

# Monthly Operational Report

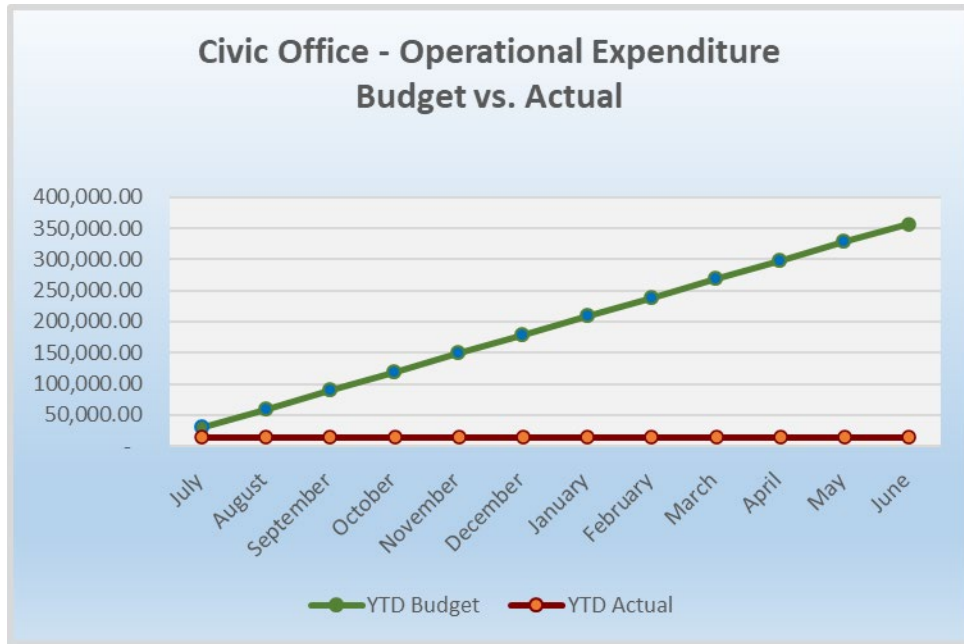
Tenterfield Shire Council July 2023

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%

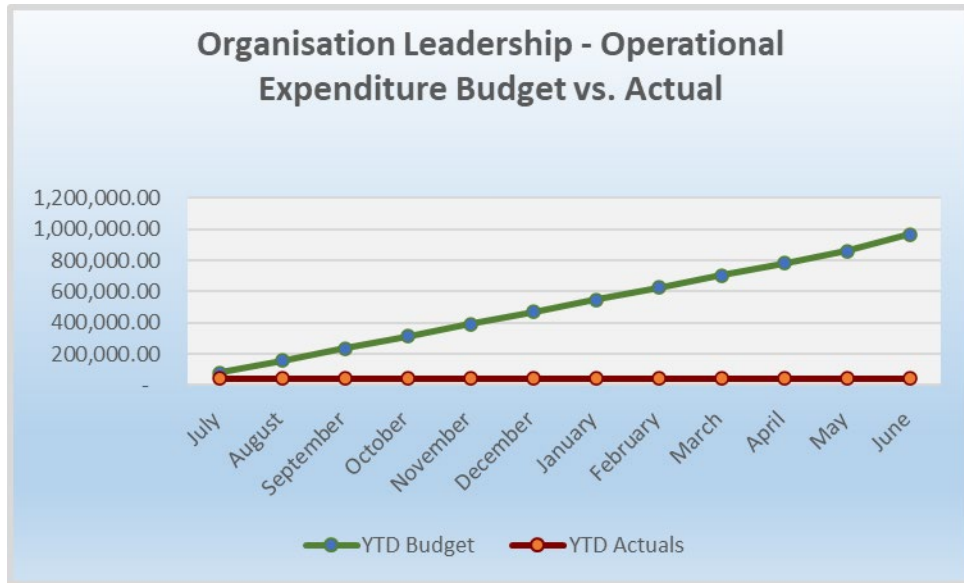
## 1. CIVIC OFFICE

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

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 Communications & Economic Development	<p>TSC Facebook page – total reach for July – 4196 (down 34.7%)</p> <p>Top posts: School of Arts Cinema Vouchers Expiring 2.5K – 5 July; Tenterfield Public Library Re-opening 1.9K –18 July; and Tenterfield Tourism Meeting 1.1K – 21 July</p> <p>Flying-fox Management Plan</p> <p>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.</p>	 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	 No TARGET




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

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.

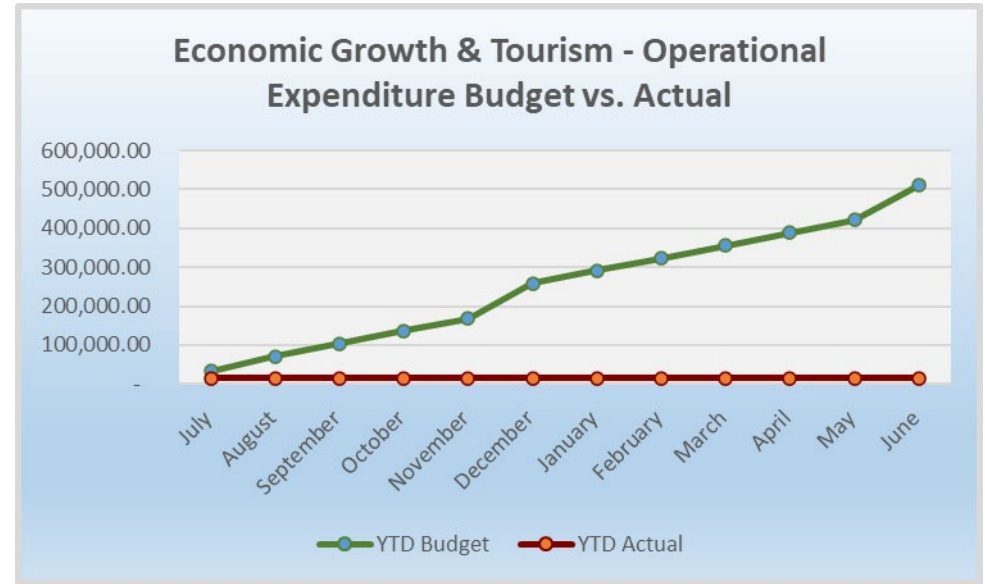
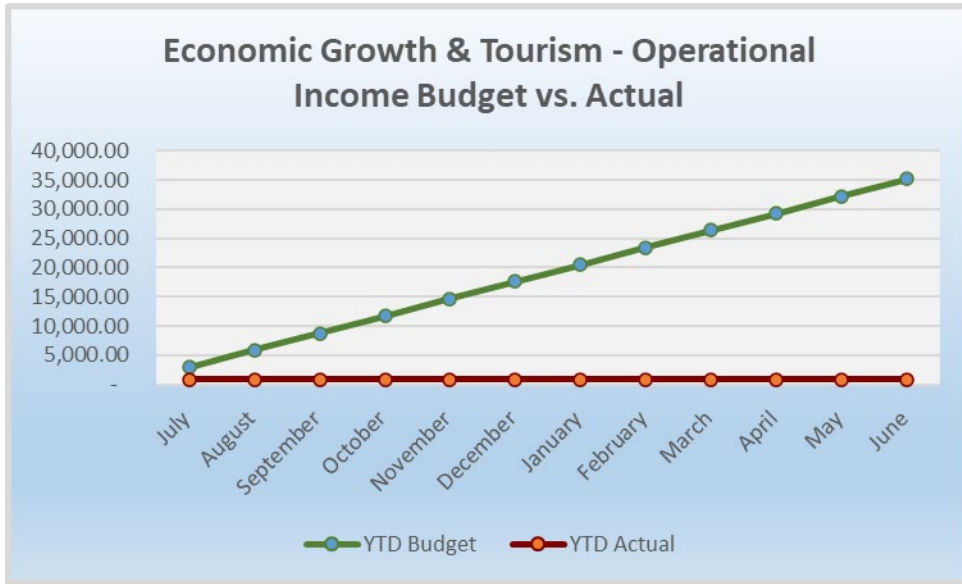
Officer has worked planning manager and local surveyor to clean-up land titles around the main shire office, the house and land leased to 10FM, Records House and the house and land leased to Tenterfield Child Care Centre. This includes altering existing boundaries to include the storage shed on the lot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



NEEDS WORK






### 3. Economic Growth and Tourism



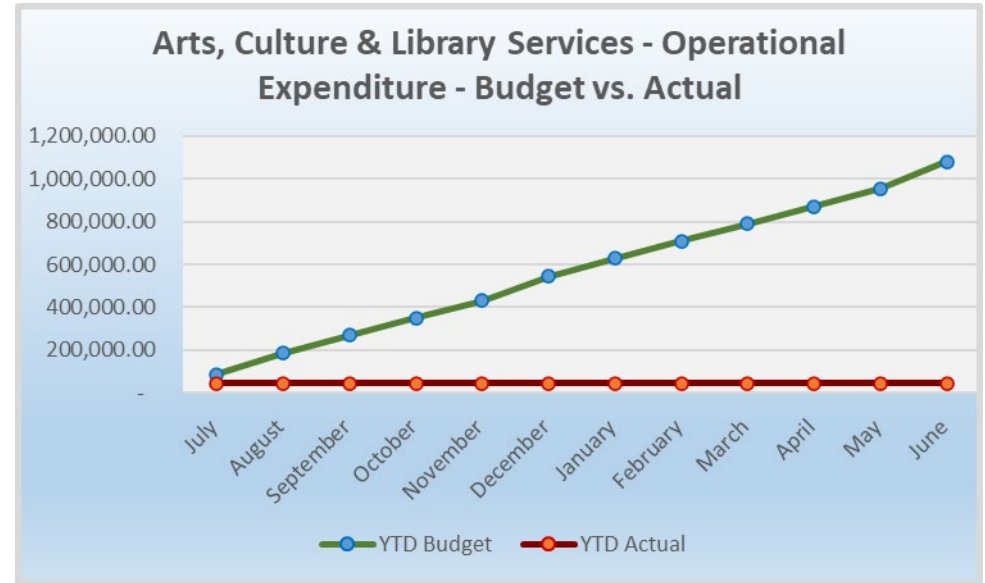
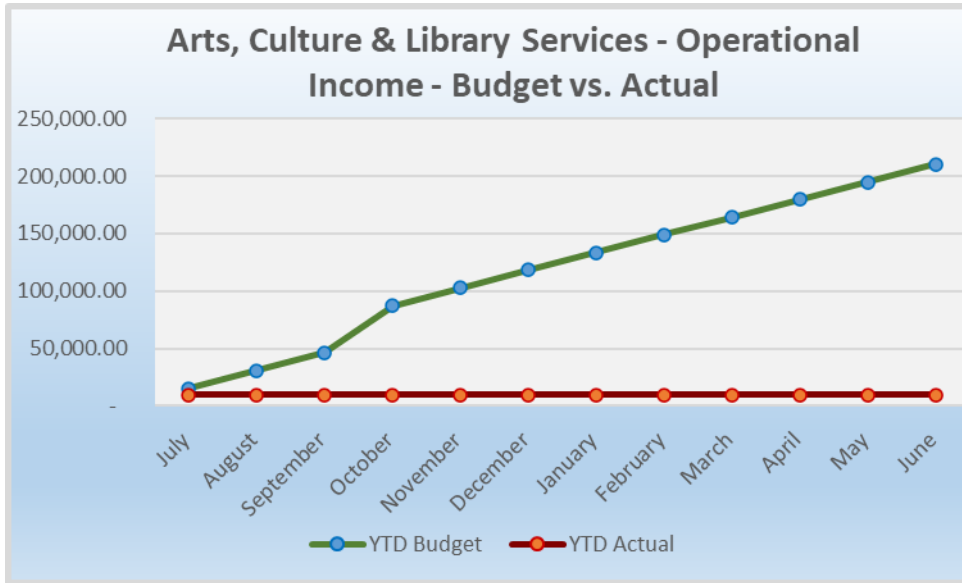
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Economic Growth and Tourism</b>	<b>481,728</b>	<b>17,463</b>	<b>3.63%</b>
1. Operating Income	(35,162)	(810)	2.30%
2. Operating Expenditure	509,683	15,786	3.10%
4. Capital Expenditure	0	1,876	0.00%
5400511. SCCF5 - 0867 - Tenterfield 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	<p>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.</p> <p>With any change of State government, departments are usually left in abeyance for a while, waiting for changes in policy direction and programs.</p>	 NEEDS WORK
2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities.	Senior Advisor Communications & Economic Development	<p>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.</p> <p>Visitor stats VIC for July 2023</p> <p>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.</p> <p>Total visitor' nights for July - 1480</p> <p>VIC over the counter sales - \$620.80</p> <p>Visit Tenterfield website for July 2023</p> <p>Users 4.1K; pageviews 12,607</p> <p>Visit Tenterfield Facebook reach 18,344 (up 486%) and Instagram 365 (down 69.9%)</p> <p>Transfer of information services to the Chamber of Tourism, Industry &amp; Business</p> <p>Officer has kept staff and volunteers informed of the transfer of visitor information services to the Chamber of Tourism, Industry &amp; 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.</p>	 NEEDS WORK



Action	Responsibility	Progress Comment	Status
5.2.3.1 Support future proposals for improved telecommunications infrastructure.	Senior Advisor Communications & Economic Development	Nil to report	 NEEDS WORK


## 4. Arts, Culture and Library Services



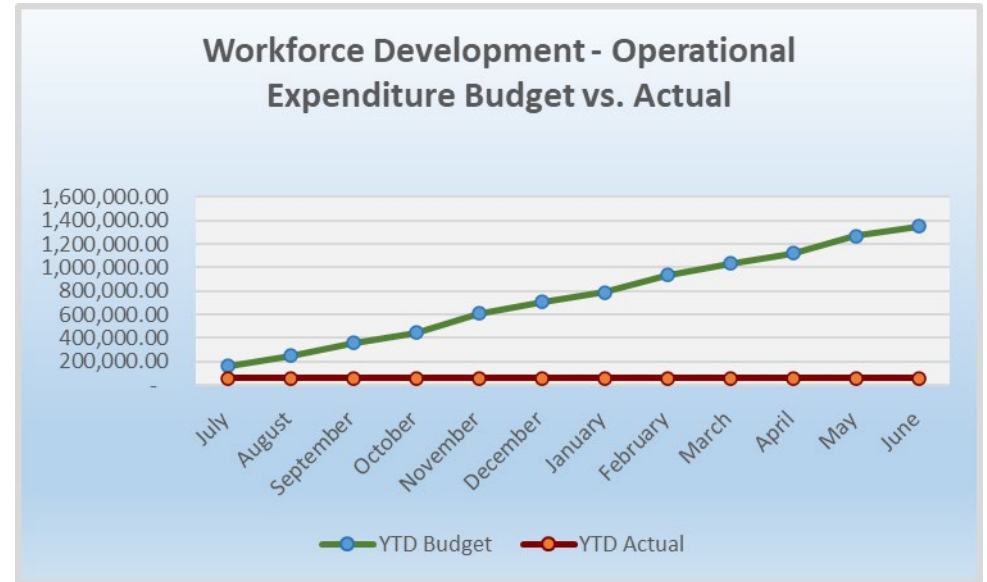
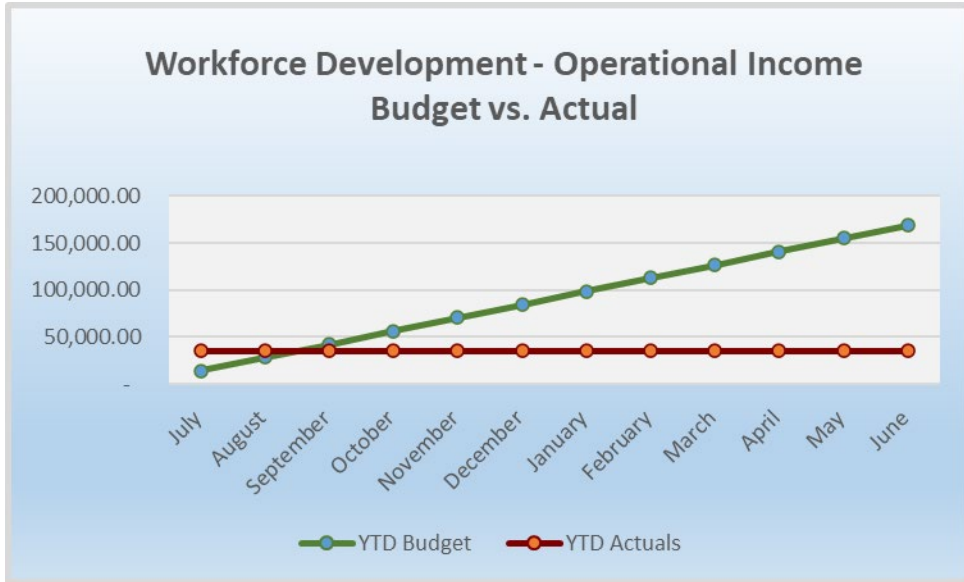
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Arts, Culture &amp; Library Services</b>	<b>875,888</b>	<b>38,829</b>	<b>0.04%</b>
1. Operating Income	(210,369)	(9,790)	4.65%
2. Operating Expenditure	1,079,257	45,566	4.22%
3. Capital Income	(13,246)	0	0.00%
4. Capital Expenditure	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%
<b>6. Liabilities</b>	<b>7,000</b>	<b>414</b>	<b>5.91%</b>

## 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

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.	 NEEDS WORK

## 5. Workforce Development



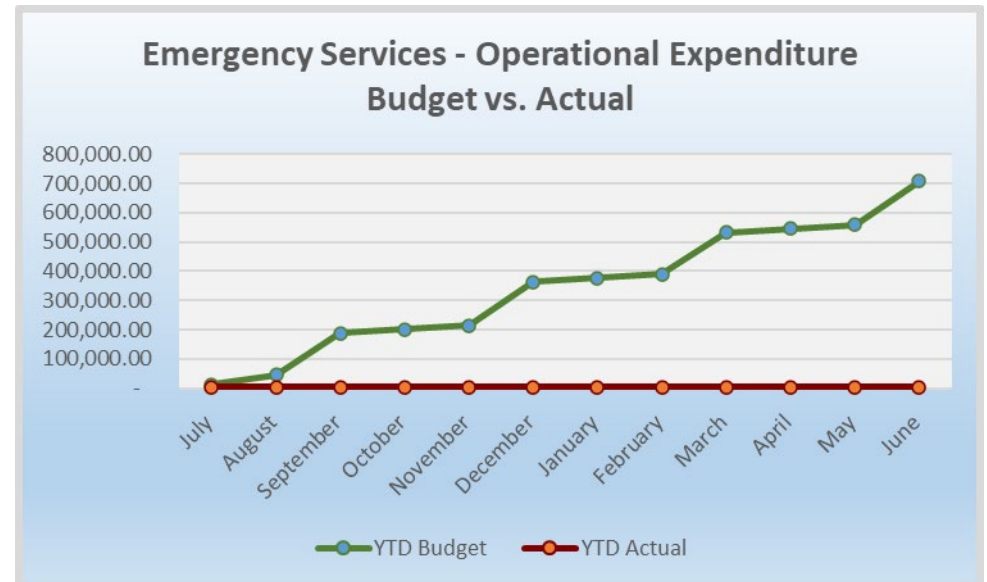
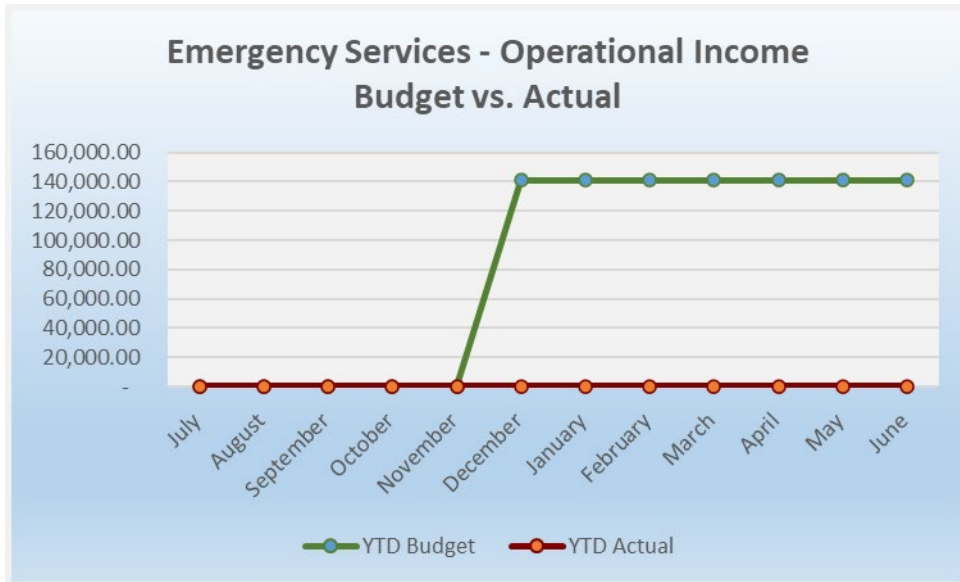
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Workforce Development</b>	<b>1,182,708</b>	<b>23,019</b>	<b>1.95%</b>
1. Operating Income	(168,971)	(35,314)	20.90%
2. Operating Expenditure	1,351,679	58,333	4.32%

## 5. WORKFORCE DEVELOPMENT

<b>Business Unit: Workforce Development</b>
<b>Service Profile: Workforce Development</b>
<b>Report deferred due to staff resources being unavailable.</b>



## 6. Emergency Services



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

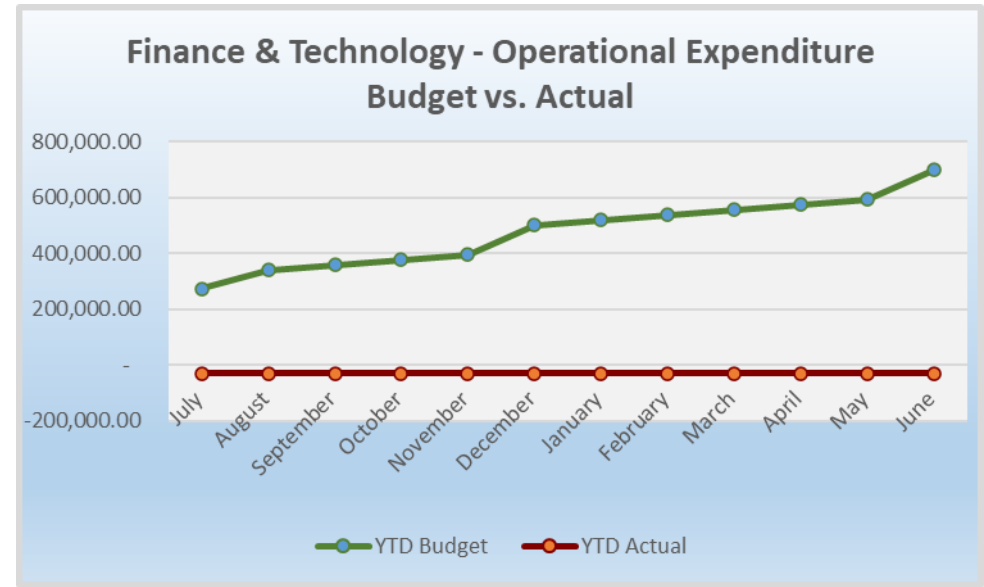
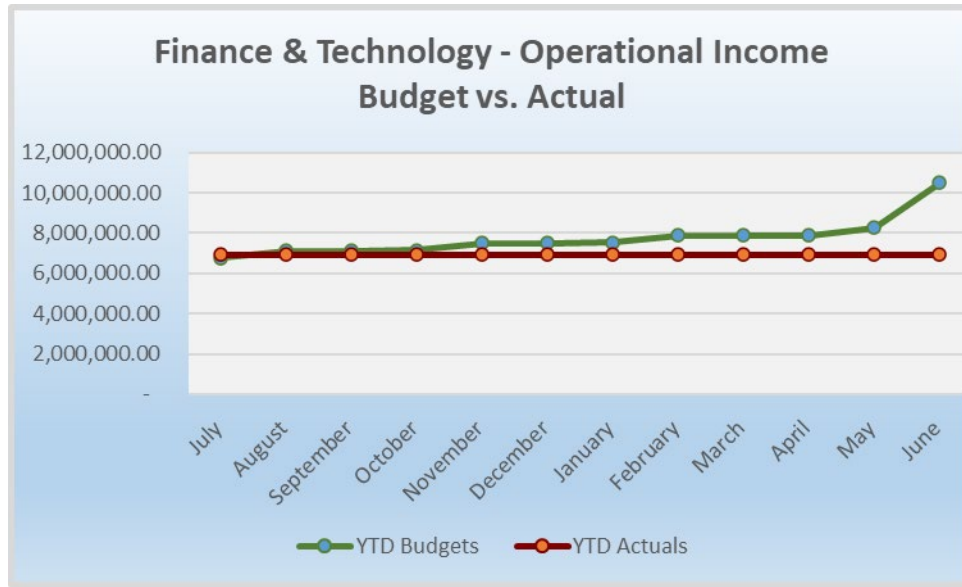
## 6. EMERGENCY SERVICES

Business Unit: Emergency Services

Service Profile: Emergency Services



Report deferred due to staff resources being unavailable



## 7. Finance and Technology



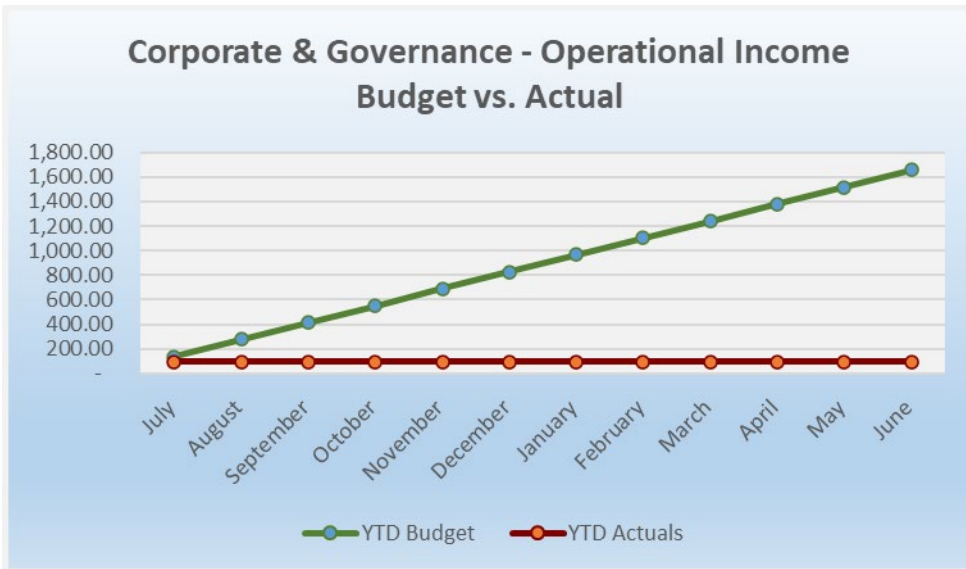
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Finance &amp; Technology</b>	<b>(9,593,063)</b>	<b>(6,941,593)</b>	<b>72.36%</b>
1. Operating Income	<b>(10,495,970)</b>	<b>(6,915,175)</b>	<b>65.88%</b>
2. Operating Expenditure	<b>697,889</b>	<b>(29,926)</b>	<b>-4.29%</b>
4.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

## 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>	 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>	 NEEDS WORK




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>	 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>	 NEEDS WORK



## 8. Corporate and Governance



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

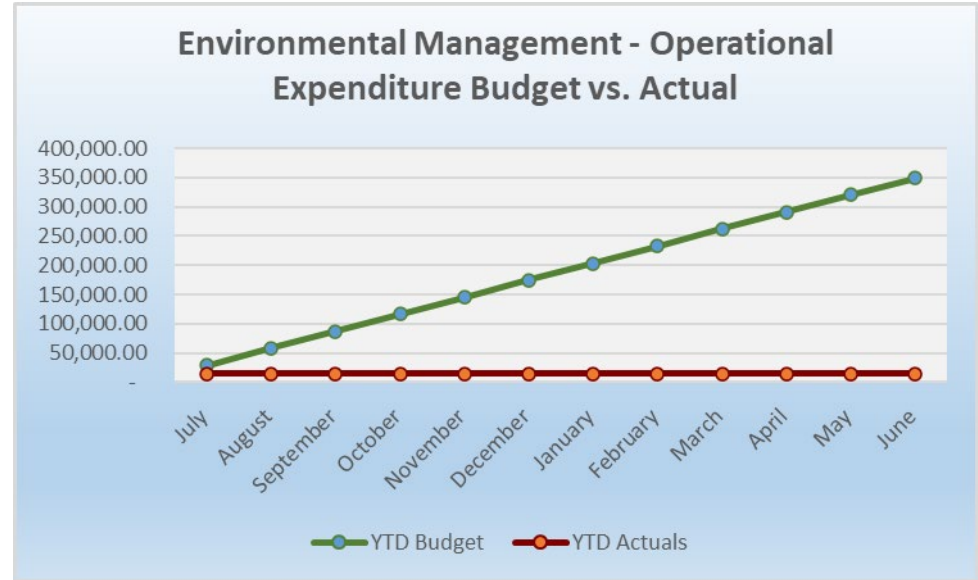
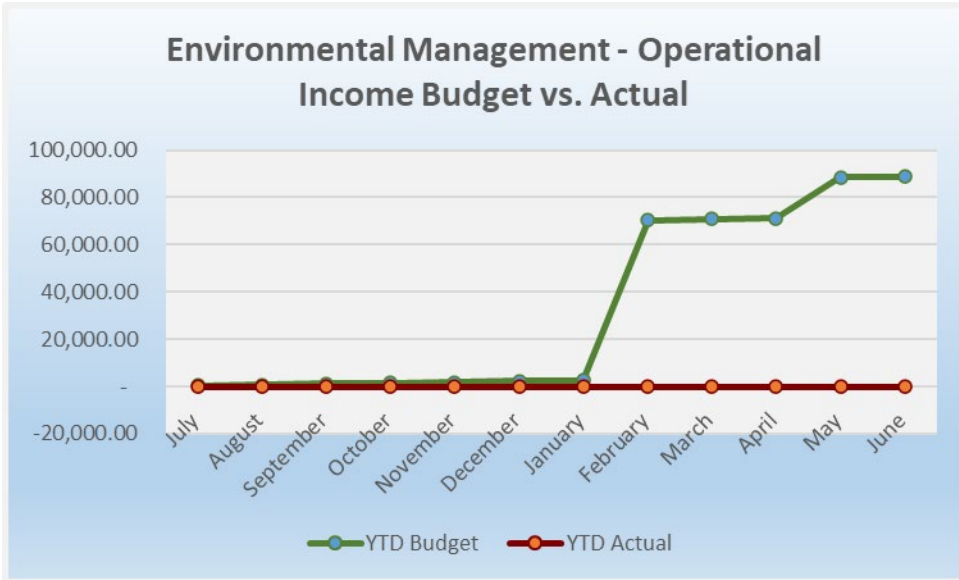
## 8. CORPORATE & GOVERNANCE

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 Abusive customers for July 2023 - 0 Customer Service General Enquiries for July 2023 - 108 Total inbound calls for July 2023 - 3,869 Inbound calls for Customer Service for July 2023 - 541 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: Mobile (wheelie) bin applications – Pension Rebate applications - Section 10.7 Planning Certificates - Section 603 Certificates - Dwelling Permissibility Search - Section 735A - Sewer Diagrams - 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

Action	Responsibility	Progress Comment	Status
<p>5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.</p>	<p>Manager Customer Service, Governance &amp; Records</p>	<p>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.</p> <p>Scanning of hard copy records continued in July 2023, with records staff also categorising previously scanned documents.</p> <p>Records created in July 2023 - 742</p>	 NEEDS WORK
<p>5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey.</p>	<p>Manager Customer Service, Governance &amp; Records</p>	<p>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.</p>	 NEEDS WORK






## 9. Environmental Management

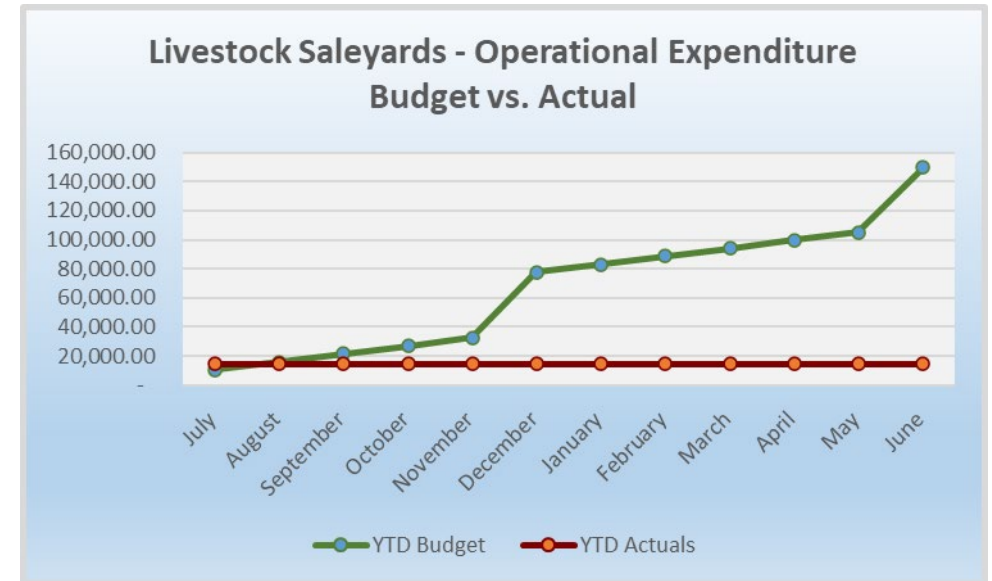
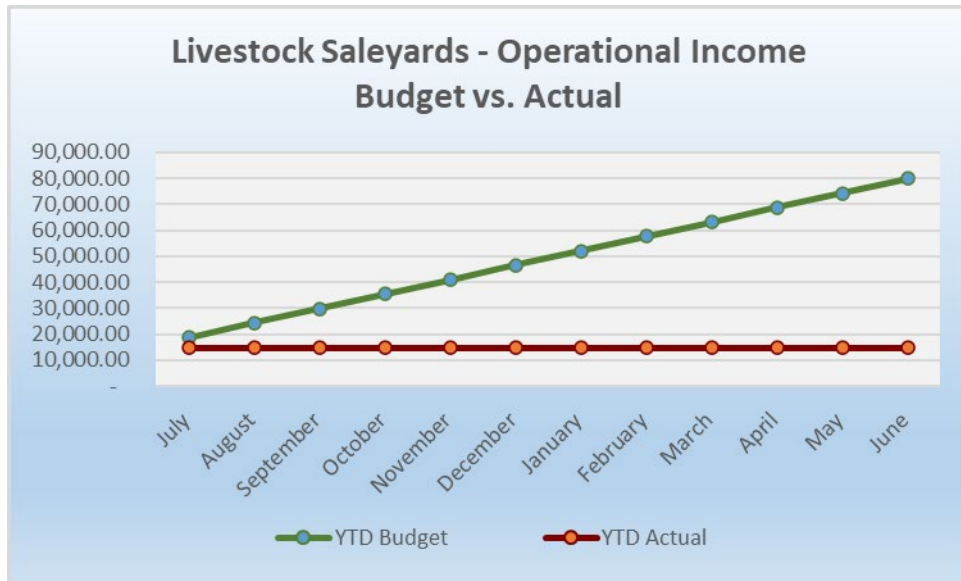


COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Environmental Management</b>	<b>260,572</b>	<b>14,730</b>	<b>5.65%</b>
1. Operating Income	(88,774)	97	-0.11%
2. Operating Expenditure	349,346	14,634	4.19%

## 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.  Two dogs impounded for July	 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  Mother of Millions - Treated on the Mt Lindsey Hwy at Legume.  Serrated Tussock - Treated on the New England Hwy in the Deepwater area.  Black Knapweed - Treated on Aldershot and Bellevue roads and on private property as required.  Council Lands - Torrington Cemetery, Stannum Cemetery, Tenterfield Cemetery, Tenterfield water mains  Property inspections - 25 private property inspections, All Border Crossings  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.  Meetings - Tropical Soda Apple Taskforce meeting at Coffs Harbour.	 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.	 NEEDS WORK

## 10. Livestock Saleyards

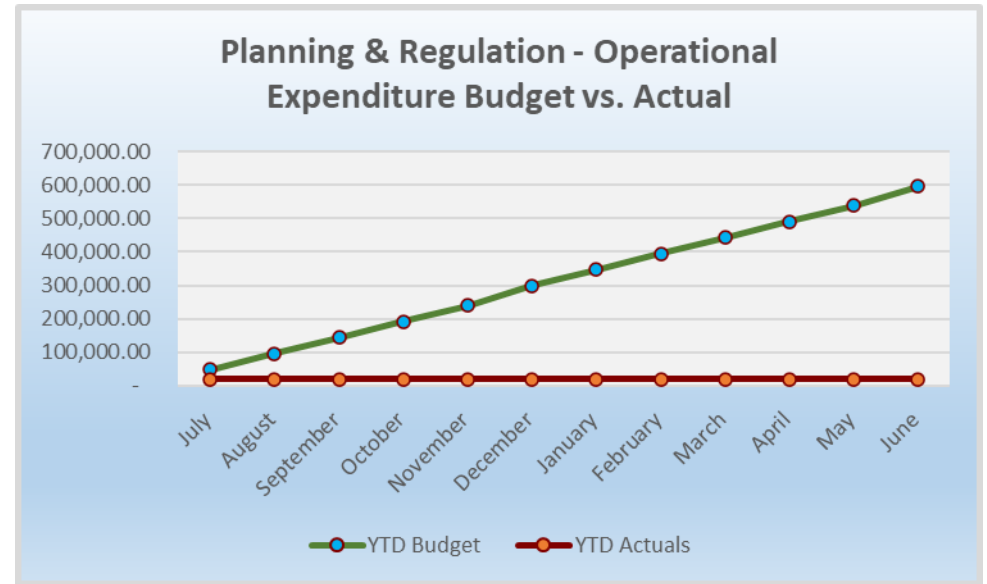
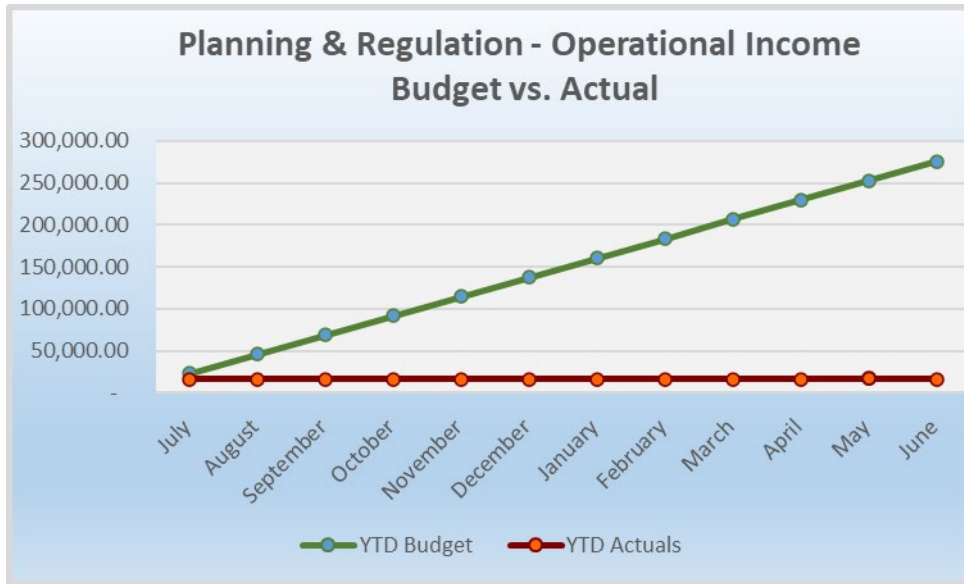


COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Livestock Saleyards</b>	<b>69,852</b>	<b>18</b>	<b>0.03%</b>
<b>1. Operating Income</b>	<b>(79,816)</b>	<b>(14,773)</b>	<b>18.51%</b>
<b>2. Operating Expenditure</b>	<b>149,668</b>	<b>14,791</b>	<b>9.88%</b>

## 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	 NEEDS WORK
		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>	<b>285,714</b>	<b>(16,695)</b>	<b>-5.84%</b>
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. Complaints being dealt with on basis of potential impact - priority given to any public health or environmental matters. 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 & 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  Applicant has indicated they wish to pursue
2021.012	CORBETT Arran	Bluff River Road, Tenterfield	Primitive Camp Ground	Insufficient Information provided to complete assessment  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  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  Applicant negotiating an easement on adjoining property



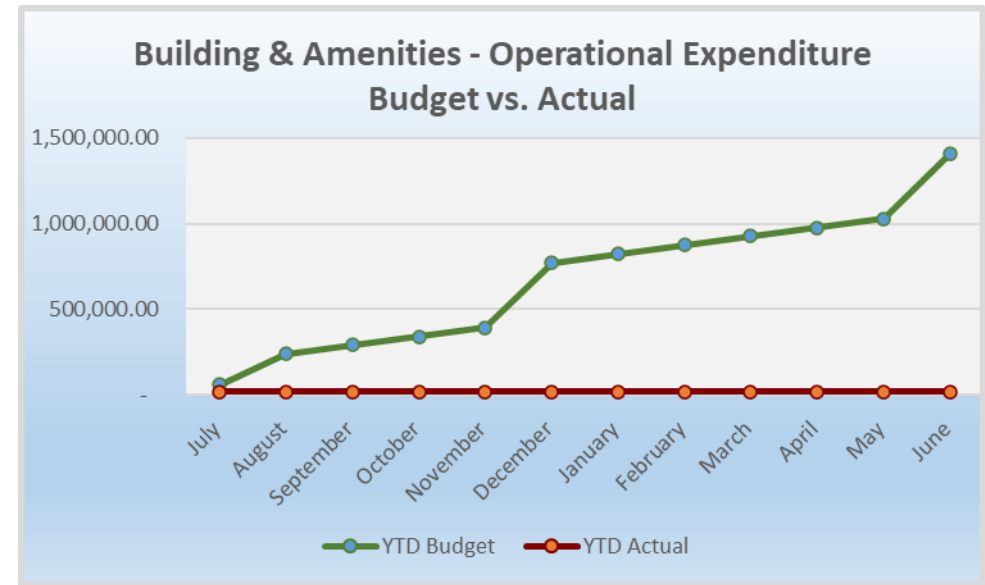
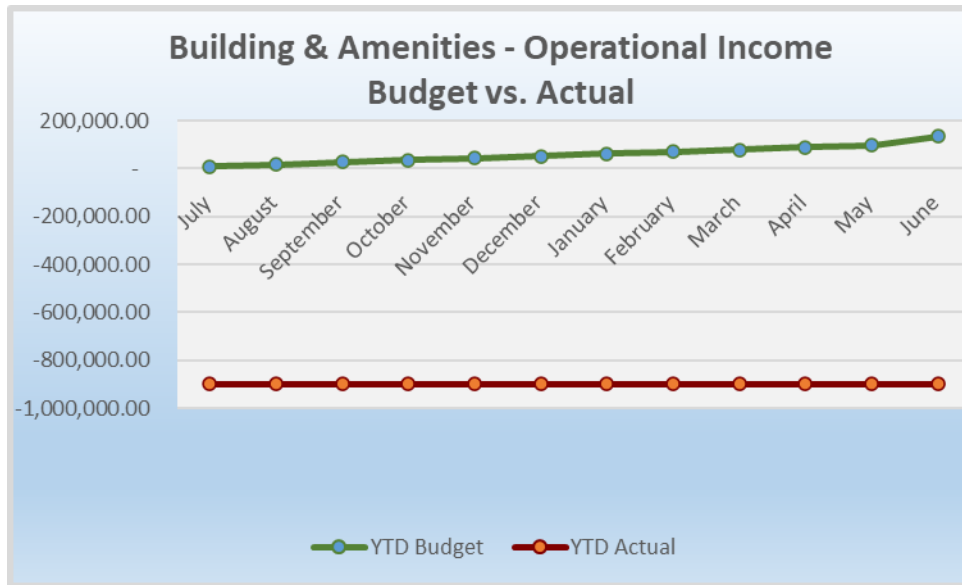
2022.043	Tenterfield Surveys (Taylor)	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant Application negotiating with adjoining owner for easement
2022.048	Tenterfield Surveys (Uhrig)	17 Naas Street, Tenterfield	Eleven (11) Lots Staged Urban Subdivision	Information required from applicant Applicant preparing additional engineering information
2022.068	Tenterfield Surveys Pty Ltd	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant 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 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/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 23/24 Monthly Total	FY 22/23 Monthly 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>
<b>1. Operating Income</b>	<b>(134,316)</b>	<b>899,681</b>	<b>-669.82%</b>
<b>2. Operating Expenditure</b>	<b>1,406,550</b>	<b>18,134</b>	<b>1.29%</b>

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.

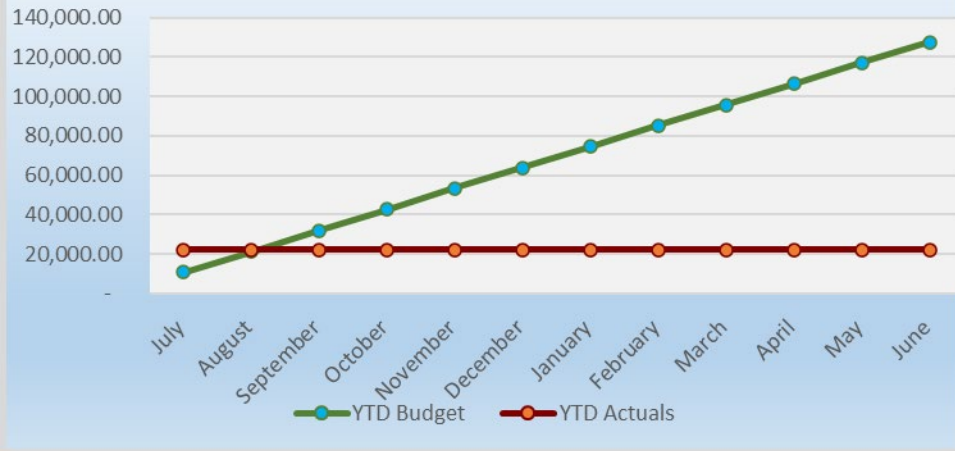
Due to privacy of neighbours, and leases, Council does not disclose the addresses of the Aboriginal Land Claims.



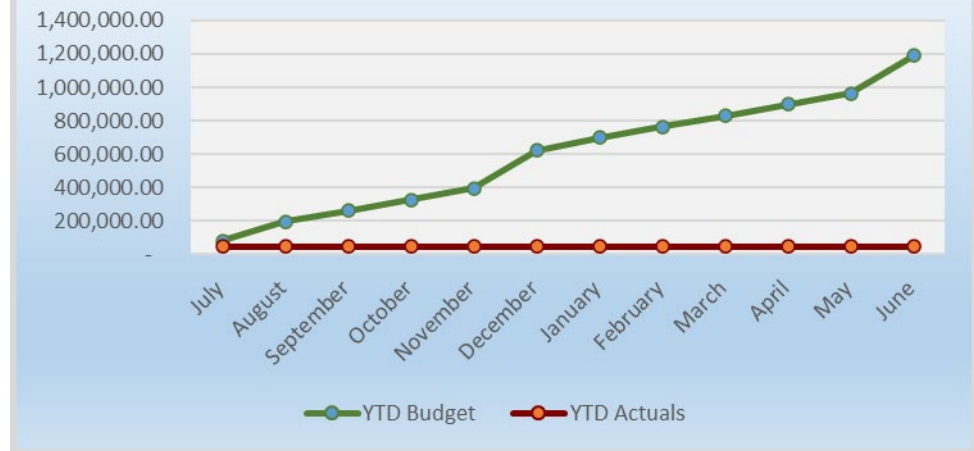
NEEDS WORK

# 13. Parks, Gardens and Open Space

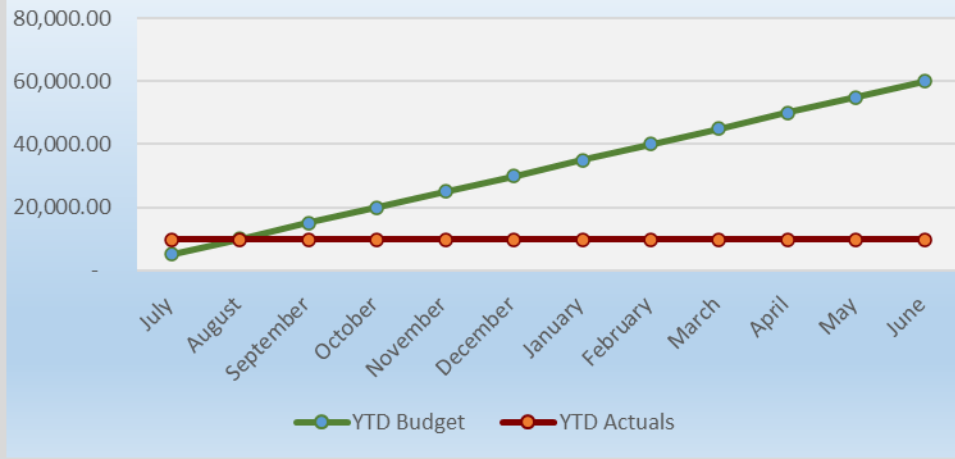
**Parks, Gardens & Open Space - Operational Income Budget vs. Actual**



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






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

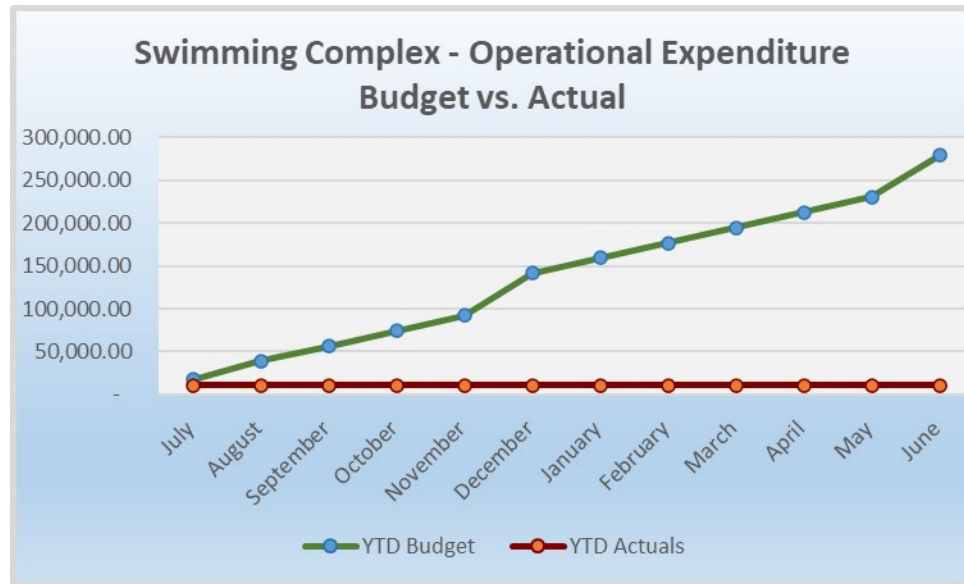




## 13. PARKS, GARDENS & OPEN SPACE


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 Garden maintenance Tree pruning and removal New slabs at the cemetery Preparations for the start of the new niche wall Weed spraying	 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.	 NEEDS WORK
1.2.1.3 Implement the tree management plan.	Manager Open Space, Regulatory & Utilities	Tree Management on going.  Awaiting a tree species to replace the pinoaks in Logan street.	 NEEDS WORK

## 14. Swimming Complex

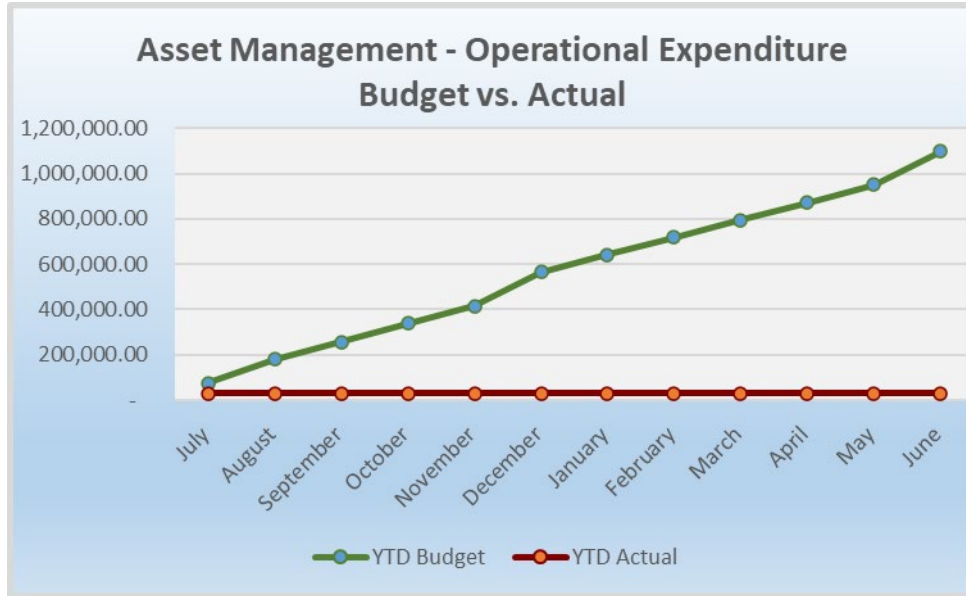


COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
Swimming Complex	279,190	10,990	3.94%
2. Operating Expenditure	279,190	10,990	3.94%

## 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>	 NEEDS WORK





## 15. Asset Management and Resourcing



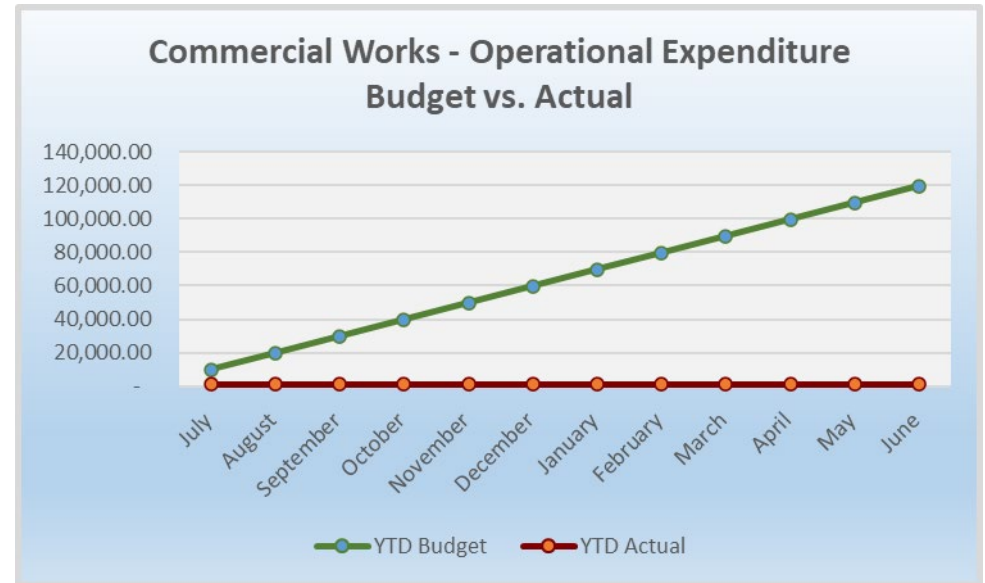
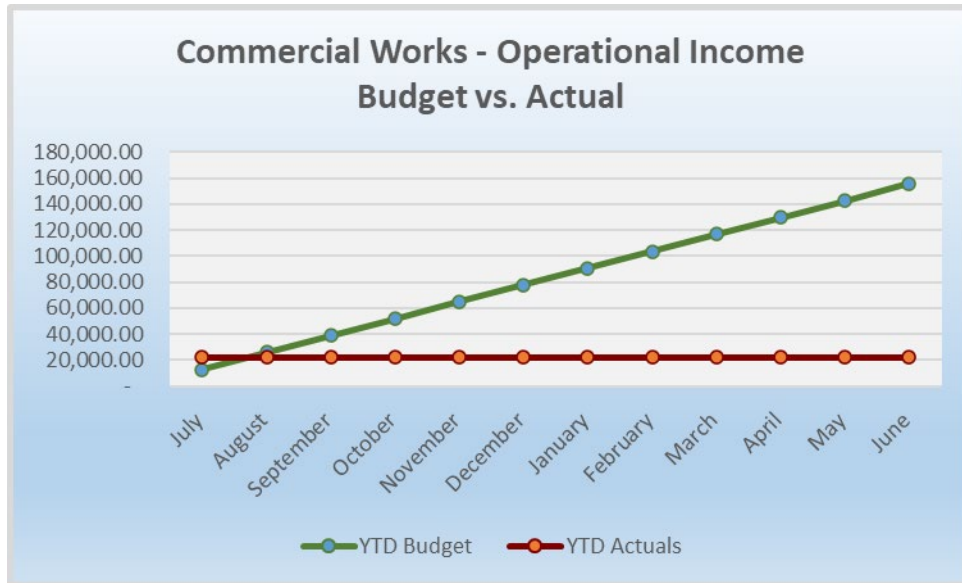
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Asset Management &amp; Resourcing</b>	<b>1,548,044</b>	<b>30,225</b>	<b>1.95%</b>
<b>1. Operating Income</b>	<b>(10,000)</b>	<b>0</b>	<b>0.00%</b>
<b>2. Operating Expenditure</b>	<b>1,099,030</b>	<b>29,634</b>	<b>2.70%</b>
<b>4. Capital Expenditure</b>	<b>450,000</b>	<b>0</b>	<b>0.00%</b>
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%
<b>6. Liabilities</b>	<b>9,014</b>	<b>591</b>	<b>6.55%</b>

<b>COA</b>	<b>23/24 Full Year Budget</b>	<b>23/24 YTD Actuals July</b>	<b>23/24 Percentage Spent</b>
<b>Parks, Gardens and Open Space</b>	<b>1,122,907</b>	<b>33,529</b>	<b>2.99%</b>
<b>1. Operating Income</b>	<b>(127,636)</b>	<b>(22,014)</b>	<b>17.25%</b>
<b>2. Operating Expenditure</b>	<b>1,190,543</b>	<b>45,833</b>	<b>3.85%</b>
<b>4. Capital Expenditure</b>	<b>60,000</b>	<b>9,710</b>	<b>16.18%</b>
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.	 ON TRACK
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.	 MONITOR
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.	 MONITOR
5.1.3.4 Review and update Council's Risk Register and intervention programs on an ongoing basis in accordance with inspection schedules.	Manager Asset & Program Planning	The Risk Register is periodically reviewed and risk considerations included in project planning where possible.	 ON TRACK

## 16. Commercial Works



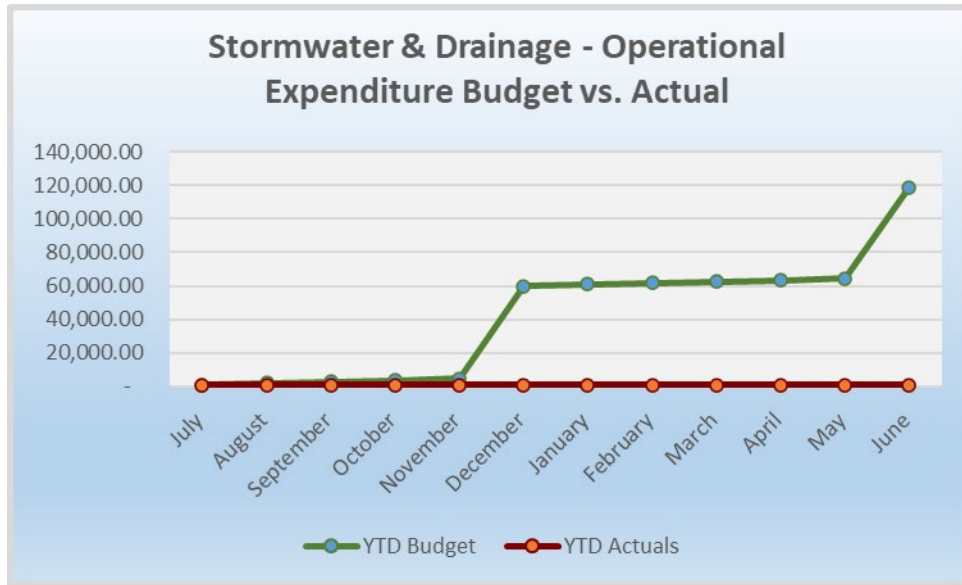
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Commercial Works</b>	<b>(36,038)</b>	<b>(20,876)</b>	<b>57.93%</b>
<b>1. Operating Income</b>	<b>(155,638)</b>	<b>(22,025)</b>	<b>14.15%</b>
<b>2. Operating Expenditure</b>	<b>119,600</b>	<b>1,149</b>	<b>0.96%</b>

## 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.	 NEEDS WORK




## 17. Stormwater and Drainage



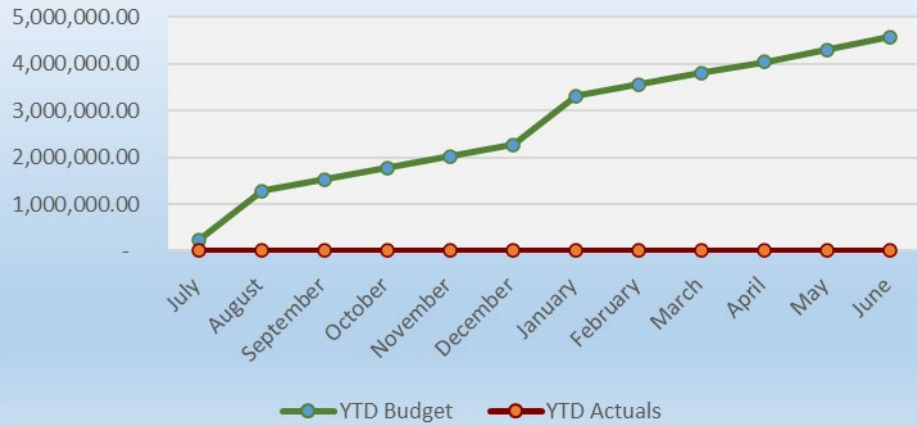
COA	23/24 Full Year Budget	23/24 YTD Actuals July	23/24 Percentage Spent
<b>Stormwater &amp; Drainage</b>	<b>467,680</b>	<b>(71,323)</b>	<b>-15.25%</b>
1. Operating Income	(71,536)	(71,882)	100.48%
2. Operating Expenditure	119,016	559	0.47%
4. Capital Expenditure	420,200	0	0.00%
8252502. Drainage Pits - 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

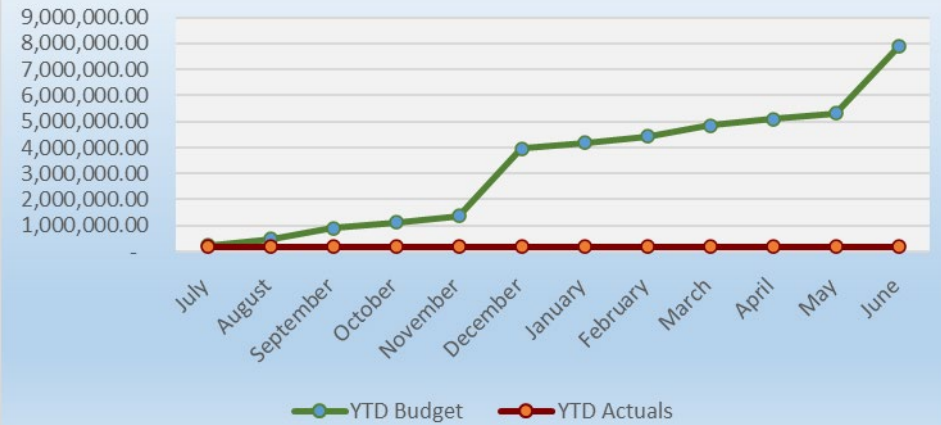
Business Unit: Stormwater Drainage			
Service Profile: Stormwater Drainage			
Action	Responsibility	Progress Comment	Status
4.1.2.1 Implement the Storm water Asset Management Plan.	Manager Asset & Program Planning	Planning of works has been hampered by lack of technical assets staff resources and continual 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

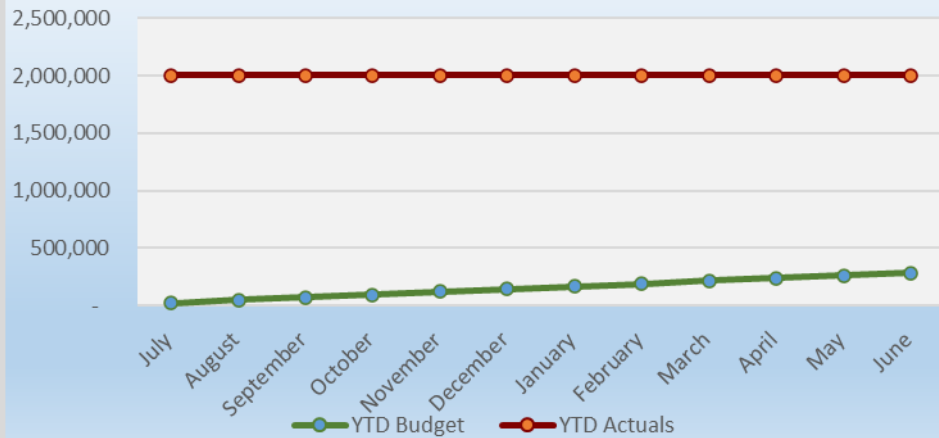
### Transport Network - Operational Income Budget vs. Actual



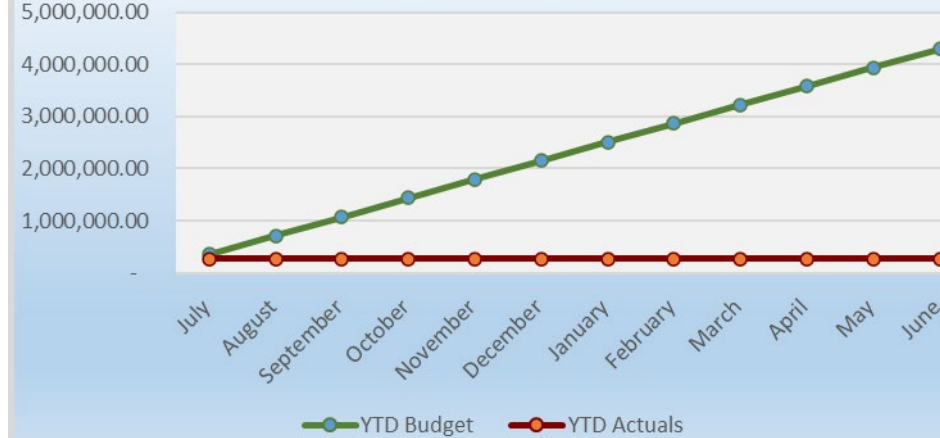
### Transport Network - Operational Expenditure Budget vs. Actual



### Transport Network - Capital Income Budget vs. Actual





### Transport Network - Capital Expenditure Budget vs. Actual



COA	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%

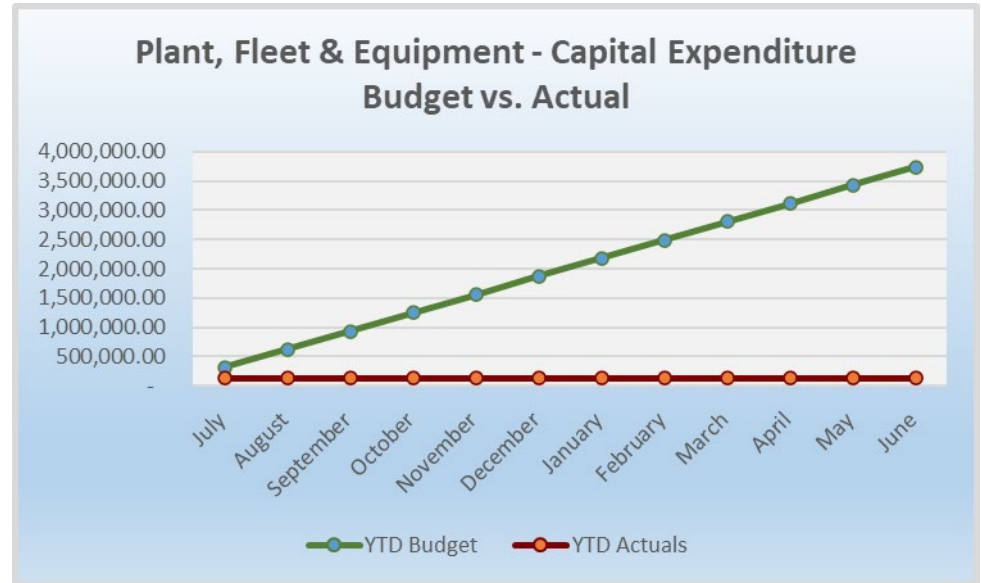
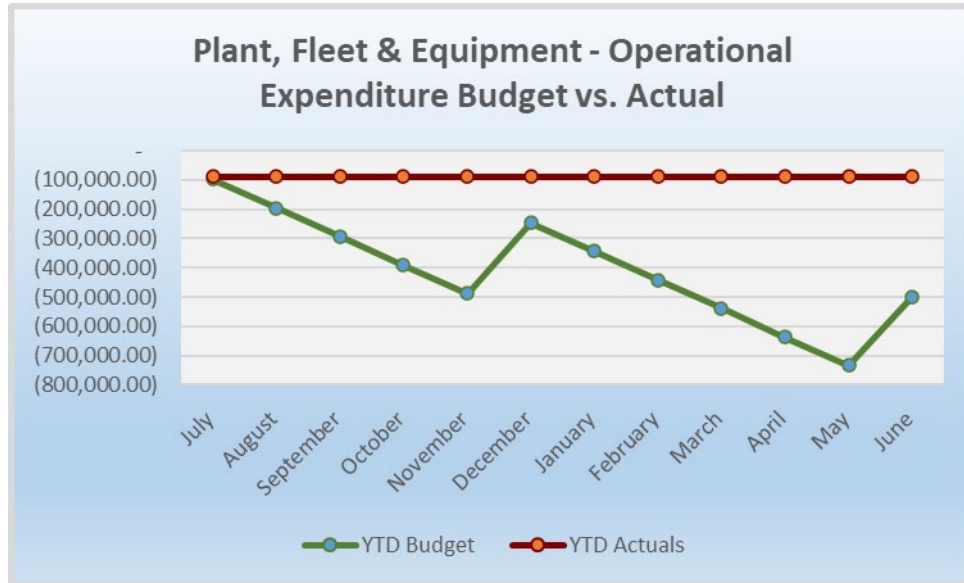
<b>COA</b>	<b>23/24 Full Year Budget</b>	<b>23/24 YTD Actuals July</b>	<b>23/24 Percentage Spent</b>
6215587. Repair Program 2023/24	565,572	0	0.00%
6220269. DRFA AGRN1012 Package 1 EPAR	0	12,443	0.00%
6220500. Urban Streets - Reseal Program	122,000	0	0.00%
6220501. Road Renewal - Gravel Roads	325,760	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.	 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. 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 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.</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>	 NEEDS WORK

- 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.
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- 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%

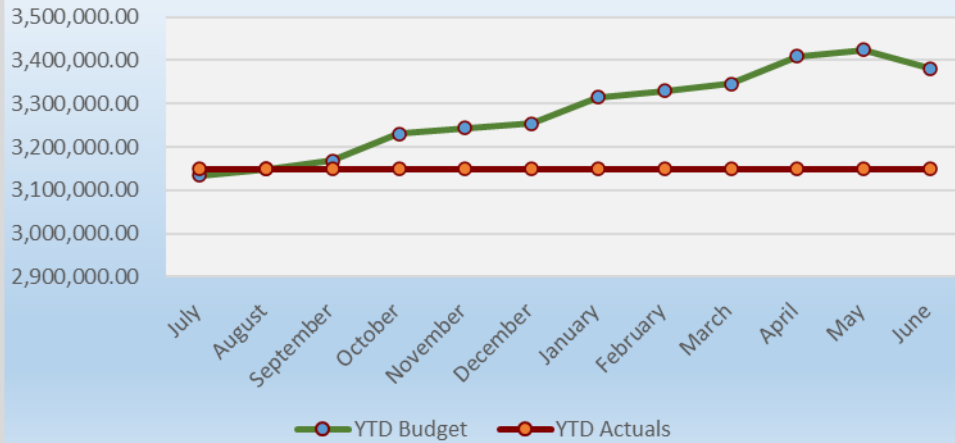


## 19. PLANT, FLEET & EQUIPMENT

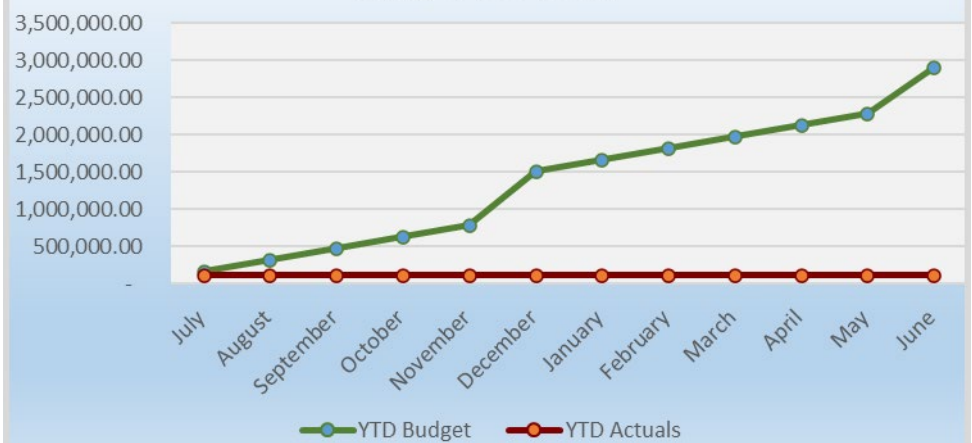
Business Unit: Plant, Fleet & Equipment			
Service Profile: Plant, Fleet & Equipment			
Action	Responsibility	Progress Comment	Status
5.1.3.5 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.	Manager Asset & Program Planning	Budgeting of major replacements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

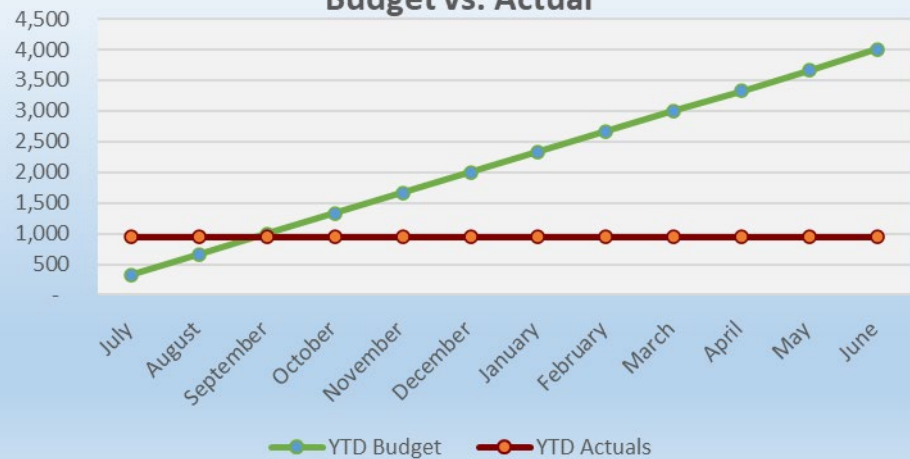
Waste Management - Operational Income  
Budget vs. Actual



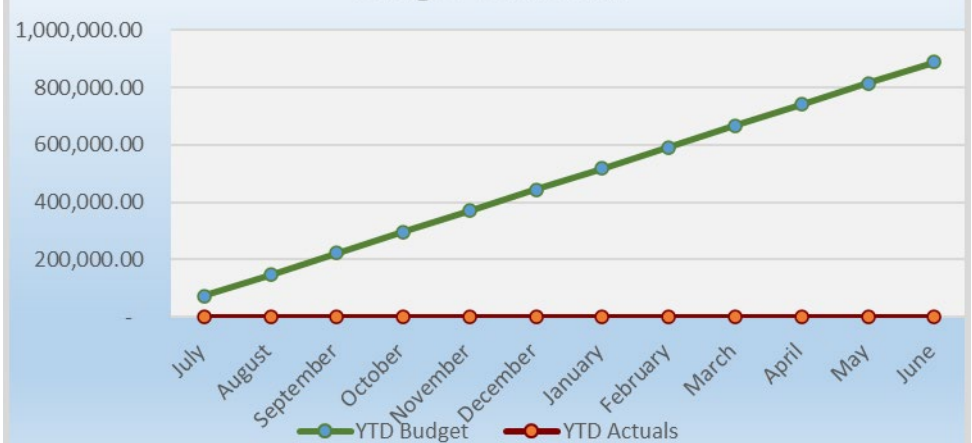
Waste Management - Operational Expenditure  
Budget vs. Actual



Waste Management - Capital Income  
Budget vs. Actual




Waste Management - Capital Expenditure  
Budget vs. Actual



COA	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 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>	 NEEDS WORK

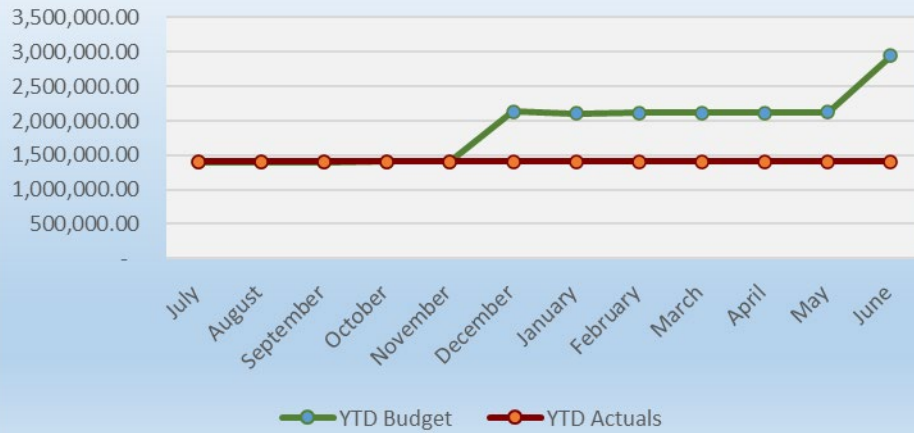
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Replacement of Tenterfield Waste Transfer Station security cameras upgrade is complete, with Drake transfer station also included in the first round of security upgrades.

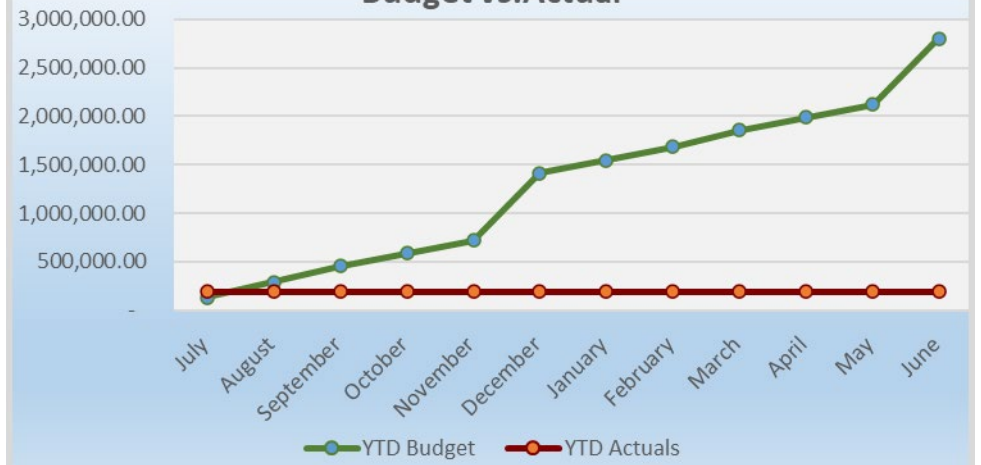
The Container Deposit Scheme (CDS) from 1 December 2017 to 30 June 2023, Tenterfield residents have recycled 12,411,839 container collections or 665.67 Tons on average Tenterfield resident recycle 564,175 items per quarter (2022-23) EFC - Exchange for Change

## 21. Water Supply

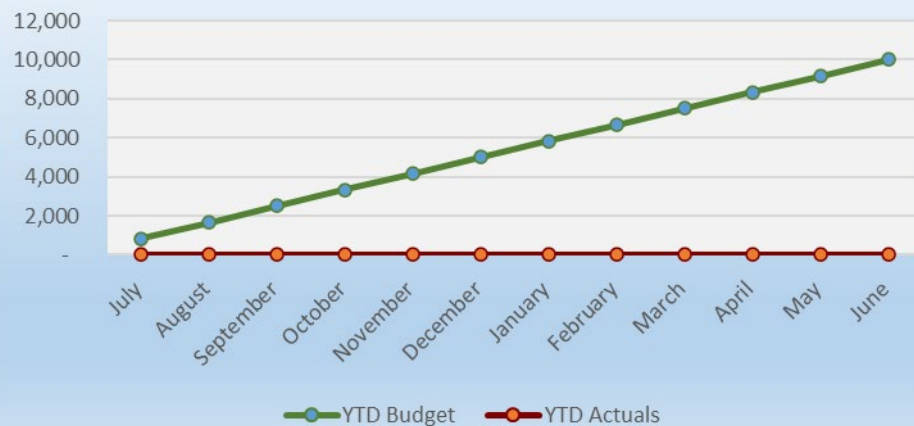
**Water Supply - Operational Income  
Budget vs. Actual**



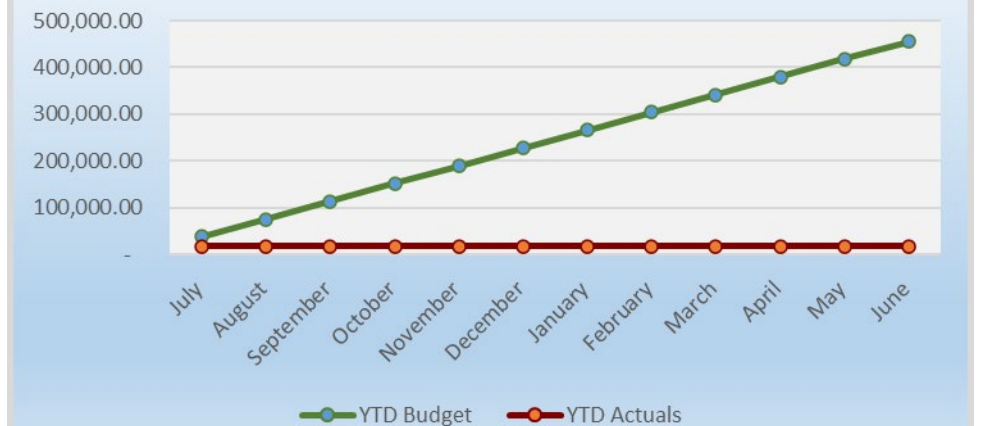
**Water Supply - Operational Expenditure  
Budget vs. Actual**



**Water Supply - Capital Income  
Budget vs. Actual**




**Water Supply - Capital Expenditure  
Budget vs. Actual**



COA	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 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>	 NEEDS WORK



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 saturater 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.



NEEDS WORK

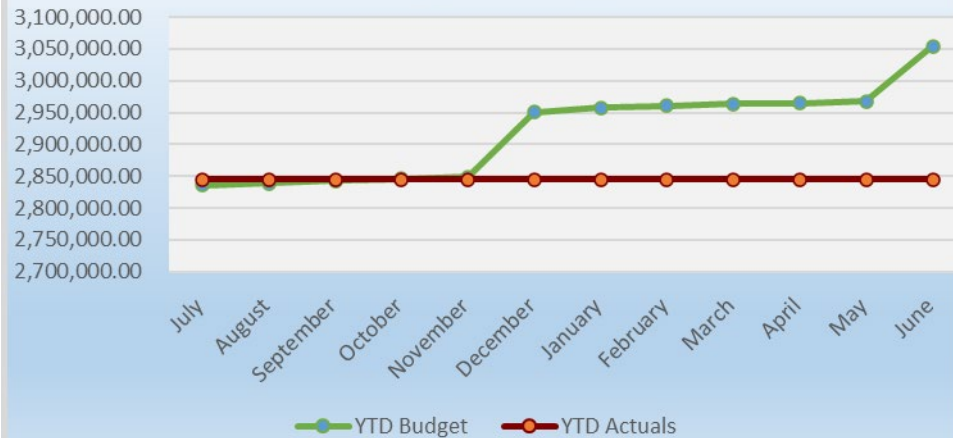
Council was awarded \$36,843.75 DPE-Water, for installation of new mag-flow meter at East Street reservoir, planning completed equipment received for installation completed July 2023.

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.

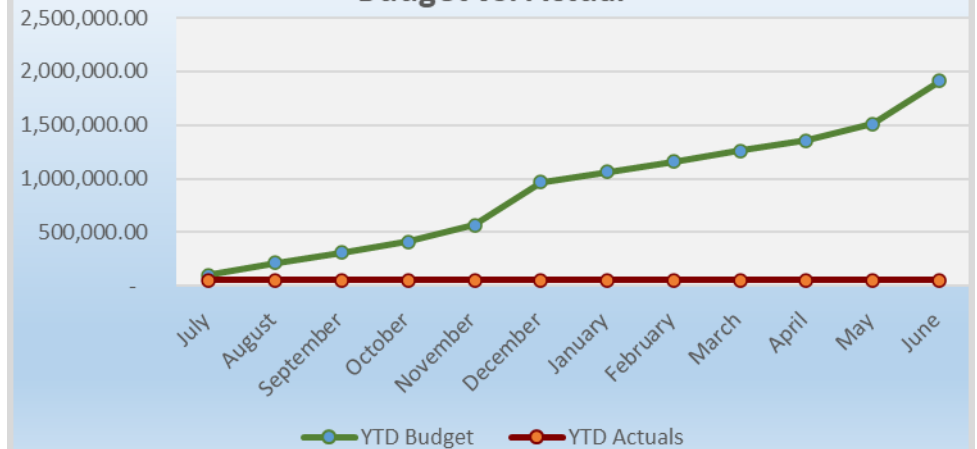
The Tenterfield Sustainable and Disaster Resilient Communities program, for the villages of Drake, Liston, Legume, and Torrington. Note waiting for approvals to drill from NRAR (11 months) Water Access Licences completed and registered with NSW Land registry.

## 22. Sewerage Service

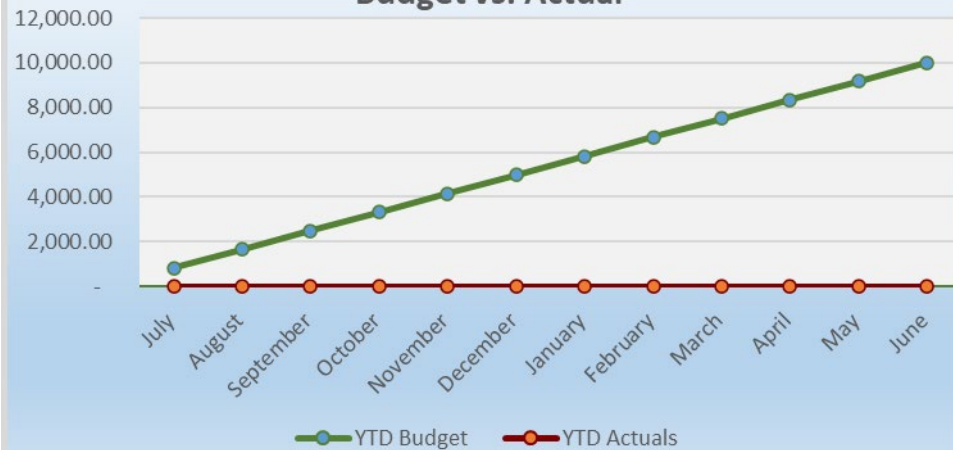
**Sewerage Service - Operational Income  
Budget vs. Actual**



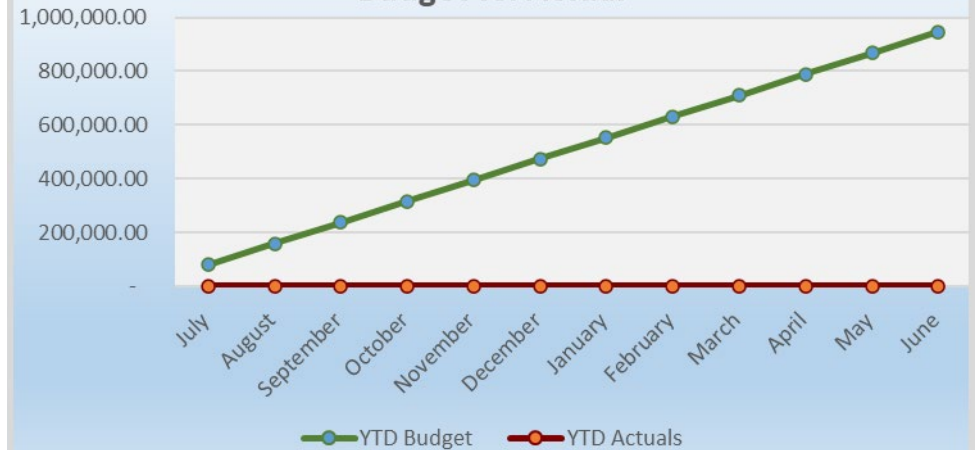
**Sewerage Service - Operational Expenditure  
Budget vs. Actual**



**Sewerage Service - Capital Income  
Budget vs. Actual**




**Sewerage Service - Capital Expenditure  
Budget vs. Actual**



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 Water & Waste	<p>July 2023 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 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>	 NEEDS WORK