022 | Counsell, David  | TENTERFIELD SHIRE<br>COUNCIL LOCAL<br>TRAFFIC<br>COMMITTEE<br>MEETING -<br>THURSDAY 1<br>DECEMBER 2022                                                                                                                                                                                                                                   |           |                         |         |
|          |                    | Keneally, Fiona  |                                                                                                                                                                                                                                                                                                                                          |           |                         |         |
|          |                    |                  | <b>Resolution 251/22</b><br><b>Resolved that Council:</b>                                                                                                                                                                                                                                                                                |           |                         |         |
|          |                    |                  | (1) <b>Receive and note the report of the Tenterfield Shire Council Local Traffic Committee meeting of 1 December 2022;</b>                                                                                                                                                                                                              |           |                         |         |
|          |                    |                  | (2) <b>Adopt the recommendations from the meeting as follows:-</b>                                                                                                                                                                                                                                                                       |           |                         |         |
|          |                    |                  | a) <b>Traffic Accident - Tooloom Street, Urbenville</b><br>TfNSW recommends a traffic signage review of the area and applying for Fatal Crash Response funding if upgrades are required.                                                                                                                                                 |           |                         |         |
|          |                    |                  | b) <b>Manners Street, Tenterfield – request for pedestrian crossing.</b><br>Transport for NSW to assess the site in respect to the request for a pedestrian crossing given the close proximity to the New England Highway. Council to send a letter to TfNSW requesting assessment.                                                      |           |                         |         |
|          |                    |                  | c) <b>Rouse Street Telstra Driveway.</b><br>All line marking of the parking bays be reviewed and renewed in CBD.                                                                                                                                                                                                                         |           |                         |         |
|          |                    |                  | d) <b>Cycle Event.</b><br>That Committee note the application and recommend the event be approved subject to any requirements of Transport for NSW and NSW Police in liaison with The Saddlers Mountain Bike Club Tenterfield Inc. prior to event.                                                                                       |           |                         |         |
|          |                    |                  | e) <b>Manners Street Bus Stop.</b><br>That the Committee note the request and prior to considering any change to the existing bus stop in Manners Street, seek comments from Transport for NSW Traffic Section in respect to any traffic impacts to the Rouse Street (New England Highway) traffic and parking arrangement implications. |           |                         |         |
|          |                    |                  | f) <b>Proposed meeting dates for 2023</b><br>Committee accept meeting dates as presented.                                                                                                                                                                                                                                                |           |                         |         |
|          |                    |                  |                                                                                                                                                                                                                                                                                                                                          |           | (Tom Peters/Tim Bonner) |         |
|          |                    |                  | <b>Motion Carried</b>                                                                                                                                                                                                                                                                                                                    |           |                         |         |
|          |                    |                  | <b>Notes</b>                                                                                                                                                                                                                                                                                                                             |           |                         |         |
|          |                    |                  | <b>01 Feb 2023 9:49am Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - Kelly Pitkin no longer works for Council.                                                                                                                                                                    |           |                         |         |
|          |                    |                  | <b>12 Mar 2023 8:49pm Counsell, David</b><br>Actions from the meeting are being programmed as resources allow.                                                                                                                                                                                                                           |           |                         |         |
|          |                    |                  | <b>13 Apr 2023 4:02pm Counsell, David</b><br>Outstanding actions are to be actioned when possible.                                                                                                                                                                                                                                       |           |                         |         |

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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Meeting            | Officer/Director | Subject                                                                                                | Completed | Last Note | COI/MPI |
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| RC2/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Council 22/02/2023 | Counsell, David  | TENTERFIELD SHIRE<br>COUNCIL LOCAL<br>TRAFFIC<br>COMMITTEE<br>MEETING -<br>THURSDAY 2<br>FEBRUARY 2023 |           |           |         |
| <p><b>Resolution 18/23</b><br/> <b>Resolved</b> that Council:</p> <p>Receive and note the minutes of the Tenterfield Shire Local Traffic Committee meeting of 2 February 2023;</p> <p>(1) Adopt the following recommendations from General Business a) thru d):</p> <p>(a) ROUSE STREET VISITOR INFORMATION CENTRE PARKING SIGNS - That Council amend the regulatory parking signs for the Rouse Street parking spaces immediately in front of the Visitor Information Centre to 30-minute time limited parking;</p> <p>(b) TENTERFIELD HIGH SCHOOL CROSS COUNTRY EVENT - That Council approve the annual Tenterfield High School Cross Country event subject to Police approval and standard conditions;</p> <p>(c) ANZAC DAY – TENTERFIELD - That Council offer no objection to the temporary closure of roads including sections of Manners Street, Rouse Street and Molesworth Street associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions;</p> <p>(d) ANZAC DAY – URBENVILLE - That Council offer no objection to the temporary closure of streets including sections of Beauy Street, Tooloom Street and Clarence Way in Urbenville associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions.</p> <p style="text-align: right;">(Giana Saccon/Tom Peters)</p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>12 Mar 2023 8:50pm Counsell, David</b><br/>           Actions from the February meeting are being programmed as staffing resources allow.<br/> <b>13 Apr 2023 4:03pm Counsell, David</b><br/>           Outstanding actions to be actioned, noting that signage upgrading near Bookookoorara bridge has been undertaken.<br/> <b>10 May 2023 4:12pm Counsell, David</b><br/>           VIC Parking sign amendments to be programmed.<br/> <b>20 Jul 2023 11:21am Melling, Elizabeth</b><br/>           Signs updated. Need further inspection for accuracy.</p> |                    |                  |                                                                                                        |           |           |         |

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Meeting            | Officer/Director   | Subject                                          | Completed | Last Note | COI/MPI |
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| ENV3/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Council 22/03/2023 | Davidson,<br>Tamai | LEASING OF 136<br>MANNERS STREET,<br>TENTERFIELD |           |           |         |
| <p><b>Resolution 42/23</b><br/> <b>Resolved</b> that Council:</p> <p>(1) Accept the offer from Tenterfield Total Care in the amount of \$9,000.00 per annum plus GST with annual CPI increases from the first adversary date of lease, for the duration of the lease agreement.</p> <p>(2) Commence drafting of a lease agreement for a five (5) year lease term with an option for a further five (5) years after that, to include minor internal maintenance as a responsibility of the lessee.</p> <p>(3) Commence the lease from 1 April 2023.</p> <p style="text-align: right;">(Kim Rhodes/Peter Petty)</p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>20 Apr 2023 9:30am Davidson, Tamai</b><br/>           Request for lease sent to solicitors for drafting<br/> <b>20 Jul 2023 11:18am Melling, Elizabeth</b><br/>           Total Care Executive are happy for solicitors to apply the changes to Lease. Meeting next Wednesday afternoon so could get it signed if Lease is ready beforehand.</p> |                    |                    |                                                  |           |           |         |

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| RC5/23                                                                                                                                                                                                                                                            | Council 26/04/2023 | Counsell, David  | TENTERFIELD SHIRE<br>COUNCIL LOCAL<br>TRAFFIC<br>COMMITTEE<br>MEETING MINUTES<br>THURSDAY 6 APRIL<br>2023 |           |           |         |
|                                                                                                                                                                                                                                                                   |                    | Keneally, Fiona  |                                                                                                           |           |           |         |
| <b>Resolution 58/23</b>                                                                                                                                                                                                                                           |                    |                  |                                                                                                           |           |           |         |
| <b>Resolved</b> that Council:                                                                                                                                                                                                                                     |                    |                  |                                                                                                           |           |           |         |
| Receive and note the minutes of the Tenterfield Shire Council Local Traffic Committee meeting of 6 April 2023;                                                                                                                                                    |                    |                  |                                                                                                           |           |           |         |
| (1) And adopt the following recommendations from General Business a) thru c);                                                                                                                                                                                     |                    |                  |                                                                                                           |           |           |         |
| (a) UNTAMED BORDER RUN – That Council offer no objection to the Killamey Show and Rodeo Society Inc to hold the Untamed Border Run event subject to Police approval and standard conditions;                                                                      |                    |                  |                                                                                                           |           |           |         |
| (b) CBD LOADING ZONE – That Council not install any further loading zone in the main CBD area along Rouse Street;                                                                                                                                                 |                    |                  |                                                                                                           |           |           |         |
| (c) LIGHT HORSE DRIVE – Council noted that maintenance of Light Horse Drive is not Council responsibility and that the issue be raised with Crown Lands to request road maintenance be undertaken for the benefit of Police vehicles and therefore the community. |                    |                  |                                                                                                           |           |           |         |
| (Tom Peters/John Macnish)                                                                                                                                                                                                                                         |                    |                  |                                                                                                           |           |           |         |
| <b>Motion Carried</b>                                                                                                                                                                                                                                             |                    |                  |                                                                                                           |           |           |         |
| <b>Notes</b>                                                                                                                                                                                                                                                      |                    |                  |                                                                                                           |           |           |         |
| 10 May 2023 4:09pm Counsell, David                                                                                                                                                                                                                                |                    |                  |                                                                                                           |           |           |         |
| Actions from minutes being programmed                                                                                                                                                                                                                             |                    |                  |                                                                                                           |           |           |         |
| 20 Jul 2023 11:17am Melling, Elizabeth                                                                                                                                                                                                                            |                    |                  |                                                                                                           |           |           |         |
| Contact from NSW Police to quote of repairs to pavement Sec 67                                                                                                                                                                                                    |                    |                  |                                                                                                           |           |           |         |

| Item No.                                                                                                                                                | Meeting            | Officer/Director | Subject                                                 | Completed | Last Note | COI/MPI |
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| ECO8/23                                                                                                                                                 | Council 24/05/2023 | Counsell, David  | MT LINDESAY ROAD<br>BRYANS GAP ROAD<br>LAND ACQUISITION |           |           |         |
|                                                                                                                                                         |                    | Keneally, Fiona  |                                                         |           |           |         |
| <b>Resolution 64/23</b>                                                                                                                                 |                    |                  |                                                         |           |           |         |
| <b>Resolved</b> that Council:                                                                                                                           |                    |                  |                                                         |           |           |         |
| (1) Agree to commence investigation of the Mt Lindesay Road public road reserve with respect to proposed rehabilitation works near Bryans Gap Road, and |                    |                  |                                                         |           |           |         |
| (2) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes necessary for road rehabilitation, and                     |                    |                  |                                                         |           |           |         |
| (3) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.        |                    |                  |                                                         |           |           |         |
| (Tim Bonner/Kim Rhodes)                                                                                                                                 |                    |                  |                                                         |           |           |         |
| <b>Motion Carried</b>                                                                                                                                   |                    |                  |                                                         |           |           |         |
| <b>Notes</b>                                                                                                                                            |                    |                  |                                                         |           |           |         |
| 20 Jul 2023 11:16am Melling, Elizabeth                                                                                                                  |                    |                  |                                                         |           |           |         |
| Sent request to surveyor to confirm five boundary points.                                                                                               |                    |                  |                                                         |           |           |         |

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| Item No.                                                             | Meeting                                                                                                                                          | Officer/Director | Subject                                                 | Completed | Last Note | COI/MPI                 |
|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------------------------------|-----------|-----------|-------------------------|
| ECO9/23                                                              | Council 24/05/2023                                                                                                                               | Counsell, David  | MT LINDESAY ROAD<br>- BOUNDARY ROAD<br>LAND ACQUISITION |           |           |                         |
| <b>Resolution 65/23</b>                                              |                                                                                                                                                  |                  |                                                         |           |           |                         |
| <b>Resolved</b> that Council:                                        |                                                                                                                                                  |                  |                                                         |           |           |                         |
| (1)                                                                  | Agree to commence investigation of Mt Lindesay Road for the purpose of detailed design of a future roundabout at Boundary Road intersection, and |                  |                                                         |           |           |                         |
| (2)                                                                  | Agree to the acquisition of land adjacent to Mt Lindesay Road for the purpose of future roundabout construction, and                             |                  |                                                         |           |           |                         |
| (3)                                                                  | Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.     |                  |                                                         |           |           |                         |
|                                                                      |                                                                                                                                                  |                  |                                                         |           |           | (Kim Rhodes/Tim Bonner) |
| <b>Motion Carried</b>                                                |                                                                                                                                                  |                  |                                                         |           |           |                         |
| <b>Notes</b>                                                         |                                                                                                                                                  |                  |                                                         |           |           |                         |
| 20 Jul 2023 11:15am Melling, Elizabeth                               |                                                                                                                                                  |                  |                                                         |           |           |                         |
| Updating correspondence to landowners. Preparing brief for surveyor. |                                                                                                                                                  |                  |                                                         |           |           |                         |

| Item No.                                                | Meeting                                                                                                                              | Officer/Director | Subject                                                      | Completed | Last Note | COI/MPI                 |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------|-----------|-----------|-------------------------|
| ECO10/23                                                | Council 24/05/2023                                                                                                                   | Counsell, David  | SHERRATT ROAD<br>TORRINGTON -<br>ROAD RESERVE<br>ACQUISITION |           |           |                         |
| <b>Resolution 66/23</b>                                 |                                                                                                                                      |                  |                                                              |           |           |                         |
| <b>Resolved</b> that Council:                           |                                                                                                                                      |                  |                                                              |           |           |                         |
| (1)                                                     | Agree to commence investigations for the formalisation of a road reserve for Sherratt Road, Tomtoy Avenue and Eschman Lane, and      |                  |                                                              |           |           |                         |
| (2)                                                     | Undertake necessary searches, survey and plan preparation for the compulsory acquisition of Crown Land to form public road reserves. |                  |                                                              |           |           |                         |
|                                                         |                                                                                                                                      |                  |                                                              |           |           | (Tom Peters/Kim Rhodes) |
| <b>Motion Carried</b>                                   |                                                                                                                                      |                  |                                                              |           |           |                         |
| <b>Notes</b>                                            |                                                                                                                                      |                  |                                                              |           |           |                         |
| 20 Jul 2023 11:12am Melling, Elizabeth                  |                                                                                                                                      |                  |                                                              |           |           |                         |
| Liaising with Crown Lands to determine surveyors scope. |                                                                                                                                      |                  |                                                              |           |           |                         |

| Item No.                                                    | Meeting                                                                                                                                                                           | Officer/Director | Subject                                        | Completed | Last Note | COI/MPI                  |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------|-----------|-----------|--------------------------|
| ENV4/23                                                     | Council 24/05/2023                                                                                                                                                                | Counsell, David  | MOLESWORTH<br>STREET DRAINAGE<br>PIPE EASEMENT |           |           |                          |
| <b>Resolution 67/23</b>                                     |                                                                                                                                                                                   |                  |                                                |           |           |                          |
| <b>Resolved</b> that Council:                               |                                                                                                                                                                                   |                  |                                                |           |           |                          |
| (1)                                                         | Agree to seek an easement over the drainage pipe in Lot 4 Molesworth Street and payment of any compensation of the affected land; and                                             |                  |                                                |           |           |                          |
| (2)                                                         | Authorise the Chief Executive to approve any compensation amount once an independent valuation has been undertaken and execute any associated documents to finalise the easement. |                  |                                                |           |           |                          |
|                                                             |                                                                                                                                                                                   |                  |                                                |           |           | (Peter Petty/Kim Rhodes) |
| <b>Motion Carried</b>                                       |                                                                                                                                                                                   |                  |                                                |           |           |                          |
| <b>Notes</b>                                                |                                                                                                                                                                                   |                  |                                                |           |           |                          |
| 20 Jul 2023 11:12am Melling, Elizabeth                      |                                                                                                                                                                                   |                  |                                                |           |           |                          |
| Surveyor to amend plans after liaising with owners of land. |                                                                                                                                                                                   |                  |                                                |           |           |                          |



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| Item No.                                                                                                       | Meeting            | Officer/Director | Subject                                   | Completed | Last Note | COI/MPI                   |
|----------------------------------------------------------------------------------------------------------------|--------------------|------------------|-------------------------------------------|-----------|-----------|---------------------------|
| GOV24/23                                                                                                       | Council 24/05/2023 | Counsell, David  | DISPOSAL OF<br>DAMAGED STEEL<br>STRUCTURE |           |           |                           |
| <b>Resolution 69/23</b>                                                                                        |                    | Keneally, Fiona  |                                           |           |           |                           |
| <b>Resolved</b> that Council agree to the disposal of the damaged steel structure as surplus scrap material.   |                    |                  |                                           |           |           | (Greg Sauer/Peter Murphy) |
| <b>Motion Carried</b>                                                                                          |                    |                  |                                           |           |           |                           |
| <b>Notes</b><br>20 Jul 2023 11:11am Melling, Elizabeth<br>Inspection required for full description and access. |                    |                  |                                           |           |           |                           |

| Item No.                                                                                                                                                                                                          | Meeting            | Officer/Director     | Subject                                                                                                       | Completed | Last Note | COI/MPI                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|---------------------------------------------------------------------------------------------------------------|-----------|-----------|----------------------------|
| NM1/23                                                                                                                                                                                                            | Council 24/05/2023 | Petty, Peter         | NOTICE OF MOTION -<br>INVESTIGATE THE<br>EXTENSION OF<br>WASTE SERVICES<br>TO BILLIRIMBA<br>ROAD, TENTERFEILD |           |           |                            |
| <b>Resolution 80/23</b>                                                                                                                                                                                           |                    | Buckingham,<br>Daryl |                                                                                                               |           |           |                            |
| <b>RECOMMENDATION:</b>                                                                                                                                                                                            |                    |                      |                                                                                                               |           |           |                            |
| That Council receive a Report on the viability and interest of residents in extending waste service collection along Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall. |                    |                      |                                                                                                               |           |           | (Peter Petty / Kim Rhodes) |
| <b>AMENDMENT</b>                                                                                                                                                                                                  |                    |                      |                                                                                                               |           |           |                            |
| That Council receive a Report on the viability and interest of residents in extending waste service collection along:                                                                                             |                    |                      |                                                                                                               |           |           |                            |
| (1) Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall.                                                                                                                  |                    |                      |                                                                                                               |           |           |                            |
| (2) Sunnyside Loop Road area                                                                                                                                                                                      |                    |                      |                                                                                                               |           |           |                            |
| (3) Scrub Road within a 10km radius                                                                                                                                                                               |                    |                      |                                                                                                               |           |           | (Peter Murphy/Greg Sauer)  |
| <b>Amendment Carried</b>                                                                                                                                                                                          |                    |                      |                                                                                                               |           |           |                            |
| <b>Resolved</b> that Council receive a Report on the viability and interest of residents in extending waste service collection along:                                                                             |                    |                      |                                                                                                               |           |           |                            |
| (1) Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall, and                                                                                                              |                    |                      |                                                                                                               |           |           |                            |
| (2) Sunnyside Loop Road area, and                                                                                                                                                                                 |                    |                      |                                                                                                               |           |           |                            |
| (3) Scrub Road within a 10km radius.                                                                                                                                                                              |                    |                      |                                                                                                               |           |           | (Peter Murphy/Greg Sauer)  |
| <b>Motion Carried</b>                                                                                                                                                                                             |                    |                      |                                                                                                               |           |           |                            |
| <b>Notes</b><br>29 May 2023 4:53pm Melling, Elizabeth<br>Further Report to Council on areas specified in the Resolution to be prepared by Manager Waste & Water.                                                  |                    |                      |                                                                                                               |           |           |                            |



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| Item No. | Meeting            | Officer/Director  | Subject                                                                                                                                                                                                                                                                                      | Completed | Last Note                   | COI/MPI |
|----------|--------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------|---------|
| ECO6/23  | Council 24/05/2023 | Mills, Bruce      | SALE OF COUNCIL OWNED LAND - 'BENDALL'S' 8933 NEW ENGLAND HIGHWAY, TENTERFIELD.                                                                                                                                                                                                              |           |                             |         |
|          |                    | Buckingham, Daryl |                                                                                                                                                                                                                                                                                              |           |                             |         |
|          |                    |                   | <b>Resolution 85/23</b>                                                                                                                                                                                                                                                                      |           |                             |         |
|          |                    |                   | <b>Resolved</b> that Council:                                                                                                                                                                                                                                                                |           |                             |         |
|          |                    |                   | (1) Rescinds Resolution No. 43/2023 Part (2) from Council's Ordinary Meeting of 22 March 2023 to authorise the Chief Executive Officer to open list the property for sale, being 'Bendalls' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) NSW 2372, and                        |           |                             |         |
|          |                    |                   | (2) Authorise the Chief Executive Officer to accept the offer of \$1,001,000 (exclusive of GST) from Shun Hung Pty Ltd to purchase 'Bendall's' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) NSW 2372, and                                                                     |           |                             |         |
|          |                    |                   | (3) Should the contract of sale not be finalised by Shun Hung Pty Ltd, authorise the Chief Executive Officer to openly relist the property of 'Bendalls' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) for a sale price of \$1,100,000 (exclusive of GST).                     |           |                             |         |
|          |                    |                   |                                                                                                                                                                                                                                                                                              |           | (John Macnish/Peter Murphy) |         |
|          |                    |                   | <b>Motion Carried Unanimously</b>                                                                                                                                                                                                                                                            |           |                             |         |
|          |                    |                   | <b>Notes</b>                                                                                                                                                                                                                                                                                 |           |                             |         |
|          |                    |                   | <b>29 May 2023 4:45pm Melling, Elizabeth</b>                                                                                                                                                                                                                                                 |           |                             |         |
|          |                    |                   | Bruce Mills advised agent (Jack Thomas of Nutrien Harcourts) of Council's decision after the meeting 24 May 2023. Under Terms of the Offer, buyer has 60 days to finalise purchase. Monday, 29 May officer spoke with the agent who advised the buyer was confident of securing a bank loan. |           |                             |         |
|          |                    |                   | <b>22 Jun 2023 4:06pm Melling, Elizabeth</b>                                                                                                                                                                                                                                                 |           |                             |         |
|          |                    |                   | Contracts signed.                                                                                                                                                                                                                                                                            |           |                             |         |
|          |                    |                   | <b>20 Jul 2023 11:01am Melling, Elizabeth</b>                                                                                                                                                                                                                                                |           |                             |         |
|          |                    |                   | Contracts exchanged and deposit received by agent.                                                                                                                                                                                                                                           |           |                             |         |
|          |                    |                   | <b>08 Aug 2023 1:53pm Melling, Elizabeth</b>                                                                                                                                                                                                                                                 |           |                             |         |
|          |                    |                   | We are nearing settlement, just trying to work out a reservation on the title with Crown Grant (S) – dealing with solicitors and Crown Lands., There may be a bore that should have been transferred to the subdivision that TSC retains with the pump shed.                                 |           |                             |         |

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| Item No. | Meeting                                                                             | Officer/Director     | Subject                                                                                                        | Completed | Last Note                          | COI/MPI |
|----------|-------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------------------------------------------------------|-----------|------------------------------------|---------|
| GOV38/23 | Council 30/06/2023                                                                  | Buckingham,<br>Daryl | UPDATE -<br>NEGOTIATIONS<br>WITH NATIONAL<br>TRUST REGARDING<br>SIR HENRY PARKES<br>MEMORIAL SCHOOL<br>OF ARTS |           |                                    |         |
|          | <b>Resolution 101/23</b>                                                            | Buckingham,<br>Daryl |                                                                                                                |           |                                    |         |
|          | <b>OFFICER'S RECOMMENDATION</b>                                                     |                      |                                                                                                                |           |                                    |         |
|          | <b>That Council:</b>                                                                |                      |                                                                                                                |           |                                    |         |
|          | <b>(1) Temporarily ceases operations of the following services on 30 July 2023:</b> |                      |                                                                                                                |           |                                    |         |
|          | <b>(a) Cinema,</b>                                                                  |                      |                                                                                                                |           |                                    |         |
|          | <b>(b) Theatre and</b>                                                              |                      |                                                                                                                |           |                                    |         |
|          | <b>(c) Sir Henry Parkes Museum.</b>                                                 |                      |                                                                                                                |           |                                    |         |
|          |                                                                                     |                      |                                                                                                                |           | <b>(Geoff Nye / Peter Petty)</b>   |         |
|          | <b>AMENDMENT</b>                                                                    |                      |                                                                                                                |           |                                    |         |
|          | <b>That council:</b>                                                                |                      |                                                                                                                |           |                                    |         |
|          | <b>(1) Cease operations of the following services on 30 July 2023:</b>              |                      |                                                                                                                |           |                                    |         |
|          | <b>(a) Cinema</b>                                                                   |                      |                                                                                                                |           |                                    |         |
|          | <b>(b) Theatre and</b>                                                              |                      |                                                                                                                |           |                                    |         |
|          | <b>(c) Sir Henry Parkes Museum.</b>                                                 |                      |                                                                                                                |           |                                    |         |
|          |                                                                                     |                      |                                                                                                                |           | <b>(Peter Murphy / Greg Sauer)</b> |         |
|          | <b><u>Amendment Carried</u></b>                                                     |                      |                                                                                                                |           |                                    |         |
|          | <b><u>Resolved</u> that Council:</b>                                                |                      |                                                                                                                |           |                                    |         |
|          | <b>(1) Cease operations of the following services on 30 July 2023:</b>              |                      |                                                                                                                |           |                                    |         |
|          | <b>(a) Cinema</b>                                                                   |                      |                                                                                                                |           |                                    |         |
|          | <b>(b) Theatre and</b>                                                              |                      |                                                                                                                |           |                                    |         |
|          | <b>(c) Sir Henry Parkes Museum.</b>                                                 |                      |                                                                                                                |           |                                    |         |
|          |                                                                                     |                      |                                                                                                                |           | <b>(Peter Murphy/Greg Sauer)</b>   |         |
|          | <b><u>Motion Carried</u></b>                                                        |                      |                                                                                                                |           |                                    |         |
|          | <b>Notes</b>                                                                        |                      |                                                                                                                |           |                                    |         |

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| Item No.                                                                                                                         | Meeting                                                                                                                                                           | Officer/Director                            | Subject                                        | Completed | Last Note | COI/MPI                     |
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| ENV6/23                                                                                                                          | Council 30/06/2023                                                                                                                                                | Marchant,<br>Gillian<br><br>Keneally, Fiona | SEWER CCTV AND<br>RE-LINING RFQ - 08-<br>22/23 |           |           |                             |
| <b>Resolution 109/23</b>                                                                                                         |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>Resolved</b> that Council:                                                                                                    |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| (1)                                                                                                                              | Accept the tender Interflow Pty Ltd as outlined in the Report to undertake the sewer main re-lining and CCTV works.                                               |                                             |                                                |           |           | (Kim Rhodes/John Macnish)   |
| <b>Motion Carried</b>                                                                                                            |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>OFFICER'S RECOMMENDATION:</b>                                                                                                 |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>That Council:</b>                                                                                                             |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| (1)                                                                                                                              | Waive the current \$48,213.30 excess water bill for the period to June 2023, and                                                                                  |                                             |                                                |           |           |                             |
| (2)                                                                                                                              | Adjust the water bill as an average consumption for the June 2023 period.                                                                                         |                                             |                                                |           |           | (Kim Rhodes / John Macnish) |
| <b>AMENDMENT</b>                                                                                                                 |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| That Council:                                                                                                                    |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| (1)                                                                                                                              | Waive the current \$48,213.30 excess water bill for the period to June 2023, and                                                                                  |                                             |                                                |           |           |                             |
| (2)                                                                                                                              | Adjust the water bill as an average consumption for the June 2023 subject to satisfactory inspection by staff that remediation works have been carried out.       |                                             |                                                |           |           | (Peter Murphy / Greg Sauer) |
| <b>Amendment Carried</b>                                                                                                         |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>Resolved</b> that Council:                                                                                                    |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| (1)                                                                                                                              | Waive the current \$48,213.30 excess water bill for the period to June 2023, and                                                                                  |                                             |                                                |           |           |                             |
| (2)                                                                                                                              | Adjust the water bill as an average consumption for the June 2023 period subject to satisfactory inspection by staff that remediation works have been carried out |                                             |                                                |           |           | (Peter Murphy/Greg Sauer)   |
| <b>Motion Carried</b>                                                                                                            |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>Notes</b>                                                                                                                     |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| <b>08 Aug 2023 1:58pm Melling, Elizabeth</b>                                                                                     |                                                                                                                                                                   |                                             |                                                |           |           |                             |
| Advise successful tender. Interflow engaged and works are in progress for commencement as end of July and continues into August. |                                                                                                                                                                   |                                             |                                                |           |           |                             |

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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Meeting            | Officer/Director     | Subject                                                | Completed | Last Note | COI/MPI |
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| ENV7/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Council 30/06/2023 | Marchant,<br>Gillian | REQUEST FOR<br>CONCEALED LEAK<br>WAIVING OF<br>CHARGES |           |           |         |
| <p><b>Resolution 110/23</b><br/> <b>Resolved</b> that Council:</p> <p>(1) Accept the tender Interflow Pty Ltd as outlined in the Report to undertake the sewer main re-lining and CCTV works.<br/> <span style="float: right;">(Kim Rhodes/John Macnish)</span></p> <p><b>Motion Carried</b></p> <p><b>OFFICER'S RECOMMENDATION:</b><br/> <b>That Council:</b></p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and<br/> (2) Adjust the water bill as an average consumption for the June 2023 period.<br/> <span style="float: right;">(Kim Rhodes / John Macnish)</span></p> <p><b>AMENDMENT</b><br/> That Council:</p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and<br/> (2) Adjust the water bill as an average consumption for the June 2023 subject to satisfactory inspection by staff that remediation works have been carried out.<br/> <span style="float: right;">(Peter Murphy / Greg Sauer)</span></p> <p><b>Amendment Carried</b></p> <p><b>Resolved</b> that Council:</p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and<br/> (2) Adjust the water bill as an average consumption for the June 2023 period subject to satisfactory inspection by staff that remediation works have been carried out<br/> <span style="float: right;">(Peter Murphy/Greg Sauer)</span></p> <p><b>Motion Carried</b></p> <p><b>Notes</b><br/> <b>08 Aug 2023 2:13pm Melling, Elizabeth</b><br/> Organised inspections with relevant staff.</p> |                    |                      |                                                        |           |           |         |

| Item No.                                                                                                                                                                                                                                                                                                                                                                                 | Meeting            | Officer/Director | Subject                                                                                                             | Completed | Last Note | COI/MPI |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|---------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------|
| ECO12/23                                                                                                                                                                                                                                                                                                                                                                                 | Council 30/06/2023 | Mills, Bruce     | SALE OF COUNCIL<br>OWNED LAND - LOT<br>1 DP 613385<br>(OPPOSITE TAFE),<br>CLARENCE / HIGH<br>STREET,<br>TENTERFIELD |           |           |         |
| <p><b>Resolution 113/23</b><br/> <b>Resolved</b> that Council:</p> <p>Sell the land known as:</p> <p>(1) Lot 1 DP 613385 as one lot;and<br/> (2) Authorise the Chief Executive to invite all local agents to list the property for sale by private treaty, at asking price of \$380,000.<br/> <span style="float: right;">(Kim Rhodes/Geoff Nye)</span></p> <p><b>Motion Carried</b></p> |                    |                  |                                                                                                                     |           |           |         |

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**Notes**

**08 Aug 2023 12:04pm Melling, Elizabeth**

All local agents written to by BM and invited to list the property for sale., Property is currently listed for sale on realestate.com

| Item No. | Meeting            | Officer/Director  | Subject                                                                                                                                                                                                                                                                                          | Completed | Last Note               | COI/MPI |
|----------|--------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------------|---------|
| ECO13/23 | Council 30/06/2023 | Mills, Bruce      | LEASE OF THE TENTERFIELD AIRSTRIP TO LOCAL GROUP - FRIENDS OF TENTERFIELD AIRPORT INC.                                                                                                                                                                                                           |           |                         |         |
|          |                    | Buckingham, Daryl |                                                                                                                                                                                                                                                                                                  |           |                         |         |
|          |                    |                   | <b>Resolution 114/23</b>                                                                                                                                                                                                                                                                         |           |                         |         |
|          |                    |                   | <b>Resolved</b> that Council:                                                                                                                                                                                                                                                                    |           |                         |         |
|          |                    |                   | (1) Accept the Expression of Interest from Friends of Tenterfield Aerodrome Inc (FOTA) to lease the airstrip, and                                                                                                                                                                                |           |                         |         |
|          |                    |                   | (2) Authorise the Chief Executive to enter into a 10 x 10 x 10-year lease with FOTA Inc as per FOTA's latest EOI letter of 22 June 2023 (attached) with terms, conditions, rights, and obligations of each party clearly set-out; and execute the lease at earliest convenience to both parties. |           |                         |         |
|          |                    |                   |                                                                                                                                                                                                                                                                                                  |           | (Kim Rhodes/Tom Peters) |         |
|          |                    |                   | <b>Motion Carried</b>                                                                                                                                                                                                                                                                            |           |                         |         |
|          |                    |                   | <b>Notes</b>                                                                                                                                                                                                                                                                                     |           |                         |         |
|          |                    |                   | <b>08 Aug 2023 12:02pm Melling, Elizabeth</b>                                                                                                                                                                                                                                                    |           |                         |         |
|          |                    |                   | Lease for the airstrip was signed by Daryl Buckingham for TSC and Rob Evans and Peter Jones for FOTA Monday, 7 August 2023 for initial 10 year term, with two further 10 yr options., The lease to take effect Wed, 16 August 2023                                                               |           |                         |         |

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| Item No.                 | Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Officer/Director  | Subject                                                               | Completed | Last Note | COI/MPI |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------|-----------|-----------|---------|
| ECO14/23                 | Council 26/07/2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Mills, Bruce      | RECOMMENDATION FOR FUTURE OF VISITOR INFORMATION SERVICES - JULY 2023 |           |           |         |
|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Buckingham, Daryl |                                                                       |           |           |         |
| <b>Resolution 119/23</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |
| <b>AMENDMENT</b>         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |
| That Council:            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |
| (1)                      | Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor Information Services to the Chamber, as per its proposal outlined in the attached document.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                   |                                                                       |           |           |         |
| (2)                      | Cease all Council-run Visitor Information Services at the Visitor Information Centre (VIC), 157 Rouse St; and cease all Council promotion services and transition all such services to the Tenterfield Chamber of Tourism, Industry and Business no later than the 1 September 2023 – ensuring no interruption to Visitor Services.                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                   |                                                                       |           |           |         |
| (3)                      | Conditional on Council receiving from the Chamber an acceptable action plan and acceptable commitments thereto Council allocates \$100,000 (One hundred thousand dollars) to the Tenterfield Chamber of Tourism, Industry and Business to establish the community-led social enterprise model (\$100,000 to be paid in FY 2023/24); as \$50,000 (Fifty thousand dollars) for set up costs as well as an annual stipend of \$50,000 (Fifty thousand dollars) annually for three years, thus providing the Tenterfield Chamber of Tourism, Industry and Business continuity and stability to plan to the end of FY 2025/26. Total investment \$200,000 (Two hundred thousand) over three years to provide ongoing tourism development and marketing service to the shire of Tenterfield. |                   |                                                                       |           |           |         |
| (4)                      | Require the Chamber to report quarterly on expenditure against funds received and achievements in promoting and growing the whole of Shire visitor economy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                   |                                                                       |           |           |         |
| (5)                      | Authorise the Chief Executive Officer to list the premises at 157 Rouse Street, Tenterfield (Lot. 11/DP1241545) (Visitor Information Centre) for sale with all interested real estate agents for an asking price of \$700,000, sign any associated paperwork and contracts and enter into a contract for sale should the price of \$700,000 be achieved.                                                                                                                                                                                                                                                                                                                                                                                                                               |                   |                                                                       |           |           |         |
| (6)                      | Remove the Tenterfield Tourism Advisory Committee from the Tenterfield Shire Council Committee Register from the date of commencement of the newly formed Tenterfield Chamber of Tourism, Industry and Business tourism subcommittee (TCTIB).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                   |                                                                       |           |           |         |
|                          | (Peter Murphy/Tom Peters)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |                                                                       |           |           |         |
| <b>Amendment Carried</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |
| <b>Resolved</b>          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |
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|                          | (Peter Murphy/Tom Peters)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |                                                                       |           |           |         |
| <b>Motion Carried</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                                                                       |           |           |         |

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**Notes**

**08 Aug 2023 12:12pm Melling, Elizabeth**

Chief Executive and BM working with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer visitor information services and tourism promotion to the TCTIB by 1 Sept, 2023., Staff working to keep the VIC open/operating through to Thursday, 31 August 2023., BM has written to all local agents to list the VIC building at 157 Rouse St, Tenterfield for sale., At the time of writing (8 Aug 2023) the property has been listed and advertised by Ray White, Tenterfield.

| Item No. | Meeting            | Officer/Director   | Subject                                                                                                                                                              | Completed | Last Note                                            | COI/MPI |
|----------|--------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------|---------|
| GOV46/23 | Council 26/07/2023 | Melling, Elizabeth | PROPOSED WARD BOUNDARY ALTERATIONS - 2024 LOCAL GOVERNMENT ELECTIONS                                                                                                 |           |                                                      |         |
|          |                    | Buckingham, Daryl  |                                                                                                                                                                      |           |                                                      |         |
|          |                    |                    | <b>Resolution 127/23</b>                                                                                                                                             |           |                                                      |         |
|          |                    |                    | <b>Resolved</b> that Council:                                                                                                                                        |           |                                                      |         |
|          |                    |                    | (1) That the Officer's Report "Proposed Ward Boundary Alterations – 2024 Local Government Elections" be received and noted; and further                              |           |                                                      |         |
|          |                    |                    | (2) That the Ward Boundary Plans be placed on public exhibition for a period 28 days; and                                                                            |           |                                                      |         |
|          |                    |                    | (3) That Council accept submissions on the Ward Boundary Plans for a period of 42 days, this period to run in conjunction with the 28 days of public exhibition; and |           |                                                      |         |
|          |                    |                    | (4) Following the period of acceptance of submissions, the matter be referred to the NSW Electoral Commission be notified accordingly.                               |           | Council for adoption of the Ward Boundary amendments |         |
|          |                    |                    |                                                                                                                                                                      |           | (Kim Rhodes/John Macnish)                            |         |
|          |                    |                    | <b>Motion Carried</b>                                                                                                                                                |           |                                                      |         |
|          |                    |                    | <b>Notes</b>                                                                                                                                                         |           |                                                      |         |
|          |                    |                    | <b>08 Aug 2023 11:25am Melling, Elizabeth</b>                                                                                                                        |           |                                                      |         |
|          |                    |                    | Maps to AE NSW and agreed upon. Ward Boundary maps are on Public Exhibition for 28 days.                                                                             |           |                                                      |         |

| Item No. | Meeting            | Officer/Director  | Subject                                                                                                                         | Completed | Last Note | COI/MPI |
|----------|--------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------|
| NM2/23   | Council 26/07/2023 | Sauer, Greg       | NOTICE OF MOTION - PROPOSED REIMBURSEMENT OF UNUSED TENTERFIELD CINEMA VOUCHERS.                                                |           |           |         |
|          |                    | Buckingham, Daryl |                                                                                                                                 |           |           |         |
|          |                    |                   | <b>Resolution 130/23</b>                                                                                                        |           |           |         |
|          |                    |                   | <b>NOTICE OF MOTION:</b>                                                                                                        |           |           |         |
|          |                    |                   | <b>That Council reimburse all unused Cinema Vouchers that are submitted to Council before 31 August 2023.</b>                   |           |           |         |
|          |                    |                   | <b>AMENDMENT</b>                                                                                                                |           |           |         |
|          |                    |                   | That Council reimburse all unused Cinema Vouchers with a valid expiry date that are submitted to Council before 31 August 2023. |           |           |         |
|          |                    |                   | <b>Amendment Carried</b>                                                                                                        |           |           |         |
|          |                    |                   | (Kim Rhodes/Greg Sauer)                                                                                                         |           |           |         |
|          |                    |                   | <b>Notes</b>                                                                                                                    |           |           |         |