



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING 27 SEPTEMBER 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 27 September 2023** commencing at **9.30 am**.

Daryl Buckingham
Chief Executive

COMMUNITY CONSULTATION – PUBLIC ACCESS

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

(ITEM MIN8/23) CONFIRMATION OF PREVIOUS MINUTES .....

### 6. TABLING OF DOCUMENTS

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

### 8. MAYORAL MINUTE

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## **15. MEETING CLOSED**

**(ITEM MIN8/23) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Elizabeth Melling, Executive Assistant and Media

**RECOMMENDATION**

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

- **Ordinary Council Meeting – 23 August 2023**

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

**ATTACHMENTS**

- 1** Unadopted Minutes - Ordinary Council Meeting - 23 August 2023 8 Pages

# MINUTES



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

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 23 AUGUST 2023**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", Administration Building, 247 Rouse St, Tenterfield on Wednesday 23 August 2023 commencing at 9.30 am

### **ATTENDANCE**

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

### **ALSO IN ATTENDANCE**

Chief Executive (Daryl Buckingham)  
Executive Assistant & Media (Elizabeth Melling)  
Acting Chief Corporate Officer (Roy Jones)  
Director Infrastructure (Fiona Keneally) Via Zoom

*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.*

Website: [www.tenterfield.nsw.gov.au](http://www.tenterfield.nsw.gov.au)

Email: [council@tenterfield.nsw.gov.au](mailto:council@tenterfield.nsw.gov.au)

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

Nil.

**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 Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlbul people of our Shire, and extend our respect to all people."*

**APOLOGIES**

That there were no apologies.

**DISCLOSURE & DECLARATIONS OF INTEREST**

**131/23**

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

| Name                  | Type                                | Item                                                |
|-----------------------|-------------------------------------|-----------------------------------------------------|
| Councillor Tim Bonner | Less than significant Non Pecuniary | ITEM GOV47/23) MONTHLY OPERATIONAL REPORT JULY 2023 |

(Kim Rhodes/Greg Sauer)

**Motion Carried**



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

**132/23**

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

- Ordinary Council Meeting – 26 July 2023
- With the reversal in order of Mover & Seconder on ITEM NM/23 Notice of Motion – Proposed Reimbursement of Unused Tenterfield Cinema Vouchers.

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

(Greg Sauer/Tom Peters)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

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

Nil.

**MAYOR MINUTE**

Nil.

**PROCEDURAL MOTION**

**133/23**

**Resolved** that (ITEM GOV48/23) AMENDED TENTERFIELD SHIRE COUNCIL DELIVERY PROGRAM AND OPERATIONAL PLAN 2023/2024 be brought forward in the Agenda to the start of the OUR GOVERNANCE section of the meeting.

(Kim Rhodes/Peter Petty)

**Motion Carried**

**OPEN COUNCIL REPORTS**

*David Counsell, Manager Asset & Program Planning entered the meeting, the time being 9.38 am.*

**OUR COMMUNITY**

**(ITEM COM7/23) SUNNYSIDE HALL ROAD - PUBLIC GATE & VEHICLES BY-PASS APPLICATION**

**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.

**134/23**

**Resolved** 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.

(Peter Petty/Tom Peters)

**Motion Carried**

David Counsell, Manager Asset & Program Planning left the meeting, the time being 9.41 am.

**OUR ECONOMY**

Nil.

**OUR ENVIRONMENT**

Nil.

Erika Bursford, Manager Customer Service, Governance & Records entered the meeting, the time being 9.36 am.

**OUR GOVERNANCE**

**(ITEM GOV48/23) AMENDED TENTERFIELD SHIRE COUNCIL DELIVERY PROGRAM AND OPERATIONAL PLAN 2023/2024**

**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.

**135/23**

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

(Kim Rhodes/Peter Petty)

**Motion Carried**

**(ITEM GOV47/23) MONTHLY OPERATIONAL REPORT JULY 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 2023/2024 Operational Plan.

**136/23**

**Resolved** that Council receives and notes the status of the Monthly Operational Report for July 2023.

(Peter Petty/Kim Rhodes)

**Motion Carried**

Erika Bursford, Manager Customer Service, Governance & Records left the meeting, the time being 10.11 am.

**(ITEM GOV49/23) FINANCE & ACCOUNTS - PERIOD ENDED 31 JULY 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.

**137/23**

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

(Peter Petty/Kim Rhodes)

**Motion Carried**

**(ITEM GOV50/23) CAPITAL EXPENDITURE REPORT AS AT 31 JULY 2023**

**SUMMARY**

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

**138/23**

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

(Kim Rhodes/Geoff Nye)

**Motion Carried**

**(ITEM GOV51/23) REPORT ON LOAN BALANCES**

**SUMMARY**

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

**139/23**

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

(Peter Petty/Kim Rhodes)

**Motion Carried**

**(ITEM GOV52/23) "MODE" AND "TIMING" OF THE MAYOR AND DEPUTY MAYOR ELECTIONS  
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 Ballot". 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.**

**AMENDMENT**

**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, would need to be by an "Open Ballot" to allow for Councillors to vote via "audio-visual" means i.e., Zoom link, to be resolved immediately prior to the election.

(Peter Murphy/Tom Peters)

**Amendment Carried**

**140/23**     **Resolved 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, would need to be by an "Open Ballot" to allow for Councillors to vote via "audio-visual" means i.e., Zoom link, to be resolved immediately prior to the election.

(Peter Murphy/Tom Peters)

**Motion Carried**

#### **REPORTS OF DELEGATES & COMMITTEES**

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

**141/23**

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

(Greg Sauer/Kim Rhodes)

**Motion Carried**

##### **(ITEM RC11/23) REPORTS OF COMMITTEES & DELEGATES - 2023 DESTINATION VISITOR ECONOMY CONFERENCE IN MANLY/NORTHERN BEACHES, SYDNEY NSW**

**142/23**

**Resolved** 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.

(John Macnish/Tom Peters)

**Motion Carried**

#### **SUSPENSION OF STANDING ORDERS**

- 143/23** **Resolved** that Standing Orders be suspended.

(Peter Petty/Geoff Nye)

**Motion Carried**

*The meeting was adjourned for morning tea, the time being 10.52 am.*

*The meeting reconvened, the time being 11.15 am.*

*Cr Peter Murphy was absent from the room, the time being 11.15 am.*

*Cr Peter Murphy returned to the room, the time being 11.16 am.*

#### **RESUMPTION OF STANDING ORDERS**

- 144/23** **Resolved** that Standing Orders be resumed.

(Peter Petty/Kim Rhodes)

**Motion Carried**

**(ITEM RC12/23) REPORT OF DELEGATES & COMMITTEES - MURRAY DARLING ASSOCIATION REGION 11 ORDINARY MEETING MINUTES 19 MAY 2023**

**145/23**

**Resolved** that Council receive and note the Region 11 Ordinary Meeting Minutes from Friday 19 May 2023.

(Kim Rhodes/Peter Petty)

**Motion Carried**

**(ITEM RC13/23) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - MINUTES THURSDAY 3 AUGUST 2023**

**146/23**

**Resolved** that Council receive and note the minutes of the Tenterfield Shire Council Local Traffic Committee meeting of 3 August 2023.

(Peter Petty/Geoff Nye)

**Motion Carried**

**NOTICES OF MOTION**

Nil.

**RESOLUTION REGISTER**

**(ITEM RES7/23) COUNCIL RESOLUTION REGISTER - JULY 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.

**147/23**

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

(Peter Petty/Kim Rhodes)

**Motion Carried**

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 11.30 am.

.....  
Councillor Bronwyn Petrie  
Mayor/Chairperson



|                      |                                                                     |
|----------------------|---------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media                      |
| <b>Reference:</b>    | <b>ITEM COM8/23</b>                                                 |
| <b>Subject:</b>      | <b>COMMUNITY CONTRIBUTIONS/DONATIONS - 2023/2024 FINANCIAL YEAR</b> |

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

|                             |                                                                                                                                                       |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Community</b> - Tenterfield Shire is a vibrant, inclusive, and safe community where diverse backgrounds and cultures are respected and celebrated. |
| <b>CSP Strategy:</b>        | Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.           |
| <b>CSP Delivery Program</b> | Enrich the cultural life of the community by supporting a variety of cultural events and activities for residents and visitors.                       |

#### **SUMMARY**

The purpose of this report is to advise that as part of Council's Fiscal Repair Strategy, an amount of \$10,000 has been allocated through the adoption of the Resourcing Strategy to Council's Community Donations/Contributions for the 2023/2024. This amount is reduced in line with Council's Fiscal Repair Strategy balanced with the need for Council to support the community through funding for activities that would not necessarily be funded.

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

**That Council adopt the individual allocation of community contributions / donations to a total of \$10,000 as detailed below.**

| <b>No</b> | <b>Organisation</b>                             | <b>Project</b>                                            | <b>Amount<br/>\$</b> |
|-----------|-------------------------------------------------|-----------------------------------------------------------|----------------------|
| <b>1</b>  | <b>Drake Primary School</b>                     | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>2</b>  | <b>Jennings Public School</b>                   | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>3</b>  | <b>St Joseph's Convent Schools</b>              | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>4</b>  | <b>Sir Henry Parkes Memorial Primary School</b> | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>5</b>  | <b>Tenterfield High School</b>                  | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>6</b>  | <b>Urbenville Public School</b>                 | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>7</b>  | <b>Woodenbong Public School</b>                 | <b>Presentation Night</b>                                 | <b>150.00</b>        |
| <b>8</b>  | <b>Drake Primary School</b>                     | <b>Learn to Swim - contribution to transport</b>          | <b>550.00</b>        |
| <b>9</b>  | <b>Urbenville Public School</b>                 | <b>Learn to Swim - contribution to transport</b>          | <b>550.00</b>        |
| <b>10</b> | <b>Westpac Helicopter Rescue Service</b>        | <b>Helicopter Rescue Service - Annual Contribution</b>    | <b>2,000.00</b>      |
| <b>11</b> | <b>Liston Hall Committee</b>                    | <b>Annual contribution to assist with operating costs</b> | <b>500.00</b>        |
| <b>12</b> | <b>Bolivia Hall Committee</b>                   | <b>Annual contribution to assist with operating costs</b> | <b>500.00</b>        |
| <b>13</b> | <b>Legume Hall Committee</b>                    | <b>Annual contribution to assist with operating costs</b> | <b>500.00</b>        |
| <b>14</b> | <b>Drake Hall Committee</b>                     | <b>Annual contribution to assist with operating costs</b> | <b>500.00</b>        |

Our Community No. 8 Cont...

|    |                                  |                                                    |                 |
|----|----------------------------------|----------------------------------------------------|-----------------|
| 15 | Urbenville Hall Committee        | Annual contribution to assist with operating costs | 500.00          |
| 16 | Steinbrook Hall Committee        | Annual contribution to assist with operating costs | 500.00          |
| 17 | Sunnyside Hall Committee         | Annual contribution to assist with operating costs | 500.00          |
| 18 | Mingoola Hall Committee          | Annual contribution to assist with operating costs | 500.00          |
| 19 | Torrington Hall Committee        | Annual contribution to assist with operating costs | 500.00          |
| 20 | Tenterfield Highlander Pipe Band | Annual contribution to assist with operating costs | 500.00          |
|    | Tenterfield Shire Council        | Advertising and Administration                     | 850.00          |
|    |                                  | <b>Sub-Total</b>                                   | <b>\$10,000</b> |

### BACKGROUND

In October 2022 Council adopted the updated Community Donations/Contributions Policy which states as follows:

*The Council, in preparing the Operational Plan Budget for the ensuing Financial Period, shall allocate an amount to be available to meet requests from community bodies for donations or contributions.*

*After adoption of the Operational Plan Budget, Council will call for applications from Local Voluntary/Community Organisations for contributions/donations. No requests for donations/contributions will be considered throughout the year.*

*Unless special circumstances exist as determined by the Mayor and Chief Executive, Council's policy is not to contribute to charitable appeals. Clause 211 (3) of the Local Government (General) Regulation 2005 states that "all such approvals and votes lapse at the end of a Council's financial year".*

**Council will automatically contribute/donate to the following community groups/organisations for the projects listed below without the requirement for an application.**

| No. | Organisation                             | Project            | Amount<br>\$ |
|-----|------------------------------------------|--------------------|--------------|
| 1   | Drake Primary School                     | Presentation Night | 150          |
| 2   | Jennings Public School                   | Presentation Night | 150          |
| 3   | St Joseph's Convent School               | Presentation Night | 150          |
| 4   | Sir Henry Parkes Memorial Primary School | Presentation Night | 150          |
| 5   | Tenterfield High School                  | Presentation Night | 150          |
| 6   | Urbenville Public School                 | Presentation Night | 150          |
| 7   | Woodenbong Public School                 | Presentation Night | 150          |



## Our Community No. 8 Cont...

|    |                                  |                                                    |          |
|----|----------------------------------|----------------------------------------------------|----------|
| 8  | Drake Primary School             | Learn to Swim – Contribution to                    | 550      |
| 9  | Urbenville Public School         | Learn to Swim – Contribution to                    | 550      |
| 10 | Westpac Helicopter Service       | Helicopter Rescue Service – Annual Contribution    | 2,000    |
| 11 | Liston Hall Committee            | Annual contribution to assist with operating costs | 500      |
| 12 | Bolivia Hall Committee           | Annual contribution to assist with operating costs | 500      |
| 13 | Legume Hall Committee            | Annual contribution to assist with operating costs | 500      |
| 14 | Drake Hall Committee             | Annual contribution to assist with operating costs | 500      |
| 15 | Urbenville Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 16 | Steinbrook Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 17 | Sunnyside Hall Committee         | Annual contribution to assist with operating costs | 500      |
| 18 | Mingoola Hall Committee          | Annual contribution to assist with operating costs | 500      |
| 19 | Torrington Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 20 | Tenterfield Highlander Pipe Band | Annual contribution to assist with operating costs | 500      |
|    | Tenterfield Shire Council        | Advertising & Administration                       | 850      |
|    |                                  | Sub-Total                                          | \$10,000 |

## Our Community No. 8 Cont...

As a total amount of \$10,000 was allocated in the 2023/2024 Operational Plan Budget, remaining is a balance of \$850 which will go towards advertising and administration of the contributions.

**REPORT:**

Council has previously determined to consider a contribution/donation to the following groups/organisations without the need for an application to be submitted each year.

| No. | Organisation                             | Project                                            | Amount<br>\$ |
|-----|------------------------------------------|----------------------------------------------------|--------------|
| 1   | Drake Primary School                     | Presentation Night                                 | 150          |
| 2   | Jennings Public School                   | Presentation Night                                 | 150          |
| 3   | St Joseph's Convent School               | Presentation Night                                 | 150          |
| 4   | Sir Henry Parkes Memorial Primary School | Presentation Night                                 | 150          |
| 5   | Tenterfield High School                  | Presentation Night                                 | 150          |
| 6   | Urbenville Public School                 | Presentation Night                                 | 150          |
| 7   | Woodenbong Public School                 | Presentation Night                                 | 150          |
| 8   | Drake Primary School                     | Learn to Swim – Contribution to                    | 550          |
| 9   | Urbenville Public School                 | Learn to Swim – Contribution to                    | 550          |
| 10  | Westpac Helicopter Service               | Helicopter Rescue Service – Annual Contribution    | 2,000        |
| 11  | Liston Hall Committee                    | Annual contribution to assist with operating costs | 500          |
| 12  | Bolivia Hall Committee                   | Annual contribution to assist with operating costs | 500          |
| 13  | Legume Hall Committee                    | Annual contribution to assist with operating costs | 500          |
| 14  | Drake Hall Committee                     | Annual contribution to assist with operating costs | 500          |
| 15  | Urbenville Hall Committee                | Annual contribution to assist with operating costs | 500          |

## Our Community No. 8 Cont...

|    |                                  |                                                    |           |
|----|----------------------------------|----------------------------------------------------|-----------|
| 16 | Steinbrook Hall Committee        | Annual contribution to assist with operating costs | 500       |
| 17 | Sunnyside Hall Committee         | Annual contribution to assist with operating costs | 500       |
| 18 | Mingoola Hall Committee          | Annual contribution to assist with operating costs | 500       |
| 19 | Torrington Hall Committee        | Annual contribution to assist with operating costs | 500       |
| 20 | Tenterfield Highlander Pipe Band | Annual contribution to assist with operating costs | 500       |
|    | Tenterfield Shire Council        | Advertising & Administration                       | 850       |
|    |                                  | Sub-Total                                          | \$ 10,000 |

The Assessment Committee comprising Mayor Bronwyn Petrie, Councillor Greg Sauer, Councillor John Macnish and Councillor Kim Rhodes have therefore no requirement to meet to assess the applications this financial year.

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

The groups that receive donations automatically without applications for 2023/2024 are located from throughout the Shire with a strong focus on community.

**2. Policy and Regulation**

- Council Policy 1.031 – Community Donations/Contributions (This Policy is to be updated removing Mingoola Public School, Tenterfield TAFE and Tabulam SES.)
- Local Government (General) Regulations 2005

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

An amount of \$10,000 was allocated in the 2023/2024 Operational Plan Budget.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Our Community No. 8 Cont...

Recommendation supports the measures outlined in Council’s Integrated Planning and Reporting documents.

**8. Project Management**  
Nil.

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

|                               |                                                                      |
|-------------------------------|----------------------------------------------------------------------|
| Prepared by staff member:     | Elizabeth Melling, Executive Assistant and Media                     |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                 |
| Department:                   | Office of the Chief Executive                                        |
| Attachments:                  | <b>1</b> Policy - Community Donations / Contributions <b>7</b> Pages |



## COMMUNITY DONATIONS/CONTRIBUTIONS

### Summary:

The purpose of this policy is to provide clear direction on the provision of Tenterfield Shire Council donations and contributions to the community.

|                                 |                                              |
|---------------------------------|----------------------------------------------|
| <b>Policy Number</b>            | 1.031                                        |
| <b>File Number</b>              | CM/163                                       |
| <b>Document version</b>         | V9.0                                         |
| <b>Adoption Date</b>            | 26 October 2022                              |
| <b>Approved By</b>              | Council                                      |
| <b>Endorsed By</b>              | Executive Management Team                    |
| <b>Minute Number</b>            | 221/22                                       |
| <b>Consultation Period</b>      | 28 Days                                      |
| <b>Review Due Date</b>          | July 2024 – 2 years                          |
| <b>Department</b>               | Office of Chief Executive                    |
| <b>Policy Custodian</b>         | Chief Executive                              |
| <b>Superseded Documents</b>     | Policy 1.031 – Version 7.0                   |
| <b>Related Legislation</b>      | Section 356 <i>Local Government Act 1993</i> |
| <b>Delegations of Authority</b> | Chief Executive                              |

### 1. Overview

Section 356 of the Local Government Act 1993 allows Council to grant financial assistance for the purpose of exercising its functions.

The purpose of this policy is to allow Tenterfield Shire Council to:

- consider requests for Donations and Contributions from Community Bodies following adoption of the Operational Plan, and
- to allocate funds to organisations, on merit, within the funds available.

### 2. Policy Principles

The role of a Local Government authority as a philanthropic corporate citizen is to identify a suitable budget for the support of community based activities that would not otherwise be funded. The principle of this policy is to set a framework for the provision of community donations and contributions when such funds are available for Council to disperse.

### **3. Policy Objectives**

The Community Donations/Contributions policy objective is to provide a level of community support through funding community donations and contributions for activities that would not otherwise be funded.

### **4. Policy Statement**

The Council, in preparing the Operational Plan Budget for the ensuing Financial Period, shall allocate an amount to be available to meet requests from community bodies for donations or contributions.

After adoption of the Operational Plan Budget, Council will call for applications from Local Voluntary/Community Organisations for contributions/donations. No requests for donations/contributions will be considered throughout the year.

Individual applications will be for a maximum amount of \$4,000.00.

Unless special circumstances exist as determined by the Mayor and Chief Executive, Council's policy is not to contribute to charitable appeals. Clause 211 (3) of the *Local Government (General) Regulation 2005* states that "all such approvals and votes lapse at the end of a Council's financial year".

Council will automatically contribute/donate to the following community groups/organisations for the projects listed below without the requirement for an application.

| No. | Organisation                             | Project                                         | Amount<br>\$ |
|-----|------------------------------------------|-------------------------------------------------|--------------|
| 1   | Drake Primary School                     | Presentation Night                              | 150          |
| 2   | Jennings Public School                   | Presentation Night                              | 150          |
| 3   | St Joseph's Convent School               | Presentation Night                              | 150          |
| 4   | Sir Henry Parkes Memorial Primary School | Presentation Night                              | 150          |
| 5   | Tenterfield High School                  | Presentation Night                              | 150          |
| 6   | Urbenville Public School                 | Presentation Night                              | 150          |
| 7   | Woodenbong Public School                 | Presentation Night                              | 150          |
| 8   | Drake Primary School                     | Learn to Swim – Contribution to                 | 550          |
| 9   | Urbenville Public School                 | Learn to Swim – Contribution to                 | 550          |
| 10  | Westpac Helicopter Service               | Helicopter Rescue Service – Annual Contribution | 2,000        |

|    |                                  |                                                    |          |
|----|----------------------------------|----------------------------------------------------|----------|
| 11 | Liston Hall Committee            | Annual contribution to assist with operating costs | 500      |
| 12 | Bolivia Hall Committee           | Annual contribution to assist with operating costs | 500      |
| 13 | Legume Hall Committee            | Annual contribution to assist with operating costs | 500      |
| 14 | Drake Hall Committee             | Annual contribution to assist with operating costs | 500      |
| 15 | Urbenville Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 16 | Steinbrook Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 17 | Sunnyside Hall Committee         | Annual contribution to assist with operating costs | 500      |
| 18 | Mingoola Hall Committee          | Annual contribution to assist with operating costs | 500      |
| 19 | Torrington Hall Committee        | Annual contribution to assist with operating costs | 500      |
| 20 | Tenterfield Highlander Pipe Band | Annual contribution to assist with operating costs | 500      |
|    |                                  | Sub-Total                                          | \$ 9,150 |

In addition to the above standing grants and contributions, each year Council will receive applications under the Community Donations Framework from Village Progress Associations and where there is no Village Progress Association, Hall Committees for amounts up to \$1,000 per annum for beautification projects. These Village Progress Associations are located at:

- Urbenville
- Legume

- Liston
- Jennings
- Drake
- Mingoola
- Steinbrook
- Bolivia
- Leechs Gully

Hall Committees (where there is no Progress Association) are located at:

- Torrington
- Sunnyside

Each Village Progress Association (or Hall Committee as identified above) must apply and outline the project they wish to undertake and this will need to be approved by Council. An acquittal of the funds will need to be provided once the project is completed.

## **5. Scope**

The following assessment guidelines are to be used to assist in assessing each application for community donations and contributions. Applications must meet all of the following eligibility and exclusion guidelines.

To be eligible for funding through the Community Donations/Contributions program, applicants must:

1. Apply via the appropriate online or hard copy application form.
2. Demonstrate how funds will be used for the purpose of exercising Council's functions.
3. Financial analysis of the proposal supported by estimates/quotes.
4. Is there a safety or health aspect?
5. Is it a proven attraction or community benefit?
6. It is voluntary and is there a matching contribution (it can be in-kind) equivalent to 50% (minimum)? *\*\* Please note Definition in Section 7\*\**
7. Is the project for the well-being of the Shire Community?
8. Will it have continuing support from the majority of the Shire Community?
9. Current financial status of organisation applying for funding (latest statements).

Applications **will not** be accepted from the following recipients:



- Commercial or profit-making enterprises or projects (with the exception of commercial events via the Community Strategic Plan/Operational Plan;
- Individuals;
- Political parties;
- Government Departments.

Applications **will not** be accepted for the following purposes:

- General fundraising activities;
- General shortfalls in funding by Government Departments;
- Completed or retrospective activities/projects; or
- Duplication of existing services.

Any financial assistance granted to offset or subsidise Council fees or charges must be consistent with the requirements of s610E and s610F of the *Local Government Act 1993*. (See Appendix A)

## **6. Accountability, Roles & Responsibility**

### **Elected Council**

Council will nominate an Assessment Panel comprising:

- the Mayor;
- three (3) Councillors, and
- one (1) Councillor as reserve in the event that a member of the Panel is unavailable on the date selected for allocation of funds.

## **7. Definitions**

### ***In-Kind Support***

Applications for some contributions/donations may seek to access, at no cost to the grantee, Council plant and equipment, or staff time and other resources. This "in-kind" support may not involve a direct cash component but still has financial consequences and budgetary implications.

In-Kind support may include (but is not limited to): preparation of traffic control plans, site plans, survey, design, review of environmental factors, or formwork; provision of traffic control, road closures or special clean-up for events, including waste collection; staff support for community event planning and set up; provision of temporary fencing; physical construction, earthworks or maintenance works at a project site involving Council plant and/or labour.

- For the purposes of assessing these applications, Council will first establish the in-kind cost and then decide the application;
- For approved applications, the value of the in-kind support will be recognised as a contribution under the community contributions/donations budget, to offset the budget allocation from which the works were provided.

## **8. Related Documents, Standards & Guidelines**

Nil.

**9. Version Control & Change History**

| Version | Date     | Modified by | Details                                      |
|---------|----------|-------------|----------------------------------------------|
| V1.0    | 27/04/00 | Council     | Adoption of Original Policy (Res No. 334/00) |
| V2.0    | 24/10/03 | Council     | Revised Policy Adopted (Res No. 582/03)      |
| V3.0    | 26/09/12 | Council     | Revised Policy Adopted (Res No. 383/12)      |
| V4.0    | 24/06/15 | Council     | Revised Policy Adopted (Res No. 190/15)      |
| V5.0    | 23/08/17 | Council     | Revised Policy Adopted (Res No. 168/17)      |
| V6.0    | 28/02/18 | Council     | Revised Policy Adopted (Res No. 17/18)       |
| V7.0    | 28/08/20 | Council     | Revised Policy Adopted (Res No. 169/20)      |
| V8.0    | 28/07/21 | Council     | Revised Policy Adopted (Res No. 155/21)      |
| V9.0    | 26/10/22 | Council     | Revised Policy Adopted (Res No. 221/22)      |

**APPENDIX A**

**LOCAL GOVERNMENT ACT 1993 No 30**

**Chapter 15, Part 10, Division 3**

**610E Council may waive or reduce fees**

- (1) A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.
- (2) However, a council must not determine a category of cases under this section until it has given public notice of the proposed category in the same way as it is required to give public notice of the amount of a proposed fee under section 610F(2) or (3).

**610F Public notice of fees**

- (1) A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and has considered any submission duly made to it during the period of public notice.
- (2) Public notice of the amount of a proposed fee must be given (in accordance with section 405) in the draft operational plan for the year in which the fee is to be made.
- (3) However, if, after the date on which the operational plan commences –
  - (a) A new service is provided, or the nature or extent of an existing service is changed, or
  - (b) The regulations in accordance with which the fee is determined are amended,

The council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed for the new or changed service or the fee determined in accordance with the amended regulations.

- (4) This section does not apply to a fee determined by a council for an application made in a filming proposal, if that fee is consistent with a scale of structure of fees set out in an applicable filming protocol.

\* \* \*

|                      |                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                                           |
| <b>Submitted by:</b> | Bruce Mills, Senior Advisor Communication & Economic Development                               |
| <b>Reference:</b>    | <b>ITEM ECO15/23</b>                                                                           |
| <b>Subject:</b>      | <b>SALE OF COUNCIL-OWNED PROPERTY AT 142 MANNERS ST, TENTERFIELD - CURRENTLY USED BY TENFM</b> |

|                                                               |                                                                                                                                                   |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Economy</b> - Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities. |
| <b>CSP Strategy:</b>                                          | Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.                                          |

## SUMMARY

The purpose of this report is to advise Council of progress being made in preparing surplus assets for sale, in line with Council's Fiscal Repair Strategy, and seek a decision to sell the Council-owned property at 142 Manners St, currently used by community radio station TEN FM. The property is Lot 2/12/DP576164, but likely to change after survey and realignment of boundaries around Council's Administration Building, Records House (134 Manners St) and Tenterfield Child Care Centre (132 Manners St).

## OFFICER'S RECOMMENDATION:

### That Council:

- (1) Sell the property at 142 Manners St, Tenterfield by listing with all interested local real estate agents at an asking price of \$450,000-\$500,000; and**
- (2) Authorise the Chief Executive to sign all necessary documents to list the property, negotiate with agents and sign any contract to execute the sale; and**
- (3) Work with the community group running TEN FM to find a suitable alternative site to continue its operations as a community radio station.**

## BACKGROUND

Council is undertaking all steps possible to trim operating costs, sell surplus assets and remove underperforming assets to meet the Independent Pricing and Regulatory Tribunal directions.

Council has already sold surplus land at Drake, "Bendall's" on the southern side of Tenterfield, listed the land opposite the TAFE College, and the Visitors' Information Centre (VIC) for sale, and leased Tenterfield airstrip.

The next property identified for sale is 142 Manners St.

## REPORT:

Our Economy No. 15 Cont...

Staff have discussed the property with local agents who advise the potential sale price could be \$450,000 to \$500,000.

As part of readying the property for sale, staff found boundary realignments were needed to retain Council's storage shed at the rear of 142 Manners St, and to remove a narrow/redundant lot running the length of the carpark on the western boundary of the property.

Surveyors have been engaged to redraw the boundaries and also remove the public toilets from the rear of 132 Manners St and add the toilet block to the Bruxner Park lot.

The "tidy up of boundaries" will also result in the houses at 134 and 132 Manners St having separate titles and the main Council office being entirely on its own title.

### **COUNCIL IMPLICATIONS:**

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

The community is well aware of Council's financial position and the need for on-going restraint, cost-cutting, sale of under-performing assets and for Council to focus on core service delivery.

As with the transfer of Visitor Information Services to the Tenterfield Chamber of Tourism, Industry and Business and the closure of the School of Arts museum and cinema, some community backlash can be expected. However, the broad community is aware of Council's position and the need for action to avoid further borrowings.

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

Nil.

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

Proceeds from the sale of the property will be used to reduce borrowings. The sale will increase Council's cash position within the General Fund.

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

Sale of the property will reduce depreciation costs and the need for on-going maintenance and repairs.

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

Savings in workforce costs would also be achieved if the property was sold.

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

Nil.

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

Nil.

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

Nil.

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

## Our Economy No. 15 Cont...

Prepared by staff member: Bruce Mills, Senior Advisor Communication & Economic Development

Approved/Reviewed by Manager: Daryl Buckingham, Chief Executive

Department: Office of the Chief Executive

Attachments: There are no attachments for this report.

|                      |                                                                         |
|----------------------|-------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                    |
| <b>Submitted by:</b> | Bruce Mills, Senior Advisor Communication & Economic Development        |
| <b>Reference:</b>    | <b>ITEM ECO17/23</b>                                                    |
| <b>Subject:</b>      | <b>RECOMMENDATION FOR FUTURE OF VISITOR INFORMATION SERVICES UPDATE</b> |

|                                                               |                                                                                                                                                   |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Economy</b> - Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities. |
| <b>CSP Strategy:</b>                                          | Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.                                          |

## SUMMARY

The purpose of this report is to advise Council of progress with the transfer of visitor information services to the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) and seek a decision on the Chamber's updated and revised Alternate Plan for spending \$50,000 on signs and brochures and brochure racks.

## OFFICER'S RECOMMENDATION:

### That Council:

- (1) Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor marketing Services to the Chamber, as per its updated proposal – revised plan – attached.**
- (2) and that council adopts the financial agreement also attached**
- (3) As per the attached financial agreement, Council allocates \$200,000 (two hundred thousand dollars) over three years to the TCTIB to establish the community-led social enterprise model:**
  - \$100,000 in FY 2023/24 with \$50,000 for its Alternate Plan (signs, brochure stands, major outdoor signs and Tourism Destination Digital Guestbook) plus annual payment of \$50,000 to deliver visitor marketing and promotional services.**
  - \$50,000 annual payment in FY 2024/25**
  - \$50,000 annual Payment in FY 2025/26**

## BACKGROUND

As a component of its fiscal repair strategy, Council is working to redress budget deficits through efficiency gains, service reductions and sale of under-performing assets.

Visitor Information Services have been identified as an area for cost-savings, and following:

Our Economy No. 17 Cont...

**Resolution # 93/23**

**Resolved** that Council:

- (1) *Council defers the appointment of a community group to operate out of the visitor Centre until it explores further options that have been identified; and*
- (2) *Work with the Chamber of Commerce and other interested parties to identify alternative social enterprise models to deliver visitor information services in a sustainable but effective way.*

*(Tom Peters/Kim Rhodes)*

**Motion Carried**

Councillors were briefed by representatives of The Chamber of Tourism, Industry and Business, Councillors were informed of the concept of a tourism subcommittee, to be formed as an entity under the Tenterfield Chamber of Tourism, Industry & Business and provided a draft concept document –The Chamber of Tourism Industry and Business are seeking a council contribution to assist the new subcommittee to be successful.

**Resolution # 119/23 below:**

**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*



Our Economy No. 17 Cont...

*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**

**Specifically, the Tenterfield Chamber of Tourism, Industry and Business asks for:**

- An annual contribution to be used solely for visitor economy development and destination marketing activities.
- "Access to relevant tourism collateral in the VIC Centre including brochures, brochure holders, maps of the town/shire and current business information/pamphlets and key displays like Peter Allen historical collateral."
- "To ensure ongoing marketing of tourism in the Tenterfield Shire, the Tenterfield Chamber of Tourism, Industry and Business will manage all tourism social media pages the Tenterfield Shire Council own as soon as practicable. Business owners are keen to drive tourism hence it is important to ensure this happens as soon as possible and importantly places the responsibility of successful Tourism promotion and growth firmly in the hands of those that most benefit and have skin in the game, in effect making them masters of their own destiny. It is also posited that the industry and commercial operators are best placed to deliver successful tourism development and promotional activities.
- The Tenterfield Chamber of Tourism, Industry and Business will in return, deliver visitor economy development and destination marketing services across the Shire and provide Council with an annual report of activities related to tourism promotion.
- The Chamber will only spend the funds provided by Council for the purpose of promoting and growing the whole of shire visitor economy.
- The Chamber will make allowances in their Articles of Association/ Subcommittee Constitution, for two Councillors to represent council in an ex officio capacity at meetings related to tourism and the visitor economy.

This arrangement will be formalised through a Funding Agreement that had been drafted Bartier Perry Lawyers to include the items outlined above. The proposed Funding Agreement is attached.

**REPORT:**

The Tenterfield Chamber of Tourism, Industry and Business social enterprise model proposed will generate savings of at least \$260,000 in the first year (after the \$100,000 support for Tenterfield Chamber of Tourism, Industry and Business) increasing to more

Our Economy No. 17 Cont...

than \$350,000 per annum of savings by the third year that will be realised by the Council.

If Council moves to fund a community enterprise such as the Tenterfield Chamber of Tourism, Industry and Business to take over the day-to-day running of the visitor economy services (including marketing and promotion), it is posited that savings will increase as the wind down and sale of the Visitor Information Centre progresses.

Council does not have the budget to address future maintenance costs. Council also has a large deficit that it needs to reduce without the need to borrow further. As such, it was identified that Council needed to find other ways to deliver visitor services. Benchmarking and research have identified that several other Councils of similar size are implementing social models and the benchmark seems to be a Council contribution of \$50,000 per annum to social enterprise entities for the provision of similar services.

The TCTIB and Shire business operators have formed a sub-committee under TCTIB and provided Councillors with a briefing and a draft plan to take over visitor economy development and marketing services.

### **COUNCIL IMPLICATIONS:**

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

The community is aware of Council's financial position and the need for the drive to cut costs through staff, service reductions, and importantly reductions in capital expenditure. The Fiscal Repair Strategy is clear - there is no option but to sell non-performing assets and assets that have an ongoing cost burden to ratepayers in terms of maintenance and renewal.

The community has been clear that it does not wish to pay more rates and that it wants Council to live within its budget. Council has been clear in its consultation that it must reduce noncritical services or find alternative ways to deliver said services in order to keep future rate rises to a minimum.

The community is aware of alternative proposals to provide visitor information services through a community enterprise, as outlined in the report.

Council has in principle agreed to the documented Fiscal Repair Strategy, although it is yet to be formally adopted.

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

- Nil

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

Ceasing physical visitor information services at Council's Visitor Information Centre at 157 Rouse Street, Tenterfield would deliver identified Operational and future Capital savings.

Long-term, sale of the VIC building at 157 Rouse Street will provide a cash injection and on-going depreciation/maintenance savings, and importantly, reduce the need for further borrowing to manage cash-flow.

To facilitate this service, Council is being asked to provide \$100,000 in the first year to help establish the new visitor information service model for an initial 12

Our Economy No. 17 Cont...

months, with \$50,000/year for each of the next two financial years (2024/25 and 2025/26).

Council has committed to sell the VIC at 157 Rouse St, Tenterfield for \$700,000 (less agent's commission & legal costs) as a key component of its Fiscal Repair Strategy, reducing the need for borrowings and ongoing Operational and Capital costs.

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

The sale of an under-performing asset would deliver longer-term savings in maintenance/depreciation and is a key component of the Fiscal Repair Strategy.

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

Reduction of staff costs and management time will require adjustment to the WMS.

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

Nil.

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

Council will receive a report listing tourism promotional and industry development activities from the Tenterfield Chamber of Tourism, Industry and Business on an annual basis (end of each financial year). The Chamber will need to demonstrate that it is promoting the whole of Shire and not be Tenterfield town centric, in accordance with the signed Funding Agreement.

#### **Project Management**

Nil.

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

|                               |                                                                                                            |                     |
|-------------------------------|------------------------------------------------------------------------------------------------------------|---------------------|
| Prepared by staff member:     | Bruce Mills, Senior Advisor Communication & Economic Development                                           |                     |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive                                                                          |                     |
| Department:                   | Office of the Chief Executive                                                                              |                     |
| Attachments:                  | <b>1</b> DRAFT Funding Agreement <b>2</b> Tenterfield Tourism - Alternate Plan for the Additional \$50,000 | 21 Pages<br>3 Pages |



## Funding Agreement

**Tenterfield Shire Council**  
ABN 85 010 810 083

**Tenterfield Chamber of Tourism, Industry and Business**  
ABN 31 157 086 623

Bartier Perry  
Level 25, 161 Castlereagh St  
Sydney NSW 2000 Australia

PO Box 2631  
Sydney NSW 2001

T +61 2 8281 7800  
ABN 30 124 690 053  
[bartier.com.au](http://bartier.com.au)

154770352 - 235842 (JCS)



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**Date** 2023

## Parties

|                  |                                                                                    |
|------------------|------------------------------------------------------------------------------------|
| <b>Council</b>   | Tenterfield Shire Council ABN 85 010 810 083                                       |
| <b>Address</b>   | 247 Rouse Street, Tenterfield NSW 2372<br>PO Box 214                               |
| <b>Attention</b> | [Insert]                                                                           |
| <b>Email</b>     | <a href="mailto:council@tenterfield.nsw.gov.au">council@tenterfield.nsw.gov.au</a> |
| <b>Recipient</b> | The party referred to in Schedule 1                                                |
|                  | Tenterfield Chamber of Tourism, Industry and<br>Business ABN 31 157 086 623        |
| <b>Address</b>   | PO Box 47, Tenterfield NSW 2372                                                    |
| <b>Attention</b> | [Insert]                                                                           |
| <b>Email</b>     | <a href="mailto:tctib@outlook.com">tctib@outlook.com</a>                           |

## Background

- A Council is committed to the provision of a range of community services for the people of the Tenterfield Shire.
- B Recipient is a not-for-profit organisation supporting businesses and tourism in the Tenterfield Shire.
- C The parties have agreed to enter into a funding agreement under which Council will provide the Funding for Recipient to deliver the Services on the terms and conditions set out in this document.

## Operative Provisions

### 1 Definitions and interpretation

#### 1.1 Definitions

In this document, the following definitions will apply:

**Business Day** means a day other than a Saturday, Sunday or public holiday in Sydney, New South Wales.

**Claim** means any claim, counterclaim, demand, cause of action or proceedings (whether based in contract, tort or statute) and any defence to a claim, counterclaim, demand, cause of action or proceedings.

**Commencement Date** means the date set out in Schedule 1.



**Confidential Information** of a party is any information a party identifies as being confidential or which would reasonably be regarded as confidential and includes without limitation, information relating to a party's Intellectual Property Rights, organisational structure, financial position, personnel, policies and business strategies.

**Corporation Act** means the *Corporations Act 2001* (Cth).

**Dispute** means any dispute, controversy or claim arising out of, relating to or in connection with this document, including without limitation the entry into, existence, breach, termination or validity of this document.

**Existing IPR** means any Intellectual Property Rights existing as at the date of this agreement or created independently of this agreement.

**Funding** or **Funds** means the amount and timing for payment of funds to be provided by Council as set out in Schedule 1.

**Insolvency Event** means the occurrence of any one or more of the following events in relation to any person:

- (a) an application is made to a court for an order that it be wound up, declared bankrupt or that a provisional liquidator or receiver or receiver and manager be appointed, and the application is not either demonstrably frivolous or vexatious, or withdrawn, struck out or dismissed within 21 days of it being made;
- (b) a liquidator or provisional liquidator is appointed;
- (c) an administrator or a receiver, receiver and manager, judicial manager, liquidator, administrator, controller or like official is appointed to the person or to the whole or a substantial part of the undertaking or property of the person, including any of its assets;
- (d) it enters into, or takes steps or proposes to enter into, an arrangement, compromise or composition with its creditors or a class of them, or an assignment for the benefit of its creditors or a class of them;
- (e) it proposes a winding-up or dissolution or reorganisation, moratorium, deed of company arrangement or other administration involving one or more of its creditors;
- (f) it is insolvent or states that it is insolvent, or it is presumed to be insolvent under an applicable law;
- (g) it becomes an insolvent under administration;
- (h) it is taken to have failed to comply with a statutory demand as a result of section 459F (1) of the Corporations Act;
- (i) a notice is issued under sections 601AA or 601AB of the Corporations Act;
- (j) a writ of execution is issued against it or its property;



- (k) it ceases to carry on business or pay its debts as and when they fall due, or threatens to do so, or it is taken under applicable laws to be unable to pay its debts or stops or suspends, or threatens to stop or suspend, payment of all or a class of its debts; or
- (l) anything occurs under the law of any jurisdiction which has a substantially similar effect to any of the above paragraphs of this definition.

**Intellectual Property Rights** includes copyright, trademark, service mark, patent, design, semiconductor, circuit layout right, or other proprietary right, any right to registration of such rights, or any similar rights protected by statute, from time to time existing in Australia or elsewhere.

**Law** means any law applicable including legislation, ordinances, regulations, by-laws and other subordinate legislation.

**Loan Items** means those items set out in Schedule 1 or such other items agreed between the parties which are owned or possessed by Council and loaned by Council (in its absolute discretion) to the Recipient to assist with the Purpose.

**Locations** means those locations set out in Schedule 1 or such other location as approved by Council in writing.

**Personal Information** has the meaning given to that term in the Privacy Law.

**Privacy Law** means the *Privacy Act 1988* (Cth) and any other binding requirement under Australian law relating to the handling of Personal Information.

**Review Date** means the date specified in Schedule 1.

**Services** means the services set out in Schedule 1.

**Report** means a report in the form and containing the information as set out in Schedule 2.

**Reporting Period** means the time(s) stated in Schedule 1 when the Recipient must provide a Report to Council.

**Tenterfield LGA** means the local government area located in the New England region of New South Wales, Australia.

**Term** means the period as set out and determined in Schedule 1.

**Third Party Items** means any other items required for the fulfilment of the Purpose and delivery of Services including those set out in Schedule 1.

## 1.2 Interpretation

In this document, unless the context otherwise requires:

- (a) words denoting any gender include all genders;
- (b) headings are for convenience only and do not affect interpretation;
- (c) the singular includes the plural and vice versa;





- (d) any schedule or annexure attached to this document forms part of it;
- (e) a reference to a party includes its legal personal representatives, successors and permitted assigns;
- (f) a reference to a person includes a corporation, trust, partnership, unincorporated body or other entity, whether or not it comprises a separate legal entity;
- (g) a reference to a statute or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- (h) an obligation or liability assumed by two or more persons binds them jointly and separately;
- (i) no rule of construction applies to the disadvantage of a party because that party was responsible for the preparation of this document or any part of it;
- (j) unless expressly stated to be otherwise, the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar inclusive expressions; and
- (k) a reference to this document means this document and includes any variation or replacement of this document.

## **2 Term and commencement of Services**

- 2.1 The document begins on the Commencement Date and continues for the Term.
- 2.2 Unless otherwise terminated earlier in accordance with the terms of this document, either party may, without cause, give a written notice to the other party that it wishes to terminate this document on the Review Date, provided such notice is given no more than [60] days, and no less than [30] days, prior to the Review Date.
- 2.3 On the Commencement Date, the Recipient will start undertaking the Permitted Purpose and performing the Services.

## **3 Provision and use of Funds**

### **3.1 Provision of Funds**

Council will provide the Funds to Recipient as shown in Schedule 1 provided:

- (a) it has received from Recipient:
  - (i) no later than [14] calendar days prior to each date for payment of Funds a written action plan outlining the expected Services to be performed and expenditures for which the Funds will be used (Periodic Plan); and



- (ii) such other information as Council may reasonably request from time to time in relation the action plan, or the performance of Recipient's obligations under this document;

- (b) Council, acting reasonably, is satisfied the Recipient is adequately performing the Services and undertaking the Permitted Purpose; and

- (c) Recipient is not in breach of its obligations under this document or any other applicable Laws.

### **3.2 Use of Funds**

The Recipient acknowledges and warrants the Funds can only be and will solely be used for the Permitted Purpose unless otherwise agreed to in writing by Council.

### **3.3 Payment of Funds**

- (a) Unless otherwise agreed between the parties in writing, all payments by Council to Recipient under this document will be made in accordance with Schedule 1 by electronic funds transfer to a bank account notified by Recipient to Council.

- (b) A payment made by electronic funds transfer is deemed to have been paid on the date the electronic funds transfer is made.

### **3.4 Other funding**

Nothing under this document obliges or infers that Council will contribute any other money or in-kind contributions to the Recipient for delivery of the Services or undertaking the Permitted Purpose.

### **3.5 Set off**

Council is entitled to set off any amount it owes to Recipient under this agreement against any amounts payable by Recipient to Council.

## **4 Repayment of Funds**

4.1 If any amount of the Funds are spent by Recipient other than in accordance with this document, Council may by written notice to Recipient:

- (a) demand the Recipient repay such amount to Council;
- (b) instruct the Recipient to deal with that amount as directed by Council; or
- (c) deduct the amount from subsequent payments of the Funds to Recipient.

4.2 If Council issues a notice under clause 4.1 requiring Recipient to repay any part of the Funds, Recipient must do so within the time specified in that notice.



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## 5 Records and reports

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### 5.1 Records

5.2 During the Term, Recipient must keep financial accounts and other records that:

- (a) detail and document the use of the Funds;
- (b) identify the receipt and expenditure of the Funds separately within Recipient's accounts and records so that at all times the Funds are identifiable;
- (c) enable all receipts and payments related to the Permitted Purpose to be identified and reported; and
- (d) show the activities and initiatives undertaken by Recipient in pursuing the Permitted Purpose

(Records).

5.3 Recipient agrees to keep the records for [seven] years after termination or expiry of this document.

5.4 Council may at any time provide a written request to Recipient for copies of or access to Records, and Recipient must provide to Council copies of or access to such records within seven (7) days of such request or such other time as agreed to by Council.

### 5.5 Reporting

- (a) As specified in Schedule 1, Recipient must submit to Council a duly completed and accurate Report.
- (b) The Report must:
  - (i) identify the amount of Funds expended in connection with the Permitted Purpose in the preceding Quarter (**Funds Expended**) against the Funds provided by Council (**Funds Received**) with evidence of such expenses incurred; and
  - (ii) contain such other information required to complete the Report.
- (c) Council may request additional information from the Recipient in respect of the use of any Funds, and the Recipient must provide such information within [10] Business Days of such request.
- (d) If, at the end of the Term, the Funds Expended are less than the Funds Received, the Recipient must repay those unused Funds to Council within seven (7) days, unless otherwise agreed by Council.



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## **6 Loan Items**

### **6.1 No obligation**

During the Term, Council may but is not obliged to provide any Loan Items to Recipient.

### **6.2 Location of Loan Items**

Loan Items must only be kept at the Locations and must not be moved from any Location without the written permission of Council.

### **6.3 Obligations**

If Recipient has been provided with any Loan Items, Recipient must:

- (a) ensure the Loan Items are safely stored and secure;
- (b) comply with any reasonable directives given by Council regarding the storage and security requirements necessary to protect Loan Items;
- (c) insure the Loan Items against loss, damage, destruction and theft;
- (d) bear any storage and security costs regarding the Loan Items; and
- (e) grant Council periodic access to inspect any Loan Items within 48 hours after receiving a written request from Council.

---

## **7 Recipient obligations**

### **7.1 Services delivery**

Recipient must ensure that the Services are performed:

- (a) to a high standard with due professional care and skill;
- (b) in accordance with all applicable Laws and standards, relevant ethics codes and guidelines, and any ethics approvals obtained or imposed in relation to any part of the Services; and
- (c) (to the extent reasonably possible) in a manner whereby no businesses or persons receive an unfair advantage or disadvantage through the provision of the Services.

### **7.3 Insurance**

Recipient must:

- (a) in addition to the insurance under clause 6.3(c), take out and maintain all appropriate insurances at an adequate level to cover for risks that may arise in the delivery of the Services, including but not limited to:
  - (i) public liability of up to \$[10,000,000],



- (ii) professional indemnity of up to \$[1,000,000]; and
- (iii) workers compensation insurance as required by law;
- (b) not do anything to void any insurance policies taken out for the purposes of this agreement; and
- (c) provide Council with certificates of currency for each policy on each anniversary of this agreement or within seven (7) days of a request from Council.

**7.5 Third Party Items**

Recipient acknowledges it is responsible for negotiating directly with third parties in respect of acquiring, storage, distribution, use of and if required, disposal of any Third-Party Items.

**7.6 New England High Country membership**

7.7 Recipient must maintain a membership for the New England High Country regional tourism group for the duration of the Term.

**7.8 Miscellaneous**

7.9 Recipient must:

- (a) provide reasonable support, information, and assistance required for Council to meet its obligations under this document; and
- (b) act diligently, efficiently and effectively in the performance of its obligations under this document.

**8 Public announcements and acknowledgements**

- 8.1 Subject to clause 8.2, the parties agree that they will not make any public announcement in connection with this document, including by social media, which refers to the other party by name, without the other party's prior written consent.
- 8.2 Recipient agrees that Council may publicise and report on the provision of the Funding to Recipient. This may include, but is not limited to, publishing TCIB's name, the amount and the purpose for which the Funds were provided.
- 8.3 The parties agree that they must not do or omit anything in relation to the Funding, Services or this agreement which may:
  - (a) damage, bring into disrepute or ridicule the other party's name, messages or reputation; or
  - (b) attract public or media attention which may be prejudicial or otherwise detrimental to the other party's name, messages or reputation.



---

## **9 Confidentiality**

A party may only use Confidential Information of another party for the purposes of this document, and must keep the existence and the terms of this document and any Confidential Information of another party confidential except where:

- (a) the information is public knowledge (but not because of a breach of this document) or the party has independently created the information;
- (b) disclosure is required by law or a regulatory body (including a relevant securities exchange) provided that, if legally permissible, the disclosing party has first used its reasonable endeavours to notify the other party of the proposed disclosure and has given the other party the opportunity to comment on or challenge the disclosure; or
- (c) disclosure is made to a person who must know for the purposes of this document on the basis that the person has agreed to keep the information confidential and that the party remains responsible for any actions of the person in breach of this clause.

---

## **10 Intellectual Property Rights**

- 10.1 The parties agree that they will retain ownership of their Existing IPR.
- 10.2 Subject to this Agreement, neither party may use the Intellectual Property of the other party in any way without first obtaining the prior written consent of the other party.

---

## **11 Indemnity**

- 11.1 To the extent permitted by law, the operation of any legislative proportionate liability regime is excluded in relation to any Claim against Recipient under or in connection with this document.
- 11.2 Recipient indemnifies Council and Council's personnel from and against:
  - (a) loss or liability incurred by Council or Council's personnel;
  - (b) loss of or damage to property of Council or Council's personnel; and
  - (c) loss or expense incurred by Council or Council's personnel in dealing with any Claim against it or them including legal costs and expenses on a solicitor/own client basis and the cost of time spent, resources used, or disbursements paid by Council,in any such case arising from:
  - (d) any breach by Recipient of its obligations or warranties under this document;
  - (e) any act or omission by Recipient or any of Recipient's personnel in connection with this document, where there was fault (including any negligent





or otherwise tortious act or omission) on the part of the person whose conduct gave rise to that liability, loss, damage or expense.

- 11.3 Recipient's liability to indemnify Council and Council's personnel under this clause 11 will be reduced proportionately to the extent that any negligent or other tortious or unlawful act or omission of Council or Council's personnel contributed to the relevant liability, loss, damage or expense.
- 11.4 The right of Council and Council's personnel to be indemnified under this clause 11:
- (a) is in addition to, and not exclusive of, any other right, power or remedy provided by law; and
  - (b) does not entitle Council or Council's personnel to be compensated in excess of the amount of the relevant liability, loss, damage or expense.

## **12 Termination**

Without limiting each party's right under clause 2.2:

- (a) either party may terminate this document on the provision of [6] weeks' notice in writing to the other party.
- (b) Council may terminate this document immediately by notice in writing to Recipient if Recipient:
  - (i) breaches this document and Council considers that the breach cannot be remedied;
  - (ii) breaches this document and does not rectify the breach within [14] calendar days after receipt of Council's notice to do so;
  - (iii) provides false or misleading statements to Council in relation to the use of the Funds or other payments made to Recipient; or
  - (iv) suffers an Insolvency Event.

## **13 Consequences of termination**

- 13.1 On termination of this document for any reason, each party must:
- (a) take all necessary steps to minimise loss resulting from the termination;
  - (b) provide a final Report in accordance with clause 5.5, and within seven (7) days return to Council any Funds not expended by Recipient as at the date of termination, or deal with such Funds as directed by Council; and
  - (c) immediately return to Council:
    - (i) the Loan Items; and



- (ii) all copies of Confidential Information belonging to Council in Recipient's possession, or persons to whom Recipient has disclosed the Confidential Information belonging to Council.

13.2 In the event of termination Council will:

- (a) not be liable to make any further payments of Funds to Recipient in respect of the Permitted Purpose or otherwise under this document; and
- (b) be entitled to recover from Recipient any part of the Funds provided to Recipient in connection with the Permitted Purpose that:
  - (i) were not spent or due and payable by Recipient as at the date of termination; and
  - (ii) has, in Council's reasonable opinion, been spent or is due and payable by Recipient other than for the Permitted Purpose and in accordance with this document.

13.3 Council's liability to pay any amount under this clause 13 is:

- (a) subject to Recipient's compliance with its obligations under this document; and
- (b) limited to an amount that when added to all other amounts already paid by Council under this document will not exceed the total amount of the Funds.

## 14 Privacy

When dealing with Personal Information in connection with delivering the Services, Recipient must comply with the requirements of the Privacy Act.

## 15 Dispute resolution

### 15.1 Dispute resolution procedure

If a Dispute arises in connection with this document:

- (a) the parties must first, acting in good faith, use their reasonable endeavours to resolve the dispute in accordance with the procedure in this clause 15, and
- (b) neither party may commence court proceedings in relation to a Dispute without first complying with this clause.

### 15.2 Notice of Dispute

A party claiming that a Dispute has arisen under, or in connection with, this document (the **Disputing Party**) must give to the other party (the **Recipient**) a notice identifying precisely, and providing full particulars of, that Dispute, including details of any loss suffered by the Disputing Party in relation to the Dispute (a **Dispute Notice**).





### **15.3 Resolution between parties**

- (a) Within five Business Days of receipt of a Dispute Notice, the Recipient must notify the Disputing Party of any basis on which it disputes the contents of the Dispute Notice. If no such notification is made within that period, the Recipient will be deemed to have agreed the contents of the Dispute Notice.
- (b) Within two Business Days of the Recipient notifying the Disputing Party under clause 15.3(a) of the matters in the Dispute Notice which it disputes, the parties must meet to attempt in good faith to resolve the Dispute.
- (c) If the Dispute has not been resolved within 15 Business Days of the issue of the Dispute Notice, the Dispute must be referred to the Chief Executive Officers of Council and Recipient who must promptly meet to attempt in good faith to resolve the Dispute.
- (d) Each party must comply with any reasonable requests made by the other party for non-privileged information reasonably related to the matters in Dispute.

### **15.4 Reference to mediation**

- (a) If the Dispute has not been resolved by the Chief Executive Officers within five Business Days of the Dispute being referred to them under clause 15.3(c), each party agrees that the Dispute must be referred for mediation in accordance with the Mediation Rules of the Law Society of New South Wales to:
  - (i) a mediator agreed on by the parties; or
  - (ii) if the parties are unable to agree on a mediator within a further five Business Days, a mediator nominated by the then current President of the Law Society of New South Wales.
- (b) The role of any mediator is to assist in negotiating a resolution of the Dispute. A mediator may not make a decision that is binding on a party unless that party has so agreed in writing.
- (c) Each party must bear its own costs of complying with this clause and the parties must bear equally the costs of the mediator.

### **15.5 Continued performance**

Despite the existence of a Dispute, each party must continue to perform its obligations under this document.

## **16 GST**

### **16.1 Payment of GST**

- (a) All consideration for any taxable supply provided for by this document is exclusive of GST unless the contrary is clear. The amount of that



consideration must be increased by an additional amount equal to the GST on that taxable supply. The party who has to pay the additional amount must pay it at the same time as the consideration in respect of that taxable supply becomes due or, if the supplier has to pay (or allow credit against) the relevant GST before then, the additional amount must be paid at that earlier time.

- (b) If an amount of consideration under this document is calculated as specific compensation or reimbursement for an expense, loss or liability of a supplier the consideration must be calculated after excluding any amount for which the supplier is entitled to an input tax credit as recipient of the item to which the expense, loss or liability relates.
- (c) A party is not obliged to make any payment for GST unless it is provided with a tax invoice which complies with the GST Act.
- (d) If at any time an adjustment is made or required to be made between a party and the relevant taxing authority on account of any amount paid as GST under this agreement:
  - (i) a corresponding adjustment must be made;
  - (ii) adjustment notes must be issued; and
  - (iii) any payment must be made,

between the parties as may be necessary to give effect to the adjustment.

## 16.2 Definitions

For the purposes of this clause 16:

- (a) **GST** means the tax imposed or assessed by the GST Act and its related legislation and includes any similar or substitute impost introduced in the future;
- (b) **GST Act** means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
- (c) if a term used in this clause has a particular meaning in the GST Act, it has the same meaning in this clause; and
- (d) any reference to GST payable by a party, or to an input tax credit entitlement of a party, includes any corresponding GST payable by, or input credit entitlement of, the representative member of any GST group of which that party is a member.

## 17 Notices

### 17.1 Notices given under this document:

- (a) must be in writing and clearly readable in the English language;



- (b) must be signed by the party giving or making it (or signed on behalf of that party by its authorised representative); and
- (c) may be delivered to a party by hand or by prepaid post to that party's address shown in page 1 of this document or to such other address or person as a party may specify by notice given in accordance with this clause.

17.2 A notice is taken to be duly given and received:

- (a) if delivered by hand, when delivered; or
- (b) if delivered by prepaid post, three Business Days after being deposited in the mail with postage prepaid.

17.3 Despite clause 17.2, notices received after 5 pm in the place of receipt or on a non-Business Day are taken to be received at 9 am on the next Business Day.

## **18 General**

### **18.1 Relationship between the parties**

Except as expressly provided to the contrary in this document, nothing in this document will constitute the parties as principal and agent, employer and employee, partners or otherwise liable for the acts or omissions of any other party.

### **18.2 Entire agreement**

This document records the entire agreement between the parties in relation to its subject matter. It supersedes all prior contracts, arrangements, understandings or negotiations by, or between, the parties in relation to the subject matter of this document.

### **18.3 Further assurance**

Each party must (at its own expense) do all things that any other party reasonably requires of it to give the other party the full benefit of any obligations owed to the other party and expressed in this document.

### **18.4 Counterparts**

This document and any variation of this document may be executed and take effect in two or more counterparts, each of which when taken together, will constitute one and the same instrument.

### **18.5 Survival**

All warranties, releases, exclusions and limitations of liability, indemnities, terms with respect to intellectual property and confidential information in this document will remain valid and binding following expiry or termination of this document. Any other provision by its nature intended to survive expiry or termination of this document survives expiry or termination of this document.



**18.6 No waiver**

The failure, delay or omission by a party to exercise, or to partially exercise, a right, power or remedy under this document does not operate as a waiver of that right, power or remedy. A party which exercises, or partially exercises, a right, power or remedy maintains its right to further exercise the same right, power or remedy or to exercise another right, power or remedy. A party waives a right, power or remedy only by explicitly doing so in a written notice to the other party and the waiver is strictly limited to the matters specified in the notice.

**18.7 Cumulative rights**

The rights, powers, authorities, discretions and remedies of a party under this document do not exclude any other right, power, authority, discretion or remedy.

**18.8 Severability**

If any provision of this document is determined by a court or other competent tribunal or authority to be illegal, invalid or unenforceable then:

- (a) where the offending provision can be read down so as to give it a legal, valid and enforceable operation of a partial nature it must be read down to the extent necessary to achieve that result;
- (b) where the offending provision cannot be read down then that provision must be severed from the document in which event, the remaining provisions of this document operate as if the severed provision had not been included; and
- (c) the legality, validity or enforceability of that provision in any other jurisdiction or of the remaining provisions in that or any other jurisdiction is not affected,

but only to the extent that is consistent with giving substantial effect to the intentions of the parties under this document.

**18.9 Variation**

This document can only be amended, supplemented or replaced by another document signed by the parties.

**18.10 Governing law and jurisdiction**

This document is governed by the law of New South Wales. Each party submits to the non-exclusive jurisdiction of the courts in New South Wales in connection with matters concerning this document.



Funding Agreement

**Schedule 1 – Commercial Terms**

|                   |                                                                                                                                                                                                                                                                                                                                           |                                                       |                                                                                                                                                                |  |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Recipient         | Name                                                                                                                                                                                                                                                                                                                                      | Tenterfield Chamber of Tourism, Industry and Business |                                                                                                                                                                |  |
|                   | ACN/ABN                                                                                                                                                                                                                                                                                                                                   | ABN 31 157 086 623                                    |                                                                                                                                                                |  |
|                   | Address                                                                                                                                                                                                                                                                                                                                   | PO Box 47, Tenterfield NSW 2372                       |                                                                                                                                                                |  |
|                   | Contact                                                                                                                                                                                                                                                                                                                                   | [Insert]                                              |                                                                                                                                                                |  |
|                   | Email                                                                                                                                                                                                                                                                                                                                     | tctib@outlook.com                                     |                                                                                                                                                                |  |
|                   | Phone                                                                                                                                                                                                                                                                                                                                     | [Insert]                                              |                                                                                                                                                                |  |
| Commencement Date | 1 September 2023                                                                                                                                                                                                                                                                                                                          |                                                       |                                                                                                                                                                |  |
| Review Date       | [second anniversary] of the Commencement Date                                                                                                                                                                                                                                                                                             |                                                       |                                                                                                                                                                |  |
| Term              | The period commencing on and from the Commencement Date and ending on the date which is the earlier of:<br><div>(a) 30 June 2026;</div> <div>(b) the Review Date, if either party gives a notice to the other party under clause 2.2; or</div> <div>(c) the date on which this document is terminated in accordance with clause 12.</div> |                                                       |                                                                                                                                                                |  |
| Funding           | Period                                                                                                                                                                                                                                                                                                                                    | Amount                                                | Payment Timing                                                                                                                                                 |  |
|                   | FY 2023-2024                                                                                                                                                                                                                                                                                                                              | \$100,000.00                                          | ¼ of the 'Amount' at the start of each Quarter being 1 January, 1 April, 1 July and 1 October, except for the first payment, which will be [1 September 2023]. |  |
|                   | FY 2024-2025                                                                                                                                                                                                                                                                                                                              | \$50,000.00                                           |                                                                                                                                                                |  |
|                   | FY 2025-2026                                                                                                                                                                                                                                                                                                                              | \$50,000.00                                           |                                                                                                                                                                |  |
| Permitted Purpose | The payment of reasonable costs, expenses, or disbursements necessary for the delivery of the Services for the promotion of tourism and visitor information services for Tenterfield and the broader Tenterfield LGA to grow the Tenterfield Shire visitor economy.                                                                       |                                                       |                                                                                                                                                                |  |
| Services          | Recipient will provide services for the Purpose including but not limited to:<br><div>(a) visitor information, memberships and related member services and support;</div> <div>(b) product development; and</div>                                                                                                                         |                                                       |                                                                                                                                                                |  |



Funding Agreement

|                          |                                                                                                                                                                |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | (c) marketing, advertising and promotion, including face-to-face, print, social media, online targeted and general advertising, SEO and promotional campaigns. |
| <b>Loaned Items</b>      | <b>Peter Allen Memorabilia</b> [framed jacket and master LP, 45RPM vinyl records]                                                                              |
| <b>Locations</b>         | The Visitor Information Centre at 157 Rouse Street, Tenterfield NSW 2372.                                                                                      |
| <b>Third Party Items</b> | Items from New South Wales National Parks and Wildlife Services including but not limited to national park maps, photographs, brochures and pamphlets.         |
| <b>Reporting Period</b>  | 30 days after the end of each Quarter and a final report 30 days after the end of the Term.                                                                    |



Funding Agreement

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## Schedule 2 – Report

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[Insert template]



Funding Agreement

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**Executed** as an agreement

**Signed** for Tenterfield Shire Council by its  
authorised officer:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Office Held

**Signed** for Tenterfield Chamber of  
Tourism, Industry and Business by its  
authorised officer:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Office Held



## **Tenterfield Tourism**

### **Alternate Plan for the Additional \$50k of Allocated VIC Money from** **Tenterfield Shire Council**

**Attention:** Tenterfield Shire Council Councilors & Tenterfield Shire Council Management

**Date:** 11 September 2023

On Wednesday, August 30 2023, a community meeting was held at the Royal Hotel in Tenterfield to discuss all things Tenterfield Tourism with the key discussion point around the Visitors Information Centre (VIC).

It was decided amongst the approx. 60 people (combination of business people, tourism operators, Tenterfield Shire Council (TSC) representatives and also current VIC volunteers) that attended this meeting, that due to lack of available funds on offer by the TSC to contribute towards tourism in Tenterfield, that the best use of the additional \$50,000 of money on top of the \$50,000 already committed to Tenterfield Tourism, should be used towards other assets that will have more permanency in the Tenterfield Shire rather than enter into a commercial lease and outgoings that will cost tourism in the vicinity of \$50k per year. Coupled with this, this money has been advised that it is not on offer for year two of a new VIC hence there is a huge risk to Tenterfield Tourism if a new VIC is not financially viable to open after year one.

Whilst there is the opportunity to offset the cost of opening a new VIC with a collective business type approach within a VIC and revenue streams like selling merchandise and products, there is no available budget for anyone to be paid to manage this entire program.

It should be noted that whilst this magical figure of \$50,000 is often contributed by councils to local tourism entities, this \$50k is given based on a strong existing membership base from business operators established to help cover costs. Currently there is no Tenterfield Tourism membership structure in place and there may not be given many shires around NSW are now steering away from this membership model due to the bureaucracy that arises from this. The new tourism entity for Tenterfield needs more time to assess what is the best structure for our town and business community to get the best outcome.

Coupled with this, due to the lack of activity with Tenterfield tourism over the past few years, the new entity is having to spend copious amounts of hours reigniting a social media direction, updating the tourism website, rebuilding relationships with tourism operators and cross boarder & state organisations, re-doing tourism brochures whilst all been managed at no cost/charge to the tourism body – Its all Voluntary.

It should also be noted that through our research over the past 2 months, we have come across NO VIC in NSW or QLD that is run out of a commercial building where a commercial lease is paid that the tourism body has to pay for – every single one is operated out of a council owned building and either run by the local council or Chamber of Commerce in the town.

The following page is an outline of how the additional \$50,000 is suggested to be spent as opposed to using this money to enter into a commercial lease for a new VIC. It should be noted that until final sizes and content is determined that this pricing is estimated only as a guide for budget purposes.

It is also important to reiterate that the assets we will create with this money as listed below will be permanent infrastructure both physical and digital for the long term, not the short term so this will assist to rebuild the foundation of Tenterfield Tourism. In summary, what has been proposed is the following with signage specific expenditure...

- Exterior Signs & Brochure Stands - **Distribution Points**
- Major Exterior Signs - whether new or refurbished - **Gateway Information Points**

**Alternate Plan for the Additional \$50k of Allocated VIC Money from  
Tenterfield Shire Council**

**1. Micro Mobile Visitor Brochure Stands**

- To be placed in agreed businesses in approx. 12 locations to include maps/brochures of the Tenterfield Shire, Granite Belt Vineyards & National Parks – All of our key assets that are worthy of promoting.
- A Tenterfield Tourism Booklet and also a new List of Top Things to Do in the Tenterfield Shire on a 2hr, 1, 2 and 3 Day Trip is also been developed to be included onto these stands
- Our website and social media pages will also be promoted on the stand signage.
- These stands would then need to be identified with a sign on the top and also in businesses windows so people know tourist information is available in these designated locations.
- Indicative pricing for these is around \$800 each with signage.
- **Estimated Cost approx. \$10,000**



**2. New Tourism Signage in Prominent Outdoor Area's around the Tenterfield Shire**

- In key visitor stops including Lions, Rotary and Jubilee Park plus our Villages including Drake and Liston (The best to 3 to be selected as agreed by the committee), large outdoor signs like the example below that include Maps of the Region, Key things in Tenterfield Shire & things to do and could be sponsored by businesses to contribute to costs. Indicative pricing for these is about \$5,000 each depending on size.. plus design costs.
- **Estimated Cost approx. \$17,500**



**Alternate Plan for the Additional \$50k of Allocated VIC Money from  
Tenterfield Shire Council continued....**

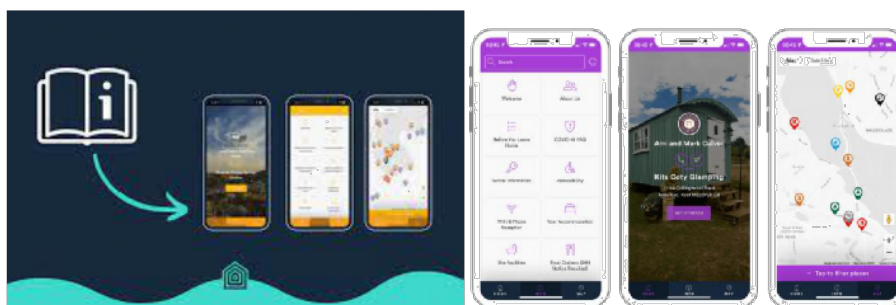
**3. New Signage for the Tenterfield CBD for Pedestrian Visibility**

- At two ends of the CBD promoting key assets & events in the region to pedestrians walking the streets of Tenterfield.
- These signs would fit into the heritage look and feel that would be required been a heritage precinct and be able to carry maps and brochures on both sides.
- These stands would also be able to promote key seasonal events in Tenterfield.
- Upgrading and cleaning of the current map would also need to take place in Bruxner Park in the Tenterfield CBD
- **Estimated Cost approx. \$15,000**



**4. The Tenterfield Tourism Destination Digital Guestbook**

- A digital book to be developed on the platform called Touchstay
- This digital book would be like a tourist guide to Tenterfield Shire will all the offerings around Accommodation, Experiences, Blogs, etc.
- Please refer to this link for more details on how this platform works;
- <https://touchstay.com/guidebooks/dmo>
- Annual subscription is very cheap around \$100 USD but note that there is a cost to populate this entire book of content hence someone/s will need to be paid to populate and publish this content.
- Final costs of this is still yet to be determined but a suggested cost is below to kick start this new tourism asset.
- **Estimated Cost approx. \$7,500**



|                      |                                                          |
|----------------------|----------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>             |
| <b>Submitted by:</b> | Tamai Davidson, Manager Planning Property & Development  |
| <b>Reference:</b>    | <b>ITEM ENV9/23</b>                                      |
| <b>Subject:</b>      | <b>MT MACKENZIE LOOKOUT - CROWN LAND MANAGER REQUEST</b> |

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

|                      |                                                                                                                                                       |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>     | <b>Community</b> - Tenterfield Shire is a vibrant, inclusive, and safe community where diverse backgrounds and cultures are respected and celebrated. |
| <b>CSP Strategy:</b> | Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.           |

#### **SUMMARY**

The purpose of this report is for Council to resolve if we wish to be appointed the Crown Land Manager for the Mount Mackenzie Lookout area, located on Mount Mackenzie Lookout Road, Tenterfield.

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

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

**Notify the Department of Crown Lands that Council is not in a financial position to become the Crown Land Manager for the Mount Mackenzie Lookout site however recognise the community benefit the asset provides.**

#### **BACKGROUND**

Mount Mackenzie Lookout is located on Lot 7003 DP 92653 (the land) and the entire parcel of land was subject to an Aboriginal Land Claim under the provisions of the *Aboriginal Land Rights Act 1983* (ALC 9002). On 12 July 2023 Council was notified by the Department of Planning and Environment – Crown Lands, that the ALC had been finalised and the land will be transferring to Moombahlene Local Aboriginal Land Council (LALC) with the exception of the Lookout, which will remain as Crown Land.

Crown Lands has subsequently written to Council offering Council the opportunity to become the Crown Land Manager for the Lookout site.

#### **REPORT:**

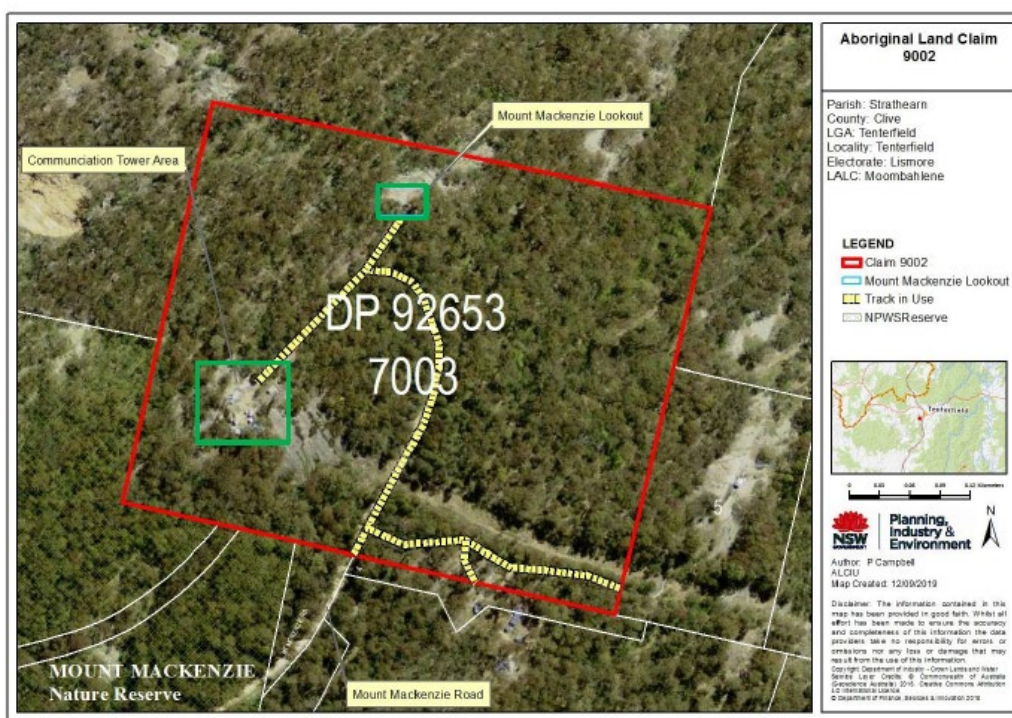
The land (as identified below bounded in red) contains Mount Mackenzie Lookout and an area which Council leases from the Crown containing an Analogue telecommunications tower (under License 609962) bounded in green. Crown Lands have advised that the green bounded areas are to be surveyed, along with the creation of easements for access through the land.

The purpose of the survey is to;

1. Identify the land comprising the Mount Mackenzie Lookout for the purposes of appointing a Crown Land Manager and;
2. Identify the land comprising the telecommunications towers for future leasing options with the new owner (Moombahlene LALC). This matter will be subject to a separate report to Council once land transfer processes have been finalized (likely late 2024).



## Our Environment No. 9 Cont...



Council provided feedback during the consultation, of the importance of the lookout for local residents and tourism. This submission was taken into account when making the claim determination.

### COUNCIL IMPLICATIONS:

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

Nil.

#### 2. Policy and Regulation

- Aboriginal Land Rights Act 1983
- Crown Land Management Act 2016
- Local Government Act 1993 & Regulations

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

Council has made no financial provisions for the caretaking/maintenance of the entire Lookout area in its 2023/24 budget.

Maintenance of the site has been historically carried out by National Parks and Wildlife Service for the BBQ area and lookout only, with weekly cleaning and servicing (BBQ gas cylinder & cleaning of BBQ Shelter). Council has historically cleaned and serviced the toilet at the lookout.

A recent audit of the site's toilet facility indicated the onsite sewage management system (OSSM) is in need of repair, with immediate works involving the establishment of a new absorption pit and repairs to the access ramp and handrail. If Council were to become the Crown Land Manager, a future plan and funding would need to be allocated for replacement of the facility.

#### 4. Asset Management (AMS)

## Our Environment No. 9 Cont...

If Council is to become manager of the site Council will need to update its Asset Management Plans to reflect any changes and may need to recognise the assets if they are transferred.

If Council choose to become the Crown Land Manager and are appointed as such, Council must assign a Community Land Category to the site. Categories are referred to in Section 36 of the *Local Government Act 1993*. Council must notify the Minister (NSW Department of Planning & Environment) of the assigned category and prepare a Plan of Management (PoM) for the Reserve in line with its use and ensuring that the process is completed in compliance with the *Crown Land Management Act 2016* and other legislation as relevant.

The categories described in the LG Act for land include:

1. Natural Area
2. Sportsground
3. Park
4. Area of Cultural Significance
5. General Community Use

The guidelines for the categorization of land are contained in Attachment 1.

**5. Workforce (WMS)**

If Council were to become the Crown Land Manager, staff time and resources would be required to service the facility – toilet facility and lookout/BBQ area (gas supply, lawn maintenance, road maintenance, repair of vandalism)

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

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

|                               |                                                         |
|-------------------------------|---------------------------------------------------------|
| Prepared by staff member:     | Tamai Davidson, Manager Planning Property & Development |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                    |
| Department:                   | Office of the Chief Corporate Officer                   |
| Attachments:                  | There are no attachments for this report.               |

|                      |                                                               |
|----------------------|---------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                  |
| <b>Submitted by:</b> | Jess Wisniewski, Planning & Building Administrative Assistant |
| <b>Reference:</b>    | <b>ITEM ENV10/23</b>                                          |
| <b>Subject:</b>      | <b>2023/24 LOCAL HERITAGE PLACES FUND APPLICATIONS</b>        |

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

|                             |                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Environment</b> - Our natural environment will be protected, enhanced and promoted for future generations.                                                   |
| <b>CSP Strategy:</b>        | Town and Village planning supports and enhances local place making principles to deliver sustainable land use management practices for our natural environment. |
| <b>CSP Delivery Program</b> | Identify, plan and enhance local environments in partnership with the community and stakeholders.                                                               |

#### **SUMMARY**

The purpose of this report is to present to Council the applications received for the Local Places Heritage Fund for the 2023/24 financial year. This year a total of six (6) applications were received for maintenance and conservation works across the Shire which have been reviewed by staff, Council's Heritage Advisor and the Heritage Advisory Committee.

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

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

- (1) Endorses the offers of funding, as detailed in the attachment to this report, and forwards a Letter of Offer to the eligible applicants; and**
- (2) Redistribute any funding not accepted, or not claimed by the claim date, amongst completed eligible projects.**

#### **BACKGROUND**

Each year, the Office of Environment & Heritage contributes money towards the maintenance and conservation of heritage within the Tenterfield Shire. A total of \$6000.00 is made available for works.

#### **REPORT:**

Applications are presented for consideration by the Heritage Advisor and Council's Heritage Specific Purpose Committee. The attachment identifies the applications made, works proposed and recommendations for funding.

Offers of funding will be forwarded to applicants upon Council's resolution. Should any applicants decide not to accept the funding, or any projects not be completed by the April 2024 deadline, it is recommended that any surplus funding be evenly distributed amongst completed projects at that time as eligible. This is consistent with Council's practice with prior funds.

A total of six (6) applications for the 2023-24 financial year have been received for works in the local government area. There is a broad range of works and projects proposed and it is recommended that eligible projects be supported and offered funding.

#### **COUNCIL IMPLICATIONS:**

Our Environment No. 10 Cont...

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

Funding availability and call for applications was advertised during July - August 2023 (closing 10 August 2023) and on Council's website and in 'Your Local News.'

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

Tenterfield Heritage Strategy 2022-2025 points of relevance;

- Continue to operate a Local Heritage Fund to provide assistance to owners of heritage assets.
- Allocate Council funds to run the programme and optimise grant funding opportunities.
- Consider how the grant programme might be supplemented through corporate sponsorship to meet potential increased future demand from additional heritage listings.
- Endorsement of the recommended funding allocation is in line with Council's Heritage Strategy and supports the aims and actions contained within the Strategy.

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

Council has a total of \$6,000.00 to the Small Heritage Grants Program. Upon completion of the project, Council will claim an amount of \$6,000.00 from the NSW Office of Environment & Heritage under the 2023-2024 Small Heritage Grants Program.

### **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: Jessica Wisniewski, Planning & Building Administration Assistant

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Corporate Officer

Attachments: **1** Tenterfield Local Heritage Places Fund 2023-2024

**8**  
Pages



Our Environment No. 10 Cont...

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## Tenterfield Local Heritage Places Fund 2023-24

### Project Applications

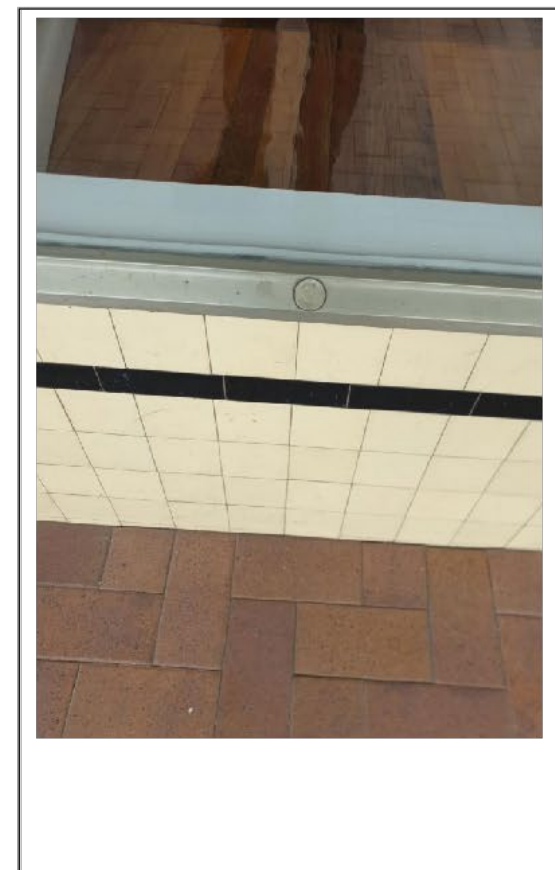
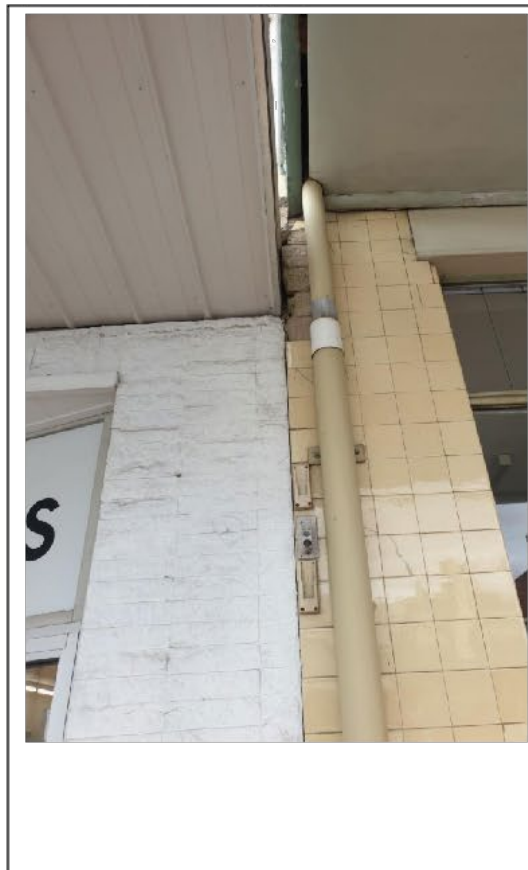
Note - Prior approval is required for all works, including works to alter the fabric, finish and appearance of a property in a Heritage Conservation Area or a Heritage Item prior to commencement. This can be issued under the Heritage Exemptions of Clause 5.10 (3) as appropriate.

| Applicant and Project address                                      | Local Heritage Item Number                              | Works to be completed                                                                                                                                                                                                                                                      | Total Cost | Grant sought | Amount allocated |
|--------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------|------------------|
| 1.<br><br>270 Rouse Street,<br>Tenterfield<br><br>James Paynter    | Contributory building in the Heritage Conservation Area | Replace wall tiles where missing.<br>Polish Metal Trim<br>Replace flashing around awning with Colorbond<br>(Colours to be submitted for prior approval) Flashing.<br>Sand and Paint under awning and front door. Pressure wash and paint front awning.                     | \$8,195.00 | \$4,097.50   | \$1750.00        |
| 2.<br><br>139 Pelham Street,<br>Tenterfield<br><br>Dr Ian Unsworth | # 1084                                                  | External interpretive panel on the Tenterfield Isolation Ward Spanish Flu Museum stating the history, window viewing ports to see the interior and a visitor operated timed light system allowing visitors to see the ward rooms and panels, and read the history and sign | \$752.36   | \$752.36     | \$750.00         |
| 3.<br><br>6709 Bruxner Way<br>Dumaresq Valley<br><br>Julia Harpham | Not Listed                                              | Repair and maintenance to Heritage Brick Chimney at the Shearers Quarters. Built 1930's. Repair using original Lime Mortar. The future inclusion of this rural complex of buildings on the heritage schedule is recommended with the owners support.                       | \$1,160.00 | \$580.00     | \$500.00         |

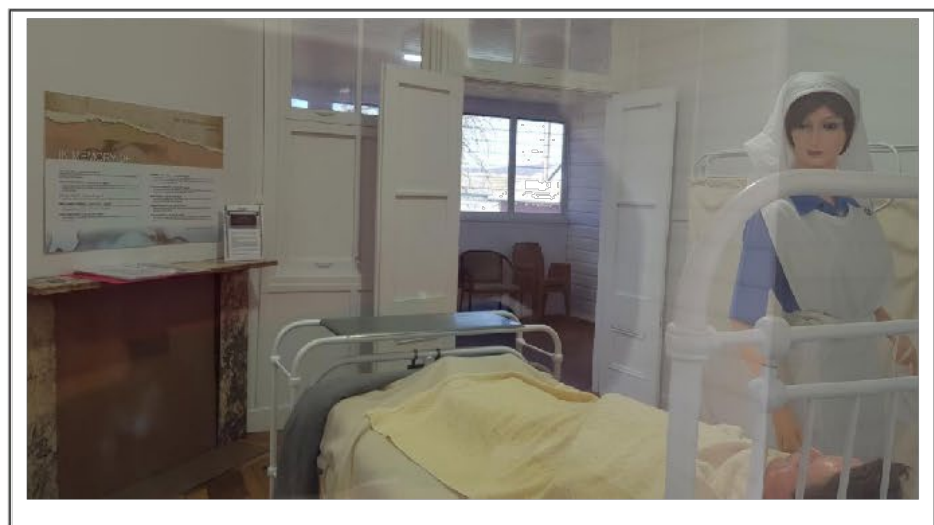
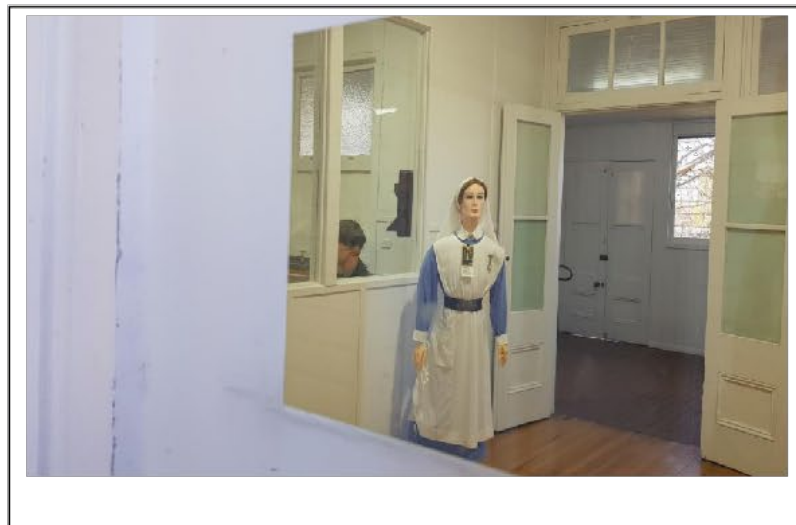
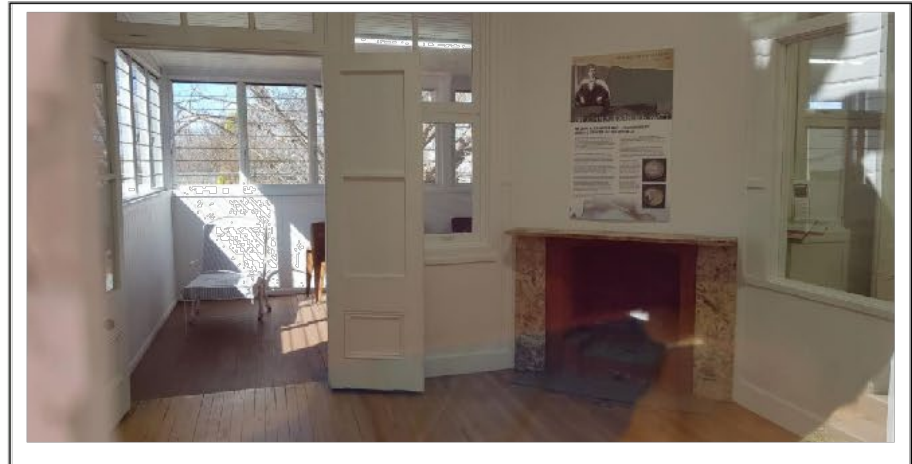
| Applicant and Project address                                    | Local Heritage Item Number | Works to be completed                                                                                                             | Total Cost  | Grant sought | Amount allocated |
|------------------------------------------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|------------------|
| 4.<br>91 Molesworth Street<br>Tenterfield<br><br>Geoffrey Hannah | # 1072                     | Reinstatement of Timber Windows to front right of house to replace aluminum. Replace using traditional style timber window.       | \$4,457.15  | \$2,000.00   | \$750.00         |
| 5.<br>89 Molesworth Street<br>Tenterfield<br><br>Kim Hill        | # 1070                     | Repair/Replace sash windows front and western side and French Doors. Repair is preferred over replace as a conservation approach. | \$12,793.88 | \$2,000.00   | \$1500.00        |
| 6.<br>108 Logan Steet<br>Tenterfield<br><br>Angela Hines         | # 1037                     | Paint and repair cracks on front facade                                                                                           | \$6,782.00  | \$3,391.00   | \$750.00         |

Reference Photos

Item 1. 270 Rouse Street, Tenterfield

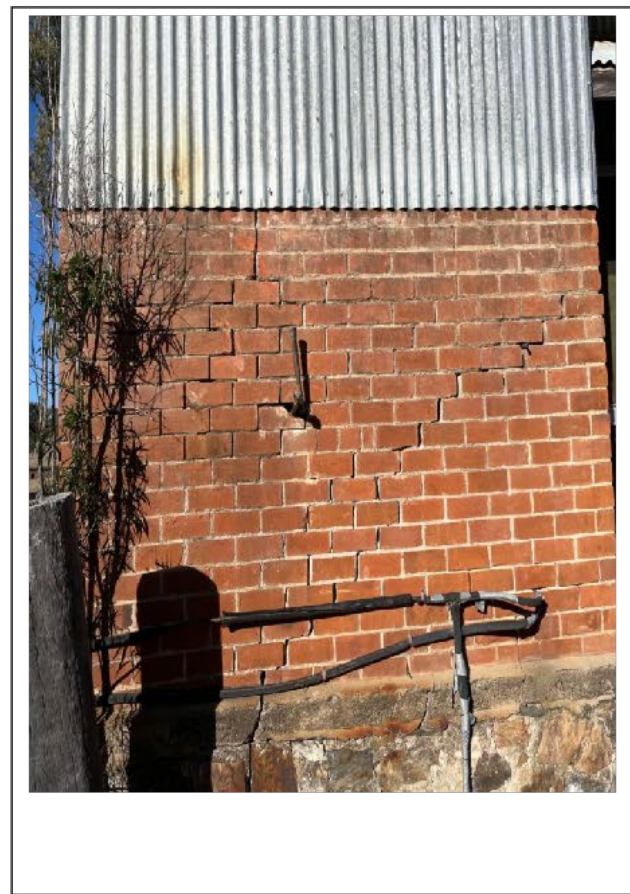


Item No 2. 139 Pelham Street, Tenterfield





Item No 3. 6709 Bruxner Way, Tenterfield

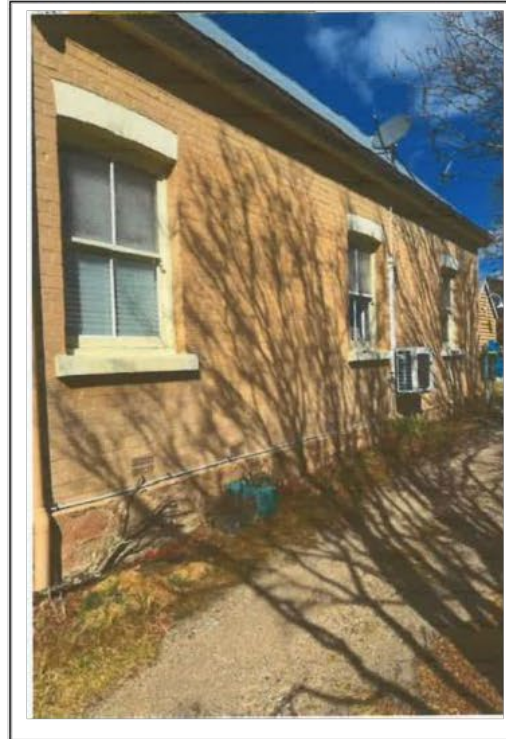
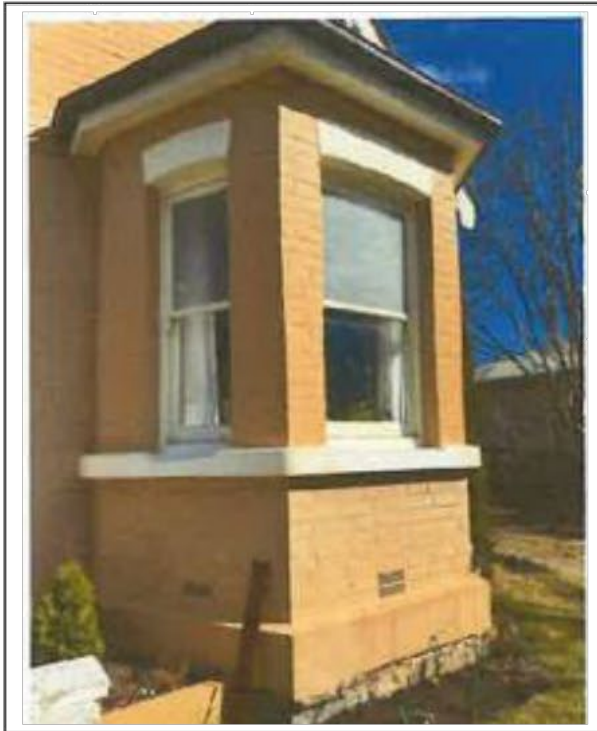


Item No 4. 91 Molesworth Street, Tenterfield



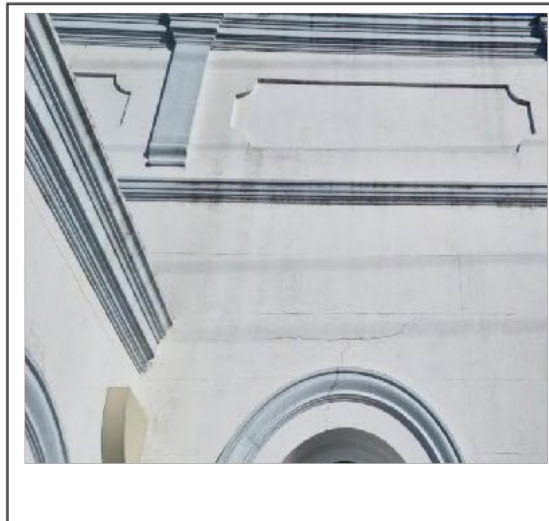


Item No 5. 89 Molesworth Street, Tenterfield





Item No 6. 108 Logan Street, Tenterfield



|                      |                                                          |
|----------------------|----------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                     |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media           |
| <b>Reference:</b>    | <b>ITEM GOV53/23</b>                                     |
| <b>Subject:</b>      | <b>MAYOR AND DEPUTY MAYOR ELECTIONS - SEPTEMBER 2023</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 elect the Mayor and Deputy Mayor for the remainder of the Council term, being 14 September 2024.

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

- 1) a) That Kerri Swain of Jennings & Kneipp Lawyers, as Returning Officer, call for nominations for the election of Mayor for the one (1) year term 27 September 2023 to 14 September 2024, being the date of the next Local Government Elections; and then  
  
b) That Kerri Swain of Jennings & Kneipp Lawyers, as Returning Officer, call for nominations for the election of Deputy Mayor for the one (1) year term 27 September 2023 to 14 September 2024, the date of the next Local Government Elections; and
- 2) Council to determine the form of ballot to be used if so required, conditional on no Councillor attending the meeting via audio visual. If Councillors are attending via audio visual, the vote must be by Open Vote; and
- 3) Following the election, the Returning Officer declares Cr ..... elected as Mayor for the period 27 September 2023 to 14 September 2024, the date of the next Local Government Elections.
- 4) Following the election, the Returning Officer declare Cr ..... elected as Deputy Mayor for the period 27 September 2023 to 14 September 2024, the date of the next Local Government Elections.

### **BACKGROUND**

At Council's last Ordinary Meeting (Wednesday 23 August 2023) the Deputy Mayor election was resolved to become realigned in timing with the Mayoral election, as per below.

The mode of attendance was also brought to Councillor's attention, Councillors will resolve on the day of the ballot, the type of ballot required, this is a requirement under Section 7 of the Local Government (General) Regulation 2021, which prescribes three

Our Governance No. 53 Cont...

methods of election modes of which Council may use dependent on the mode of attendance of all Councillors.

On 23 August 2023 at the Ordinary Council Meeting, it was resolved as follows:

**Resolution# 140/23**

**Resolved** 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, would need to be by an "Open Ballot" to allow for Councillors to vote via "audio-visual" means i.e., Zoom link, to be resolved immediately prior to the election.*

*(Peter Murphy/Tom Peters)*

**Motion Carried**

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 27 September 2023 Ordinary Council Meeting.

**REPORT:**

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

***Open ballots can be undertaken remotely where a Council is conducting its meetings by audio visual link.***

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.

Our Governance No. 53 Cont...

**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.

### **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**

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.

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:                  | <div> <b>1</b> Mayoral Elections 2023           <div>2 Pages</div> </div> <div> <b>2</b> Mayoral Election Nomination Form           <div>1 Page</div> </div> |

Our Governance No. 53 Cont...

- 3** Deputy Mayor Election Nomination 1 Page  
Form



## Circular to Councils

|                             |                                                                                                    |
|-----------------------------|----------------------------------------------------------------------------------------------------|
| <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

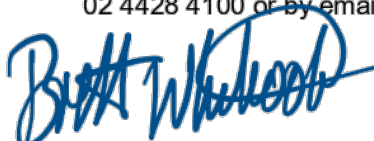
- Mayoral elections must be conducted in accordance with Schedule 7 of the *Local Government (General) Regulation 2021*.
- Schedule 7 prescribes three methods of election of mayors:
  - open ballot (eg a show of hands)
  - ordinary ballot, or
  - preferential ballot.
- Councillors can participate in 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**

**TENTERFIELD SHIRE COUNCIL MAYORAL**

**ELECTION – 27 SEPTEMBER 2023**

We hereby nominate Councillor .....

for the office of **MAYOR** for the period 27 September 2023 to 14 September 2024

1) ..... 2) .....

(Signature of Nominator)

(Signature of Nominator)

I hereby accept and consent to the above nomination.

.....  
(Signature of Nominee)

**Note:** This form should be returned to the Returning Officer, Ms Kerri Swain, Tenterfield Shire Council, 247 Rouse Street Tenterfield:  
Either prior to, or at the commencement of the Ordinary Council Meeting on Wednesday, 27 September 2023.

---

**TENTERFIELD SHIRE COUNCIL**

**MAYORAL ELECTION – 27 SEPTEMBER 2023**

We hereby nominate Councillor .....

for the office of **MAYOR** for the period 27 September 2023 to 14 September 2024

1) ..... 2) .....

(Signature of Nominator)

(Signature of Nominator)

I hereby accept and consent to the above nomination.

.....  
(Signature of Nominee)

**Note:** This form should be returned to the Returning Officer, Ms Kerri Swain, Tenterfield Shire Council, 247 Rouse Street Tenterfield:  
Either prior to, or at the commencement of the Ordinary Council Meeting on Wednesday, 27 September 2023.

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**TENTERFIELD SHIRE COUNCIL**

**ELECTION OF DEPUTY MAYOR – 27 SEPTEMBER**

**2023**

We hereby nominate Councillor .....

for the office of **DEPUTY MAYOR** for the period 27 September 2023 to 14  
September 2024

1) ..... 2) .....

(Signature of Nominator)

(Signature of Nominator)

I hereby accept and consent to the above nomination.

.....  
(Signature of Nominee)

**Note:** This form should be returned to the Returning Officer, Ms. Kerri Swain, Tenterfield  
Shire Council, 247 Rouse Street Tenterfield:  
Either prior to, or at the commencement of the Ordinary Council Meeting on Wednesday, 27  
September 2023.

**TENTERFIELD SHIRE COUNCIL**

**ELECTION OF DEPUTY MAYOR – 27 SEPTEMBER**

**2023**

We hereby nominate Councillor .....

for the office of **DEPUTY MAYOR** for the period 27 September 2023 to 14  
September 2024

1) ..... 2) .....

(Signature of Nominator)

(Signature of Nominator)

I hereby accept and consent to the above nomination.

.....  
(Signature of Nominee)

**Note:** This form should be returned to the Returning Officer, Ms. Kerri Swain, Tenterfield  
Shire Council, 247 Rouse Street Tenterfield:  
Either prior to, or at the commencement of the Ordinary Council Meeting on Wednesday, 27  
September 2023.

|                      |                                               |
|----------------------|-----------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>  |
| <b>Submitted by:</b> | Lee Sisson, Governance Officer                |
| <b>Reference:</b>    | <b>ITEM GOV54/23</b>                          |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT AUGUST 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. |

---

**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:**

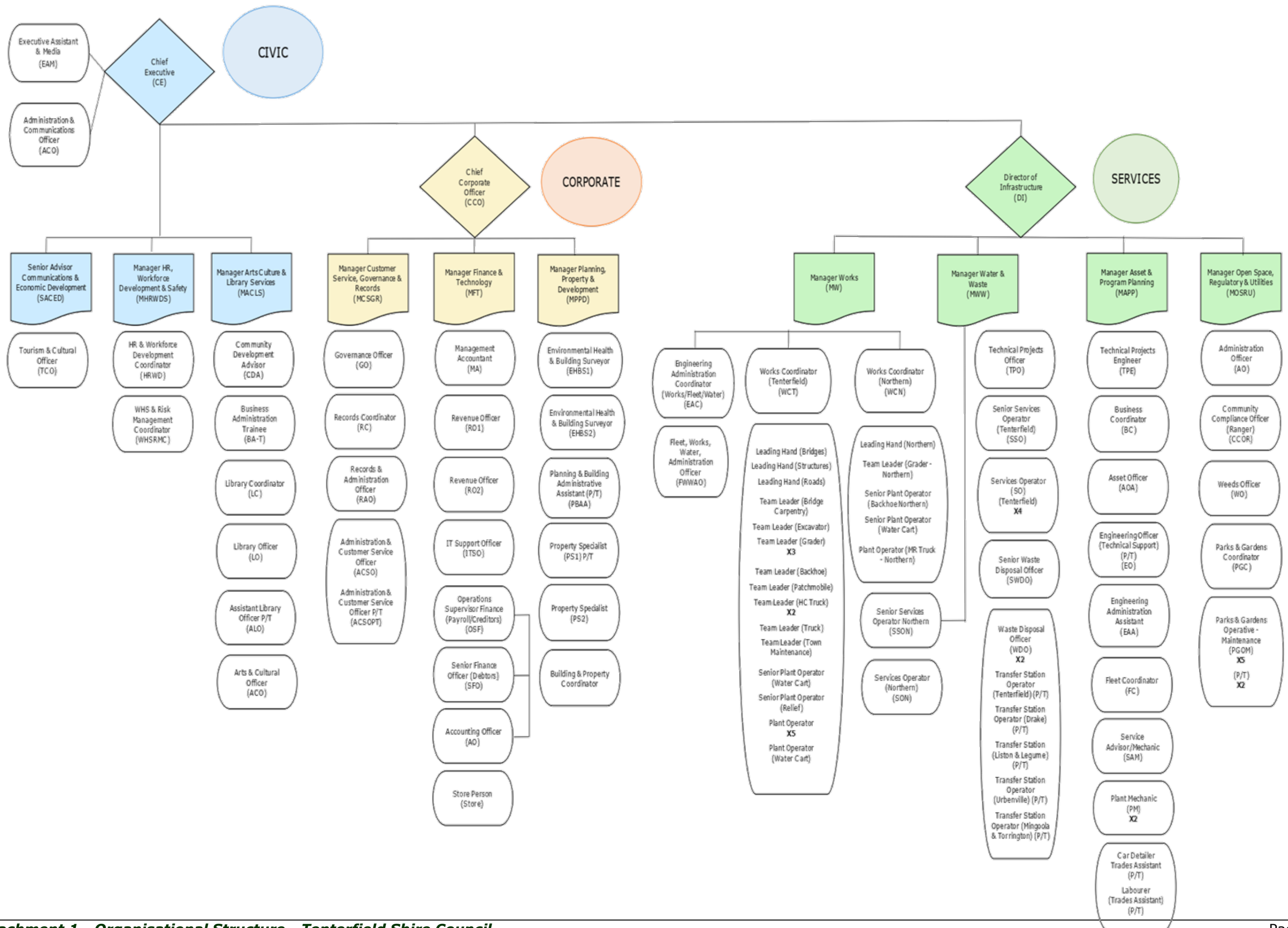
**That Council:**

**Receives and notes the status of the Monthly Operational Report for August 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> Organisational Structure -<br>Tenterfield Shire Council | 1 Page      |
|                               | <b>2</b> Monthly Operational Report -<br>August 2023             | 72<br>Pages |





# Monthly Operational Report

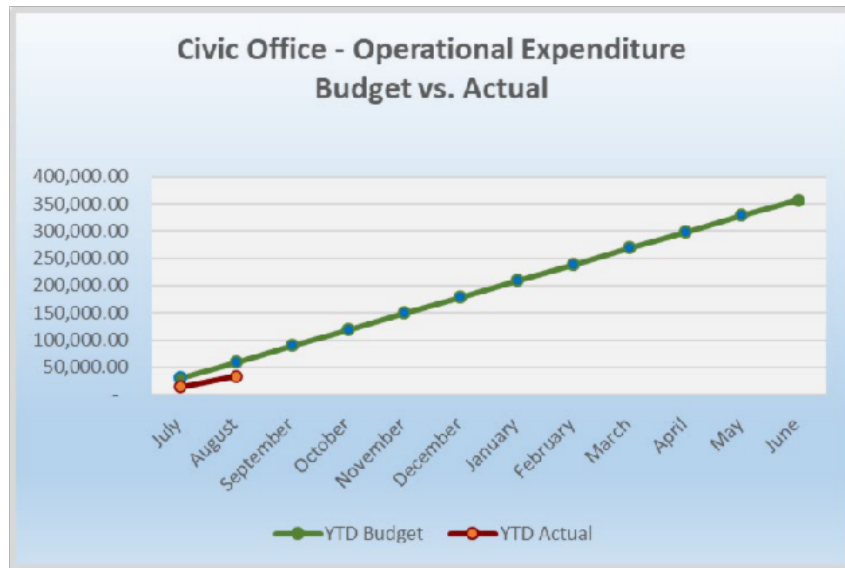
Tenterfield Shire Council August 2023

Council Meeting 27 September 2023








**TENTERFIELD**

## 1. Civic Office








| COA                      | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------|------------------------------|--------------------------------|------------------------------|
| Civic Office             | 357,135                      | 33,435                         | 9.36%                        |
| 2. Operating Expenditure | 357,135                      | 33,435                         | 9.36%                        |

## 1. CIVIC OFFICE

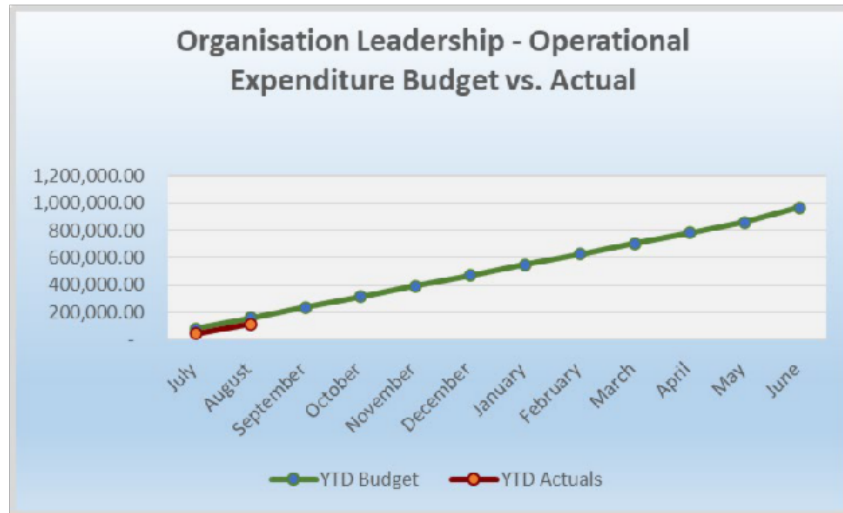
| Business Unit: Civic Office                                                                                 |                             |                                                                                                                                                                                                                                                                                                 |                                                                                                 |
|-------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 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 | Preparation for an updated Community Engagement Strategy will commence in March 2024.                                                                                                                                                                                                           |  ON TRACK    |
| 1.1.1.2 Provide opportunities for the community to participate in decision making.                          | Chief Executive             | No community engagement presentations came before Council meeting 23 August 2023.                                                                                                                                                                                                               |  No TARGET   |
| 1.1.2.1 Support and contribute to NAIDOC week.                                                              | Chief Executive             | Council provided in kind support to NSW Reconstruction Authority officer Gina Carpenter with promotional materials for the NAIDOC Ball 2023.                                                                                                                                                    |  No TARGET   |
| 1.2.4.1 Promote and recognise the work of volunteers in the community.                                      | Executive Assistant & Media | For the month of August we would like to recognise the Lions Club of Tenterfield for providing assistance to the Tenterfield Physical Culture Club and their highly successful interclub weekend at the RSL Memorial Hall, which bought over 600 competitors and their families to Tenterfield. |  No TARGET  |
| 2.1.3.1 Investigate, advocate for, and source funding to improve transport infrastructure across the shire. | Chief Executive             | August 2023 - Ongoing nothing to report                                                                                                                                                                                                                                                         |  No TARGET |

**1. CIVIC OFFICE** Monthly Operational Report - August 2023

| Action                                                                                                                                                                                          | Responsibility                                       | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 5.1.1.9 Influence and advocate support from Federal and State government in relation to promotion of Tenterfield community objectives.                                                          | Chief Executive                                      | August 2023 - ongoing nothing to report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  No TARGET   |
| 5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.                                                                                                            | Chief Executive                                      | August - working in background no change, nothing to report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  No TARGET   |
| 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</p> <p>Total post reach for August 5528 – up 32% on July</p> <p>Top posts:</p> <p>SPECIAL EVENT at Tenterfield Public Library – ‘Going Down the Rabbit Hole’ (14/8) post reach 2552</p> <p>Tenterfield Airstrip in New Hands (8/8) post reach 1458</p> <p>School of Arts – Cinema Voucher Reimbursements (9/8) post reach 1410</p> <p>FLYING-FOX MANAGEMENT PLAN</p> <p>Officer has continued working with the State Department of Planning and Environment and the ecology consultant, Alison Martin of Greenloaning Biostudies, on the DRAFT Flying-fox Management Plan for Tenterfield. The DRAFT has been sent to the Department for comment and returned to the consultant for further work and should be available for Council consideration in coming weeks. The document, which runs to nearly 100 pages, covers history of the Naas St camp, species, state and federal legislation protecting the species and possible management options under the legislation.</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                                      | August- Ongoing no change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  No TARGET |
| 5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.                                                                   | Chief Executive                                      | August 2023- Ongoing no change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  No TARGET |







## 2. Organisation Leadership

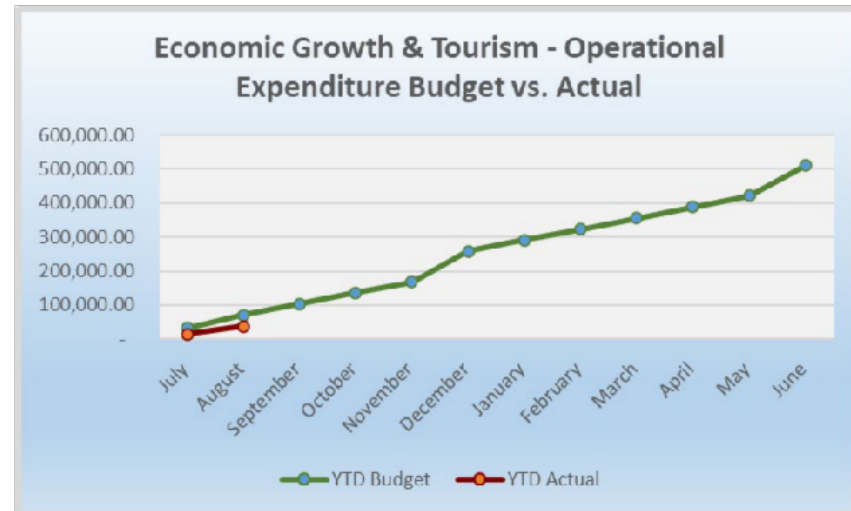
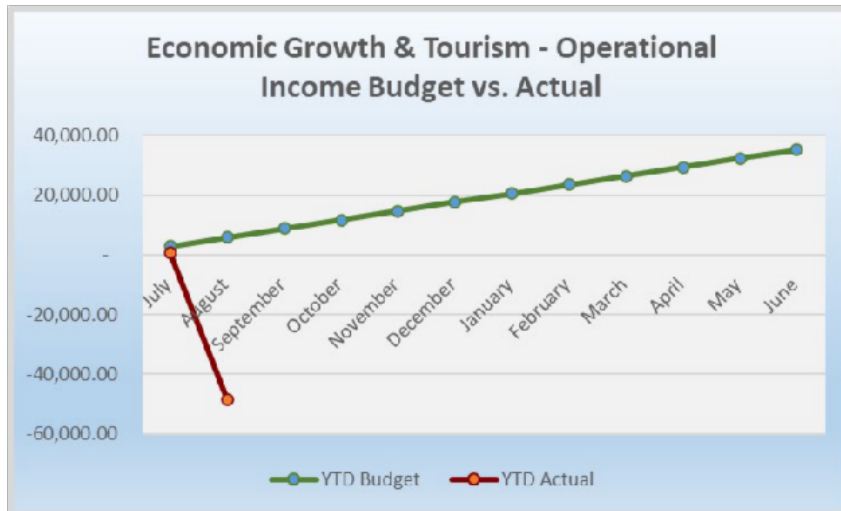


| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|--------------------------|------------------------|--------------------------|------------------------|
| Organisation Leadership  | 965,391                | 112,107                  | 11.61%                 |
| 2. Operating Expenditure | 965,391                | 112,107                  | 11.61%                 |

## 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                                      | August 2023 - Ongoing no change                                                                                                                                                                                     |  NEEDS WORK   |
| 5.1.2.5 Ensure the continued review of council's operations to ensure financial sustainability.                                                                                                   | Chief Executive                                      | August 2023 - Ongoing a lot of background work including a revised RAMP ( Road Asset Management Plan)                                                                                                               |  No TARGET    |
| 5.1.2.6 Council will divest itself of under-performing assets.                                                                                                                                    | Senior Advisor Communications & Economic Development | Property sales<br>Officer continued working on sales of surplus land and assets during August.<br><br>Sale of "Bendall's" continued to settlement during August. Sale of "Bendall's" will take effect 20 September. |  NEEDS WORK |

### 3. Economic Growth and Tourism



| COA                                                                                | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|------------------------------------------------------------------------------------|------------------------|--------------------------|------------------------|
| <b>Economic Growth and Tourism</b>                                                 | <b>481,728</b>         | <b>96,793</b>            | <b>20.09%</b>          |
| 1. Operating Income                                                                | (35,162)               | 48,428                   | -137.73%               |
| 2. Operating Expenditure                                                           | 509,683                | 37,347                   | 7.33%                  |
| 3. Capital Income                                                                  | 0                      | 424                      | 0.00%                  |
| 4. Capital Expenditure                                                             | 0                      | 9,491                    | 0.00%                  |
| 5400511. SCCF5 - 0867 - Tenterfield Youth Precinct Infrastructure Upgrade, Stage 2 | 0                      | 9,491                    | 0.00%                  |
| 6. Liabilities                                                                     | 7,207                  | 1,102                    | 15.29%                 |

Note – Operating income is currently negative in the graph due to income accruals for 2022/23 financial year. This figure will be offset in future months as grant milestone payments are received.

3. ECONOMIC GROWTH

Monthly Operational Report - August 2023

2.1.1.1 Seek opportunities that align with the Regional Economic Development Strategy (REDS).

Bruce Mills - Senior Advisor  
Communications & Economic Development

Tue, 1 August 2023

Officer and CEO met with Department of Regional NSW's director Regional Development New England North West, Shaun O'Sullivan, and Economic Development Manager New England North West Dane O'Connor at the Shire office to discuss what's happening business/industry/wise in the Shire.


The CEO explained current financial issues for Council and the need to find savings across all sectors, including the School of Arts and the Visitors' Information Centre.

The CEO explained Council was not able to apply for any grants which required co-funding and would only look at fully-funded opportunities that would not add to on-going maintenance/depreciation costs.


The Department of Regional NSW managers explained they and the department were waiting for policy direction from the new state government, including priority areas for attention.

Friends of Tenterfield Aerodrome (FOTA) officially took over the management/maintenance of Tenterfield airstrip on Wed, 16 August 2023. Under an initial 10-year lease, with further 10-year options, FOTA is responsible for all operations and planned upgrades. The lease relieves Council (and ratepayers) of maintenance costs, while allowing FOTA to progress its vision for the airstrip with upgrades and expanded use.

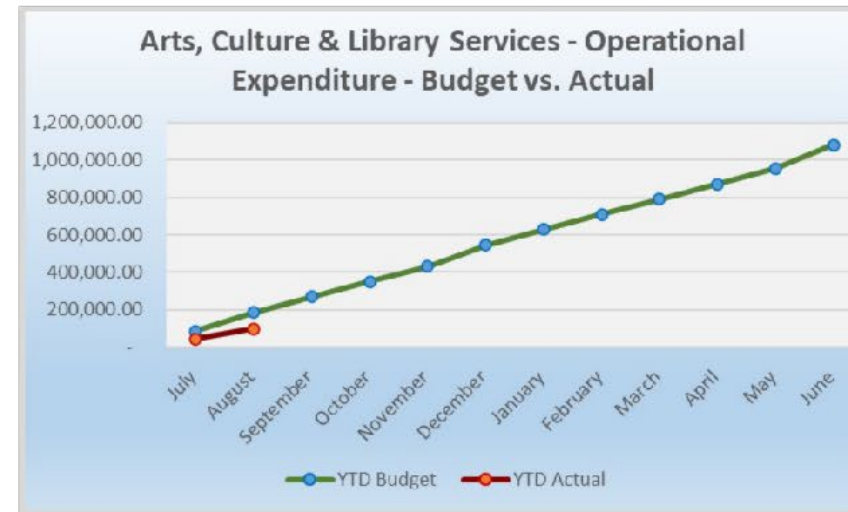
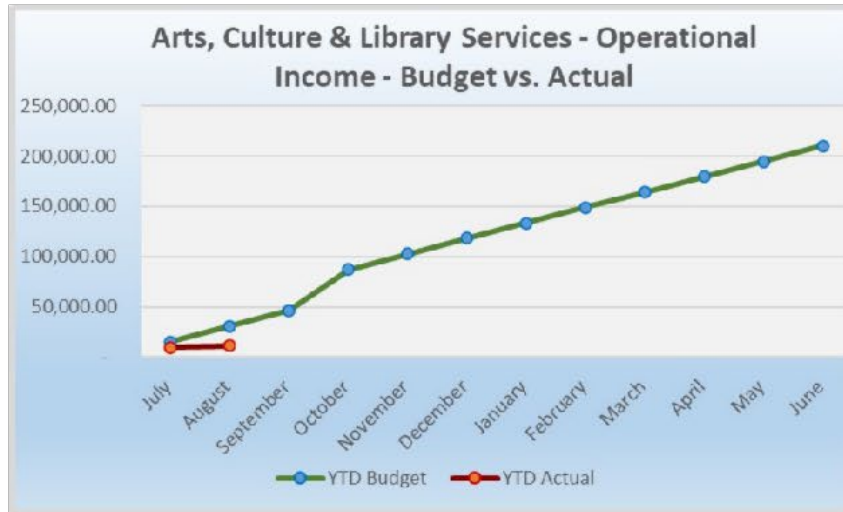


| 3. ECONOMIC GROWTH                                                                            |                                                      | Monthly Operational Report - August 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                     |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities. | Senior Advisor Communications & Economic Development | <p>Wed, 30 August 2023</p> <p>Officer attended the Chamber of Tourism, Industry and Business (TCTIB) tourism meeting at the Royal Hotel. Meeting well-attended with more than 50 local business owners, including tourism operators, interested locals and also the president of the Stanthorpe Chamber of Commerce. The meeting discussed options for visitor information services and tourism promotion following Council's decision to cease its role in these functions from August 31.</p> <p>Business owners agreed to host information/brochure/map display stands in their premises and explore greater and co-ordinated use of online bookings and promotions. While meeting was divided over the future of the VIC, there was a general view business owners were well-placed to promote the town and region.</p> <p>The Chamber's tourism "working group" had yet to settle on a forward plan and whether to re-open a new VIC in leased premises in the town. Several tourism operators questioned the value of spending tens of thousands of dollars to establish a new VIC when their businesses relied almost solely on websites and booking apps. The Chamber will try to hold fortnightly meetings.</p> <p>The Chamber has taken over responsibility for updating the Tenterfield tourism website, FB and Instagram accounts and was looking to work closely and more cooperatively with Qld Granite Belt wineries and tourism operators. An update on what was happening with Angry Bull Trails was presented to the meeting.</p> <p>Attendees supported greater use of online platforms, especially Australian Tourism Data Warehouse (ATDW), for promotions/bookings and for the next month keep will the VIC open using volunteer staff.</p> <p>Council continues to work on preparing an MOU for the Chamber to finalise the visitor information and tourism promotion roles, including use of ratepayer-funding and reporting to Council.</p> <p>Urbenville Progress Association is working to update the town's tourism brochure. The association is contacting locals about refreshing information and selecting new images for the brochure. Once a draft is approved, a new brochure will be printed by Council, using funds from the Bushfire recovery fund.</p> |  |
|                                                                                               |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                     |

3. ECONOMIC GROWTH Monthly Operational Report - August 2023

| Action                                                                           | Responsibility                                       | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Status                                                                                            |
|----------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 5.2.3.1 Support future proposals for improved telecommunications infrastructure. | Senior Advisor Communications & Economic Development | <p>New Telstra mobile tower proposed for south of town Amplitel (part of the Telstra group) proposes to install a new mobile telecommunications tower and associated equipment at 8801c New England Highway, Tenterfield (Lot 1 DP 855229), south of town.</p> <p>Telstra says the new tower will provide much needed mobile network coverage and bring Tenterfield up-to-date with other regional areas. The proposal comprises: Installation of a 30m concrete monopole; Installation of six (6) new 4G and three (3) new 5G panel antennas on supporting mounts; Installation of standard equipment shelter; Installation of ancillary equipment such as Radio Units, and feeders associated with the operation and safety of the facility; The work is Exempt and Complying Development in accordance with the State Environmental Planning Policy (Transport and Infrastructure) 2021.</p> | <br>NEEDS WORK |




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



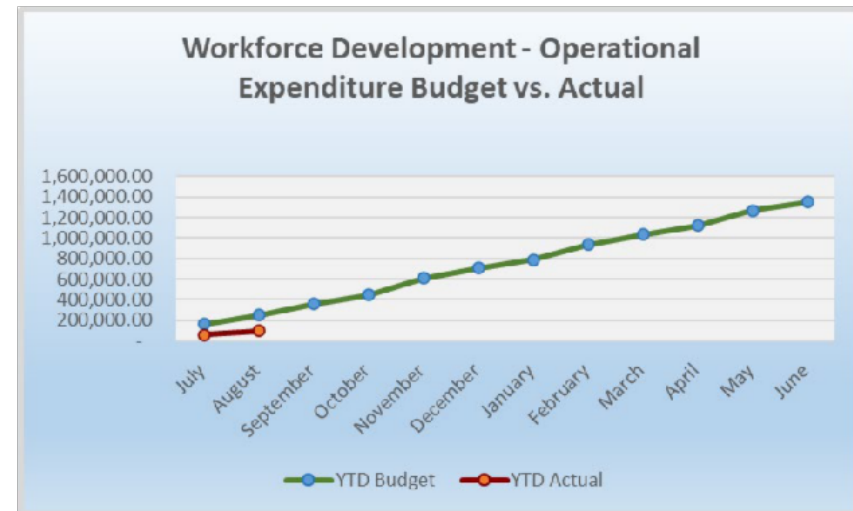
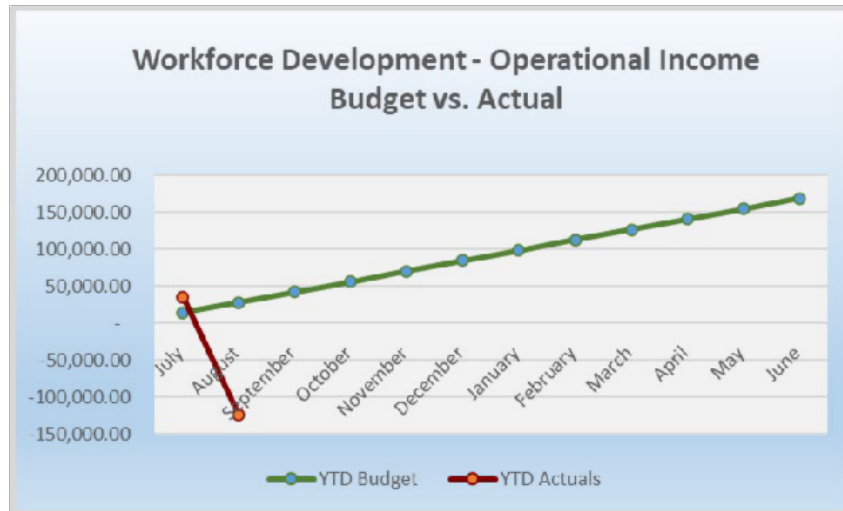
| COA                                                                                     | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|-----------------------------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Arts, Culture &amp; Library Services</b>                                             | 875,888                      | 107,486                        | 12.27%                       |
| 1. Operating Income                                                                     | (210,369)                    | (11,041)                       | 5.25%                        |
| 2. Operating Expenditure                                                                | 1,079,257                    | 99,300                         | 9.20%                        |
| 3. Capital Income                                                                       | (13,246)                     | (2,631)                        | 19.86%                       |
| 4. Capital Expenditure                                                                  | 13,246                       | 20,923                         | 157.96%                      |
| 5000520. Local Priority Grant 2020/21                                                   | 0                            | 7,000                          | 0.00%                        |
| 5000522. Local Priority Grant 2021/22                                                   | 0                            | 12,395                         | 0.00%                        |
| 5000523. Public Library Infrastructure Grant - Refurbishment of the Tenterfield Library | 0                            | 710                            | 0.00%                        |
| 5000525. Local Priority Grant 2023/24                                                   | 13,246                       | 818                            | 6.18%                        |
| <b>6. Liabilities</b>                                                                   | <b>7,000</b>                 | <b>935</b>                     | <b>13.36%</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 | <p>During the August reporting period the Museum Advisor visited Tenterfield from 22 – 24 August and provided professional advisory services to Council with regards to the SHPMSoA closure and collection security, Tenterfield Railway Museum exhibition upgrade, working bee activities, development of a strategic plan and development of a project for submission to the Museums &amp; Galleries NSW Annual Imagine Awards. Liaison with Centenary Cottage with regards to the development of a 'Museum in a Box' outreach program for School students and Aged Care facilities.</p> <p>During August Arts North West held two regional arts development programs and supported extensive cross promotion for the Make-It Tenterfield Evoke project. An Industry Mixer networking event was held on 27 August at the Commercial Hotel featuring live music; and 8 x 1 hour, 1-on1 Creative Development sessions were held on 28 August at the Corner Café for local creatives to meet with the Regional Manager of Music NSW and/or Executive Director of Arts North West to gain industry insight and discuss creative projects and ideas.</p> |  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 | <p>During the August reporting period the library reopened on 7 August after completing the refurbishment, funded by the 2021/22 State Library Public Infrastructure funding program.</p> <p>During the August reporting period the Library provided services to approximately 863 members including 1,607 physical and 281 digital items borrowed with 154 individuals spending 177.5 hours using the public computers. The home Library service delivered 154 items to 25 home Library members. Storytime was attended by 42 children and 25 parents across 4 sessions.</p> <p>Public feedback on the new library spaces has been overwhelmingly positive with visitors commenting: "what a vibrant and wonderful new space"; "great new kids area"; "Wow... we have just moved to Tenterfield from the Sunshine Coast and can't believe what a great library you have here with the modern and bright space and amazing collection of books to choose from... we are book lovers... and so happy to have such a fantastic library".</p>                                                                                                            |  NEEDS WORK   |
| 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 August | 23/24 Percentage Spent |
|--------------------------|------------------------|--------------------------|------------------------|
| Workforce Development    | 1,182,708              | 222,894                  | 18.85%                 |
| 1. Operating Income      | (168,971)              | 124,652                  | -73.77%                |
| 2. Operating Expenditure | 1,351,679              | 98,242                   | 7.27%                  |



Note – Operating income is currently negative in the graph due to income accruals for 2022/23 financial year. This figure will be offset in future months as grant milestone payments are received.

## 5. WORKFORCE DEVELOPMENT

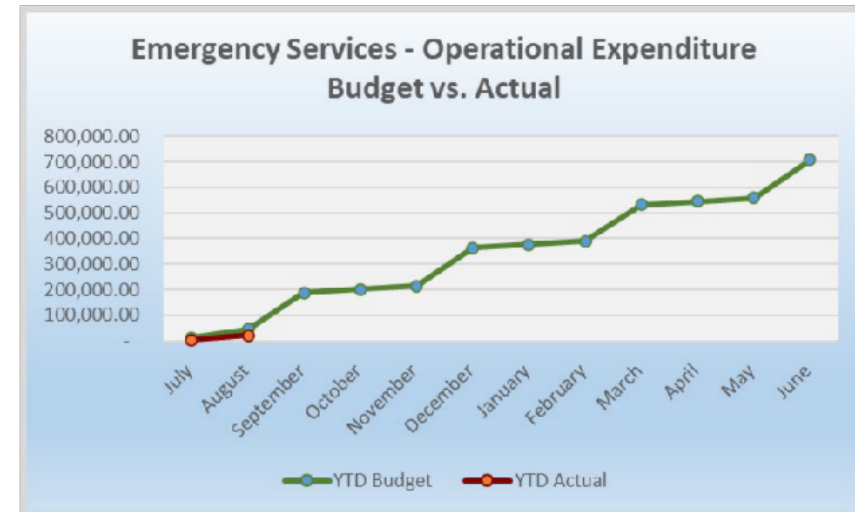
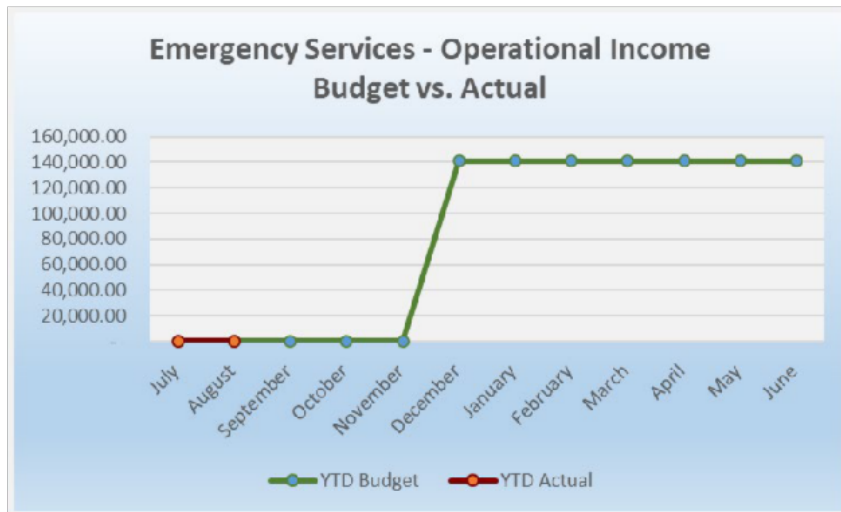
| Business Unit: Workforce Development                                                                      |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                 |
|-----------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Service Profile: Workforce Development                                                                    |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                 |
| Action                                                                                                    | Responsibility                            | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Status                                                                                          |
| 5.1.1.4 Develop, manage and deliver the Workforce Management Strategy.                                    | Acting Manager HR & Workforce Development | The moratorium on recruitment continues in August. Implementation of some specific Workforce Management Strategies are being impeded by current financial constraints. Structural and workforce considerations moving forward with the fiscal repair strategy aligning with our Operational and Delivery Plan are focus areas, to promote stable and sustainable opportunities for the future. Current Full Time Equivalent (FTE) - 103 (FTE following redundant roles from Community Development, School of Arts Cinema, Theatre & Museum and Visitor Information Centre). (Note: this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes). Current head count - 83 (Note: this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes). Current Casual count - 7 (Note: casuals are not included in the FTE or head count and work is varied. |  No TARGET   |
| 5.1.1.5 Facilitate worker health and wellbeing, consultation, communication, and participation processes. | Acting Manager HR & Workforce Development | Management and supervisors are providing regular onsite workplace health and safety discussions/meetings with staff/crews. Council's employee assistance program continues with ongoing onsite counselling sessions being provided monthly. An additional outreach program has been initiated for a further 12 months for employees. Finalisation of Council's WHS Self Audit for 2023 has been completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  NEEDS WORK  |
| 5.1.1.6 Develop, manage and deliver the skills targeted training plans.                                   | Acting Manager HR & Workforce Development | Certificate III in Civil Construction Plant Operations ongoing. Diploma in Facilities Management ongoing. Arts & Cultural Administration completed. Fleet Management Certificate. Traineeship - Certificate III in Business Administration ongoing. Governance Intensive Course completed. Graduate Certificate of Leadership. Government incentives and initiatives are being investigated for future learning and development programs and is ongoing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  No TARGET |

5. WORKFORCE DEVELOPMENT

Monthly Operational Report - August 2023

| Action                                                                                         | Responsibility                                  | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Status                                                                                            |
|------------------------------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 5.1.1.7 Develop, manage and deliver employer of choice recruitment and retention services.     | Acting Manager<br>HR & Workforce<br>Development | Moratorium on recruitment has continued in August. The repositioning of staff resourcing where possible to ensure the retention of valuable staff assets remains a priority during this period and is ongoing.<br>Following the closure of the School of Arts Cinema, Theatre and Museum in late June, and Visitor Information Centre in August, has seen some staff redeployments made where possible.<br>Implementation of some specific Workforce Management Strategies are being impeded by the organisations current financial constraints. | <br>No TARGET  |
| 5.1.1.8 Manage and report on Council's Enterprise Risk Management Framework and Risk Register. | Acting Manager<br>HR & Workforce<br>Development | Council's risk register continues to be monitored, reviewed and updated.<br>Audit and Risk Committee meeting scheduled for August has been re-scheduled for September.<br>Continuous Improvement Pathway (CIP) self assessments are underway with completion due in October.                                                                                                                                                                                                                                                                     | <br>NEEDS WORK |
|                                                                                                |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                   |

## 6. Emergency Services




| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|--------------------------|------------------------|--------------------------|------------------------|
| Emergency Services       | 567,521                | 20,564                   | 3.62%                  |
| 1. Operating Income      | (140,974)              | 0                        | 0.00%                  |
| 2. Operating Expenditure | 708,495                | 20,564                   | 2.90%                  |

6. EMERGENCY SERVICES

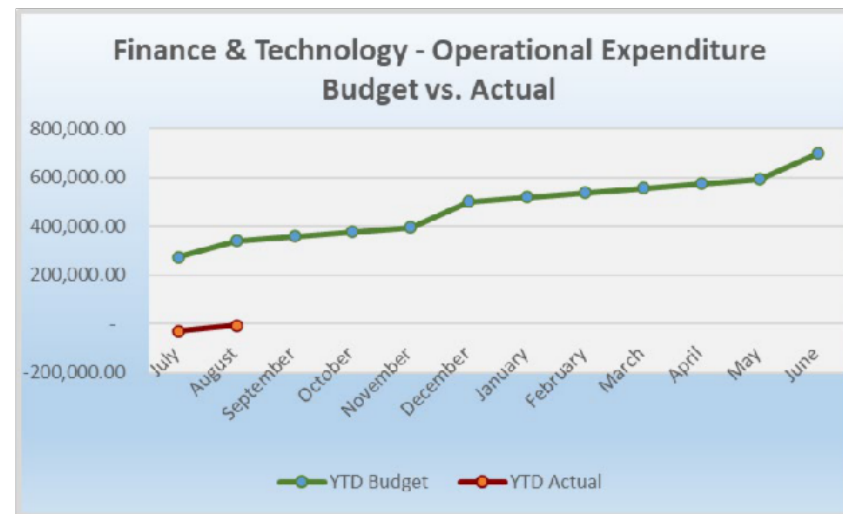
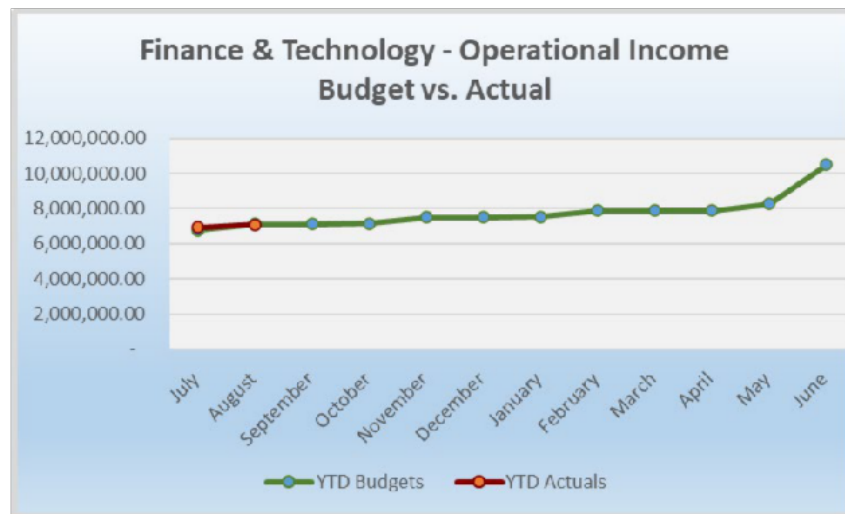
Monthly Operational Report - August 2023

Business Unit: Emergency Services

Service Profile: Emergency Services

| Action                                                                             | Responsibility                            | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Status                                                                              |
|------------------------------------------------------------------------------------|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 3.1.6.1 Develop, manage and deliver Emergency Management functions and facilities. | Acting Manager HR & Workforce Development | <p>Local Emergency Management Committee (LEMC) meeting is scheduled to be held in September. The Emergency Management Plan (EMPLAN) is being reviewed by local emergency organisations.</p> <p>3 staff to attend the Northern Tablelands Bush Fire Management Committee (BFMC) Next Generation Bushfire Risk Management Plan Workshop 2 held in September. Council's Local Emergency Management Officers (LEMOs) have been invited to attend Southern Downs Regional Council's Local Emergency Management Committee, providing a cross border network and collaboration on cross border emergency planning.</p> <p>NSW Reconstruction Authority meeting to be held with the Community Recovery Officer and Acting Manager HR, Workforce Development &amp; Safety in September on the community recovery officer program and deliverables, along with the Pre-Event Recovery Plan, which supports the EMPLAN by identifying specific roles and responsibilities within recovery, and is a sub-plan of the EMPLAN.</p> <p>Council's Community Recovery Officer (CRO) has been actively working with NSW Reconstruction Authority and the Tenterfield community, providing emergency recovery information and programs.</p> |  |



## 7. Finance and Technology



| COA                                          | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|----------------------------------------------|------------------------|--------------------------|------------------------|
| <b>Finance &amp; Technology</b>              | (9,593,063)            | (7,089,248)              | 73.90%                 |
| 1. Operating Income                          | (10,495,970)           | (7,088,050)              | 67.53%                 |
| 2. Operating Expenditure                     | 697,889                | (8,196)                  | -1.17%                 |
| 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                 | 6,998                    | 8.75%                  |





## 7. FINANCE & TECHNOLOGY

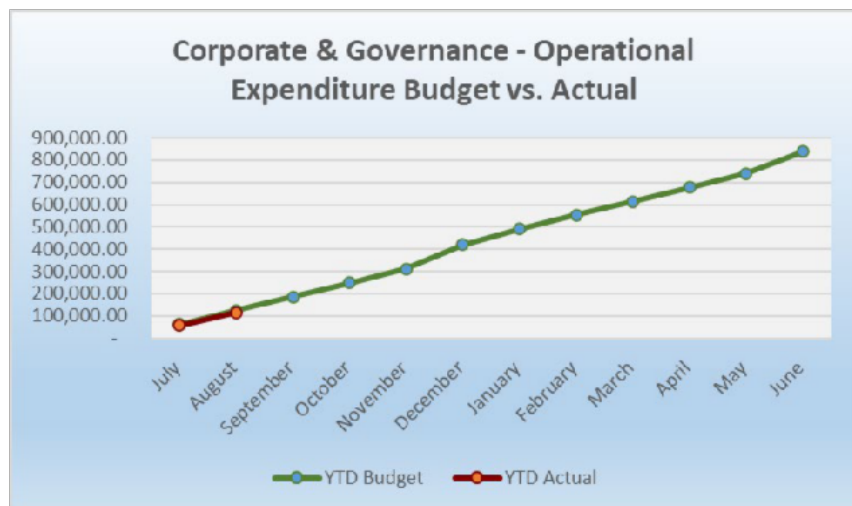
| Business Unit: Finance & Technology                                                                                       |                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| 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 in is working capital. During the month of August, 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. Council has accepted the amended operational plan and the LTFP has been updated with information so far.</p> <p>As Council continuously works toward a Fiscal Repair Strategy and an updated Roads Asset Management Plan the decisions Council makes will be reflected in the LTFP.</p>                                                                                                            | <br>NEEDS WORK |

7. FINANCE & TECHNOLOGY

Monthly Operational Report - August 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 August 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>From above, in August Council invested additional \$1 Million for a 30 day term deposit in accordance with Council's Investment Policy resulting in total investment for August at \$7 Million.</p> |  |
| 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 August 2023.</p>                                  |  |

## 8. Corporate and Governance






| COA                      | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------|------------------------------|--------------------------------|------------------------------|
| Corporate and Governance | 837,181                      | 113,610                        | 13.57%                       |
| 1. Operating Income      | (1,656)                      | (467)                          | 28.18%                       |
| 2. Operating Expenditure | 838,837                      | 114,076                        | 13.60%                       |

## 8. CORPORATE & GOVERNANCE

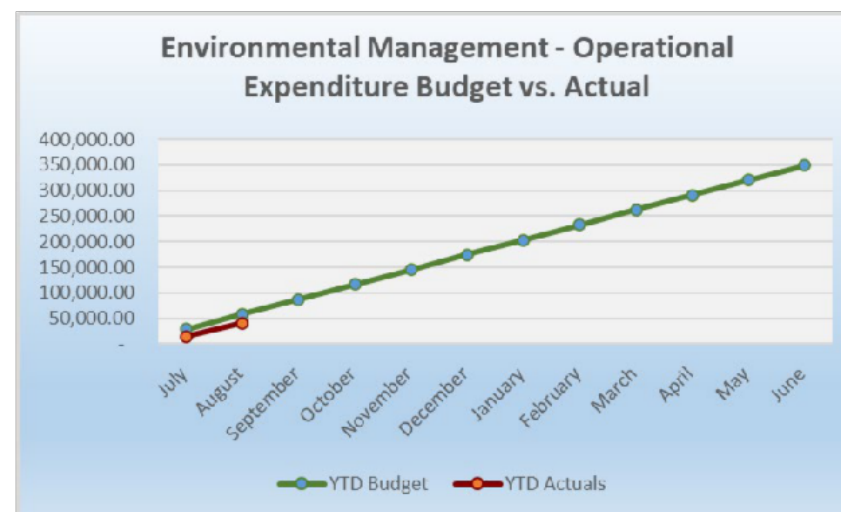
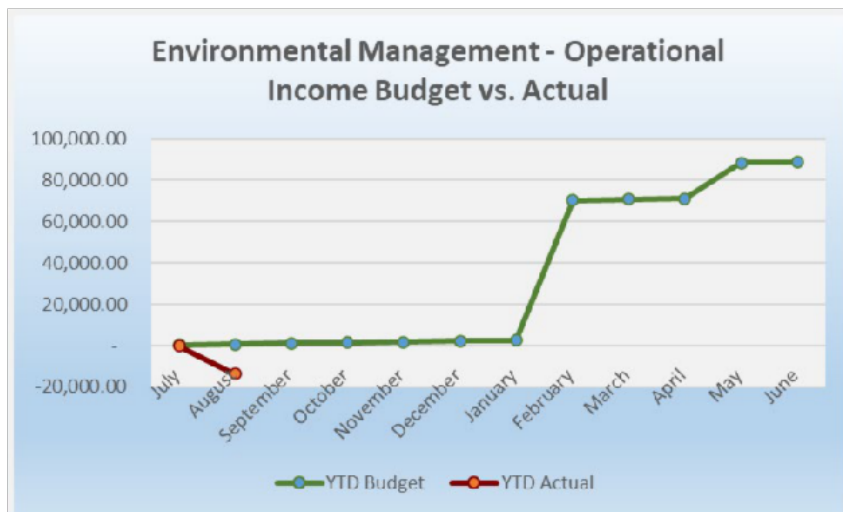
| Business Unit: Corporate & Governance                                                                      |                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                   |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 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<br>Customer Service,<br>Governance &<br>Records | Additional Civic artefacts have been returned to the main administration building, from both the Visitor Information Centre and Library during August 2023. The time capsule sculpture by Chris Humphreys has been returned to display in the main foyer of the administration building in August 2023. Council's honour boards have been transported to a local signwriter for updating of honour recipients and recent mayors details.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <br>NEEDS WORK |
| 5.1.1.1 Develop, manage and deliver Customer Services, in accordance with the Customer Service Charter.    | Manager<br>Customer Service,<br>Governance &<br>Records | <p>Compliments for August 2023 - 2<br/>Complaints for August 2023 - 1<br/>Abusive customers for August 2023 - 0<br/>Customer Service General Enquiries for August 2023 - 110<br/>Total inbound calls for August 2023 - 5,046<br/>Inbound calls for Customer Service for August 2023 - 866<br/>Inbound calls for Planning, Property &amp; Development Services for August 2023 - 685<br/>Inbound calls for Infrastructure &amp; Engineering Services for August 2023 - 407<br/>Inbound calls for Rates for August 2023 - 273</p> <p>Customer service staff receipted and registered the following applications in August 2023:<br/>Mobile (wheelie) bin applications – 1<br/>Pension Rebate applications - 8<br/>Section 10.7 Planning Certificates - 36<br/>Section 603 Certificates - 23<br/>Dwelling Permissibility Search - 2<br/>Section 735A - 1<br/>Sewer Diagrams - 11<br/>Drainage Diagrams – 10</p> | <br>NEEDS WORK |

8. CORPORATE & GOVERNANCE

Monthly Operational Report - August 2023

| Action                                                                                                                                                                                                                          | Responsibility                                    | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 5.1.1.2 Develop, manage and deliver Governance Services, in accordance with the OLG compliance Guide, IP&R Framework and Reporting including the Monthly Operational Report, GIPA and PIDS and facilitate and support the ARIC. | Manager<br>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.<br><br>NSW Ombudsmans Office conducted information sessions in the fourth week of August 2023 on the new Public Interest Disclosures Act coming into force on 1 October 2023. The most significant change will be the identification of all suitable managers and supervisors as disclosure officers, instead of one separately nominated disclosure officer. Online information packages and training videos are being provided by the Ombudsmans Office during September 2023. | <br>NEEDS WORK   |
| 5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.                                                                                                                                | Manager<br>Customer Service, Governance & Records | Records staff have rationalised old Rates records that are no longer required to be held, during August 2023, as instructed by NSW State Records.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <br>NEEDS WORK   |
| 5.2.1.1 Deliver independent bi-annual Customer Satisfaction survey.                                                                                                                                                             | Manager<br>Customer Service, Governance & 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<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------|------------------------------|--------------------------------|------------------------------|
| Environmental Management | 260,572                      | 55,134                         | 21.16%                       |
| 1. Operating Income      | (88,774)                     | 13,685                         | -15.42%                      |
| 2. Operating Expenditure | 349,346                      | 41,449                         | 11.86%                       |

Note – Operating income is currently negative in the graph due to income accruals for 2022/23 financial year. This figure will be offset in future months as grant milestone payments are received.


## 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 | No enforcement duties were undertaken in August, due to Ranger being on leave.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  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 | <p>Weed Report August 2023</p> <p>Serrated Tussock - Treated on the Bruxner Way at Sunnyside.</p> <p>Black Knapweed - Treated on Aldershot and Bellevue roads and on private property as required.</p> <p>Tropical Soda Apple - Bruxner Highway near Drake.</p> <p>Tree Suckers - Along Mt Lindsey Highway at new road works just before Maryland Hill</p> <p>Council Lands - Tenterfield Water Treatment Plant and reservoir<br/>Tenterfield Sewage Treatment plant and ponds<br/>Tenterfield Transfer Station and pound<br/>Tenterfield Shire Depot Tenterfield Sale yards Bruxner Park<br/>Swimming Pool<br/>Council Carparks</p> <p>Property inspections - 20 property inspections.</p> <p>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. One Tropical Soda Apple Plant was found near Newman's Pinch near Drake</p> <p>Meetings/Conferences - Regional Weeds Committee meeting at Walcha.<br/>Attended the NSW Weeds Conference at Dubbo</p> |  NEEDS WORK |

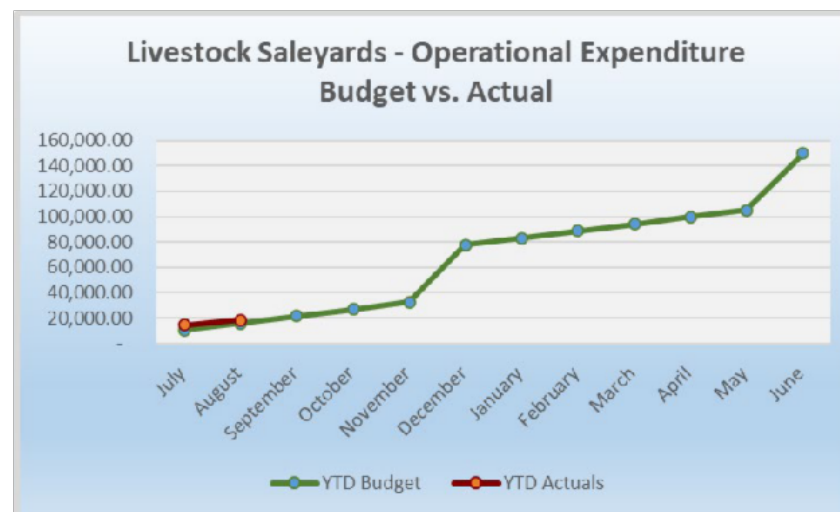
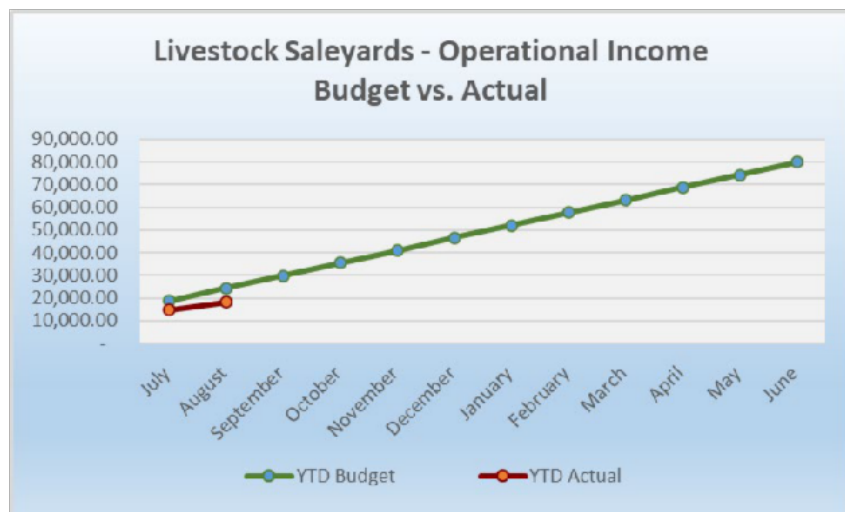


9. ENVIRONMENTAL MANAGEMENT

Monthly Operational Report - August 2023


|                                                                                                                                                     |                                            |                                                                                                                |                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 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, Abandon Vehicles. |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|

## 10. Livestock Saleyards

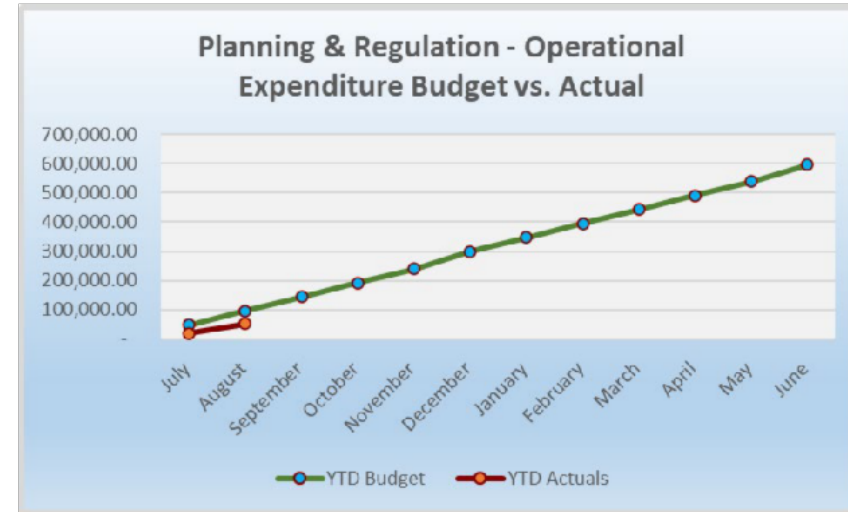
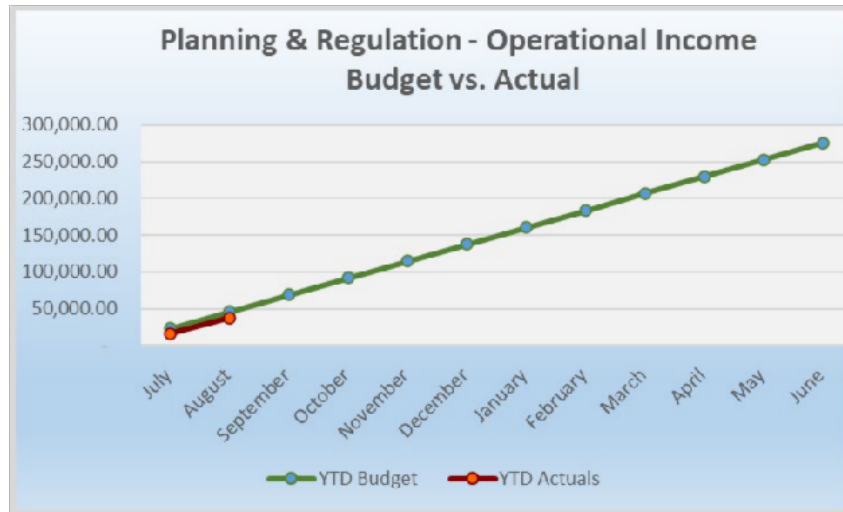


| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|--------------------------|------------------------|--------------------------|------------------------|
| Livestock Saleyards      | 69,852                 | 588                      | 0.84%                  |
| 1. Operating Income      | (79,816)               | (18,162)                 | 22.75%                 |
| 2. Operating Expenditure | 149,668                | 18,750                   | 12.53%                 |

## 10. LIVESTOCK SALEYARDS




| Business Unit: Livestock Saleyards                                                                                         |                                            |                                                                                                      |  |             |                 |            |          |            |        |                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------|--|-------------|-----------------|------------|----------|------------|--------|-------------------------------------------------------------------------------------|
| Service Profile: Livestock Saleyards                                                                                       |                                            |                                                                                                      |  |             |                 |            |          |            |        |                                                                                     |
| Action                                                                                                                     | Responsibility                             | Progress Comment                                                                                     |  |             | Action Status   | Start Date | End Date | % Complete | Target | 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 August 2023                                                                        |  | 320 Head    | \$276,427.09    |            |          |            |        |  |
|                                                                                                                            |                                            | Financial Year 2023/2024                                                                             |  | 470 Head    | \$ 384,487.86   |            |          |            |        |                                                                                     |
|                                                                                                                            |                                            | 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 |            |          |            |        |                                                                                     |
|                                                                                                                            |                                            | Hard standing concrete surfaces are ready to be done in front of the new double height loading ramp. |  |             |                 |            |          |            |        |                                                                                     |
| Limited cattle numbers sales maybe every 4-6 weeks.                                                                        |                                            |                                                                                                      |  |             |                 |            |          |            |        |                                                                                     |

## 11. Planning and Regulation



| COA                      | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|--------------------------|------------------------|--------------------------|------------------------|
| Planning & Regulation    | 285,714                | 12,258                   | 4.29%                  |
| 1. Operating Income      | (275,646)              | (37,648)                 | 13.66%                 |
| 2. Operating Expenditure | 596,360                | 51,746                   | 8.68%                  |
| 3. Capital Income        | (35,000)               | (1,841)                  | 5.26%                  |

## 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 | August - 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 considered at Heritage Committee August meeting for Local Fund Grants for small projects - funding limited to \$6000 as no co-Council contribution provided for the 23/24 financial year. Applications to be endorsed at September Ordinary Council meeting.                                                                                                                                                                                                                                                                                          |  NEEDS WORK |
| 3.1.1.3 Manage and deliver development, building and construction regulatory services.                                    | Manager Planning & Development Services | <p>Limited staffing numbers (1 Building Surveyor, 1 Planner) mean that focus is placed on processing of statutory applications, 10.7 Planning Certificates, Property &amp; Building inquiries. Complaints being dealt with on basis of potential impact - priority given to any public health or environmental matters.</p> <p>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.</p> |  NEEDS WORK |

### Applications Lodged August 2023

| DA Number | Applicant                                       | Address                                 | Description of Work                        |
|-----------|-------------------------------------------------|-----------------------------------------|--------------------------------------------|
| 2023.082  | Westbuilt (Henderson)                           | Chauvel Road, Tabulam                   | Manufactured Dwelling                      |
| 2023.083  | Steinbrook Hall Committee                       | 765 Billirimba Road, Tenterfield        | Alterations & Extensions – Steinbrook Hall |
| 2023.084  | Tenterfield Transport Museum                    | 44 Francis Street, Tenterfield          | Shed                                       |
| 2023.085  | Picton Bros Spanline                            | 45 Riley Street, Tenterfield            | Patio Cover                                |
| 2023.086  | Chris King                                      | 1132 White Swamp Road, Kooreelah        | Tourist Accommodation – 2 Cabins           |
| 2023.087  | Laurie King                                     | 7 Tabulam Street, Drake                 | Dwelling                                   |
| 2023.088  | Matt Bradley                                    | 72 Petre Street, Tenterfield            | Relocated Dwelling                         |
| 2023.089  | Clayton Gibbs                                   | 55 Leechs Gully Road, Tenterfield       | Shed                                       |
| 2023.090  | Tenterfield Surveys                             | 206 Lower Rocky River Road, Rocky River | 5 Lot Subdivision                          |
| 2023.091  | Kellie McCotter                                 | 12 High Street, Tenterfield             | Dwelling – Relocated                       |
| 2023.092  | Tenterfield Surveys (Tenterfield Shire Council) | 140 Manners Street, Tenterfield         | Boundary Adjustment                        |

### Applications Determined August 2023

| DA Number | Applicant                       | Address                             | Description of Work                              |
|-----------|---------------------------------|-------------------------------------|--------------------------------------------------|
| 2023.048  | Hannah Julius                   | 156 Logan Street, Tenterfield       | Dwelling - relocated                             |
| 2023.066  | Currawinya Pty Ltd /Gith        | 2575c Paddys Flat Road, Tabulam     | Alterations/Extensions to existing dwelling/shed |
| 2023.069  | Tenterfield Surveys (Townes)    | 6693 New England Hwy, Bolivia       | Subdivision-Three (3) Lot boundary adjustment    |
| 2023.070  | Tenterfield Surveys (Lederhose) | 3501a Rocky River Road, Rocky River | Subdivision - Five (5) Lot boundary adjustment   |

|          |                              |                                       |                                |
|----------|------------------------------|---------------------------------------|--------------------------------|
| 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 |
| 2023.085 | Picton Bros Spanline         | 45 Riley Street, Tenterfield          | Patio Cover                    |

### **Applications Outstanding –August 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<br>Accommodation<br>(Backpackers<br>Accommodation)                                                                  | Insufficient Information provided to complete<br>assessment                                                                                 |
| 2019.104  | Wilshire & Co<br>Superannuation Fund<br>(Todd Wilshire) | 1-9 Manners Street,<br>Tenterfield | New Shed &<br>Extension to<br>Existing Shed<br>(Awning)                                                                               | Insufficient Information provided to complete<br>assessment<br><br>Applicant has indicated they wish to pursue                              |
| 2021.012  | CORBETT Arran                                           | Bluff River Road, Tenterfield      | Primitive<br>Campground                                                                                                               | Insufficient Information provided to complete<br>assessment<br><br>Awaiting response from applicant to determine if<br>they wish to proceed |
| 2021.080  | Cracker Quarry & Ag<br>Supplies Pty Ltd                 | 98 Pyes Creek Road, Bolivia        | Storage premises,<br>distribution centre<br>and industrial<br>activity - including<br>stockpiling,<br>processing &<br>distribution of | Additional information received – documents to be<br>re-notified early September                                                            |

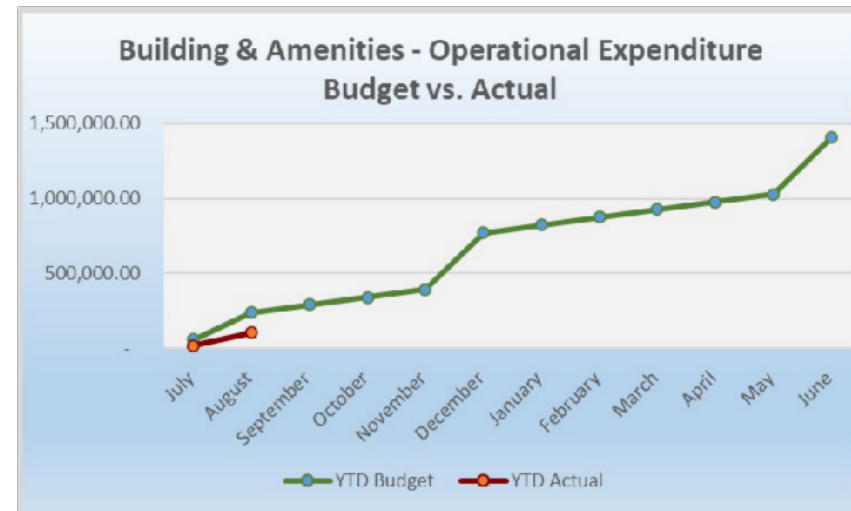
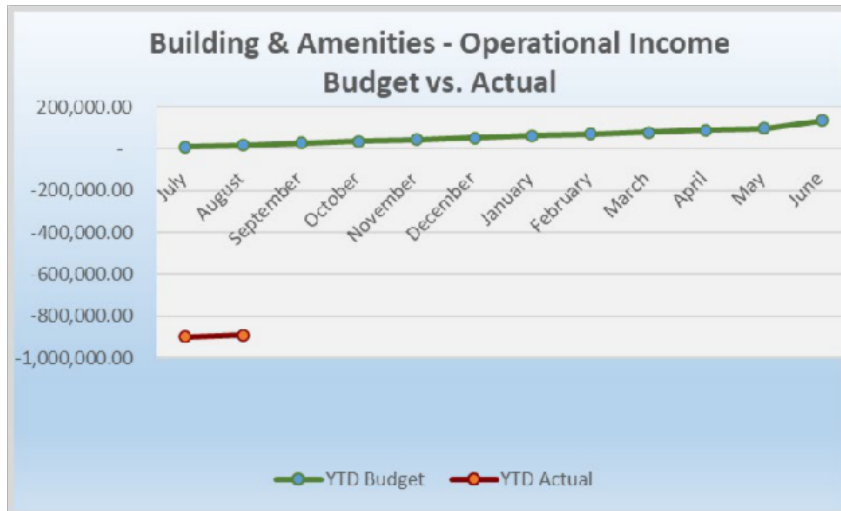


|          |                                             |                                      |                                                                                                             |                                                                                                       |
|----------|---------------------------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
|          |                                             |                                      | quarry products, weighing, dispatch, maintenance & repair of equipment, administration building & amenities |                                                                                                       |
| 2021.153 | Stephen P McElroy & Associates (Burtenshaw) | 7841 Bruxner Highway, Drake          | Tourist & Visitor Accommodation                                                                             | Additional information received – awaiting RFS referral                                               |
| 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                                                                   | Further information required from applicant – engineering details pending                             |
| 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                                  |
| 2023.053 | Craig Leggat                                | Ogilvie Drive, Tabulam               | Subdivision (2) Lots                                                                                        | Awaiting additional information from applicant – Bushfire assessment report                           |
| 2023.068 | Grant Townes                                | New England Highway, Tenterfield     | Truck Depot & Office                                                                                        | Under assessment/applicant preparing additional documentation as result of Transport for NSW request. |
| 2023.075 | Leechs Gully Progress Association           | 12 Crown Street, Tenterfield         | Removal & Relocation - Band Hall                                                                            | External Consultant engaged by Department of Planning – exhibition to commence early September        |

|          |                                                 |                                         |                                            |                                                                                                |
|----------|-------------------------------------------------|-----------------------------------------|--------------------------------------------|------------------------------------------------------------------------------------------------|
| 2023.076 | Leechs Gully Progress Association               | Leechs Gully Road                       | Hall Installation - Entertainment Facility | External Consultant engaged by Department of Planning – exhibition to commence early September |
| 2023.082 | Westbuilt (Henderson)                           | Chauvel Road, Tabulam                   | Manufactured Dwelling                      | Under assessment                                                                               |
| 2023.083 | Steinbrook Hall Committee                       | 765 Billirimba Road, Tenterfield        | Alterations & Extensions – Steinbrook Hall | Under assessment                                                                               |
| 2023.084 | Tenterfield Transport Museum                    | 44 Francis Street, Tenterfield          | Shed                                       | Under assessment                                                                               |
| 2023.086 | Chris King                                      | 1132 White Swamp Road, Kooreelah        | Tourist Accommodation – 2 Cabins           | Awaiting RFS referral/Under assessment                                                         |
| 2023.087 | Laurie King                                     | 7 Tabulam Street, Drake                 | Dwelling                                   | Under Assessment                                                                               |
| 2023.088 | Matt Bradley                                    | 72 Petre Street, Tenterfield            | Relocated Dwelling                         | Under Assessment                                                                               |
| 2023.089 | Clayton Gibbs                                   | 55 Leechs Gully Road, Tenterfield       | Shed                                       | Under Assessment                                                                               |
| 2023.090 | Tenterfield Surveys                             | 206 Lower Rocky River Road, Rocky River | 5 Lot Subdivision                          | Awaiting RFS referral/Under assessment                                                         |
| 2023.091 | Kellie McCotter                                 | 12 High Street, Tenterfield             | Dwelling – Relocated                       | Under Assessment                                                                               |
| 2023.092 | Tenterfield Surveys (Tenterfield Shire Council) | 140 Manners Street, Tenterfield         | Boundary Adjustment                        | Under Assessment (external consultant)                                                         |

| 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.   | 4               | 1                                                  | 2                            | 0                                 | 2           | 2                      | 10                        | 16                        |
|                                     | Value | \$914,150.00    | \$77,000.00                                        | \$124,000.00                 | \$0.00                            | \$0.00      | \$482,680.00           | \$2,079,841.00            | \$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)                  |       | 5               | 1                                                  | 3                            | 0                                 | 5           | 4                      | 18                        |                           |
| FY 23/24 Total Value (Year to Date) |       | \$1,284,150.00  | \$77,000.00                                        | \$187,000.00                 | \$0.00                            | \$0.00      | \$531,680.00           | \$2,079,830.00            |                           |
| 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<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|-----------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Buildings &amp; Amenities</b>                          | <b>1,272,234</b>             | <b>881,227</b>                 | <b>69.27%</b>                |
| 1. Operating Income                                       | (134,316)                    | 892,195                        | -664.25%                     |
| 2. Operating Expenditure                                  | 1,406,550                    | 104,849                        | 7.45%                        |
| 3. Capital Income                                         | 0                            | (143,045)                      | 0.00%                        |
| 4. Capital Expenditure                                    | 0                            | 27,229                         | 0.00%                        |
| 4210500. Mt McKenzie Tower Construct Access Road (SRV)    | 0                            | 1,538                          | 0.00%                        |
| 4235006. SCCF4-0949 Floor Refurbishments to Memorial Hall | 0                            | 25,691                         | 0.00%                        |



Note – Operational income is negative in the graph due to an accrual accounting entry for 2022/23 end of financial year statements. Council as at 31 August 2023 had not received the proceeds of land sale of Bendall's. Once this is received the figure of \$892,195 will be offset by the proceeds amount and reflect the correct income and percentage for the service area.

## 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>Property Strategy - Under review investigations into seeking copies of similar size Council's Property Strategy- This may not get drafted until 2023/2024 due to work requirements and being understaffed within the department - ongoing.</p> <p><b>Council Buildings</b></p> <ul style="list-style-type: none"> <li>• Cleaning Contract for all Council buildings and RFS Control Centre has now closed and discussions with Managers will need to be arranged.</li> <li>• Staff are currently trying to manage Council property finding it difficult being understaffed and with a reduced budget. Only maintenance that is being completed are items that pose an issue to staff or community safety.</li> <li>• Security Audit is still to be completed</li> <li>• Purchase order has been raised for the RSL Deck to be cleaned, secure existing nails and stained – Project to be completed by the end of September 23.</li> <li>• Box guttering is rusting in the heritage part of the Memorial Hall building and will need to be replaced. Current quote to replace roof sheeting, install a box guttering and an overflow is \$35,000. – will look at the budgets in January 2024.</li> <li>• Jennings, &amp; Legume Public Toilets are in the process of being repaired. Liston and Drake Septic Systems have now been repaired. These were damaged due to vehicles driving on the pipes. Drake &amp; Liston Public Toilets have been repaired in August.</li> </ul> <p><b>Current Capital Works</b></p> <ul style="list-style-type: none"> <li>• Installation of the air conditioning unit and recombining the remainder of the Finns have been completed in August. This was completed through insurance due to damage from a severe hail storm in 2019.</li> <li>• Administration Roof needs to be replaced; this will be looked at this financial year;</li> <li>• Band Hall relocation to Leechs Gully –Development Application being assessed by external planning consultant engaged by NSW Department of Planning and Environment, Planning Delivery Unit</li> <li>• Mt McKenzie Access Road to the digital site has commenced and the earthworks and patching work has now been completed in August, and will be resealed in the summer months around November – December once completed will look at budget to see if fencing is viable.</li> </ul> | <br>NEEDS WORK |

12. BUILDINGS & AMENITIES

Monthly Operational Report - August 2023

| Action                                                                         | Responsibility                    | Progress Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status                                                                                            |
|--------------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 1.2.1.5 Manage and update Land and Property Register.                          | Buildings & Amenities Coordinator | <p>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.</p> <p>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.</p> <p>Updated the Grants Commission Roads and General Information Return 2023 for Swimming Pools &amp; Halls.</p>                                                                                                                                                                                                                                                                                                          | <br>No TARGET  |
| 1.2.1.6 Develop and deliver the Buildings and Amenities Asset Management Plan. | Buildings & Amenities Coordinator | <p><b>Licences &amp; Agreements on Council owned/managed Land</b></p> <ul style="list-style-type: none"> <li>Council staff have had a meeting with Tenterfield Total Care regarding items listed within the reviewed draft lease for 136-138 Manners Street, Tenterfield – this draft lease is currently with Tenterfield Total Care.</li> </ul> <p><b>GRANT FUNDING</b></p> <p>Following Grant Projects are still outstanding:</p> <p><b>2021-2023 NSW Heritage Grant – Community Heritage</b></p> <ul style="list-style-type: none"> <li>The Mingooola Heritage Trail – Project completed – Launch Event held on 26 August 2023.</li> </ul> <p><b>Drought Communities Programme Extension</b></p> <ul style="list-style-type: none"> <li>Report is being prepared to send to an independent auditor and acquittal is being prepared to be completed – awaiting on information from Funding body to complete.</li> </ul> <p><b>Local Drought Stimulus Package</b> - acquittal to be completed.</p> | <br>NEEDS WORK |

12. BUILDINGS & AMENITIES

Monthly Operational Report - August 2023

**National Bushfire Funding**

- Advertising Campaign Expansion & Brochure Production - ordering maps and working with Urbenville Progress Association re Brochure on area

**Public Spaces Legacy Program**

- Tenterfield Youth Precinct & Mountain Bike Trail Head – Acquittal being completed - plaque yet to be installed.
- Jennings Playground Project – Trees have been and waiting on plants to be sent in Spring to be planted, plaque yet to be installed.

**Stronger Country Communities Programs**

- Scope of works for the Memorial Hall floor, contract has been awarded and will commence in September 2023.
- 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. Ongoing
- Upgrades to Drake Hall
  - o Roofing – Contractor has been awarded and will be completed by the end of the year.
  - o 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 Mingoola Hall Management Committee Inc. to manage this project – Draft agreement will be going to the Mingoola Hall Management Committee September meeting with plans.
- 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 from new fan company.



12. BUILDINGS & AMENITIES

Monthly Operational Report - August 2023

1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.

Buildings & Amenities Coordinator

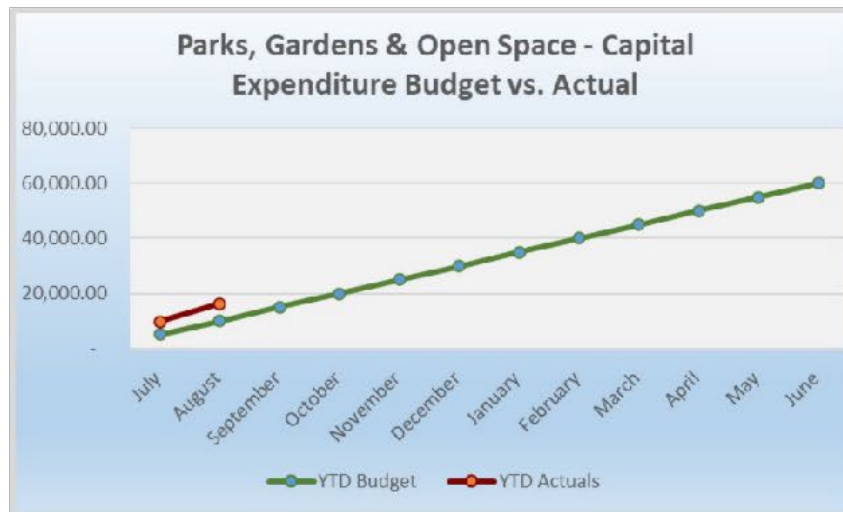
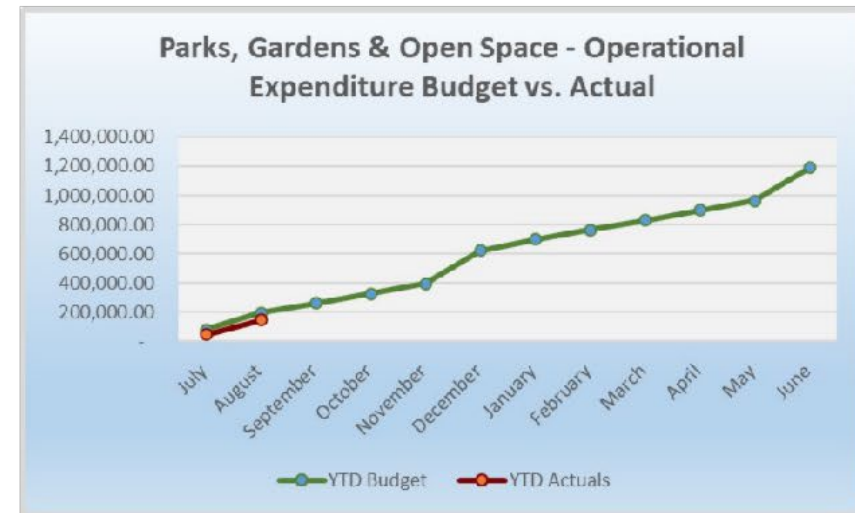
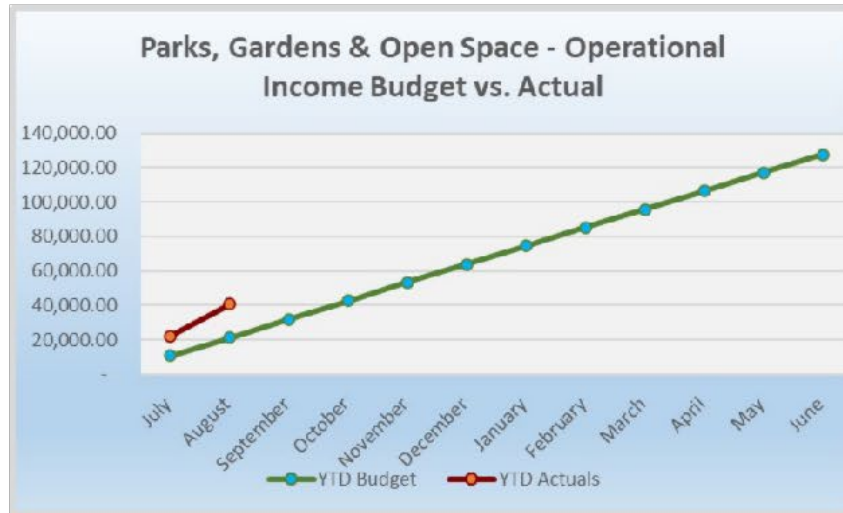
Aboriginal Land Claim 9002 – Mt McKenzie has been granted ownership to Moombahlene. Council will no longer be responsible for maintaining the toilet or the lookout. Discussions are currently being had with Crown Lands in relation to the lookout, and discussions in Council regarding Radio towers on the Analogue site.

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

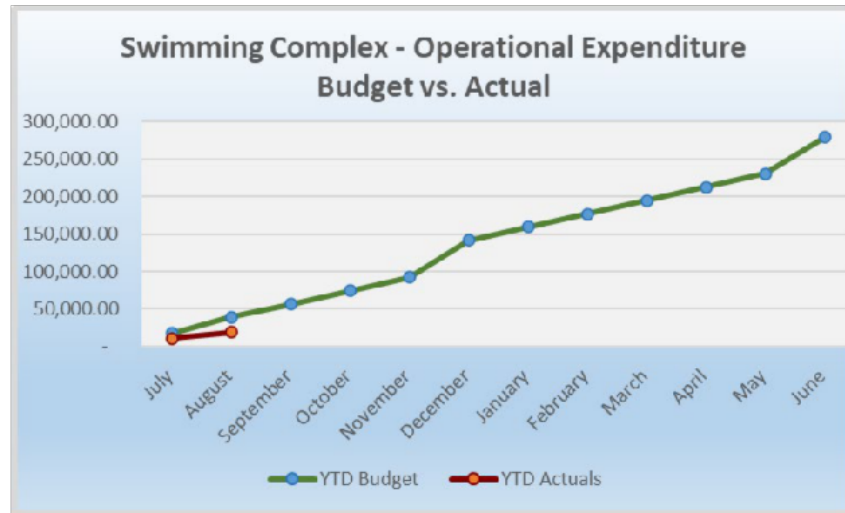


| COA                                                                | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| Parks, Gardens and Open Space                                      | 1,122,907                    | 95,513                         | 8.51%                        |
| 1. Operating Income                                                | (127,636)                    | (40,728)                       | 31.91%                       |
| 2. Operating Expenditure                                           | 1,190,543                    | 147,028                        | 12.35%                       |
| 3. Capital Income                                                  | 0                            | (26,953)                       | 0.00%                        |
| 4. Capital Expenditure                                             | 60,000                       | 16,165                         | 26.94%                       |
| 4215502. Cemeteries - Earthworks Preparation for Stage 1 Expansion | 20,000                       | 9,710                          | 48.55%                       |
| 4215505. Tenterfield Cemetery - Memorial Niche Wall                | 40,000                       | 6,455                          | 16.14%                       |

### 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 |  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.<br><br>Awaiting a tree species to replace the pinoaks in Logan street.                                                                                                      |  NEEDS WORK |


## 14. Swimming Complex



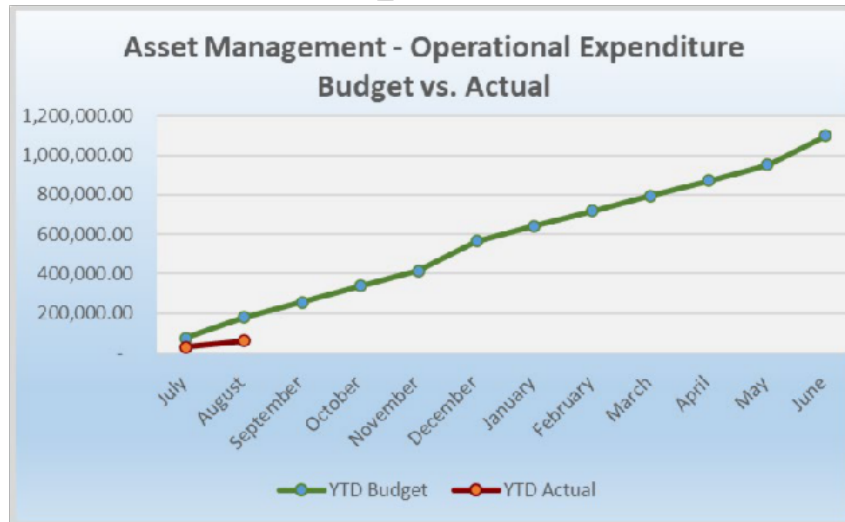
| COA                      | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------|------------------------------|--------------------------------|------------------------------|
| Swimming Complex         | 279,190                      | 18,786                         | 6.73%                        |
| 2. Operating Expenditure | 279,190                      | 18,786                         | 6.73%                        |

14. SWIMMING COMPLEX

Monthly Operational Report - August 2023

| 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><b>Management Plan</b></p> <ul style="list-style-type: none"> <li>• Current Management Plan to be implemented in the 2023 summer season. This plan is currently under review - ongoing.</li> <li>• Shade sail over the toddler pool has been installed in August 2023</li> <li>• Pool is currently being drained, cleaned, and prepared for painting for the new 2023-2024 season.</li> <li>• Pailentest machine has been sent away to be cleaned and collaborated.</li> <li>• Pool deck grinding has commenced with more to be completed prior to the pool opening</li> </ul> <p><b>Works identified for budget for next few years</b></p> <ul style="list-style-type: none"> <li>o Purchase order has been raised to replace the Doser Controller in the last week of September prior to the pool opening in October.</li> <li>o An electricity Audit will be completed once the pool is up and running. This has been raised as an issue because of the brown outs the pool was receiving during the last season. It may be the return and earn causing the issues and may need to have a separate meter installed for this machine.</li> </ul> |  |





## 15. Asset Management and Resourcing



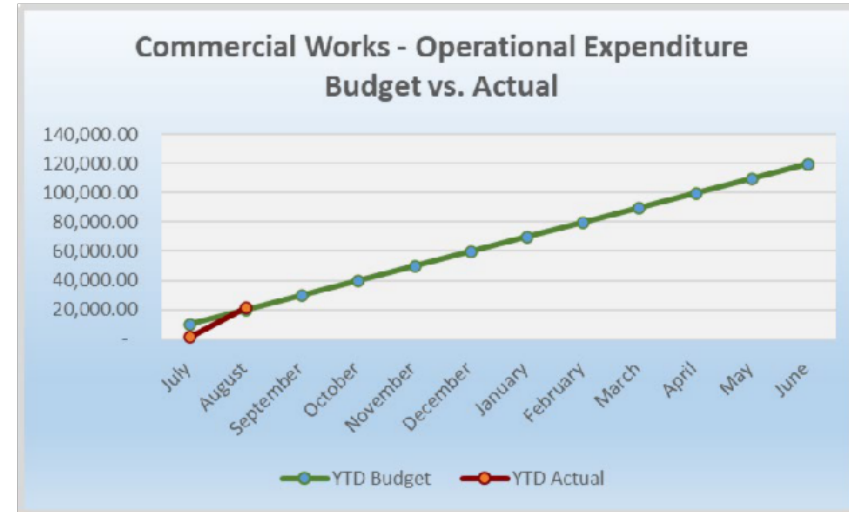
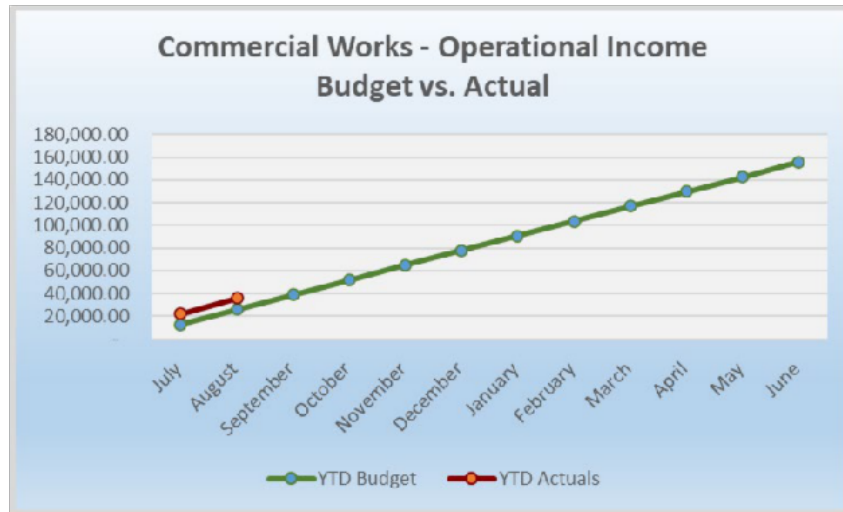
| COA                                                                      | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Asset Management &amp; Resourcing</b>                                 | <b>1,548,044</b>             | <b>63,201</b>                  | <b>4.08%</b>                 |
| 1. Operating Income                                                      | (10,000)                     | 0                              | 0.00%                        |
| 2. Operating Expenditure                                                 | 1,099,030                    | 61,989                         | 5.64%                        |
| 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                        | 1,212                          | 13.45%                       |



## 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. | <br>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.                                                                                                                                                   | <br>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.                                                                       | <br>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.                                                                                                                                                          | <br>ON TRACK |

## 16. Commercial Works

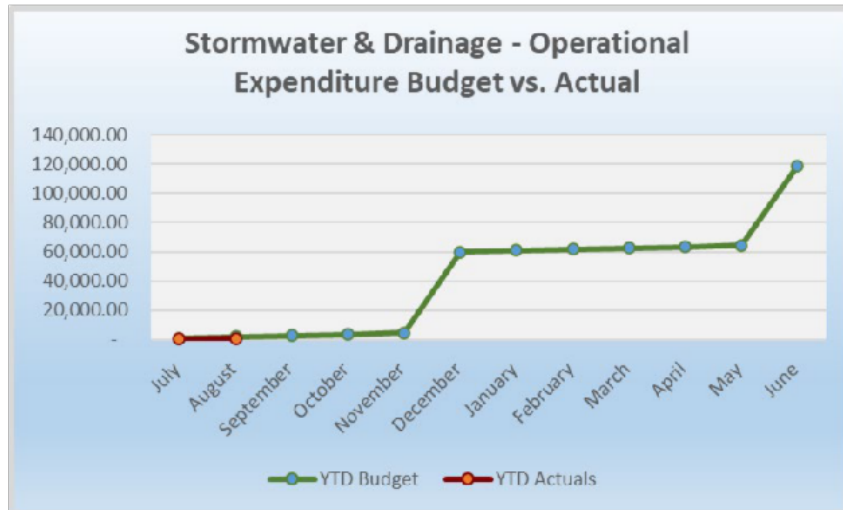


| COA                      | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Commercial Works</b>  | (36,038)                     | (14,245)                       | 39.53%                       |
| 1. Operating Income      | (155,638)                    | (35,839)                       | 23.03%                       |
| 2. Operating Expenditure | 119,600                      | 21,594                         | 18.05%                       |

## 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  | August 2023 - Council continues to undertake commercial works in a financially responsible manner, within the limitations of Council's resource pool. Most private works include sealing of driveways, adhering to Council's newly adopted fees and charges rates. | <br>NEEDS WORK |

## 17. Stormwater and Drainage

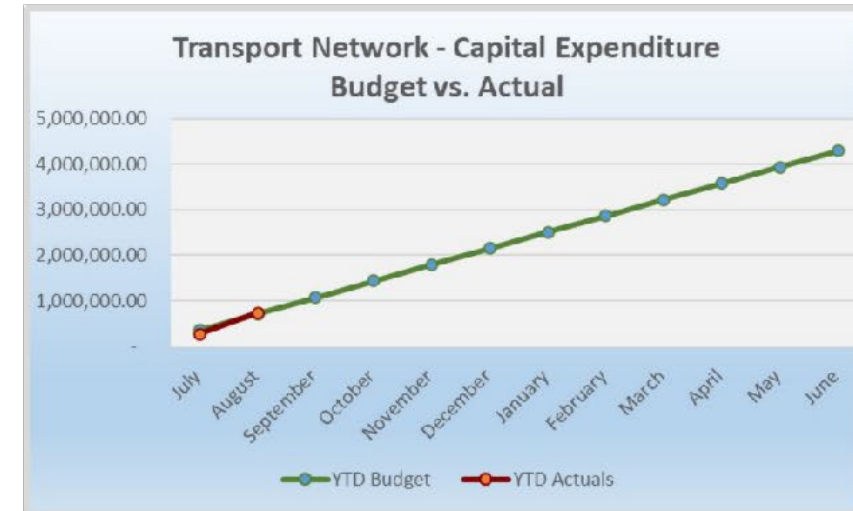
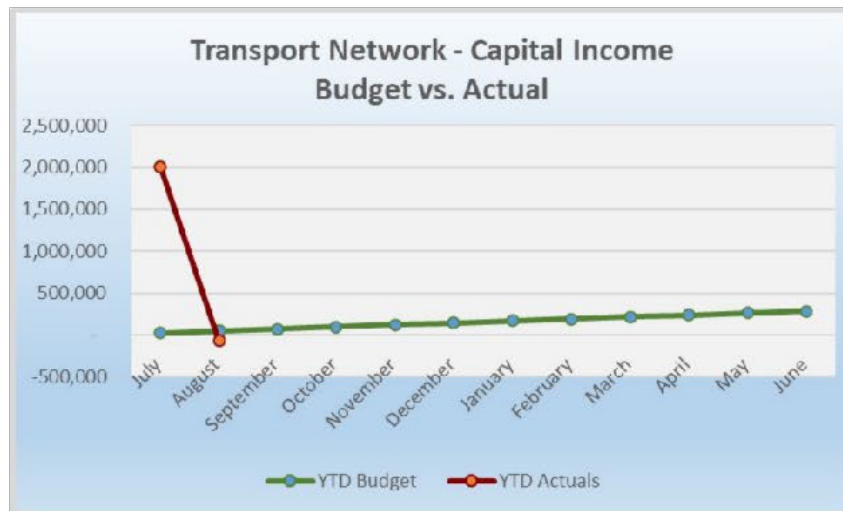
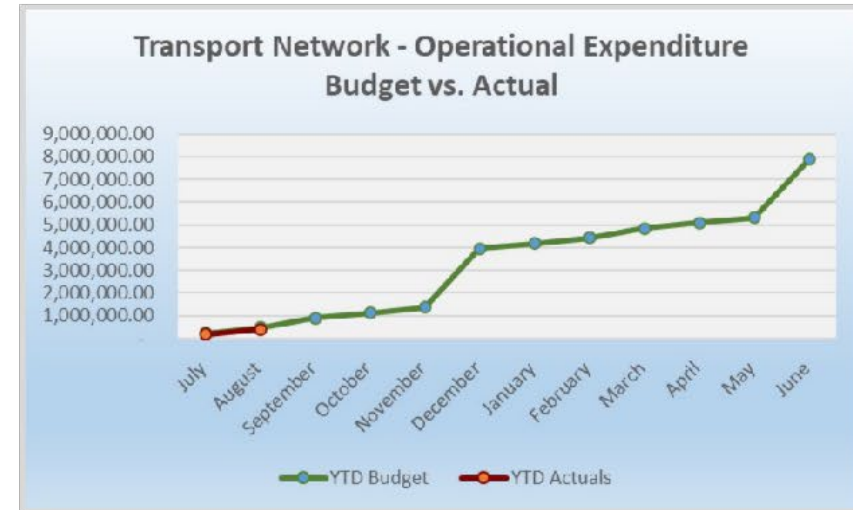
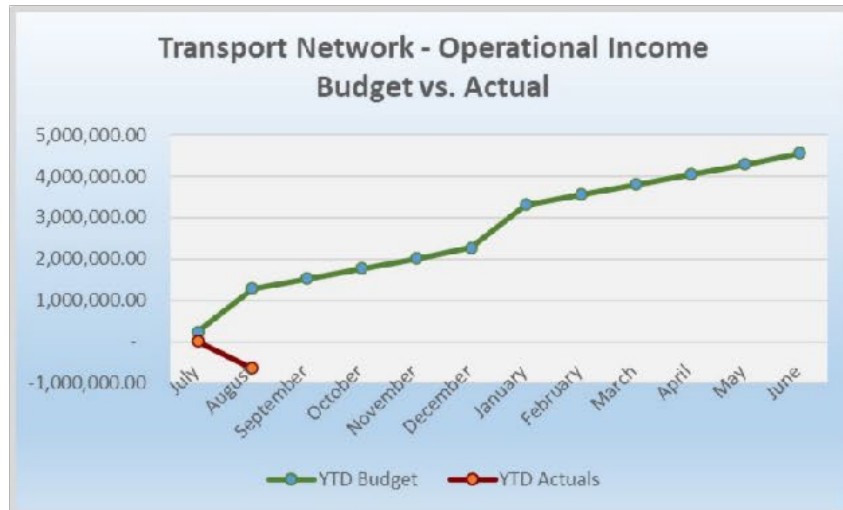


| COA                                             | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|-------------------------------------------------|------------------------|--------------------------|------------------------|
| <b>Stormwater &amp; Drainage</b>                | 467,680                | (71,323)                 | -15.25%                |
| 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. | <br>MONITOR |

## 18. Transport Network





Note – Operating and capital incomes are currently negative in the graphs due to income accruals for 2022/23 financial year. These figures will be offset in future months as grant milestone payments are received.

| COA                                                                                  | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| Transport Network                                                                    | 7,803,123                    | 1,925,963                      | 24.68%                       |
| 1. Operating Income                                                                  | (4,567,358)                  | 639,156                        | -13.99%                      |
| 2. Operating Expenditure                                                             | 7,878,814                    | 406,671                        | 5.16%                        |
| 3. Capital Income                                                                    | (282,786)                    | 71,657                         | -25.34%                      |
| 4. Capital Expenditure                                                               | 4,298,938                    | 741,158                        | 17.24%                       |
| 6215110. Regional & Local Roads Traffic Facilities                                   | 66,000                       | 4,718                          | 7.15%                        |
| 6215510. Regional Roads Block Grant - Reseals Program.                               | 537,892                      | 0                              | 0.00%                        |
| 6215531. Special Grant Mt Lindesay Road (RMS/Fed)                                    | 0                            | 43,308                         | 0.00%                        |
| 6215544. BLERF - 0737 - Improve Mt Lindesay Road                                     | 0                            | 62,958                         | 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                            | 3,674                          | 0.00%                        |
| 6215572. FLR300128 - Tooloom Road West Rehabilitation                                | 0                            | 8,339                          | 0.00%                        |
| 6215575. ROSI - Sunnyside Platform Road Upgrade                                      | 0                            | 51,748                         | 0.00%                        |
| 6215576. BSB000641 - Drake Village Revitalisation                                    | 0                            | 130,365                        | 0.00%                        |
| 6215579. Local Roads & Community Infrastructure Program - Round 3                    | 0                            | 5,250                          | 0.00%                        |
| 6215582. DRFA EPAR - EN00010 - AGRN1012 - 22 Feb 2022 Onwards                        | 0                            | 163,056                        | 0.00%                        |
| 6215583. DRFA AGRN1012 EPAR Plains Station Road                                      | 0                            | 6,082                          | 0.00%                        |
| 6215584. FLR400104 - Paddys Flat Road South, Tabulam                                 | 0                            | 70                             | 0.00%                        |



| COA                                                                                  | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| 6215587. Repair Program 2023/24                                                      | 565,572                      | 0                              | 0.00%                        |
| 6220269. DRFA AGRN1012 Package 1 EPAR                                                | 0                            | 12,443                         | 0.00%                        |
| 6220277. Fixing Country Bridges - Grahams Creek Bridge Replacement, Grahams Creek Rd | 0                            | 9,253                          | 0.00%                        |
| 6220500. Urban Streets - Reseal Program                                              | 122,000                      | 0                              | 0.00%                        |
| 6220501. Road Renewal - Gravel Roads                                                 | 325,760                      | 40,623                         | 12.47%                       |
| 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                      | 8,121                          | 5.41%                        |
| 6220513. Concrete Bridges                                                            | 105,111                      | 0                              | 0.00%                        |
| 6240101. Gravel Pit Rehabilitation                                                   | 60,877                       | 102,949                        | 169.11%                      |
| 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                            | 87,406                         | 0.00%                        |
| <b>6. Liabilities</b>                                                                | <b>475,515</b>               | <b>67,321</b>                  | <b>14.16%</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 | Planning for major transport projects under the 2023/24 program is underway.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  NEEDS WORK |
| 4.1.1.2 Manage and deliver maintenance services for transport infrastructure.                                                | Manager Works                    | <p>August 2023 - Council continues to Manage and deliver maintenance services for transport infrastructure in a financially responsible manner.</p> <p>August Grading &amp; Works Report 2023 Grading Schedule</p> <ul style="list-style-type: none"> <li>o Eastern Grader –This crew has graded the Lower Rocky River Rd, currently grading Rocky River Road followed by Silent Grove Rd in the west.</li> <li>o Northern Grader –This crew has graded Graham’s Ck Rd, Mt Clunie Rd, Turner’s Flat Rd, Hills Rd, currently grading Beaurty Ck Rd, followed by Paddy’s Flat Road North. This crew will then come back down to the Liston area, to attend to the Rivretree area and finish preparation works for Undercliffe Road to have an initial seal. As the crew leaves the northern area, they will attend to two nasty pavement failures on Tooloom Rd in the National Park.</li> <li>o Western Grader – this crew is stood down due to staff vacancies – Works has 33.645 FTE with 12 vacancies. Central and Eastern Crews will commence works in these two districts.</li> <li>o Central Grader –This crew has graded Maryland Cullendore Rd, Wellington’s Lookout Rd and Mount Mackenzie Rd. This crew has gone west to commence at New Mole, Johnstones and Catarrh Ck Roads.</li> <li>o Bridge Crew have completed the footpath in Urbenville under the Stronger Country Communities Fund Round 4 - Extension to Footpath Urbenville – handrail yet to construct. This crew have replaced a pipe on Wylie Ck Rd, tidied up areas at Boorook bridge, conducted repairs to three causeways on Rocky River road and repaired scouring on two pipes and Woodside Road and reinstated a headwall on Branch Ck/Bald Rock road. This crew will conduct repairs to concrete causeways on Pyes Ck Rd (2), Rocky River Rd (2 yet to do) and go to Wylie Ck bridge to conduct maintenance repairs.</li> </ul> |  NEEDS WORK |

o Council's large excavator has rehabilitated Geyers Rd gravel pit and built a pad at Boonoo Boonoo Landfill (Site 51) for storage of materials. This crew is now constructing the pad for the Boonoo Boonoo Landfill Weighbridge.

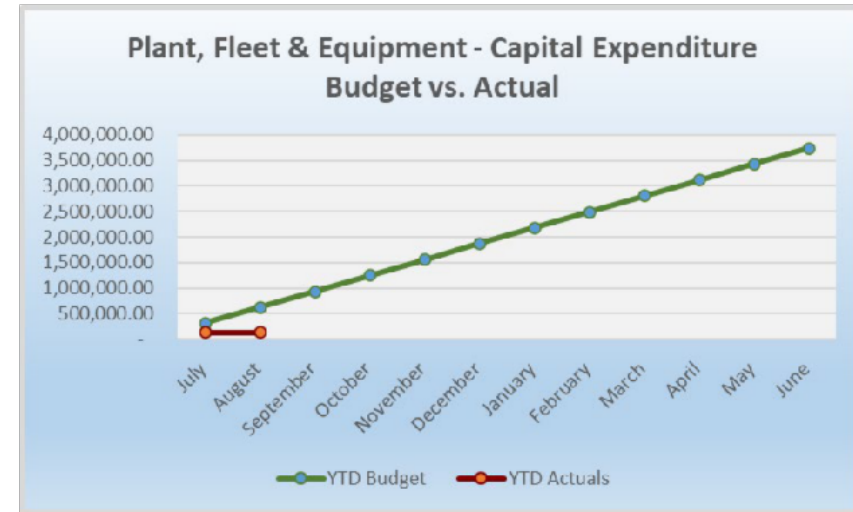
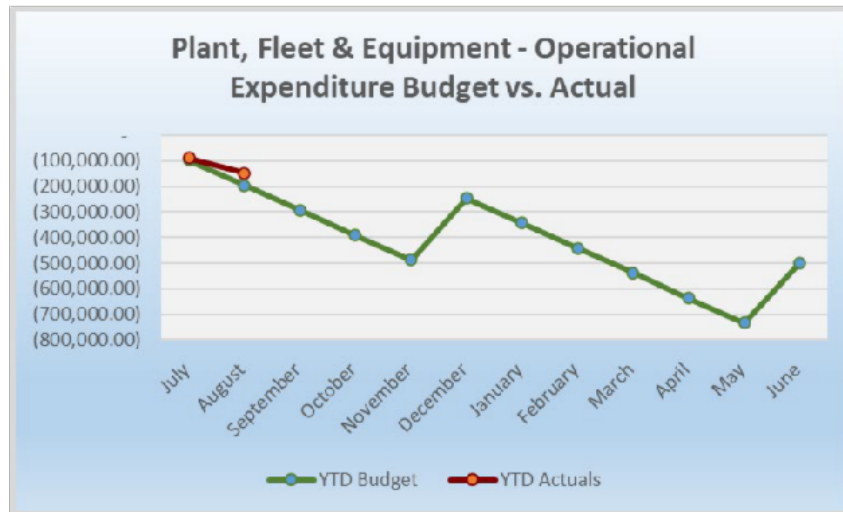
o Council's mini excavator have assisted water and sewage with a couple of around town projects, completed drainage works on the Upper Rocky River Rd (one pipe extension to go), Lower Rocky River Road and partially completed drainage on the Rocky River Road, replaced a pipe on Gunyah Rd, conducted repairs to a pipe on Gap Rd. Planned pipe replacement for Mount Lindesay Rd (adjacent to Bondi Rd), Vinegar Hill Rd and Silent Grove Rd. Council will need to set up a pavement repair crew for upcoming reseal preparation.

o The Patching Crew continues to work tirelessly repairing the sealed network, utilizing the new pothole funding, which will be exhausted at the end of September 2023. 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 Station Rd at Frasers Cutting continues to allow traffic access under lights.

## 19. Plant, Fleet and Equipment

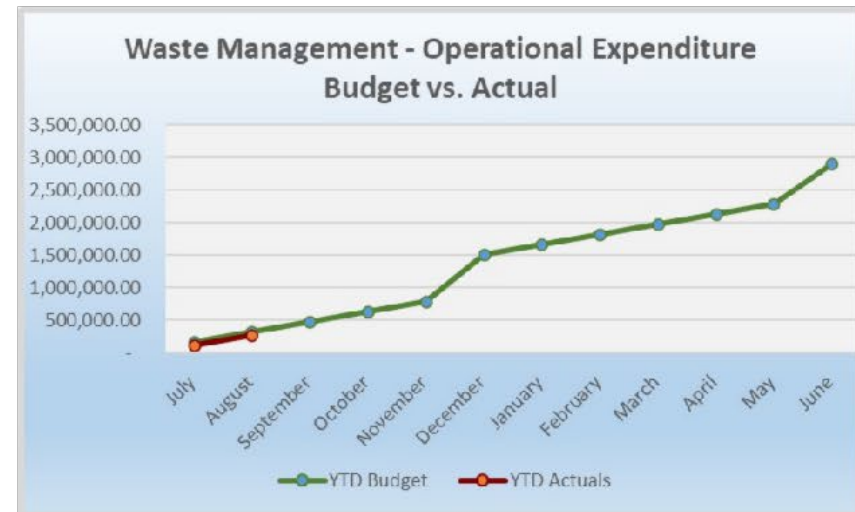


| COA                                     | 23/24 Full Year Budget | 23/24 YTD Actuals August | 23/24 Percentage Spent |
|-----------------------------------------|------------------------|--------------------------|------------------------|
| <b>Plant, Fleet &amp; Equipment</b>     | <b>515,853</b>         | <b>(142,562)</b>         | <b>-27.64%</b>         |
| 1. Operating Income                     | (191,954)              | (6,302)                  | 3.28%                  |
| 2. Operating Expenditure                | (499,044)              | (148,683)                | 29.79%                 |
| 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. | <br>NEEDS WORK |
| 5.1.3.6 Develop and implement the Depot Master Plan.                                                      | Manager Asset & Program Planning | On hold due to resourcing constraints.                                                                                                                                                                          | <br>NEEDS WORK |


## 20. Waste Management



| COA                                                          | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|--------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Waste Management</b>                                      | <b>520,332</b>               | <b>(3,324,970)</b>             | <b>-639.01%</b>              |
| 1. Operating Income                                          | (3,381,727)                  | (3,202,926)                    | 94.71%                       |
| 2. Operating Expenditure                                     | 2,906,151                    | 265,893                        | 9.15%                        |
| 3. Capital Income                                            | (4,000)                      | (397,190)                      | 9929.74%                     |
| 4. Capital Expenditure                                       | 888,616                      | 9,253                          | 1.04%                        |
| 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%                        |
| 7080560. EPA Bushfire Recovery Program for Council Landfills | 0                            | 4,017                          | 0.00%                        |
| 7080564. Boonoo Boonoo - Develop Stage 5                     | 600,000                      | 5,123                          | 0.85%                        |
| 7080720. Mingoola - Open Transfer Station                    | 70,000                       | 0                              | 0.00%                        |
| 7080732. Torrington Landfill - Convert to Transfer           | 0                            | 113                            | 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>August 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 May2023, negotiations with neighbour over access continue.</p> <p>Master plan entering final phase draft plans received, and reviewed July 2022 finalisation completed in August 2022 which were sent to EPA for approval, feedback received 24/11/2022, discussions with designers for response, including analysis and drawdown tests occurred in March 2023, continuing in April and finalised in May 2023, information provided to consultants to commence a report for EPA for final approvals to commence construction on 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 licence as a six month trial variation provided in July 2023. Cell 5 additional information provided final report by Council's Consultants to EPA August.</p> <p>Upgrade for Mingoola new waste transfer station has stalled, Council entered into leases with Crown lands initially and now Council entering into negotiations with the Moombahlene LALC to purchase the site - on hold. Arrival of new weather stations occurred in May 2022, deployment complete and on-line in February 2023. Investigating links to Council's website to enable online data for the community. Investigations are continuing with site visit arranged with Xylem for September 2023.</p> <p>Request by EPA for an investigation into pezio-wells commenced with initial checking of water levels and depths utilising an electrometer, further investigations have been awarded and were undertaken in June 2022, final report suggested 2 wells damaged, a CCTV of wells was scheduled in July 2022 and the wells passed, with no damage recorded.</p> <p>The application for funding from the bushfires in 2019 has continued with Council to receive \$773,692 for improvements at Boonoo Boonoo and Torrington, deeds have been signed, works have commenced onsite for office deployment, truck shelter is now erected with septic tank connection completed. Weighbridges site ground truthing completed November 2022, fencing quotations received and awarded, front fence completed - pit completed August 2022, surveys and drawings completed. Installation of satellite connections completed November 2022 and solar quotations received and awarded September 2022, installation completed December 2022 and Asset inspection February 2023. Planning completed with quotations evaluated and report completed, weighbridge April 2023, contractors engaged, May 2023. 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 works expected to commence in September. July installation of remote security camera system for Boonoo Boonoo.</p> |  |



**20. WASTE MANAGEMENT**

**Monthly Operational Report - August 2023**

A revision of recycling policy is in final version with research included from other Councils, the new policy provided in September 2022, consultation in October extended to November due to advertising, finalised policy completed Provided in February 2023 meeting for final adoption. Implementation of the policy commenced in May 2023, initial warnings have been sent, with 5 recycling bin removals to the end of June 2023.

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

Geyer's Pit Clean-up order commenced in July 2023 involved the Water and Waste team; for Boonoo Boonoo to receive waste a site investigation (Geyer's 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. The stockpiling at Boonoo Boonoo was completed by the 24th August with Geyer's topsoil remaining, a requested extension to allow for testing of this topsoil as ENM (excavated Natural Material) was granted by EPA for the 10th October. A final report was completed by the 31st and sent to EPA.

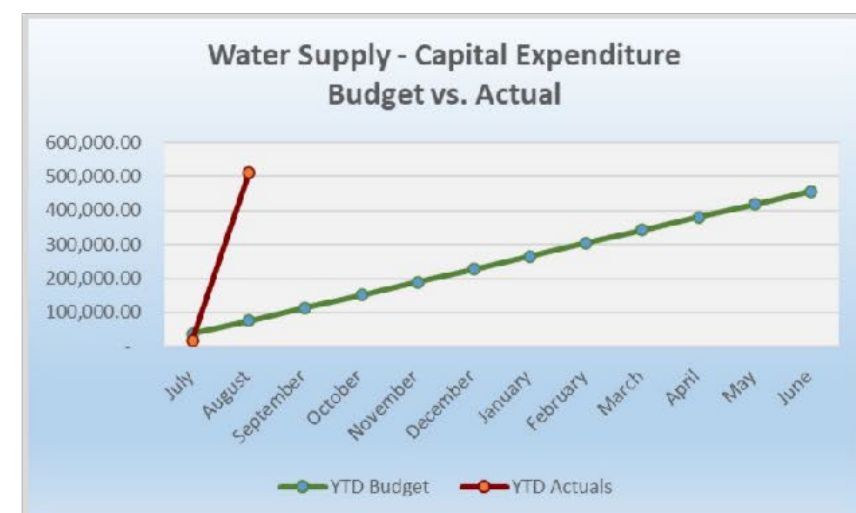
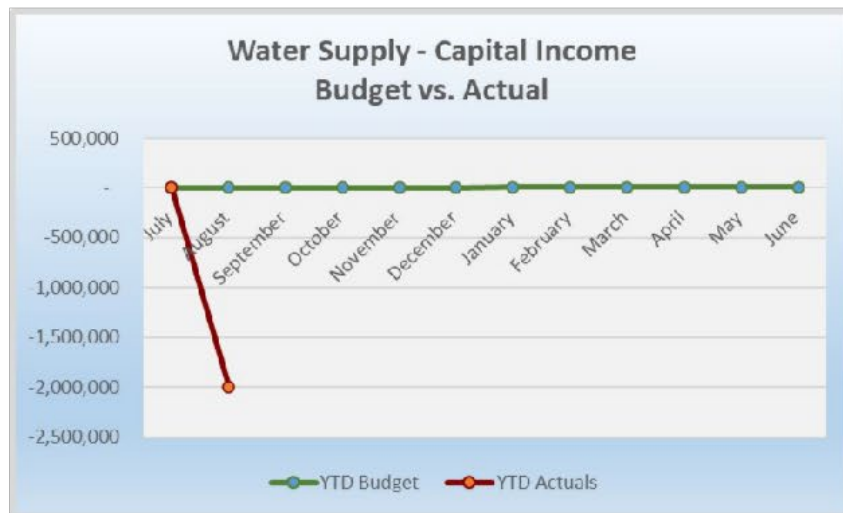
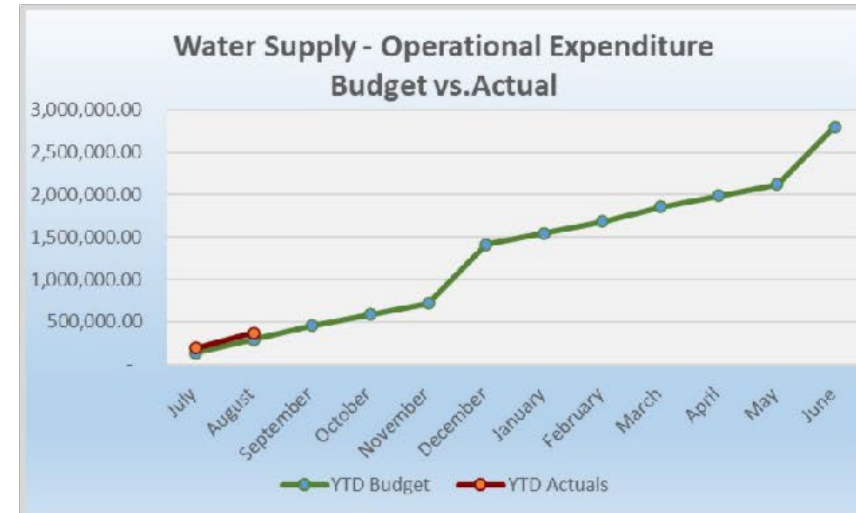
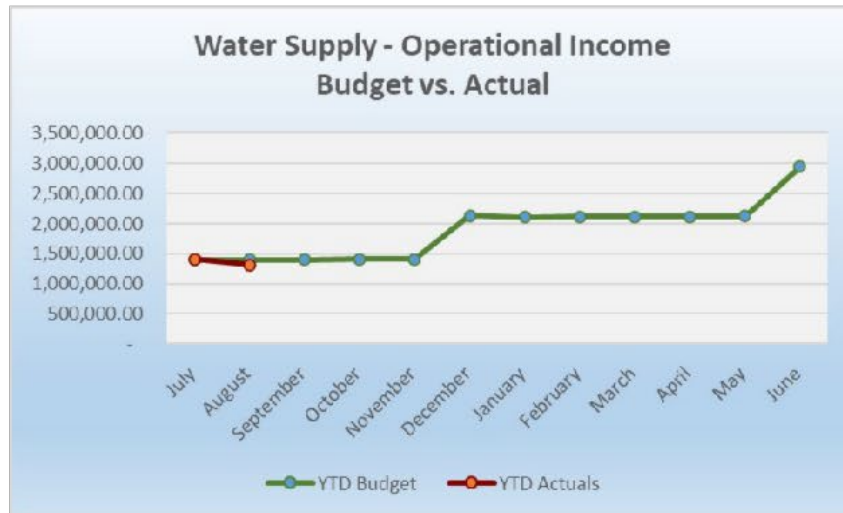
NIRW have provided new recycling stations for office collection one will be located in the library and one in the community centre at Drake-under investigation. Our customer base is the public, other Council departments and contractors. Our waste operational staff continue to assist the community with waste. Upgrade to the security cameras for Tenterfield WTS are under review, along with installation of cameras at Drake to act as a deterrent to the continued break-ins causing damage to fences and theft. Theft and fence damage reported at Drake November 2022, deployment of new surveillance cameras occurred in February 2023.

Alternative cover landfill (Posi-shell) spray unit completed and deployed to Boonoo Boonoo Landfill (Site 51), applications continuing results are favourable with control of windblown litter, draft trial report completed and submitted to EPA, further extension of trial required. Six month trial granted by EPA this month. Quarterly toolbox meeting occurred August 2023 and in February 2023.

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




Note – Capital income is currently negative in the graph due to income accruals for 2022/23 financial year. This figure will be offset in future months as grant milestone payments are received.

| COA                                                                 | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|---------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| Water Supply                                                        | 516,721                      | 1,609,519                      | 311.49%                      |
| 1. Operating Income                                                 | (2,942,266)                  | (1,312,074)                    | 44.59%                       |
| 2. Operating Expenditure                                            | 2,798,555                    | 368,210                        | 13.16%                       |
| 3. Capital Income                                                   | (10,000)                     | 1,995,515                      | -19955.15%                   |
| 4. Capital Expenditure                                              | 455,900                      | 512,063                        | 112.32%                      |
| 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                            | 316,406                        | 0.00%                        |
| 7484538. BLERF 0377 - Tenterfield Villages Emergency Water Program  | 0                            | 2,203                          | 0.00%                        |
| 7484539. Tenterfield - Smart Water Meters (Rouse St 100 Businesses) | 60,000                       | 0                              | 0.00%                        |
| 7484541. New Grid Urbenville Water Supply Project                   | 0                            | 192,915                        | 0.00%                        |
| 7484543. Cowper St Mains Replacement - Transport NSW Works          | 0                            | 539                            | 0.00%                        |
| 7484901. Jennings Mains Replacement                                 | 11,800                       | 0                              | 0.00%                        |
| 6. Liabilities                                                      | 214,532                      | 45,806                         | 21.35%                       |

## 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>August 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. July 2023 saw 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. Hotmix and fencing was completed in August, with installation of automatic front gate, proofing equipment continuing, PAC (powdered activated carbon) room nearing completion with electrical and testing underway.</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 complete with hyperchlorination to disinfect the major main in August 2023. Water supply, is provided to the community under Australian Drinking Water Guidelines (ADWG), current usage at Tenterfield is currently 851.5KL/day increasing by 25.5KL/day. Current usage at Urbenville is 243.9KL/day providing a increase in consumption of 24.2KL/day for the 3 communities.</p> |  |

| 21. WATER SUPPLY                                                                   |                          | Monthly Operational Report - August 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                     |
|------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|                                                                                    |                          | <ul style="list-style-type: none"> <li>• Tenterfield 0 major main; 0 new meter; 3 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 5 broken services repaired; 0 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.</li> <li>• Jennings 0 including meter; 0 meter replacements; 0 broken services repaired; 0 Major main break. New main installed 120m Carpenter Lane.</li> <li>• 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.</li> </ul> <p>The new data logging probes to assist with raw water information are on-line and delivering a variety of information including a more precise depth measure, allowing dam percentage to be measured more accurately, issues with telemetry have stopped retrieval of information. Water quality information is also available in monthly water health cards available at Water Health Cards   Tenterfield Shire Council (nsw.gov.au)</p> |                                                                                     |
| 3.1.3.2 Deliver and manage the Water and Drought Management Plans and Flood Study. | Manager<br>Water & Waste | <p>August 2023</p> <p>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 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, works expected to commence in September for Shirley Park.</p> <p>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. Risk report required, quotations received August.</p> <p>The disabled fishing platform October 2020, additional quotations investigated for a kayak platform as requested by Formerly Fisheries NSW, now DPI.</p> <p>A new opportunity to further the Dam masterplan development with application for grant under Regional Growth Fund, Regional Drought Resilience Planning Program Department of Regional NSW - application submitted February 2023.</p>                                                                                                                                                                                           |  |



21. WATER SUPPLY

Monthly Operational Report - August 2023

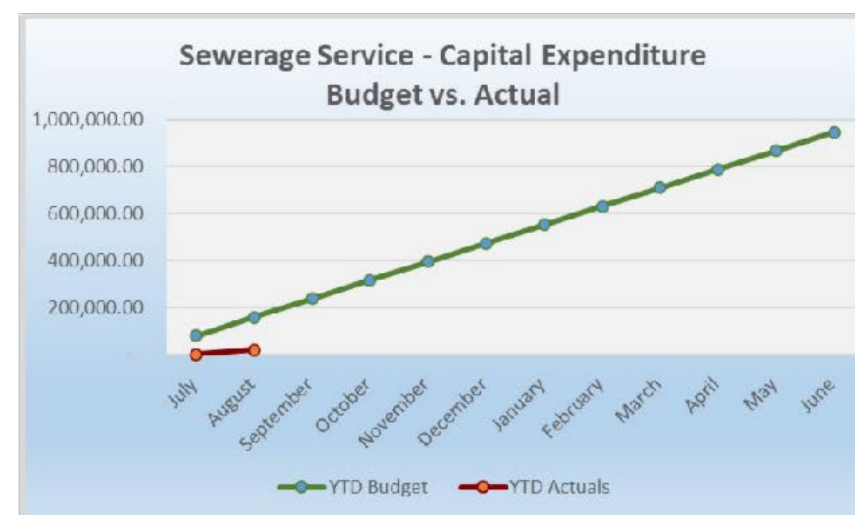
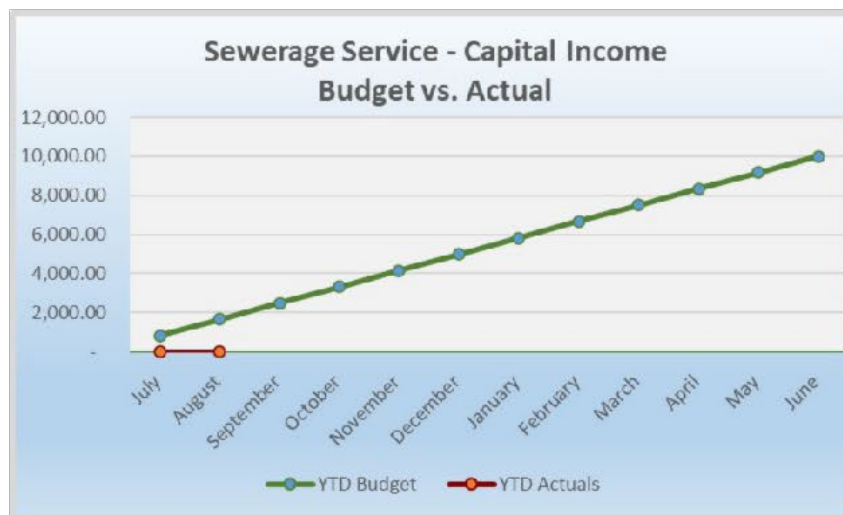
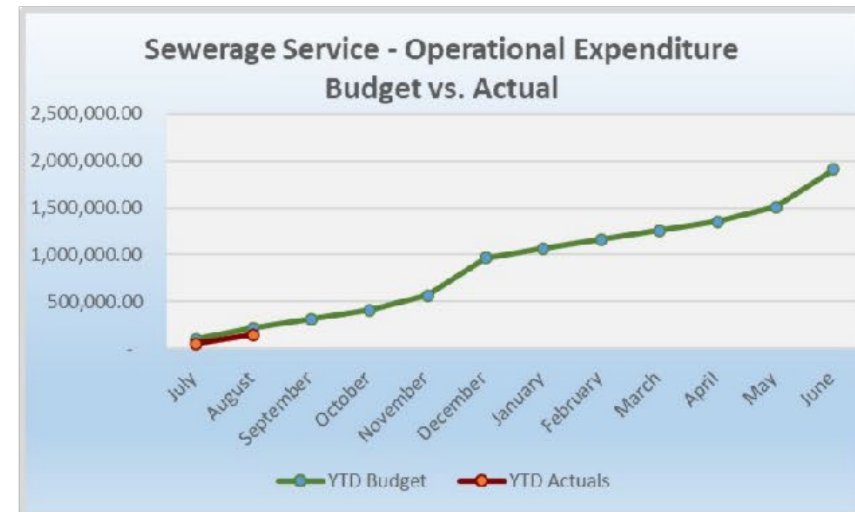
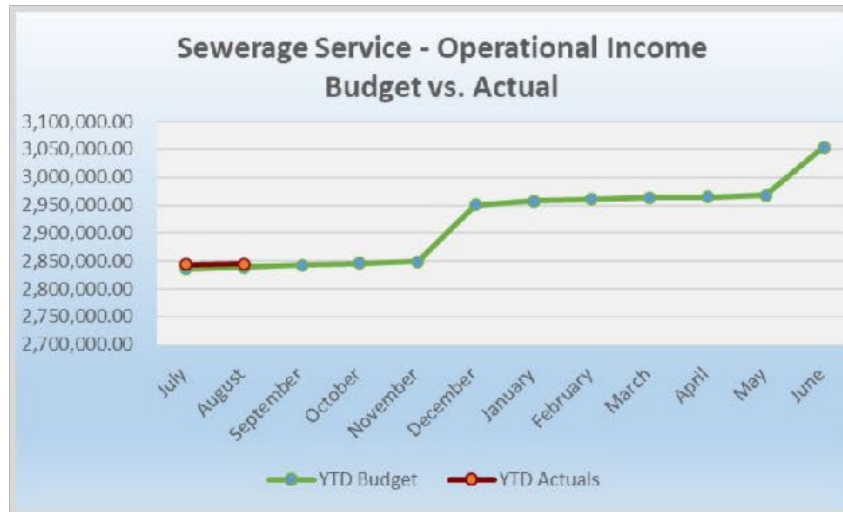
Arrival of new weather stations investigation for weather links to Council's website to enable online data for the community.

A grant for water treatment improvement, increased storage capacity and secondary supply at Urbenville has been awarded to Council through New Grid & Water Infrastructure NSW, 1st milestone completed payment pending, Engaging geo-technician for site survey undertaken in April 2023. Drillers arrived on-site 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 expected completion in September. Sample analysis completed with favourable characteristics, discussed findings with DPE and NSW Health. Section 60 applications submitted, August with works pending after approvals.

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. Water Access Licences completed and registered with NSW Land registry. Note waiting for approvals to drill from NRAR (12 months).


## 22. Sewerage Service





| COA                                                                  | 23/24<br>Full Year<br>Budget | 23/24<br>YTD Actuals<br>August | 23/24<br>Percentage<br>Spent |
|----------------------------------------------------------------------|------------------------------|--------------------------------|------------------------------|
| <b>Sewerage Service</b>                                              | <b>(98,194)</b>              | <b>(2,676,999)</b>             | <b>2726.23%</b>              |
| 1. Operating Income                                                  | (3,053,871)                  | (2,845,231)                    | 93.17%                       |
| 2. Operating Expenditure                                             | 1,910,499                    | 148,442                        | 7.77%                        |
| 3. Capital Income                                                    | (10,000)                     | 0                              | 0.00%                        |
| 4. Capital Expenditure                                               | 946,900                      | 19,790                         | 2.09%                        |
| 7872502. Tenterfield Mains Relining (1km Year)                       | 178,100                      | 540                            | 0.30%                        |
| 7872503. Tenterfield Mains Augmentation                              | 71,300                       | 0                              | 0.00%                        |
| 7872505. Tenterfield Man Hole Level Alterations (Water Infiltration) | 166,600                      | 19,250                         | 11.55%                       |
| 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>August 2023</p> <p>Molesworth/Miles Street pumping station review and design amendment under development and extending the sewer system to the new water filtration plant has progressed with final designs received in September, planning has commenced for construction with ordering of manholes, pipes and fittings.</p> <p>RFQ for manhole refurbishment under development to continue to refurbish the level 4 manholes, quotations received under LGP under review. Awarded with Council contractor commence in January 2023 - completed.</p> <p>RFQ for sewer relining released in December 2022, Tenders received and under review in January 2023 awarded in March 2023. Note the relining contract for 2022/23 has increased (doubled) in cost due to inflationary pressures. Company selected in liquidation, tender re-released, closed in May 2023, reassessed with report to Council's June 2023 meeting, awarded to Council's contractors with works commenced in July 2023 completed in August 2023.</p> <p>The smoke testing program next round of inspections scheduled for February 2023 completed March 2023 this financial year. Finalised smoke testing program for Urbenville completed in July Tenterfield completed in August 2023. Inspection of Urbenville STP by EPA occurred on the 18th January 2023.</p> <p>Arrival of new weather stations occurred this month May 2022, deployment completed September 2022. Systems are running collecting data, new investigation for weather links to Council's website to enable online data for the community. Investigations are continuing with site visit arranged with Xylem for September 2023.</p> <p>Verification mapping for Councils Water and Sewer assets with additional mapping commencing in February 2023 this financial year, Urbenville was incorporated this financial year completed March 2023.</p> <p>As part of the refurbishment program for the Tenterfield STP, a new upgrade with control probes that monitor treatment processes provide savings to utilise energy more efficiently, PLC replacement completed January 2023, handrails (measured and orders pending) and cable trays scheduled. Equipment services completed for Urbenville and Tenterfield.</p> |  |

22. SEWERAGE SERVICES

Organisational Performance Report

New sewer main for the WTP, with planning completed and gravity main plans supplied, equipment has been ordered with work scheduled to commence in December/January in conjunction with major main replacement for the WTP to East street reservoir. A saw has been procured to aid this task. To enable schedules an equipment specialist will undertake cracking works in February 2023 to break the granite to ensure a better outcome for installation. Since this works were undertaken the progression of installing sewer main has moved to the 3rd manhole approximately 84m in April, May works continued with an additional 135m completed. Works in June continued with 60m completed crossing the road. Finalisation of the major main, to the east street reservoir has delayed final 101m remaining of sewer installation, which recommenced in August 2023. Large floating rock and rock shelf have been typically encountered slowing the work. 50m completed this month of August expected completion in September 2023.

Tenterfield

Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 3 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 10 manholes raised, and 1 section 67 private works jobs completed in this reporting period. Pump refurbishment/repair 0 at STP July 2022, Major pumpstation maintenance 0. Trade Waste inspections.

Urbenville

Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 0 locations; 0 broken main repair; with 0 mains visually and 0 major manhole repair, 0 broken main repairs and 2 effluent line repair. Major pump station refurbishment June technical and failure issues July 2022, completed 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.

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

|                      |                                                   |
|----------------------|---------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>              |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media    |
| <b>Reference:</b>    | <b>ITEM GOV55/23</b>                              |
| <b>Subject:</b>      | <b>CHRISTMAS / NEW YEAR CLOSEDOWN - 2023/2024</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>Delivery Plan Action:</b>    | Developing attraction and retention practices across Council.                                                                                                                                                           |
| <b>Operational Plan Action:</b> | Foster an environment that supports and celebrates diversity and where the best person for the job gets the job, regardless of age, sex, religion, ethnicity or any other personal position.                            |

#### **SUMMARY**

The purpose of this report is to advise Council of proposed Christmas/New Year close down arrangements for Council staff.

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

**That Council endorse the closedown periods for the Christmas/New Year 2023/2024 period as follows:**

- **Indoor staff – close of business Thursday, 21 December 2023, reopening Monday, 8 January 2024;**
- **Outdoor staff – close of business Thursday, 14 December 2023 reopening Monday, 8 January 2024.**

#### **BACKGROUND**

Traditionally, Council has closed the Administration Office and Library for the period between Christmas and New Year to enable staff to spend this important time with family.

Outdoor staff are required to take approximately (11 days) annual leave (excluding public holidays and RDO's) at this time to ensure that the majority of staff are available throughout the year to undertake planned works.

#### **REPORT:**

The closedown for the Administration Office and Library for 2023/2024 is suggested from close of business Thursday, 21 December 2023, reopening Monday, 8 January 2024.

Our Governance No. 55 Cont...

Gazetted public holidays during this period are Monday, 25 December 2023 (Christmas Day Holiday), Tuesday, 26 December 2023 (Boxing Day Holiday) and Monday, 1 January 2024 (New Year's Day Holiday) with staff taking annual leave and RDO's to make up the additional four (7) days.

Closedown for outdoor staff is from the close of business Thursday, 14 December 2023 (Friday 15 December being an RDO) to Monday, 8 January 2024.

Councillors are requested to be mindful of the particularly difficult years 2022 and 2023 have been for all staff. Coming out of Covid-19 and into a Special Rate Variation application year. The SRV exacerbated the work and stress levels of staff by adding an additional level of complexity, discussion within the community, and community feelings and expectations. It is suggested that a full two (2) week break for all staff will assist with a renewed enthusiasm to carry on with the Councillor group into the new year.

Details in relation to arrangements for waste services and emergency contacts during the Christmas closedown period will be provided to Councillors and will be advertised in local media and available on Council's website, Your Local News and Facebook page.

#### **COUNCIL IMPLICATIONS:**

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

Closedown arrangements and emergency contacts (including waste services) for the period will be advertised through "Your Local News", Facebook, local media and available on Council's website and phone message.

**2. Policy and Regulation**

Nil.

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

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

It will be necessary for some staff to work through the closedown period to provide for emergencies, waste services, Council meetings etc.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

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

## Our Governance No. 55 Cont...

|                               |                                                |
|-------------------------------|------------------------------------------------|
| Prepared by staff member:     | Elizabeth Melling, Executive Assistant & Media |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive              |
| Department:                   | Office of the Chief Executive                  |
| Attachments:                  | There are no attachments for this report.      |

|                      |                                                                                                                      |
|----------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                                                                 |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media                                                                       |
| <b>Reference:</b>    | <b>ITEM GOV56/23</b>                                                                                                 |
| <b>Subject:</b>      | <b>COUNCIL DELEGATES ON COMMITTEES, EXTERNAL BOARDS &amp; ASSOCIATIONS - Period September 2023 to September 2024</b> |

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

|                                 |                                                                                                                                                             |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>                | <b>Leadership</b> - Resources and advocacy of Council are aligned to support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>            | Services to our community are provided in an equitable, safe, professional, friendly and timely manner consistent with our corporate values.                |
| <b>Delivery Plan Action:</b>    | Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.                                                    |
| <b>Operational Plan Action:</b> | Comply with the regulatory and legislative requirements of Councils as outlined by the Office of Local Government and other bodies.                         |

#### **SUMMARY**

The purpose of this report is for Council to resolve the Committees and Councillors who are the Council delegates to sit on the Council and Community Committees for the remaining year of Councils term of office, ending September 2024.

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

- (1) That Council determines the Committees and representation on external bodies, specific purpose committees and other associations as listed below for the proceeding twelve (12) month period, 27 September 2023 to September 2024;**

| <b>Specific Purpose Committees</b>                                  | <b>Representation</b>                        | <b>Delegate/s September 2023 to September 2024</b>                            | <b>Meeting Frequency</b>                                                     |
|---------------------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Audit & Risk Committee                                              | Mayor                                        | Mayor (observer)                                                              | Quarterly                                                                    |
| Contributions/Donations Assessment Panel                            | Mayor + 3 Councillors + 1 Reserve Councillor | Mayor, Cr Greg Sauer, Cr Peter Murphy, Cr John Macnish, Reserve Cr Kim Rhodes | Annually following adoption of OP                                            |
| Australia Day Awards Committee                                      | Mayor + 3 Councillors + 1 Reserve Councillor | Mayor, Cr Peter Petty, Cr John Macnish, Cr Greg Sauer, Reserve Cr Kim Rhodes  | Annually following Closure of nominations<br>Dependent on nomination numbers |
| Sir Henry Parkes Memorial School of Arts Joint Management Committee | Mayor + 1 Councillor                         | Mayor, Cr Kim Rhodes                                                          | Parked until required                                                        |
| Tenterfield Saleyards Advisory Committee                            | Mayor + 2 Councillors                        | Mayor, Cr Peter Petty, Cr Tim Bonner                                          | First Tuesday every three (3) months or as needed.                           |
| Aboriginal Advisory Group                                           | Mayor + 1 Councillor                         | Mayor, Cr Peter Murphy                                                        | Parked until required                                                        |
| Heritage Advisory Committee                                         | Mayor + 2 Councillors                        | Mayor, Cr Kim Rhodes, Cr Tim Bonner                                           | As required.                                                                 |



## Our Governance No. 56 Cont...

|                                                        |                                                         |                                                                       |                                                                                                                                                                                        |
|--------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Disability, Inclusion & Access Advisory Committee      | 1 Councillor + 1 Alt Councillor                         | Cr Tim Bonner, Cr John Macnish (alt)                                  | Quarterly                                                                                                                                                                              |
| Parks & Gardens Advisory Committee                     | 3 Councillors                                           | Cr Peter Murphy, Cr Geoffrey Nye, Cr Tim Bonner + Cr Kim Rhodes (alt) | Six (6) monthly or as required                                                                                                                                                         |
| <del>Tourism Advisory Committee</del>                  | <del>Mayor + 2 Councillor</del>                         | <del>Mayor, Cr Kim Rhodes, Cr Tim Bonner</del>                        | Council Res 119/23 (6) Remove the Tenterfield Tourism Advisory Committee from the TSC Committee Register From the date of Commencement of the Newly formed TCTIB Tourism subcommittee. |
| TCTIB – Tourism Committee                              | 2 Councillors                                           | Cr Kim Rhodes + Cr Tin Bonner                                         | As required                                                                                                                                                                            |
| Youth Advisory Group                                   | Mayor + 2 Councillor                                    | Mayor, Cr Greg Sauer, Cr Peter Murphy                                 | Parked until required                                                                                                                                                                  |
| <b>External Boards, Committees &amp; Organisations</b> |                                                         |                                                                       |                                                                                                                                                                                        |
| Country Mayors Association                             | Mayor                                                   | Mayor                                                                 | Quarterly                                                                                                                                                                              |
| Arts North West                                        | Manager Arts, Culture & Library Services + 1 Councillor | Cr Kim Rhodes                                                         | May & November                                                                                                                                                                         |
| Border Region Organisation of Councils (BROC)          | Mayor + 1 Councillor                                    | Mayor, Cr John Macnish                                                | Quarterly                                                                                                                                                                              |
| <del>Northern Inland Regional Waste</del>              | Manager Waste & Water                                   | Manager Waste & Water                                                 | Change of Terms of Reference                                                                                                                                                           |
| <del>North West Weight of Loads Group</del>            | Director Infrastructure                                 | Director Infrastructure                                               | Change of Terms of Reference                                                                                                                                                           |
| Local Health Advisory Committee                        | Mayor                                                   | Mayor                                                                 | Monthly                                                                                                                                                                                |
| Tenterfield Shire Local Traffic Committee              | Mayor + 2 Councillors                                   | Mayor, Cr Tom Peters & Cr Tim Bonner                                  | Every second month                                                                                                                                                                     |
| Local Emergency Management Committee                   | Mayor + 1 Councillor                                    | Mayor, Cr Tom Peters                                                  | Quarterly                                                                                                                                                                              |
| Bushfire Management Committee                          | 1 Councillor                                            | Cr Tom Peters                                                         | Quarterly                                                                                                                                                                              |
| NSW RFS Service Level Agreement Liaison Committee      | Mayor +1 Councillor                                     | Mayor, Cr Tom Peters                                                  | Annually                                                                                                                                                                               |
| <del>Tenterfield Liquor Accord</del>                   | <del>1 Councillor</del>                                 | <del>Cr Kim Rhodes</del>                                              | NSW Police Responsibility                                                                                                                                                              |
| NSW Public Libraries Association                       | 1 Councillor                                            | Cr John Macnish                                                       | Twice per year                                                                                                                                                                         |
| <del>Granite Borders Landcare Committee Inc</del>      | <del>1 Councillor</del>                                 | <del>Vacant</del>                                                     | GBLC inactive                                                                                                                                                                          |
| <del>Northern Tablelands Regional Weeds</del>          | Biosecurity Staff                                       | Weeds Officer                                                         | New Terms of Reference - staff                                                                                                                                                         |

## Our Governance No. 56 Cont...

|                                                                         |                                              |                                                        |                                                    |
|-------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------|----------------------------------------------------|
| <b>Committee</b>                                                        |                                              |                                                        |                                                    |
| Murray Darling Association                                              | Executive Member + Mayor/and or Deputy Mayor | Cr Greg Sauer, Mayor, Deputy Mayor                     | Quarterly                                          |
| Tenterfield FM Radio Association                                        | 1 Councillor                                 | Cr Tom Peters                                          | Monthly                                            |
| Community Safety Precinct Committee                                     | Mayor                                        | Mayor                                                  | Quarterly                                          |
| <del>Bruxner Way Joint Committee</del>                                  | <del>Mayor</del>                             | <del>Mayor</del>                                       | Disbanded                                          |
| Joint Regional Planning Panels                                          | Mayor + 1 Councillor as alternative          | Mayor, Cr Petty/Cr Sauer (Alt)                         | As required                                        |
| National Timber Councils'                                               | 1 Councillors                                | Cr Bronwyn Petrie                                      | As required                                        |
| Tenterfield Heavy Vehicle Bypass Economic Enhancement Advisory Group -. | All Councillors                              | All Councillors                                        | <i>This group is "parked" until further notice</i> |
| <b>Community Engagement Forums</b>                                      |                                              |                                                        |                                                    |
| Our Community                                                           | Mayor + 3 Councillors                        | Mayor, Cr Greg Sauer, Cr Kim Rhodes, & Cr Geoff Nye    |                                                    |
| Our Economy                                                             | Mayor + 3 Councillors                        | Mayor, Cr Greg Sauer, Cr Kim Rhodes & Cr Geoff Nye     |                                                    |
| Our Environment                                                         | Mayor + 3 Councillors                        | Mayor, Cr Peter Petty, Cr Peter Murphy & Cr Tom Peters |                                                    |

**BACKGROUND**

Council is required to determine annually the Committees and representation on external bodies, specific purpose committees and other associations annually.

The re-visiting of the Committees Councillor representation allows an equitable sharing across all nine Councillors after the vacancy in Ward D.

**REPORT:**

Council delegates are now requested to sit on their current Committees for a period of twelve months, as per Council's usual practice, with review after 14 September 2024 Local Government Elections.

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

Community committees are an integral part of Council's community engagement and communication functions. Committees that are "parked" formally will be advised in writing after Council's resolution.

**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)**

Our Governance No. 56 Cont...

Council has made provision in its Operational Plan and Budget for the 2023/2024 Financial Year for reduced expenses associated with the operation of the Committees/Groups/Structures listed in this report.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**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:                  | There are no attachments for this report.      |

|                      |                                                |
|----------------------|------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>           |
| <b>Submitted by:</b> | Elizabeth Melling, Executive Assistant & Media |
| <b>Reference:</b>    | <b>ITEM GOV57/23</b>                           |
| <b>Subject:</b>      | <b>REVISION OF COUNCIL MEETING DATES 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> | Deliver Customer Service and Business Services in the support of corporate outcomes.                                                                                                                                    |

#### **SUMMARY**

The purpose of this report is for Council to revise the resolved venue for the remainder of the 2023 Ordinary and Extraordinary Council Meetings. This is required due to the Council's Fiscal Repair Strategy and the subsequent reduction in resources. In accordance with s356 of the NSW Local Government Act 1993, Council is required to meet at least ten (10) times per year, each time in a separate month. Council previously resolved to hold two of its ten Ordinary meetings at the villages of Legume and Torrington.

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

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

**Resolve to hold the remainder of its 2023 Ordinary and Extraordinary Council meetings in the "Koreelah Room", Council Administration Building, 247 Rouse Street, Tenterfield.**

#### **BACKGROUND**

Council previously resolved (Resolution # 228/22) at its Ordinary Council meeting – October 2022 to hold two of its Ordinary Council meetings in the villages of Legume and Torrington.

Staff have been directed to reduce costs where possible under Council's Fiscal Repair Strategy. In these instances, staff have identified that additional costs are incurred when hosting a Council meeting away from base. Additional costs include the time required by councillors and staff to attend away from base meetings; the additional travel time and costs incurred by councillors and staff; additional catering costs for councillors and staff and the additional cost of technology which needs to be transported to remote locations.

*Councils' previous resolution # 228/22*

**Resolved** that Council:

- (1) *Note the closedown period for Staff from the close of business on 21 December 2022 to 9 January 2023.*

Our Governance No. 57 Cont...

- (2) *Resolve to hold the first meeting of the Council on 22 February 2023 with the following dates for meetings:*
- a) Ordinary Council Meetings be held in each month of the calendar year with the exception of January 2024;*
  - b) Council Meetings be held on the fourth Wednesday of the meeting month at a time to be determined, with the exception of December 2023 which will be held on the third Wednesday of the month; and*
  - c) Ordinary Council Meetings be held each month in the "Koreelah Room", Council Administration Building with the exception of two meetings to be held in villages of Legume and Torrington.*

*(Peter Petty/Kim Rhodes)*

**Motion Carried**

**REPORT:**

Council ordinarily conducts two of its usual ten Ordinary Council meetings at various villages throughout the Shire. Aside from Councillors attending their respective Ward area Progress Association meetings and the like, this is where the local community members can attend an open community session and voice any concerns and issues.

As part of Council's Fiscal Repair Strategy staff have been asked to reduce expenditure. The attendance of staff and Councillors to villages outside of the Tenterfield base is an expensive exercise.

As staff numbers and resources have reduced, away from base Council meetings pull staff away from core duties and customer service.

**COUNCIL IMPLICATIONS:**

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

Open Community Consultation is usually conducted at each village when a meeting is conducted.

**2. Policy and Regulation**

Nil.

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

Council's Fiscal Repair Strategy has sought savings across the organisation.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Travel time will be reduced for staff and Councillors. Staff enable to focus more on core duties and customer service.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Our Governance No. 57 Cont...

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:                  | There are no attachments for this report.      |

|                      |                                                                |
|----------------------|----------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                   |
| <b>Submitted by:</b> | Roy Jones, Acting Chief Corporate Officer                      |
| <b>Reference:</b>    | <b>ITEM GOV58/23</b>                                           |
| <b>Subject:</b>      | <b>2022/2023 FINANCIAL STATEMENTS TO BE REFERRED FOR AUDIT</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 comply with statutory requirements in relation to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2023. The Financial Statements are to be referred to Council's Auditor, with authorisation from the Mayor, a Councillor, the Chief Executive and the Responsible Accounting Officer.

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

**That Council;**

**(1) In relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):**

- a) Council resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2023 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under; and**
- b) That the Financial Statements be approved and signed by the Mayor, the Deputy Mayor, the Chief Executive and the Responsible Accounting Officer.**

**(2) That the Financial Statements be referred to Council's Auditor for audit; and**

**(3) That the audited Financial Statements be forwarded to the Office of Local Government by 31 October 2023; and**

**(4) That the Chief Executive Officer be delegated authority to place the Audited Financial Statements on public exhibition from Wednesday, 1 November 2023 if possible (or the soonest practicable alternative date if not) and that notice be given that Council will present its Audited Financial Statements at the Ordinary Council Meeting to be held on 22**



Our Governance No. 58 Cont...

**November 2023 if possible (or the soonest practicable alternative date if not); and**

- (5) That the audited Financial Statements be presented at the meeting of Council to be held on 22 November 2023 if possible, in accordance with Section 419(1) of the Local Government Act 1993 (as amended) or alternatively at the soonest practicable date as determined by the Chief Executive Officer.**

### **BACKGROUND**

As per Section 416(1) of the Local Government Act 1993 (as amended), a Council's Financial Statements for a year must be prepared and audited within four (4) months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under section 413(2) (c) must be made by resolution and signed by the Mayor, one (1) Councillor, the Chief Executive and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor, and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must then be lodged with the Office of Local Government by 31 October 2023.
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition for a period of seven (7) days and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. This act of giving notice of the meeting is required to be delegated to the Chief Executive as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received, however, subject to any matters raised during the audit, the Audited Statements and Audit Reports will be presented at the Council Meeting to be held on 22 November 2023.

It should be noted that Council's Audit, Risk and Improvement Committee was provided with the draft set of Financial Statements prior to the Audit, Risk and Improvement Committee meeting held on Wednesday 20 September 2023 and comments received will be incorporated into revisions of these draft financial statements.

### **REPORT:**

A draft of the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for Council for the year ended 30 June 2023 are attached to this report to be referred for audit.

The draft 2022/2023 Financial Statements were presented at the 20 September 2023 Audit, Risk and Improvement Committee meeting where it was resolved:

- (1) That the Audit, Risk and Improvement Committee note the report.*

Our Governance No. 58 Cont...

- (2) *That any comments/suggestions from the Audit, Risk and Improvement Committee be incorporated into the final version of the Draft Financial Statements to be presented to Council at the 27 September 2023 Council Meeting.*
- (3) *That the Audit, Risk and Improvement Committee recommends to Council that at the 27 September 2023 Ordinary Council meeting, the draft set of Financial Statements (including any changes identified by the Audit, Risk and Improvement Committee and the remaining sections once completed) be referred to Council's Auditors for Audit.*

Once the 2022/2023 Financial Statements have been audited, the Auditor's Reports and analysis will be presented to Council and the public at Council's Ordinary Meeting to be held on 22 November 2023, in accordance with Section 419 (1) of the Local Government Act 1993 (as amended).

### **Overall Result:**

The draft Income Statement identifies a Net Operating Result for the year of \$33.373M (\$17.613M in 2021/2022) including capital income.

Council's draft operating result excluding capital income and capital contributions is showing a deficit of \$865K compared with a \$2.108 surplus in 2021/2022.

It should be noted that this is a **preliminary result** and is still to be audited. The Audited Financial Statements will be presented to Council in November 2023.

The Annual Financial Statements are prepared on an accrual basis.

Key Factors to which have contributed to the net result during the Financial Year 2022-23:

- Operating Grants - 100% of Financial Assistance Grant for 2023/2024 received in 2022/2023 financial year totaling \$6.327M.
- Interest Income – Council received approximately \$1.06 Million in Interest Revenue compared to \$122K for FY 2021/2022. This was due to the financial market reaction to rise in interest rates by the Reserve Bank.
- Depreciation Expense – Council was required to undertake an indexation activity as part of FY 2021/2022 Financial Statements. The impact of this indexation resulted in depreciation increase of \$1.244 Million in FY 2022/2023. Compared to Depreciation expense of \$7.848M in FY 2021/2022 to \$9.004M in FY 2022/2023.
- Net Loss on Disposal of Asset – Council recognized \$3.905M in Net loss of disposal of asset. This was primarily related to Infrastructure assets with Roads and Bridges which were deemed impaired and required replacement. These roads and bridges were damaged due to flood events Council experienced.

**Please note: Depreciation Expense and Net Loss on Disposal of Asset are non-cash expenses.**

### **Water and Sewer Fund Results**

As per the draft Special Purpose Financial Statements, the Water Fund has made a draft surplus of \$367K (\$404K in 2021/2022) before capital income, and the Sewer Fund has made a draft surplus of \$668K (\$800K in 2021/2022) before capital income.

Our Governance No. 58 Cont...

The surplus will be reinvested into their respective funds to be used for asset renewal and upgrade required as per Council Asset Management Strategy.

### **Certification**

Under section 413(2)(c) of the Local Government Act 1993 (as amended), before audit certificates can be issued, it is necessary for Council to adopt a resolution to be attached to the Financial Statements stating that:

Council's Annual Financial Statements and Special Purpose Finance Statements are being prepared in accordance with:

- The Local Government Act 1993, (as amended) and the Regulations made thereunder;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- The Local Government Code of Accounting Practice and Financial Reporting.

These statements must be signed by the Mayor, one (1) other Councillor, the Chief Executive and the Responsible Accounting Officer. A copy of the required statement to be signed is included in the attached draft Financial Statements. It has been assumed, similar to past practice, that the Mayor and Deputy Mayor will sign this statement in conjunction with the Chief Executive and Manager Finance & Technology as the Responsible Accounting Officer.

### **COUNCIL IMPLICATIONS:**

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

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework. The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders including the Community and Council is required to exhibit the audited Financial Statements.

It is a requirement that as soon as practicable after receiving a copy of the Auditor's report, that the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. As advised above, this should occur at the November Ordinary Council Meeting.

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

There are no Policy issues arising out of this report.

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

The Financial Statements are Council's primary form of review on Council's sustainability and the financial performance of Council throughout the reporting period. For this reason, they remain a crucial part of the performance measurement framework and the financial performance as disclosed should be a serious consideration in any future decision making.

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

There are no specific asset management issues arising out of this report.

Our Governance No. 58 Cont...

**5. Workforce (WMS)**

There are no workforce issues arising out of this report.

**6. Legal and Risk Management**

The preparation, audit and review of Council's Financial Statements ensure compliance with:

- The Local Government Act 1993, (as amended) and the Regulations made there under;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board;
- The Local Government Code of Accounting Practice and Financial Reporting.

**7. Performance Measures**

There are no performance measure issues arising out of this report.

**8. Project Management**

There are no project management issues arising out of this report.

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

|                               |                                                                           |
|-------------------------------|---------------------------------------------------------------------------|
| Prepared by staff member:     | Roy Jones, Acting Chief Corporate Officer                                 |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive                                         |
| Department:                   | Office of the Chief Corporate Officer                                     |
| Attachments:                  | <b>1</b> Draft - Tenterfield Shire Council Financial Statements 2022-2023 |

# Tenterfield Shire Council

ANNUAL FINANCIAL STATEMENTS  
for the year ended 30 June 2023

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*"Quality Nature, Quality Heritage and Quality Lifestyle"*



# Tenterfield Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2023

---

*"Quality Nature, Quality Heritage and Quality Lifestyle"*



## **Tenterfield Shire Council**

### **General Purpose Financial Statements** for the year ended 30 June 2023

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## **Overview**

Tenterfield Shire Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

247 Rouse Street  
Tenterfield NSW 2372

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: [www.tenterfield.nsw.gov.au](http://www.tenterfield.nsw.gov.au).



**Tenterfield Shire Council**

General Purpose Financial Statements  
for the year ended 30 June 2023

**Understanding Council's Financial Statements**

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Each year NSW Local Governments are required to present audited financial statements to their council and community.

**Tenterfield Shire Council**

**General Purpose Financial Statements**  
for the year ended 30 June 2023

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**Statement by Councillors and Management made pursuant to Section 413 (2c) of the Local Government Act 1993 (NSW)**

**The attached general purpose financial statements have been prepared in accordance with:**

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

**To the best of our knowledge and belief, these statements:**

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

**We are not aware of any matter that would render these statements false or misleading in any way.**

**Signed in accordance with a resolution of Council made on 27 September 2023.**

---

Bronwyn Petrie  
**Mayor**  
27 September 2023

---

John Macnish  
**Deputy Mayor**  
27 September 2023

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Daryl Buckingham  
**Chief Executive**  
27 September 2023

---

Roy Jones  
**Responsible Accounting Officer**  
27 September 2023

Tenterfield Shire Council | Income Statement | for the year ended 30 June 2023

**Tenterfield Shire Council**

**Income Statement**

for the year ended 30 June 2023

| Original<br>unaudited<br>budget<br>2023<br>\$ '000 |                                                                                                        | Notes | Actual<br>2023<br>\$ '000 | Restated<br>Actual<br>2022 <sup>1</sup><br>\$ '000 |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------|-------|---------------------------|----------------------------------------------------|
|                                                    | <b>Income from continuing operations</b>                                                               |       |                           |                                                    |
| 11,605                                             | Rates and annual charges                                                                               | B2-1  | 11,871                    | 11,260                                             |
| 2,691                                              | User charges and fees                                                                                  | B2-2  | 2,935                     | 2,466                                              |
| 540                                                | Other revenues                                                                                         | B2-3  | 807                       | 1,712                                              |
| 8,658                                              | Grants and contributions provided for operating purposes                                               | B2-4  | 16,377                    | 16,711                                             |
| 361                                                | Grants and contributions provided for capital purposes                                                 | B2-4  | 34,238                    | 15,505                                             |
| 120                                                | Interest and investment income                                                                         | B2-5  | 1,066                     | 122                                                |
| -                                                  | Other income                                                                                           | B2-6  | 258                       | 160                                                |
| 23,975                                             | <b>Total income from continuing operations</b>                                                         |       | 67,552                    | 47,936                                             |
|                                                    | <b>Expenses from continuing operations</b>                                                             |       |                           |                                                    |
| 9,456                                              | Employee benefits and on-costs                                                                         | B3-1  | 8,255                     | 8,836                                              |
| 4,287                                              | Materials and services                                                                                 | B3-2  | 11,262                    | 10,212                                             |
| 803                                                | Borrowing costs                                                                                        | B3-3  | 963                       | 562                                                |
| 8,311                                              | Depreciation, amortisation and impairment of non-financial assets                                      | B3-4  | 9,004                     | 7,848                                              |
| 1,747                                              | Other expenses                                                                                         | B3-5  | 790                       | 817                                                |
| 276                                                | Net loss from the disposal of assets                                                                   | B4-1  | 3,905                     | 2,048                                              |
| 24,880                                             | <b>Total expenses from continuing operations</b>                                                       |       | 34,179                    | 30,323                                             |
| (905)                                              | <b>Operating result from continuing operations</b>                                                     |       | 33,373                    | 17,613                                             |
| (905)                                              | <b>Net operating result for the year attributable to Council</b>                                       |       | 33,373                    | 17,613                                             |
|                                                    |                                                                                                        |       |                           |                                                    |
| 1,266                                              | <b>Net operating result for the year before grants and contributions provided for capital purposes</b> |       | (865)                     | 2,108                                              |

<sup>(1)</sup> Restated - refer to Note G4-1

The above Income Statement should be read in conjunction with the accompanying notes.

Tenterfield Shire Council | Statement of Comprehensive Income | for the year ended 30 June 2023

**Tenterfield Shire Council**

**Statement of Comprehensive Income**  
for the year ended 30 June 2023

|                                                                                        | Notes | 2023<br>\$ '000 | Restated<br>2022 <sup>1</sup><br>\$ '000 |
|----------------------------------------------------------------------------------------|-------|-----------------|------------------------------------------|
| <b>Net operating result for the year – from Income Statement</b>                       |       | <b>33,373</b>   | <b>17,613</b>                            |
| <b>Other comprehensive income:</b>                                                     |       |                 |                                          |
| Amounts which will not be reclassified subsequently to the operating result            |       |                 |                                          |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment            | C1-6  | 42,200          | 49,418                                   |
| <b>Total items which will not be reclassified subsequently to the operating result</b> |       | <b>42,200</b>   | <b>49,418</b>                            |
| <b>Total other comprehensive income for the year</b>                                   |       | <b>42,200</b>   | <b>49,418</b>                            |
| <b>Total comprehensive income for the year attributable to Council</b>                 |       | <b>75,573</b>   | <b>67,031</b>                            |

<sup>(1)</sup> Restated - refer to Note G4-1

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Tenterfield Shire Council | Statement of Financial Position | for the year ended 30 June 2023

**Tenterfield Shire Council**

**Statement of Financial Position**  
 as at 30 June 2023

|                                                      |       | 2023           | Restated          | Restated                 |
|------------------------------------------------------|-------|----------------|-------------------|--------------------------|
|                                                      | Notes | \$ '000        | 2022 <sup>1</sup> | 1 July 2021 <sup>1</sup> |
|                                                      |       | \$ '000        | \$ '000           | \$ '000                  |
| <b>ASSETS</b>                                        |       |                |                   |                          |
| <b>Current assets</b>                                |       |                |                   |                          |
| Cash and cash equivalents                            | C1-1  | 34,891         | 37,107            | 13,383                   |
| Receivables                                          | C1-3  | 3,604          | 3,021             | 5,026                    |
| Inventories                                          | C1-4  | 221            | 326               | 355                      |
| Contract assets and contract cost assets             | C1-5  | 14,249         | 5,547             | 7,417                    |
| <b>Total current assets</b>                          |       | <b>52,965</b>  | <b>46,001</b>     | <b>26,181</b>            |
| <b>Non-current assets</b>                            |       |                |                   |                          |
| Infrastructure, property, plant and equipment (IPPE) | C1-6  | 598,358        | 531,427           | 469,004                  |
| Right of use assets                                  | C2-1  | 264            | 126               | 246                      |
| <b>Total non-current assets</b>                      |       | <b>598,622</b> | <b>531,553</b>    | <b>469,250</b>           |
| <b>Total assets</b>                                  |       | <b>651,587</b> | <b>577,554</b>    | <b>495,431</b>           |
| <b>LIABILITIES</b>                                   |       |                |                   |                          |
| <b>Current liabilities</b>                           |       |                |                   |                          |
| Payables                                             | C3-1  | 5,877          | 4,458             | 2,433                    |
| Contract liabilities                                 | C3-2  | 7,499          | 11,721            | 3,412                    |
| Lease liabilities                                    | C2-1  | 54             | 36                | 63                       |
| Borrowings                                           | C3-3  | 950            | 870               | 804                      |
| Employee benefit provisions                          | C3-4  | 1,240          | 1,539             | 1,912                    |
| Provisions                                           | C3-5  | 1,678          | 1,412             | 863                      |
| <b>Total current liabilities</b>                     |       | <b>17,298</b>  | <b>20,036</b>     | <b>9,487</b>             |
| <b>Non-current liabilities</b>                       |       |                |                   |                          |
| Lease liabilities                                    | C2-1  | 193            | 113               | 153                      |
| Borrowings                                           | C3-3  | 20,128         | 17,979            | 12,905                   |
| Provisions                                           | C3-5  | 1,137          | 2,168             | 2,659                    |
| <b>Total non-current liabilities</b>                 |       | <b>21,458</b>  | <b>20,260</b>     | <b>15,717</b>            |
| <b>Total liabilities</b>                             |       | <b>38,756</b>  | <b>40,296</b>     | <b>25,204</b>            |
| <b>Net assets</b>                                    |       | <b>612,831</b> | <b>537,258</b>    | <b>470,227</b>           |
| <b>EQUITY</b>                                        |       |                |                   |                          |
| Accumulated surplus                                  |       | 221,574        | 188,201           | 170,588                  |
| IPPE revaluation reserve                             | C4-1  | 391,257        | 349,057           | 299,639                  |
| <b>Council equity interest</b>                       |       | <b>612,831</b> | <b>537,258</b>    | <b>470,227</b>           |
| <b>Total equity</b>                                  |       | <b>612,831</b> | <b>537,258</b>    | <b>470,227</b>           |

(<sup>1</sup>) Restated - refer to Note G4-1

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Tenterfield Shire Council | Statement of Changes in Equity | for the year ended 30 June 2023

## Tenterfield Shire Council

### Statement of Changes in Equity for the year ended 30 June 2023

|                                                                             | Notes | 2023                |                          |                | 2022                |                          |                  |
|-----------------------------------------------------------------------------|-------|---------------------|--------------------------|----------------|---------------------|--------------------------|------------------|
|                                                                             |       | Accumulated surplus | IPPE revaluation reserve | Total equity   | Accumulated surplus | IPPE revaluation reserve | Total equity     |
|                                                                             |       | \$ '000             | \$ '000                  | \$ '000        | Restated \$ '000    | \$ '000                  | Restated \$ '000 |
| Opening balance at 1 July                                                   |       | 188,973             | 349,057                  | 538,030        | 171,377             | 299,639                  | 471,016          |
| Correction of prior period errors                                           | G4-1  | (772)               | –                        | (772)          | (789)               | –                        | (789)            |
| <b>Opening balance</b>                                                      |       | <b>188,201</b>      | <b>349,057</b>           | <b>537,258</b> | <b>170,588</b>      | <b>299,639</b>           | <b>470,227</b>   |
| Net operating result for the year                                           |       | 33,373              | –                        | 33,373         | 17,596              | –                        | 17,596           |
| Correction of prior period errors                                           | G4-1  | –                   | –                        | –              | 17                  | –                        | 17               |
| <b>Net operating result for the period</b>                                  |       | <b>33,373</b>       | <b>–</b>                 | <b>33,373</b>  | <b>17,613</b>       | <b>–</b>                 | <b>17,613</b>    |
| <b>Other comprehensive income</b>                                           |       |                     |                          |                |                     |                          |                  |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment | C1-6  | –                   | 42,200                   | 42,200         | –                   | 49,418                   | 49,418           |
| <b>Other comprehensive income</b>                                           |       | <b>–</b>            | <b>42,200</b>            | <b>42,200</b>  | <b>–</b>            | <b>49,418</b>            | <b>49,418</b>    |
| <b>Total comprehensive income</b>                                           |       | <b>33,373</b>       | <b>42,200</b>            | <b>75,573</b>  | <b>17,613</b>       | <b>49,418</b>            | <b>67,031</b>    |
| <b>Closing balance at 30 June</b>                                           |       | <b>221,574</b>      | <b>391,257</b>           | <b>612,831</b> | <b>188,201</b>      | <b>349,057</b>           | <b>537,258</b>   |

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Tenterfield Shire Council | Statement of Cash Flows | for the year ended 30 June 2023

**Tenterfield Shire Council**

**Statement of Cash Flows**  
 for the year ended 30 June 2023

| Original<br>unaudited<br>budget<br>2023<br>\$ '000 |                                                 | Notes | Actual<br>2023<br>\$ '000 | Actual<br>2022<br>\$ '000 |
|----------------------------------------------------|-------------------------------------------------|-------|---------------------------|---------------------------|
| <b>Cash flows from operating activities</b>        |                                                 |       |                           |                           |
| <b>Receipts:</b>                                   |                                                 |       |                           |                           |
| 11,563                                             | Rates and annual charges                        |       | 11,876                    | 11,316                    |
| 2,640                                              | User charges and fees                           |       | 2,712                     | 3,007                     |
| 125                                                | Interest received                               |       | 1,034                     | 103                       |
| 8,819                                              | Grants and contributions                        |       | 38,706                    | 44,144                    |
| 41                                                 | Bonds, deposits and retentions received         |       | 112                       | 53                        |
| 1,295                                              | Other                                           |       | 1,445                     | 431                       |
| <b>Payments:</b>                                   |                                                 |       |                           |                           |
| (9,455)                                            | Payments to employees                           |       | (8,557)                   | (9,166)                   |
| (4,673)                                            | Payments for materials and services             |       | (11,028)                  | (8,940)                   |
| (778)                                              | Borrowing costs                                 |       | (713)                     | (471)                     |
| (1,865)                                            | Other                                           |       | (753)                     | (146)                     |
| 7,712                                              | <b>Net cash flows from operating activities</b> | G1-1  | 34,834                    | 40,331                    |
| <b>Cash flows from investing activities</b>        |                                                 |       |                           |                           |
| <b>Receipts:</b>                                   |                                                 |       |                           |                           |
| –                                                  | Sale of real estate assets                      |       | 45                        | 49                        |
| 2,514                                              | Proceeds from sale of IPPE                      |       | 206                       | –                         |
| <b>Payments:</b>                                   |                                                 |       |                           |                           |
| (10,463)                                           | Payments for IPPE                               |       | (39,474)                  | (21,729)                  |
| (150)                                              | Purchase of intangible assets                   |       | –                         | –                         |
| (8,099)                                            | <b>Net cash flows from investing activities</b> |       | (39,223)                  | (21,680)                  |
| <b>Cash flows from financing activities</b>        |                                                 |       |                           |                           |
| <b>Receipts:</b>                                   |                                                 |       |                           |                           |
| 3,100                                              | Proceeds from borrowings                        |       | 3,100                     | 5,904                     |
| <b>Payments:</b>                                   |                                                 |       |                           |                           |
| (1,076)                                            | Repayment of borrowings                         |       | (871)                     | (764)                     |
| –                                                  | Principal component of lease payments           |       | (56)                      | (67)                      |
| 2,024                                              | <b>Net cash flows from financing activities</b> |       | 2,173                     | 5,073                     |
| 1,637                                              | <b>Net change in cash and cash equivalents</b>  |       | (2,216)                   | 23,724                    |
| 15,061                                             | Cash and cash equivalents at beginning of year  |       | 37,107                    | 13,383                    |
| 16,698                                             | <b>Cash and cash equivalents at end of year</b> | C1-1  | 34,891                    | 37,107                    |

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

**Tenterfield Shire Council**

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**Tenterfield Shire Council**

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## **A About Council and these financial statements**

### **A1-1 Basis of preparation**

These financial statements were authorised for issue by Council on 27 September 2023. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (NSW)* and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

Council is a not for-profit entity.

The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Unless otherwise indicated, all amounts disclosed in the financial statements are actual amounts. Specific budgetary amounts have been included for comparative analysis (to actuals) in the following reports and notes:

- Income statement
- Statement of cash flows
- Note B5-1 – Material budget variations

and are clearly marked.

#### **COVID-19**

The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a “Global Pandemic” on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries.

Council did not identify any potential material adjustments required to be done as a result of the pandemic. Even though the pandemic had a widespread effect on slowing down economies around the world, as at 30 June 2023 it is hard to predict any significant future implications on Council's business. Council's business operations remain on the same pattern. Council is not aware of any post balance sheet date events which would result in separate disclosures or adjustments to the 30 June 2023 financial results. Hence, 30 June 2023 financial statements were prepared on a going concern basis.

#### **Domestic and international situation**

Widespread volatility caused by international and domestic events in 2022 (war in Ukraine, natural disasters in NSW and nationwide, etc.) has significantly impacted supply chains, labour costs and inflation. With continuing changes in material costs, labour shortages and supply issues there has been a significant increases in amount of discussion and data regarding changes in construction costs. Commodity prices including key construction materials have seen significant increases over the last 3 years. As a result of assessment done, council had performed indexation of its infrastructure assets to ensure their carrying amount is not materially different to fair value as at 30 June 2022.

Rise of the cost of living continued in 2023 financial year. This caused another indexation of infrastructure assets values as at the end of June 2023 (see Note C1-6). Management keeps monitoring ongoing developments on the international and Australian markets and the impact they may have on the financial results and position of the council.

#### **Historical cost convention**

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain infrastructure, property, plant and equipment and investment property.

#### **Significant accounting estimates and judgements**

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

## **A1-1 Basis of preparation (continued)**

### **Critical accounting estimates and assumptions**

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. Estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes:

- (i) estimated fair values of infrastructure, property, plant and equipment – refer Note C1-6
- (ii) estimated tip remediation provisions – refer Note C3-5
- (iii) employee benefit provisions – refer Note C3-4.

### **Significant judgements in applying the Council's accounting policies**

- i. Impairment of receivables – refer Note C1-3.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

## **Monies and other assets received by Council**

### **The Consolidated Fund**

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993 (NSW)*, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Tenterfield Water service
- Tenterfield Sewerage service
- Stormwater Management Fund
- Waste Management Fund

Due to their immaterial value and nature, the following committees, entities and operations have been excluded from consolidation:

- Sir Henry Parkes Memorial Management Committee (Joint Committee);
- Tenterfield Saleyards Advisory Committee;
- Aboriginal Advisory Committee;
- Heritage Advisory Committee;
- ANZAC Centenary Steering Committee; and
- Disability, Inclusion and Access Advisory Committee.

### **The Trust Fund**

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies. Trust monies and property subject to Council's control have been included in these reports.

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge

### **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of Financial Position.

## **A1-1 Basis of preparation (continued)**

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority, are presented as operating cash flows.

### **Volunteer services**

Council does not recognise services provided by volunteers in its income statement due to the immateriality and unjustifiable cost of trying to reliably capture and assign a value to the many services volunteers in our community provide.

### **New accounting standards and interpretations issued but not yet effective**

#### **New accounting standards and interpretations issued but not yet effective**

Certain new accounting standards and interpretations (ie. pronouncements) have been published by the Australian Accounting Standards Board that are not mandatory for the 30 June 2023 reporting period.

Council has elected not to apply any of these pronouncements in these financial statements before their operative dates.

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

### **New accounting standards adopted during the year**

During the year Council adopted all accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from the first time at 30 June 2023.

None of the newly adopted standards had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures.

## B Financial Performance

### B1 Functions or activities

#### B1-1 Functions or activities – income, expenses and assets

| Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2. |               |               |               |                     |                  |                     |                          |               |                           |                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|---------------|---------------------|------------------|---------------------|--------------------------|---------------|---------------------------|---------------------|
| Functions or activities                                                                                                                                                 | Income        |               | Expenses      |                     | Operating result |                     | Grants and contributions |               | Carrying amount of assets |                     |
|                                                                                                                                                                         | 2023          | 2022          | 2023          | 2022 <sup>1</sup>   | 2023             | 2022 <sup>1</sup>   | 2023                     | 2022          | 2023                      | 2022 <sup>1</sup>   |
|                                                                                                                                                                         | \$ '000       | \$ '000       | \$ '000       | Restated<br>\$ '000 | \$ '000          | Restated<br>\$ '000 | \$ '000                  | \$ '000       | \$ '000                   | Restated<br>\$ '000 |
| <b>Functions or activities</b>                                                                                                                                          |               |               |               |                     |                  |                     |                          |               |                           |                     |
| Civic Office <sup>2</sup>                                                                                                                                               | (3)           | 34            | 297           | 408                 | (300)            | (374)               | (3)                      | 24            | 464                       | 262                 |
| Organisation and Leadership                                                                                                                                             | –             | –             | 838           | 925                 | (838)            | (925)               | –                        | –             | 9                         | 9                   |
| Community Development                                                                                                                                                   | 20            | 253           | 345           | 75                  | (325)            | 178                 | 20                       | 253           | 818                       | 354                 |
| Economic Growth and Tourism                                                                                                                                             | 2,322         | 393           | 745           | 1,046               | 1,577            | (653)               | 2,307                    | 386           | 3,674                     | 3,122               |
| Theatre and Museum Complex                                                                                                                                              | 110           | 99            | 364           | 287                 | (254)            | (188)               | 4                        | 11            | 348                       | 348                 |
| Finance and Technology                                                                                                                                                  | 11,045        | 9,510         | 481           | 1,018               | 10,564           | 8,492               | 5,278                    | 4,581         | 18,532                    | 22,228              |
| Corporate and Governance                                                                                                                                                | 3             | 1             | 717           | 728                 | (714)            | (727)               | –                        | –             | 438                       | 346                 |
| Workforce Development                                                                                                                                                   | 299           | 473           | 1,186         | 1,161               | (887)            | (688)               | 47                       | 139           | –                         | –                   |
| Library Services                                                                                                                                                        | 291           | 86            | 466           | 484                 | (175)            | (398)               | 283                      | 82            | 62                        | 156                 |
| Emergency Services                                                                                                                                                      | 448           | 145           | 650           | 722                 | (202)            | (577)               | 448                      | 145           | 1,106                     | 633                 |
| Asset Management and Resourcing                                                                                                                                         | 1             | 2             | 613           | 654                 | (612)            | (652)               | –                        | –             | 3,402                     | 2,277               |
| Commercial Works                                                                                                                                                        | 135           | 118           | 119           | 89                  | 16               | 29                  | –                        | –             | –                         | –                   |
| Environmental Management                                                                                                                                                | 237           | 168           | 346           | 286                 | (109)            | (118)               | 232                      | 165           | 39                        | 21                  |
| Planning and Regulation                                                                                                                                                 | 701           | 701           | 428           | 615                 | 273              | 86                  | 388                      | 299           | 556                       | 317                 |
| Plant, Fleet and Equipment                                                                                                                                              | 50            | 60            | (319)         | (201)               | 369              | 261                 | –                        | –             | 6,906                     | 7,665               |
| Buildings and Amenities                                                                                                                                                 | 372           | 265           | 1,036         | 1,187               | (664)            | (922)               | 155                      | 120           | 19,031                    | 12,586              |
| Livestock Saleyards <sup>3</sup>                                                                                                                                        | (17)          | 120           | 159           | 144                 | (176)            | (24)                | (162)                    | –             | 1,838                     | 1,520               |
| Parks, Gardens and Open Space                                                                                                                                           | 322           | 195           | 1,024         | 1,081               | (702)            | (886)               | 194                      | 71            | 14,212                    | 11,684              |
| Swimming Complex                                                                                                                                                        | –             | –             | 213           | 193                 | (213)            | (193)               | –                        | –             | 1,230                     | 854                 |
| Stormwater and Drainage                                                                                                                                                 | 92            | 74            | 155           | 170                 | (63)             | (96)                | 3                        | 2             | 5,148                     | 4,745               |
| Transport Network                                                                                                                                                       | 33,384        | 24,104        | 16,011        | 13,014              | 17,373           | 11,090              | 33,316                   | 24,059        | 475,200                   | 425,435             |
| Sewerage Services                                                                                                                                                       | 3,052         | 2,735         | 2,371         | 1,910               | 681              | 825                 | 13                       | 25            | 29,857                    | 27,164              |
| Waste Management                                                                                                                                                        | 3,648         | 4,168         | 3,047         | 2,039               | 601              | 2,129               | 152                      | 111           | 14,834                    | 13,027              |
| Water Supply                                                                                                                                                            | 11,040        | 4,232         | 2,887         | 2,288               | 8,153            | 1,944               | 7,940                    | 1,743         | 53,883                    | 42,801              |
| <b>Total functions and activities</b>                                                                                                                                   | <b>67,552</b> | <b>47,936</b> | <b>34,179</b> | <b>30,323</b>       | <b>33,373</b>    | <b>17,613</b>       | <b>50,615</b>            | <b>32,216</b> | <b>651,587</b>            | <b>577,554</b>      |

(1) Restated - refer to note G4-1

(2) Civic Office was in receipt of \$8.8K in Grants however had to refund prior year 2022 COVID Safe Grant for \$11.9K resulting in a net deficit of \$3K.

(3) Livestock Saleyards – The Saleyards was in receipt of \$146K from Operational Income generated from fees and charges. However, a \$162K refund of unspent grant relating to Truck Wash was paid to the funding body. This has resulted a net deficit of \$17K.



## **B1-2 Components of functions or activities**

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

### **Civic Office**

Corporate affairs and relations; the governance framework; overall corporate performance and reporting; community advocacy; mayoral, councillor and committee support; and media and external communications.

### **Organisation and Leadership**

Collaboration with other organisations and governments; continual improvement; overall strategic direction of the administrative arm; community engagement; administrative support; service integration and corporate advertising.

### **Community Development**

Community engagement, development of partnerships, indigenous affairs, inclusiveness, accessible services, supporting diversity and cultural events.

### **Economic Growth and Tourism**

Community prosperity, tourism, connectivity, partnering, promotion and livability. The Office of the Chief Executive directly oversees these outcomes.

### **Theatre and Museum Complex**

Sir Henry Parkes School of Art; cultural diversity, events and art activities; youth engagement; volunteering; and festivals.

### **Finance and Technology**

Information technology; financial sustainability and advise; investments; financial capacity; procurement compliance; regulatory and statutory compliance; business systems; property strategy, overall management and register, land mapping service (GIS).

### **Corporate and Governance**

Statutory reporting, business processes and integration; procurement compliance; audit; community involvement; customer service; governance; information technology and information management; insurance, risk and business continuity; registers and records management, legal services and election support.

### **Workforce Development**

Workplace health and wellbeing, planning and culture; workers compensation; workforce performance; training; recruitment, selection and retention; and internal communications.

### **Library Services**

Home services; vision impaired; review and updating collections; exchanges; internet and Wi Fi access; accessible technology; exhibitions; online training and resources; research and reference services; and the management of corporate art and memorabilia.

### **Emergency Services**

Integrating land use policies to support emergency management; disaster management; review of emergency management plans; inter-agency communication and collaboration; and rural addressing.

### **Asset Management and Resourcing**

Review, investigation, survey, design, development and project management; asset investigation, planning, policy formulation and management (both as a bureau service to whole organisation and for transport infrastructure).

### **Commercial Works**

Private works management, benchmarking, offsetting costs through creating synergies.

### **Environmental Management**

Education; noxious plants; feral pests (advocacy); illegal dumping and pollution; and roads & footpath regulatory enforcement.

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## **B1-2 Components of functions or activities (continued)**

### **Planning and Regulation**

Development planning, controls, assessment and certification; regulation of premises; built environment; urban design; land use data, mapping and reporting; building and assessment advice; heritage; domestic animals; public health and pollution.

### **Plant, Fleet and Equipment**

Effective provision and management of plant, fleet, equipment, store and depots; and tendering and procurement.

### **Buildings and Amenities**

Energy management and conservation, asset planning and maintenance scheduling; building and amenities utilisation, income generation and administration.

### **Livestock Saleyards**

Planning, development, maintenance, operations and administration of the Saleyards.

### **Parks, Gardens and Open Space**

Consultation, planning, development; increasing patronage; amenity; maintenance and operations; public art; cycleways; public trees; sportsgrounds (active and passive); cleanliness and administration.

### **Swimming Complex**

Service provision; regulatory compliance; planning; supervision of patrons; and management.

### **Stormwater and Drainage**

Ongoing management and improvement of all stormwater infrastructure, gross pollutant traps, natural urban waterways and erosion control apparatus.

### **Transport Network**

Sustainable management and improvement of all infrastructure used to facilitate transportation: vehicular, aviation, pedestrian and cyclists; car parking; quarries; delineation, line marking, signage and lighting; regulatory compliance; emergency response and on-call; traffic committee administration; and risk mitigation.

### **Sewerage Services**

Ongoing catchment, transportation, and treatment; monitoring, reporting, environmental compliance and emergency management; trade waste and commercial; fees and charges; public education and administration.

### **Waste Management**

Ongoing and sustainably managing waste: reduction; recycling; landfill remediation and development; and public education.

### **Water Supply**

Ongoing water catchment, storage, treatment, distribution, monitoring, regulating, reporting, compliance, charging and administration.

## B2 Sources of income

### B2-1 Rates and annual charges

|                                                                     | 2023<br>\$ '000 | 2022<br>\$ '000 |
|---------------------------------------------------------------------|-----------------|-----------------|
| <b>Ordinary rates</b>                                               |                 |                 |
| Residential                                                         | 2,145           | 2,122           |
| Farmland                                                            | 2,361           | 2,368           |
| Mining                                                              | 10              | 10              |
| Business                                                            | 335             | 322             |
| Less: pensioner rebates (mandatory)                                 | (122)           | (130)           |
| <b>Rates levied to ratepayers</b>                                   | <b>4,729</b>    | <b>4,692</b>    |
| Pensioner rate subsidies received                                   | 66              | 73              |
| <b>Total ordinary rates</b>                                         | <b>4,795</b>    | <b>4,765</b>    |
| <b>Annual charges (pursuant to s496, 496A, 496B, 501 &amp; 611)</b> |                 |                 |
| Domestic waste management services                                  | 1,184           | 1,080           |
| Stormwater management services                                      | 72              | 71              |
| Water supply services                                               | 1,552           | 1,364           |
| Sewerage services                                                   | 2,685           | 2,545           |
| Waste management services (non-domestic)                            | 207             | 190             |
| Waste management facility charge                                    | 1,474           | 1,342           |
| Less: pensioner rebates (mandatory)                                 | (216)           | (217)           |
| <b>Annual charges levied</b>                                        | <b>6,958</b>    | <b>6,375</b>    |
| Pensioner annual charges subsidies received:                        |                 |                 |
| – Water                                                             | 29              | 30              |
| – Sewerage                                                          | 26              | 27              |
| – Domestic waste management                                         | 63              | 63              |
| <b>Total annual charges</b>                                         | <b>7,076</b>    | <b>6,495</b>    |
| <b>Total rates and annual charges</b>                               | <b>11,871</b>   | <b>11,260</b>   |
| <b>Timing of revenue recognition for rates and annual charges</b>   |                 |                 |
| Rates and annual charges recognised at a point in time (2)          | 11,871          | 11,260          |
| <b>Total rates and annual charges</b>                               | <b>11,871</b>   | <b>11,260</b>   |

Council has used 2022 year valuations provided by the NSW Valuer General in calculating its rates.

#### Accounting policy

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.



## B2-2 User charges and fees

|                                                                              | Timing | 2023<br>\$ '000 | 2022<br>\$ '000 |
|------------------------------------------------------------------------------|--------|-----------------|-----------------|
| <b>Specific user charges (per s502 - specific 'actual use' charges)</b>      |        |                 |                 |
| Water supply services                                                        | 1      | 1,494           | 1,116           |
| Sewerage services                                                            | 1      | 174             | 126             |
| Waste management services (non-domestic)                                     | 1      | 328             | 272             |
| Trade waste                                                                  | 1      | 24              | 18              |
| <b>Total specific user charges</b>                                           |        | <b>2,020</b>    | <b>1,532</b>    |
| <b>Other user charges and fees</b>                                           |        |                 |                 |
| <b>(i) Fees and charges – statutory and regulatory functions (per s608)</b>  |        |                 |                 |
| Inspection services                                                          | 2      | 17              | 19              |
| Planning and building regulation                                             | 2      | 280             | 363             |
| Private works – section 67                                                   | 2      | 135             | 118             |
| Section 603 certificates                                                     | 2      | 23              | 37              |
| Companion animals                                                            | 2      | 4               | 3               |
| Local government and health act fees                                         | 2      | 9               | 10              |
| <b>Total fees and charges – statutory/regulatory</b>                         |        | <b>468</b>      | <b>550</b>      |
| <b>(ii) Fees and charges – other (incl. general user charges (per s608))</b> |        |                 |                 |
| Aerodrome                                                                    | 2      | 1               | 1               |
| Cemeteries                                                                   | 2      | 112             | 121             |
| Saleyards                                                                    | 2      | 146             | 120             |
| Tourism                                                                      | 2      | 15              | 7               |
| Cinema                                                                       | 2      | 50              | 44              |
| Library                                                                      | 2      | 8               | 4               |
| Museum and theatre                                                           | 2      | 42              | 31              |
| Service installation                                                         | 2      | 49              | 25              |
| Other                                                                        | 2      | 24              | 31              |
| <b>Total fees and charges – other</b>                                        |        | <b>447</b>      | <b>384</b>      |
| <b>Total other user charges and fees</b>                                     |        | <b>915</b>      | <b>934</b>      |
| <b>Total user charges and fees</b>                                           |        | <b>2,935</b>    | <b>2,466</b>    |
| <b>Timing of revenue recognition for user charges and fees</b>               |        |                 |                 |
| User charges and fees recognised over time (1)                               |        | 2,020           | 1,532           |
| User charges and fees recognised at a point in time (2)                      |        | 915             | 934             |
| <b>Total user charges and fees</b>                                           |        | <b>2,935</b>    | <b>2,466</b>    |

### Accounting policy

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B2-3 Other revenues

|                                                        | Notes | Timing | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--------------------------------------------------------|-------|--------|-----------------|-----------------|
| Diesel rebate                                          |       | 2      | 49              | 60              |
| Recycling income (non-domestic)                        |       | 2      | 63              | 89              |
| Insurance rebates                                      |       | 2      | –               | 27              |
| Sale of surplus material                               |       | 2      | 1               | 1               |
| Training reimbursement                                 |       | 2      | 225             | 300             |
| Effect of re-measurement of remediation provision      | G3-5  | 2      | –               | 172             |
| Effect from de-recognition of remediation provision    | G3-5  | 2      | 65              | 947             |
| Other                                                  |       | 2      | 404             | 116             |
| <b>Total other revenue</b>                             |       |        | <b>807</b>      | <b>1,712</b>    |
| <b>Timing of revenue recognition for other revenue</b> |       |        |                 |                 |
| Other revenue recognised over time (1)                 |       |        | –               | –               |
| Other revenue recognised at a point in time (2)        |       |        | 807             | 1,712           |
| <b>Total other revenue</b>                             |       |        | <b>807</b>      | <b>1,712</b>    |

#### Accounting policy for other revenue

Where the revenue is earned the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

**B2-4 Grants and contributions**

|                                                                            | Timing | Operating<br>2023<br>\$ '000 | Operating<br>2022<br>\$ '000 | Capital<br>2023<br>\$ '000 | Capital<br>2022<br>\$ '000 |
|----------------------------------------------------------------------------|--------|------------------------------|------------------------------|----------------------------|----------------------------|
| <b>General purpose grants and non-developer contributions (untied)</b>     |        |                              |                              |                            |                            |
| <b>General purpose (untied)</b>                                            |        |                              |                              |                            |                            |
| <b>Current year allocation</b>                                             |        |                              |                              |                            |                            |
| Financial assistance – general component                                   | 2      | 1,117                        | 1,807                        | –                          | –                          |
| Financial assistance – local roads component                               | 2      | 522                          | 920                          | –                          | –                          |
| <b>Payment in advance - future year allocation</b>                         |        |                              |                              |                            |                            |
| Financial assistance – general component                                   | 2      | 4,161                        | 2,774                        | –                          | –                          |
| Financial assistance – local roads component                               | 2      | 2,076                        | 1,419                        | –                          | –                          |
| <b>Amount recognised as income during current year</b>                     |        | <b>7,876</b>                 | <b>6,920</b>                 | <b>–</b>                   | <b>–</b>                   |
| <b>Special purpose grants and non-developer contributions (tied)</b>       |        |                              |                              |                            |                            |
| <b>Cash contributions</b>                                                  |        |                              |                              |                            |                            |
| Water supplies                                                             | 1      | 43                           | 53                           | 7,730                      | 1,516                      |
| Bushfire and emergency services                                            | 2      | 311                          | 145                          | –                          | –                          |
| Community centres                                                          | 1      | –                            | –                            | 31                         | 6                          |
| Economic development                                                       | 2      | 124                          | 135                          | –                          | –                          |
| Environmental programs                                                     | 2      | 20                           | –                            | –                          | –                          |
| Heritage and cultural                                                      | 1,2    | 312                          | 104                          | 10                         | 184                        |
| Library                                                                    | 2      | 64                           | 62                           | 219                        | 19                         |
| LIRS subsidy                                                               | 2      | 11                           | 15                           | –                          | –                          |
| Noxious weeds                                                              | 1,2    | 207                          | 165                          | –                          | –                          |
| Recreation and culture                                                     | 2      | 8                            | 40                           | 2,344                      | 193                        |
| Community development                                                      | 2      | 20                           | 343                          | –                          | –                          |
| Street lighting                                                            | 2      | 34                           | 33                           | –                          | –                          |
| Town planning                                                              | 1,2    | –                            | 80                           | –                          | 1                          |
| Saleyards                                                                  | 2      | –                            | –                            | (162)                      | –                          |
| Waste management                                                           | 2      | –                            | –                            | 122                        | 88                         |
| Disaster recovery                                                          | 2      | 3,504                        | 5,593                        | –                          | –                          |
| Transport (roads to recovery)                                              | 2      | 1,044                        | 1,044                        | –                          | –                          |
| Transport (other roads and bridges funding)                                | 1,2    | 999                          | 204                          | 23,500                     | 13,238                     |
| Other councils – joint works/services                                      | 1      | 125                          | 126                          | –                          | –                          |
| Transport for NSW contributions (regional roads, block grant)              | 2      | 1,625                        | 1,594                        | –                          | –                          |
| FBT contributions                                                          | 2      | 47                           | 51                           | –                          | –                          |
| Waste management services                                                  | 2      | 3                            | 4                            | –                          | –                          |
| <b>Total special purpose grants and non-developer contributions – cash</b> |        | <b>8,501</b>                 | <b>9,791</b>                 | <b>33,794</b>              | <b>15,245</b>              |
| <b>Total special purpose grants and non-developer contributions (tied)</b> |        | <b>8,501</b>                 | <b>9,791</b>                 | <b>33,794</b>              | <b>15,245</b>              |
| <b>Total grants and non-developer contributions</b>                        |        | <b>16,377</b>                | <b>16,711</b>                | <b>33,794</b>              | <b>15,245</b>              |
| <b>Comprising:</b>                                                         |        |                              |                              |                            |                            |
| – Commonwealth funding                                                     |        | 5,737                        | 9,704                        | 4,198                      | 10,607                     |
| – State funding                                                            |        | 10,640                       | 6,813                        | 29,596                     | 4,638                      |
| – Other funding                                                            |        | –                            | 194                          | –                          | –                          |
|                                                                            |        | <b>16,377</b>                | <b>16,711</b>                | <b>33,794</b>              | <b>15,245</b>              |

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Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## B2-4 Grants and contributions (continued)

### Developer contributions

|                                                                   | Notes | Timing | Operating<br>2023<br>\$ '000 | Operating<br>2022<br>\$ '000 | Capital<br>2023<br>\$ '000 | Capital<br>2022<br>\$ '000 |
|-------------------------------------------------------------------|-------|--------|------------------------------|------------------------------|----------------------------|----------------------------|
| <b>Developer contributions:</b>                                   |       |        |                              |                              |                            |                            |
| (s7.4 & s7.11 - EP&A Act, s64 of the LGA):                        |       |        |                              |                              |                            |                            |
| <b>Cash contributions</b>                                         |       |        |                              |                              |                            |                            |
| S 7.11 – contributions towards amenities/services                 |       | 2      | –                            | –                            | 374                        | 212                        |
| S 64 – water supply contributions                                 |       | 2      | –                            | –                            | 57                         | 23                         |
| S 64 – sewerage service contributions                             |       | 2      | –                            | –                            | 13                         | 25                         |
| <b>Total developer contributions – cash</b>                       |       |        | <b>–</b>                     | <b>–</b>                     | <b>444</b>                 | <b>260</b>                 |
| <b>Total developer contributions</b>                              |       |        | <b>–</b>                     | <b>–</b>                     | <b>444</b>                 | <b>260</b>                 |
| <b>Total contributions</b>                                        |       |        | <b>–</b>                     | <b>–</b>                     | <b>444</b>                 | <b>260</b>                 |
| <b>Total grants and contributions</b>                             |       |        | <b>16,377</b>                | <b>16,711</b>                | <b>34,238</b>              | <b>15,505</b>              |
| <b>Timing of revenue recognition for grants and contributions</b> |       |        |                              |                              |                            |                            |
| Grants and contributions recognised over time (1)                 |       |        | 168                          | 179                          | 7,761                      | 1,470                      |
| Grants and contributions recognised at a point in time (2)        |       |        | 16,209                       | 16,532                       | 26,477                     | 14,035                     |
| <b>Total grants and contributions</b>                             |       |        | <b>16,377</b>                | <b>16,711</b>                | <b>34,238</b>              | <b>15,505</b>              |

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## B2-4 Grants and contributions (continued)

### Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

|                                                                                                                           | Operating<br>2023<br>\$ '000 | Operating<br>2022<br>\$ '000 | Capital<br>2023<br>\$ '000 | Capital<br>2022<br>\$ '000 |
|---------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------|----------------------------|----------------------------|
| Notes                                                                                                                     |                              |                              |                            |                            |
| <b>Grants</b>                                                                                                             |                              |                              |                            |                            |
| Unspent grants at 1 July                                                                                                  | 2,546                        | 1,207                        | 11,946                     | 3,577                      |
| <b>Add:</b> Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions         | 1,802                        | 2,528                        | 569                        | 445                        |
| <b>Add:</b> grants received for the provision of goods and services in a future period                                    | 2,765                        | —                            | 4,479                      | 11,490                     |
| <b>Less:</b> Funds recognised as revenue in previous years that have been spent during the reporting year                 | (2,528)                      | (1,189)                      | (693)                      | (154)                      |
| <b>Less:</b> Funds received in prior year but revenue recognised and funds spent in current year                          | —                            | —                            | (11,490)                   | (3,412)                    |
| <b>Unspent grants at 30 June</b>                                                                                          | <b>4,585</b>                 | <b>2,546</b>                 | <b>4,811</b>               | <b>11,946</b>              |
| <b>Contributions</b>                                                                                                      |                              |                              |                            |                            |
| Unspent contributions at 1 July                                                                                           | —                            | —                            | 470                        | 222                        |
| <b>Add:</b> contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions | —                            | —                            | 400                        | 248                        |
| <b>Less:</b> contributions recognised as revenue in previous years that have been spent during the reporting year         | —                            | —                            | —                          | —                          |
| <b>Unspent contributions at 30 June</b>                                                                                   | <b>—</b>                     | <b>—</b>                     | <b>870</b>                 | <b>470</b>                 |

### Accounting policy

#### Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations may vary according to the agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

#### Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

continued on next page ...

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## B2-4 Grants and contributions (continued)

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

### Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

### Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

## B2-5 Interest and investment income

|                                                                  | 2023<br>\$ '000 | 2022<br>\$ '000 |
|------------------------------------------------------------------|-----------------|-----------------|
| <b>Interest on financial assets measured at amortised cost</b>   |                 |                 |
| – Overdue rates and annual charges (incl. special purpose rates) | 70              | 70              |
| – Cash and investments                                           | 996             | 52              |
| <b>Total interest and investment income (losses)</b>             | <b>1,066</b>    | <b>122</b>      |

### Accounting policy

Interest income is recognised using the effective interest rate at the date that interest is earned.

## B2-6 Other income

|                                 | Notes | 2023<br>\$ '000 | 2022<br>\$ '000 |
|---------------------------------|-------|-----------------|-----------------|
| <b>Rental income</b>            |       |                 |                 |
| <b>Other lease income</b>       |       |                 |                 |
| Council owned property          |       | 164             | 160             |
| <b>Total other lease income</b> |       | <b>164</b>      | <b>160</b>      |
| <b>Total rental income</b>      | C2-2  | <b>164</b>      | <b>160</b>      |
| IMF Settlement Income           |       | 94              | –               |
| <b>Total other</b>              |       | <b>94</b>       | <b>–</b>        |
| <b>Total other income</b>       |       | <b>258</b>      | <b>160</b>      |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B3 Costs of providing services

#### B3-1 Employee benefits and on-costs

|                                      | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--------------------------------------|-----------------|-----------------|
| Salaries and wages                   | 6,969           | 7,525           |
| Employee leave entitlements (ELE)    | 1,384           | 1,345           |
| Superannuation                       | 823             | 880             |
| Workers' compensation insurance      | 222             | 186             |
| Fringe benefit tax (FBT)             | 37              | 39              |
| Other                                | 47              | 42              |
| <b>Total employee costs</b>          | <b>9,482</b>    | <b>10,017</b>   |
| Less: capitalised costs              | (1,227)         | (1,181)         |
| <b>Total employee costs expensed</b> | <b>8,255</b>    | <b>8,836</b>    |

#### Accounting policy

Employee benefit expenses are recorded when the service has been provided by the employee.

#### Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

#### Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.



Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B3-2 Materials and services

|                                                     |       | 2023          | 2022 <sup>1</sup>   |
|-----------------------------------------------------|-------|---------------|---------------------|
|                                                     | Notes | \$ '000       | Restated<br>\$ '000 |
| Raw materials and consumables                       |       | 2,971         | 3,372               |
| Contractor and consultancy costs                    |       | 6,447         | 4,818               |
| Audit Fees                                          | F2-1  | 61            | 60                  |
| Councillor and Mayoral fees and associated expenses | F1-2  | 175           | 184                 |
| Advertising                                         |       | 44            | 36                  |
| Cleaning                                            |       | 42            | 42                  |
| Election expenses                                   |       | –             | 84                  |
| Electricity and heating                             |       | 238           | 279                 |
| Insurance                                           |       | 592           | 523                 |
| Postage                                             |       | 39            | 31                  |
| Printing and stationery                             |       | 17            | 31                  |
| Street lighting                                     |       | 98            | 127                 |
| Subscriptions and publications                      |       | 89            | 137                 |
| Telephone and communications                        |       | 192           | 258                 |
| Travel expenses                                     |       | 13            | 10                  |
| Training costs (other than salaries and wages)      |       | 95            | 75                  |
| Other expenses                                      |       | 106           | 107                 |
| – Legal expenses: planning and development          |       | 1             | –                   |
| – Legal expenses: other                             |       | 36            | 34                  |
| Other                                               |       | 6             | 4                   |
| <b>Total materials and services</b>                 |       | <b>11,262</b> | <b>10,212</b>       |
| <b>Total materials and services</b>                 |       | <b>11,262</b> | <b>10,212</b>       |

#### Accounting policy

Expenses are recorded on an accruals basis as the council receives the goods or services.

(<sup>1</sup>) Restated - see Note G4-1



Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B3-3 Borrowing costs

|                                                        | Notes | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--------------------------------------------------------|-------|-----------------|-----------------|
| <b>(i) Interest bearing liability costs</b>            |       |                 |                 |
| Interest on leases                                     |       | 7               | 9               |
| Interest on loans                                      |       | 840             | 522             |
| <b>Total interest bearing liability costs</b>          |       | <b>847</b>      | <b>531</b>      |
| <b>Total interest bearing liability costs expensed</b> |       | <b>847</b>      | <b>531</b>      |
| <b>(ii) Other borrowing costs</b>                      |       |                 |                 |
| – Remediation liabilities                              | C3-5  | 116             | 31              |
| <b>Total other borrowing costs</b>                     |       | <b>116</b>      | <b>31</b>       |
| <b>Total borrowing costs expensed</b>                  |       | <b>963</b>      | <b>562</b>      |

**Accounting policy**

Borrowing costs are expensed as incurred.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B3-4 Depreciation, amortisation and impairment of non-financial assets

|                                                                                 |       | 2023         | 2022 <sup>1</sup>   |
|---------------------------------------------------------------------------------|-------|--------------|---------------------|
|                                                                                 | Notes | \$ '000      | Restated<br>\$ '000 |
| <b>Depreciation and amortisation</b>                                            |       |              |                     |
| Plant and equipment                                                             |       | 776          | 779                 |
| Office equipment                                                                |       | 55           | 55                  |
| Furniture and fittings                                                          |       | 3            | 4                   |
| Land improvements (depreciable)                                                 |       | 39           | 36                  |
| <b>Infrastructure:</b>                                                          | C1-6  |              |                     |
| – Buildings                                                                     |       | 1,016        | 846                 |
| – Other structures                                                              |       | 182          | 182                 |
| – Roads                                                                         |       | 3,509        | 3,306               |
| – Bridges                                                                       |       | 1,046        | 926                 |
| – Footpaths                                                                     |       | 47           | 42                  |
| – Stormwater drainage                                                           |       | 108          | 100                 |
| – Water supply network                                                          |       | 866          | 718                 |
| – Sewerage network                                                              |       | 547          | 493                 |
| – Swimming pools                                                                |       | 27           | 25                  |
| – Other open space/recreational assets                                          |       | 169          | 146                 |
| Right of use assets                                                             | C2-1  | 16           | 120                 |
| <b>Other assets:</b>                                                            |       |              |                     |
| – Library books                                                                 |       | 32           | 33                  |
| <b>Reinstatement, rehabilitation and restoration assets:</b>                    |       |              |                     |
| – Tip assets                                                                    | C1-6  | 812          | 161                 |
| – Quarry assets                                                                 | C1-6  | 16           | 16                  |
| <b>Total gross depreciation and amortisation costs</b>                          |       | <b>9,266</b> | <b>7,988</b>        |
| Less: capitalised costs                                                         |       | (262)        | (140)               |
| <b>Total depreciation and amortisation costs</b>                                |       | <b>9,004</b> | <b>7,848</b>        |
| <b>Total depreciation, amortisation and impairment for non-financial assets</b> |       | <b>9,004</b> | <b>7,848</b>        |

#### Accounting policy

##### Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-6 for IPPE assets and Note C1-7 for intangible assets.

Depreciation is capitalised where in-house assets have contributed to new assets.

##### Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

<sup>(1)</sup> Restated - see Note G4-1

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### B3-5 Other expenses

|                                                                                                   | 2023<br>\$ '000 | 2022<br>\$ '000 |
|---------------------------------------------------------------------------------------------------|-----------------|-----------------|
| <b>Other</b>                                                                                      |                 |                 |
| Grants funded donations, contributions and assistance to other organisations (incl. Section 356)  | 250             | 377             |
| Council funded donations, contributions and assistance to other organisations (incl. Section 356) | 42              | 66              |
| Emergency services levy (includes FRNSW, SES, and RFS levies)                                     | 498             | 374             |
| <b>Total other</b>                                                                                | <b>790</b>      | <b>817</b>      |
| <b>Total other expenses</b>                                                                       | <b>790</b>      | <b>817</b>      |

#### Accounting policy

Other expenses are recorded on an accruals basis when Council has an obligation for the expenses.

Impairment expenses are recognised when identified.

## B4 Gains or losses

### B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

|                                                                           | Notes | 2023<br>\$ '000 | 2022<br>\$ '000 |
|---------------------------------------------------------------------------|-------|-----------------|-----------------|
| <b>Gain (or loss) on disposal of property (excl. investment property)</b> |       |                 |                 |
| Proceeds from disposal – property                                         |       | 1,116           | –               |
| Less: carrying amount of property assets sold/written off                 |       | (962)           | –               |
| <b>Gain (or loss) on disposal</b>                                         |       | <b>154</b>      | <b>–</b>        |
| <b>Gain (or loss) on disposal of plant and equipment</b>                  | C1-5  |                 |                 |
| Non-cash income from trade-in – plant and equipment                       |       | 2,170           | 1,705           |
| Less: carrying amount of plant and equipment assets sold/written off      |       | (2,242)         | (1,880)         |
| <b>Gain (or loss) on disposal</b>                                         |       | <b>(72)</b>     | <b>(175)</b>    |
| <b>Gain (or loss) on disposal of infrastructure</b>                       | C1-6  |                 |                 |
| Less: carrying amount of infrastructure assets sold/written off           |       | (4,000)         | (1,884)         |
| <b>Gain (or loss) on disposal</b>                                         |       | <b>(4,000)</b>  | <b>(1,884)</b>  |
| <b>Gain (or loss) on disposal of real estate assets held for sale</b>     | C1-4  |                 |                 |
| Proceeds from disposal – real estate assets                               |       | 45              | 49              |
| Less: carrying amount of real estate assets sold/written off              |       | (32)            | (38)            |
| <b>Gain (or loss) on disposal</b>                                         |       | <b>13</b>       | <b>11</b>       |
| <b>Net gain (or loss) from disposal of assets</b>                         |       | <b>(3,905)</b>  | <b>(2,048)</b>  |

#### Accounting policy

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

#### Non-infrastructure assets

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

#### Infrastructure assets

It is not common for infrastructure assets to be sold. De-recognition of carrying value of infrastructure assets usually occurs in cases of replacement or when they are no longer serviceable. Physical replacement of infrastructure assets result in loss from disposal of replaced assets through profit and loss account. Renewal works which represent reversal of consumed service potential add up to the carrying value of the asset.

## B5 Performance against budget

### B5-1 Material budget variations

Council's original budget was adopted by the Council on 25 May 2022 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

**Material variations of more than 10%** between original budget and actual results or where the variance is considered material by nature are explained below.

**Variation Key:** **F** = Favourable budget variation, **U** = Unfavourable budget variation.

| \$ '000                                                                                                                                                                                                                                             | 2023<br>Budget | 2023<br>Actual | 2023<br>----- Variance ----- |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|------------------------------|----------|
| <b>Revenues</b>                                                                                                                                                                                                                                     |                |                |                              |          |
| Rates and annual charges                                                                                                                                                                                                                            | 11,605         | 11,871         | 266                          | 2% F     |
| User charges and fees                                                                                                                                                                                                                               | 2,691          | 2,935          | 244                          | 9% F     |
| Other revenues                                                                                                                                                                                                                                      | 540            | 807            | 267                          | 49% F    |
| Higher than expected other revenue was mostly due to one-off fire insurance recovery settlements.                                                                                                                                                   |                |                |                              |          |
| Operating grants and contributions                                                                                                                                                                                                                  | 8,658          | 16,377         | 7,719                        | 89% F    |
| Above expected amount of operating grants was mostly due to 100% advance receipt of 2024 FAG and flood emergency grants.                                                                                                                            |                |                |                              |          |
| Capital grants and contributions                                                                                                                                                                                                                    | 361            | 34,238         | 33,877                       | 9,384% F |
| Significant portion of the capital grant income in 2023 comprised of revenue recognised on grant funded projects delivered in 2023 funds for which were received in 2022 financial year. Plus there were various other not budgeted capital grants. |                |                |                              |          |
| Interest and investment revenue                                                                                                                                                                                                                     | 120            | 1,066          | 946                          | 788% F   |
| Significant increase in interest rates in current year.                                                                                                                                                                                             |                |                |                              |          |
| Other income                                                                                                                                                                                                                                        | -              | 258            | 258                          | ∞ F      |
| In 2023 council received unexpected IMF settlement income in amount \$95 thousand.                                                                                                                                                                  |                |                |                              |          |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

**B5-1 Material budget variations (continued)**

| \$ '000                                                                                                                  | 2023<br>Budget | 2023<br>Actual | 2023<br>----- Variance ----- |                   |
|--------------------------------------------------------------------------------------------------------------------------|----------------|----------------|------------------------------|-------------------|
| <b>Expenses</b>                                                                                                          |                |                |                              |                   |
| Employee benefits and on-costs                                                                                           | 9,456          | 8,255          | 1,201                        | 13% <b>F</b>      |
| Materials and services                                                                                                   | 4,287          | 11,262         | (6,975)                      | (163)% <b>U</b>   |
| Higher than expected operational costs due to flood related emergency works.                                             |                |                |                              |                   |
| Borrowing costs                                                                                                          | 803            | 963            | (160)                        | (20)% <b>U</b>    |
| Higher than expected borrowing costs were due to increased interest rates.                                               |                |                |                              |                   |
| Depreciation, amortisation and impairment of non-financial assets                                                        | 8,311          | 9,004          | (693)                        | (8)% <b>U</b>     |
| Other expenses                                                                                                           | 1,747          | 790            | 957                          | 55% <b>F</b>      |
| Net losses from disposal of assets                                                                                       | 276            | 3,905          | (3,629)                      | (1,315)% <b>U</b> |
| This is a paper-based effect of write-off of underpreciated amount of disposed or impaired assets. It is hard to budget. |                |                |                              |                   |

**Statement of cash flows**

|                                                                                    |         |          |          |               |
|------------------------------------------------------------------------------------|---------|----------|----------|---------------|
| Cash flows from operating activities                                               | 7,712   | 34,834   | 27,122   | 352% <b>F</b> |
| Higher than expected FAG and other emergency flood related grants in current year. |         |          |          |               |
| Cash flows from investing activities                                               | (8,099) | (39,223) | (31,124) | 384% <b>U</b> |
| In line with the increased capital grants income trend.                            |         |          |          |               |
| Cash flows from financing activities                                               | 2,024   | 2,173    | 149      | 7% <b>F</b>   |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C Financial position

### C1 Assets we manage

#### C1-1 Cash and cash equivalents

|                                        | 2023<br>\$ '000 | 2022<br>\$ '000 |
|----------------------------------------|-----------------|-----------------|
| <b>Cash assets</b>                     |                 |                 |
| Cash on hand and at bank               | 28,509          | 30,725          |
| Cash equivalent assets                 |                 |                 |
| – Deposits at call                     | 6,000           | 6,000           |
| Trust account                          | 382             | 382             |
| <b>Total cash and cash equivalents</b> | <b>34,891</b>   | <b>37,107</b>   |

#### Reconciliation of cash and cash equivalents

|                                                                     |               |               |
|---------------------------------------------------------------------|---------------|---------------|
| Total cash and cash equivalents per Statement of Financial Position | 34,891        | 37,107        |
| <b>Balance as per the Statement of Cash Flows</b>                   | <b>34,891</b> | <b>37,107</b> |

#### Accounting policy

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C1-2 Restricted and allocated cash, cash equivalents and investments

|                                                                                                            | 2023<br>\$ '000 | 2022<br>\$ '000 |
|------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| (a) Externally restricted cash, cash equivalents and investments                                           |                 |                 |
| <b>Total cash, cash equivalents and investments</b>                                                        | <b>34,891</b>   | <b>37,107</b>   |
| Less: Externally restricted cash, cash equivalents and investments                                         | (28,078)        | (31,626)        |
| <b>Cash, cash equivalents and investments not subject to external restrictions</b>                         | <b>6,813</b>    | <b>5,481</b>    |
| <b>External restrictions</b>                                                                               |                 |                 |
| <b>External restrictions – included in liabilities</b>                                                     |                 |                 |
| External restrictions included in cash, cash equivalents and investments above comprise:                   |                 |                 |
| Specific purpose unexpended grants – general fund                                                          | 7,370           | 11,132          |
| Specific purpose unexpended grants – water fund                                                            | 124             | 588             |
| <b>External restrictions – included in liabilities</b>                                                     | <b>7,494</b>    | <b>11,720</b>   |
| <b>External restrictions – other</b>                                                                       |                 |                 |
| External restrictions included in cash, cash equivalents and investments above comprise:                   |                 |                 |
| Specific purpose unexpended grants (recognised as revenue) – general fund (including waste and stormwater) | 1,747           | 2,654           |
| Specific purpose unexpended grants (recognised as revenue) – water fund                                    | 44              | 28              |
| Developer contributions – general (including waste and stormwater)                                         | 722             | 388             |
| Developer contributions – water fund                                                                       | 94              | 38              |
| Developer contributions – sewer fund                                                                       | 54              | 41              |
| RFS reserves                                                                                               | 111             | 92              |
| Water fund                                                                                                 | 1,211           | 2,180           |
| Sewer fund                                                                                                 | 6,764           | 5,704           |
| Domestic waste management                                                                                  | 8,464           | 7,373           |
| Stormwater management                                                                                      | 991             | 1,026           |
| Trust fund                                                                                                 | 382             | 382             |
| <b>External restrictions – other</b>                                                                       | <b>20,584</b>   | <b>19,906</b>   |
| <b>Total external restrictions</b>                                                                         | <b>28,078</b>   | <b>31,626</b>   |

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

continued on next page ...

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Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

**C1-2 Restricted and allocated cash, cash equivalents and investments (continued)**

|  | 2023    | 2022    |
|--|---------|---------|
|  | \$ '000 | \$ '000 |

**(b) Internal allocations**

|                                                                                    |              |              |
|------------------------------------------------------------------------------------|--------------|--------------|
| <b>Cash, cash equivalents and investments not subject to external restrictions</b> | <b>6,813</b> | <b>5,481</b> |
| Less: Internally restricted cash, cash equivalents and investments                 | (5,500)      | (5,000)      |
| <b>Unrestricted and unallocated cash, cash equivalents and investments</b>         | <b>1,313</b> | <b>481</b>   |

**Internal allocations**

At 30 June, Council has internally allocated funds to the following:

|                                   |              |              |
|-----------------------------------|--------------|--------------|
| Special projects                  | 5,500        | 5,000        |
| <b>Total internal allocations</b> | <b>5,500</b> | <b>5,000</b> |

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

|  | 2023    | 2022    |
|--|---------|---------|
|  | \$ '000 | \$ '000 |

**(c) Unrestricted and unallocated**

|                                                                            |              |            |
|----------------------------------------------------------------------------|--------------|------------|
| <b>Unrestricted and unallocated cash, cash equivalents and investments</b> | <b>1,313</b> | <b>481</b> |
|----------------------------------------------------------------------------|--------------|------------|

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### C1-3 Receivables

|                                                         | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|---------------------------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Rates and annual charges                                | 391                        | –                              | 396                        | –                              |
| Interest and extra charges                              | 88                         | –                              | 79                         | –                              |
| User charges and fees                                   | 707                        | –                              | 486                        | –                              |
| Private works                                           | 83                         | –                              | 81                         | –                              |
| Accrued revenues                                        |                            |                                |                            |                                |
| – Interest on investments                               | 26                         | –                              | 3                          | –                              |
| Government agency receivables                           | 272                        | –                              | 1,287                      | –                              |
| Net GST receivable                                      | 1,037                      | –                              | 708                        | –                              |
| Other debtors                                           | 1,055                      | –                              | 36                         | –                              |
| <b>Total</b>                                            | <b>3,659</b>               | <b>–</b>                       | <b>3,076</b>               | <b>–</b>                       |
| <b>Less: provision for impairment</b>                   |                            |                                |                            |                                |
| Other debtors                                           | (55)                       | –                              | (55)                       | –                              |
| <b>Total provision for impairment –<br/>receivables</b> | <b>(55)</b>                | <b>–</b>                       | <b>(55)</b>                | <b>–</b>                       |
| <b>Total net receivables</b>                            | <b>3,604</b>               | <b>–</b>                       | <b>3,021</b>               | <b>–</b>                       |

### Externally restricted receivables

|                                    |              |          |              |          |
|------------------------------------|--------------|----------|--------------|----------|
| <b>Water supply</b>                |              |          |              |          |
| – Rates and availability charges   | 81           | –        | 69           | –        |
| – Other                            | 668          | –        | 625          | –        |
| <b>Sewerage services</b>           |              |          |              |          |
| – Rates and availability charges   | 132          | –        | 118          | –        |
| – Other                            | 82           | –        | 60           | –        |
| <b>Domestic waste management</b>   | <b>249</b>   | <b>–</b> | <b>209</b>   | <b>–</b> |
| <b>Stormwater management</b>       | <b>8</b>     | <b>–</b> | <b>4</b>     | <b>–</b> |
| <b>Total external restrictions</b> | <b>1,220</b> | <b>–</b> | <b>1,085</b> | <b>–</b> |
| <b>Unrestricted receivables</b>    | <b>2,384</b> | <b>–</b> | <b>1,936</b> | <b>–</b> |
| <b>Total net receivables</b>       | <b>3,604</b> | <b>–</b> | <b>3,021</b> | <b>–</b> |

|  | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--|-----------------|-----------------|
|--|-----------------|-----------------|

### Movement in provision for impairment of receivables

|                                                                               |           |           |
|-------------------------------------------------------------------------------|-----------|-----------|
| Balance at the beginning of the year (calculated in accordance with AASB 139) | 55        | 55        |
| <b>Balance at the end of the year</b>                                         | <b>55</b> | <b>55</b> |

continued on next page ...

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### **C1-3 Receivables (continued)**

#### **Accounting policy**

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

#### **Impairment**

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 60 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings.

Rates and annual charges outstanding are secured against the property.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C1-4 Inventories

|                                  | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|----------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| <b>(i) Inventories at cost</b>   |                            |                                |                            |                                |
| Real estate for resale           | –                          | –                              | 32                         | –                              |
| Stores and materials             | 221                        | –                              | 294                        | –                              |
| <b>Total inventories at cost</b> | <b>221</b>                 | <b>–</b>                       | <b>326</b>                 | <b>–</b>                       |
| <b>Total inventories</b>         | <b>221</b>                 | <b>–</b>                       | <b>326</b>                 | <b>–</b>                       |

## (i) Other disclosures

|                                                        | Notes | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|--------------------------------------------------------|-------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| <b>(a) Details for real estate development</b>         |       |                            |                                |                            |                                |
| Residential                                            |       | –                          | –                              | 32                         | –                              |
| <b>Total real estate for resale</b>                    |       | <b>–</b>                   | <b>–</b>                       | <b>32</b>                  | <b>–</b>                       |
| (Valued at the lower of cost and net realisable value) |       |                            |                                |                            |                                |
| <b>Represented by:</b>                                 |       |                            |                                |                            |                                |
| Acquisition costs                                      |       | –                          | –                              | 32                         | –                              |
| <b>Total costs</b>                                     |       | <b>–</b>                   | <b>–</b>                       | <b>32</b>                  | <b>–</b>                       |
| <b>Total real estate for resale</b>                    |       | <b>–</b>                   | <b>–</b>                       | <b>32</b>                  | <b>–</b>                       |
| <b>Movements:</b>                                      |       |                            |                                |                            |                                |
| Real estate assets at beginning of the year            |       | 32                         | –                              | 70                         | –                              |
| – WDV of sales (expense)                               | B4-1  | (32)                       | –                              | (38)                       | –                              |
| <b>Total real estate for resale</b>                    |       | <b>–</b>                   | <b>–</b>                       | <b>32</b>                  | <b>–</b>                       |

## Accounting policy

### Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

### Land held for resale

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C1-5 Contract assets

|                              | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Contract assets              | 14,249                     | –                              | 5,547                      | –                              |
| <b>Total contract assets</b> | <b>14,249</b>              | <b>–</b>                       | <b>5,547</b>               | <b>–</b>                       |

## Contract assets

|                                                    |               |          |              |          |
|----------------------------------------------------|---------------|----------|--------------|----------|
| Contract Asset (AASB 15)                           | 170           | –        | 126          | –        |
| Grant Contract Asset (AASB 1058 - asset exemption) | 9,297         | –        | 4,264        | –        |
| Accrued Income (AASB 1058)                         | 4,782         | –        | 1,157        | –        |
| <b>Total contract assets</b>                       | <b>14,249</b> | <b>–</b> | <b>5,547</b> | <b>–</b> |

## Significant changes in contract assets

### Contract Assets relating to work for external parties (AASB 15)

No significant changes - consistent with prior year.

### Grant Contract Assets - work related to infrastructure grants (AASB 1058 - Asset Exemption)

Increase is due to works performed on various grant funded projects which will be recovered in 2024 financial year. Major unpaid works as at 30 June 2023 relate to the following projects:

- 1) Mt Lindesay Upgrade - \$1.7M
- 2) Fixing Local Roads - \$1.5M
- 3) Building Better Region Funds Infrastructure Projects - \$1.3M
- 4) BLERF - 0737 - Improve Mt Lindesay Road - \$2M

### Accrued Income - not specific or not enforceable grants (AASB 1058)

Significant increase is mostly related to post flood events works funded by AGRN 1012. Council is expecting to get reimbursed for those works in 2024 financial year.

## Accounting policy

### Contract assets

Contract assets represent Council's right to payment in exchange for goods or services the Council has transferred to a customer when that right is conditional on something other than the passage of time.

Contract assets arise when the amounts billed to customers are based on the achievement of various milestones established in the contract and therefore the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer. Once an invoice or payment claim is raised or the relevant milestone is reached, Council recognises a receivable.

Impairment of contract assets is assessed using the simplified expected credit loss model where lifetime credit losses are recognised on initial recognition.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C1-6 Infrastructure, property, plant and equipment

| By aggregated asset class                                               | At 1 July 2022                   |                                                    |                                | Assessments during the reporting period    |                                 |                                        |                                 |                          |                                      |                                                     | At 30 June 2022                  |                                                    |                                |
|-------------------------------------------------------------------------|----------------------------------|----------------------------------------------------|--------------------------------|--------------------------------------------|---------------------------------|----------------------------------------|---------------------------------|--------------------------|--------------------------------------|-----------------------------------------------------|----------------------------------|----------------------------------------------------|--------------------------------|
|                                                                         | Gross carrying amount<br>\$ '000 | Accumulated depreciation and impairment<br>\$ '000 | Net carrying amount<br>\$ '000 | Additions renewals <sup>1</sup><br>\$ '000 | Additions new assets<br>\$ '000 | Carrying value of disposals<br>\$ '000 | Depreciation expense<br>\$ '000 | WIP transfers<br>\$ '000 | Adjustments and transfers<br>\$ '000 | Revaluation increments (to equity) (A/R)<br>\$ '000 | Gross carrying amount<br>\$ '000 | Accumulated depreciation and impairment<br>\$ '000 | Net carrying amount<br>\$ '000 |
| Capital work in progress                                                | 22,978                           | —                                                  | 22,978                         | 7,457                                      | 21,175                          | —                                      | —                               | (4,892)                  | —                                    | —                                                   | 46,718                           | —                                                  | 46,718                         |
| Plant and equipment                                                     | 16,709                           | (7,732)                                            | 8,977                          | 2,164                                      | 68                              | (2,242)                                | (776)                           | —                        | —                                    | —                                                   | 16,299                           | (8,102)                                            | 8,197                          |
| Office equipment                                                        | 770                              | (444)                                              | 326                            | —                                          | —                               | —                                      | (55)                            | —                        | —                                    | —                                                   | 770                              | (499)                                              | 271                            |
| Furniture and fittings                                                  | 155                              | (142)                                              | 13                             | —                                          | —                               | —                                      | (3)                             | —                        | —                                    | —                                                   | 155                              | (145)                                              | 10                             |
| Land:                                                                   |                                  |                                                    |                                |                                            |                                 |                                        |                                 |                          |                                      |                                                     |                                  |                                                    |                                |
| – Crown land - managed by council                                       | 1,647                            | —                                                  | 1,647                          | —                                          | —                               | —                                      | —                               | —                        | —                                    | 118                                                 | 1,765                            | —                                                  | 1,765                          |
| – Crown land - devolved to council                                      | 2,772                            | —                                                  | 2,772                          | —                                          | —                               | —                                      | —                               | —                        | —                                    | 198                                                 | 2,970                            | —                                                  | 2,970                          |
| – Operational land                                                      | 4,649                            | —                                                  | 4,649                          | —                                          | —                               | (982)                                  | —                               | —                        | —                                    | 3,534                                               | 7,220                            | —                                                  | 7,220                          |
| – Community land                                                        | 1,673                            | —                                                  | 1,673                          | —                                          | —                               | —                                      | —                               | —                        | —                                    | 120                                                 | 1,793                            | —                                                  | 1,793                          |
| – Land under roads (post 30/6/08)                                       | 13                               | —                                                  | 13                             | —                                          | —                               | —                                      | —                               | —                        | —                                    | —                                                   | 13                               | —                                                  | 13                             |
| Land improvements – depreciable                                         | 1,917                            | (711)                                              | 1,206                          | —                                          | 16                              | —                                      | (39)                            | 23                       | —                                    | 60                                                  | 2,054                            | (788)                                              | 1,266                          |
| Infrastructure:                                                         |                                  |                                                    |                                |                                            |                                 |                                        |                                 |                          |                                      |                                                     |                                  |                                                    |                                |
| – Buildings                                                             | 39,295                           | (21,442)                                           | 17,853                         | —                                          | 92                              | —                                      | (1,016)                         | 1,438                    | —                                    | 9,999                                               | 38,779                           | (10,414)                                           | 28,365                         |
| – Other structures                                                      | 5,416                            | (2,156)                                            | 3,261                          | —                                          | —                               | —                                      | (182)                           | 42                       | —                                    | 156                                                 | 5,734                            | (2,468)                                            | 3,276                          |
| – Roads                                                                 | 298,409                          | (60,982)                                           | 237,427                        | 3,333                                      | 1,610                           | (2,477)                                | (3,509)                         | 1,592                    | —                                    | 13,834                                              | 319,187                          | (67,375)                                           | 251,812                        |
| – Bridges                                                               | 99,606                           | (42,312)                                           | 57,294                         | 909                                        | —                               | (1,422)                                | (1,046)                         | 459                      | —                                    | 3,270                                               | 104,064                          | (44,599)                                           | 59,465                         |
| – Footpaths                                                             | 3,726                            | (1,057)                                            | 2,669                          | —                                          | 503                             | —                                      | (47)                            | —                        | —                                    | 155                                                 | 4,449                            | (1,169)                                            | 3,280                          |
| – Bulk earthworks (non-depreciable)                                     | 103,704                          | —                                                  | 103,704                        | 859                                        | 1,629                           | —                                      | —                               | 693                      | —                                    | 8,133                                               | 113,018                          | —                                                  | 113,018                        |
| – Stormwater drainage                                                   | 8,993                            | (5,039)                                            | 3,954                          | —                                          | —                               | —                                      | (108)                           | —                        | —                                    | 296                                                 | 9,685                            | (5,543)                                            | 4,142                          |
| – Water supply network                                                  | 66,057                           | (30,328)                                           | 35,729                         | 301                                        | —                               | (38)                                   | (866)                           | 258                      | —                                    | 2,686                                               | 71,245                           | (33,183)                                           | 38,062                         |
| – Sewerage network                                                      | 31,622                           | (11,524)                                           | 20,098                         | —                                          | 157                             | (61)                                   | (547)                           | 352                      | —                                    | 1,507                                               | 34,403                           | (12,896)                                           | 21,507                         |
| – Swimming pools                                                        | 1,535                            | (1,169)                                            | 366                            | —                                          | —                               | —                                      | (27)                            | —                        | —                                    | 17                                                  | 1,614                            | (1,257)                                            | 357                            |
| – Other open space/recreational assets                                  | 3,397                            | (931)                                              | 2,466                          | —                                          | 1,727                           | (2)                                    | (169)                           | 35                       | —                                    | 117                                                 | 5,324                            | (1,149)                                            | 4,175                          |
| Other assets:                                                           |                                  |                                                    |                                |                                            |                                 |                                        |                                 |                          |                                      |                                                     |                                  |                                                    |                                |
| – Library books                                                         | 167                              | (94)                                               | 73                             | —                                          | —                               | —                                      | (32)                            | —                        | —                                    | —                                                   | 167                              | (126)                                              | 41                             |
| Reinstatement, rehabilitation and restoration assets (refer Note C3-5): |                                  |                                                    |                                |                                            |                                 |                                        |                                 |                          |                                      |                                                     |                                  |                                                    |                                |
| – Tip assets                                                            | 3,440                            | (1,273)                                            | 2,167                          | —                                          | —                               | —                                      | (812)                           | —                        | (780)                                | —                                                   | 2,661                            | (2,085)                                            | 576                            |
| – Quarry assets                                                         | 152                              | (40)                                               | 112                            | —                                          | —                               | —                                      | (16)                            | —                        | (38)                                 | —                                                   | 114                              | (55)                                               | 59                             |
| <b>Total infrastructure, property, plant and equipment</b>              | <b>718,802</b>                   | <b>(187,375)</b>                                   | <b>531,427</b>                 | <b>15,023</b>                              | <b>26,977</b>                   | <b>(7,204)</b>                         | <b>(9,250)</b>                  | <b>—</b>                 | <b>(818)</b>                         | <b>42,200</b>                                       | <b>790,201</b>                   | <b>(191,843)</b>                                   | <b>598,358</b>                 |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

C1-6 Infrastructure, property, plant and equipment (continued)

| By aggregated asset class                                               | At 1 July 2021                   |                                                    |                                | Asset movements during the reporting period |                                 |                                        |                                 |                          |                                      |                                                             |                                                              |                                               |                                                               | At 30 June 2022                                   |                                  |                                                    |                                |
|-------------------------------------------------------------------------|----------------------------------|----------------------------------------------------|--------------------------------|---------------------------------------------|---------------------------------|----------------------------------------|---------------------------------|--------------------------|--------------------------------------|-------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------|---------------------------------------------------|----------------------------------|----------------------------------------------------|--------------------------------|
|                                                                         | Gross carrying amount<br>\$ '000 | Accumulated depreciation and impairment<br>\$ '000 | Net carrying amount<br>\$ '000 | Additions renewals <sup>1</sup><br>\$ '000  | Additions new assets<br>\$ '000 | Carrying value of disposals<br>\$ '000 | Depreciation expense<br>\$ '000 | WIP transfers<br>\$ '000 | Adjustments and transfers<br>\$ '000 | Other movements (Found Assets at FV through P/L)<br>\$ '000 | Other movements (Found Assets at FV through Eqty)<br>\$ '000 | Transfers to revaluation provision<br>\$ '000 | Revaluation increments/ impairment to equity (ARR)<br>\$ '000 | Revaluation increments to equity (ARR)<br>\$ '000 | Gross carrying amount<br>\$ '000 | Accumulated depreciation and impairment<br>\$ '000 | Net carrying amount<br>\$ '000 |
| Capital work in progress                                                | 16,056                           | –                                                  | 16,056                         | 3,046                                       | 11,873                          | –                                      | –                               | (7,992)                  | –                                    | –                                                           | –                                                            | (5)                                           | –                                                             | –                                                 | 22,978                           | –                                                  | 22,978                         |
| Plant and equipment                                                     | 16,383                           | (6,953)                                            | 9,430                          | 2,170                                       | 34                              | (1,880)                                | (779)                           | 2                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 16,709                           | (7,732)                                            | 8,977                          |
| Office equipment                                                        | 724                              | (389)                                              | 335                            | –                                           | 46                              | –                                      | (55)                            | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 770                              | (444)                                              | 326                            |
| Furniture and fittings                                                  | 155                              | (138)                                              | 17                             | –                                           | –                               | –                                      | (4)                             | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 155                              | (142)                                              | 13                             |
| Land:                                                                   |                                  |                                                    |                                |                                             |                                 |                                        |                                 |                          |                                      |                                                             |                                                              |                                               |                                                               |                                                   |                                  |                                                    |                                |
| – Operational land                                                      | 3,995                            | –                                                  | 3,995                          | –                                           | –                               | –                                      | –                               | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 654                                               | 4,649                            | –                                                  | 4,649                          |
| – Community land                                                        | 1,525                            | –                                                  | 1,525                          | –                                           | –                               | –                                      | –                               | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 148                                               | 1,673                            | –                                                  | 1,673                          |
| – Crown land - managed by council                                       | 1,278                            | –                                                  | 1,278                          | –                                           | –                               | –                                      | –                               | –                        | –                                    | 223                                                         | –                                                            | –                                             | –                                                             | 146                                               | 1,647                            | –                                                  | 1,647                          |
| – Crown land - devolved to council                                      | 2,750                            | –                                                  | 2,750                          | –                                           | –                               | –                                      | –                               | –                        | –                                    | (223)                                                       | –                                                            | –                                             | –                                                             | 245                                               | 2,772                            | –                                                  | 2,772                          |
| – Land under roads (post 30/6/08)                                       | 10                               | –                                                  | 10                             | –                                           | –                               | –                                      | –                               | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 3                                                 | 13                               | –                                                  | 13                             |
| Land improvements – depreciable                                         | 1,758                            | (616)                                              | 1,142                          | –                                           | –                               | –                                      | (36)                            | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 100                                               | 1,917                            | (711)                                              | 1,206                          |
| Infrastructure:                                                         |                                  |                                                    |                                |                                             |                                 |                                        |                                 |                          |                                      |                                                             |                                                              |                                               |                                                               |                                                   |                                  |                                                    |                                |
| – Buildings                                                             | 32,950                           | (17,671)                                           | 15,279                         | 168                                         | 541                             | (50)                                   | (846)                           | 397                      | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 2,364                                             | 39,295                           | (21,442)                                           | 17,853                         |
| – Other structures                                                      | 4,960                            | (1,794)                                            | 3,166                          | –                                           | 7                               | –                                      | (182)                           | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 269                                               | 5,416                            | (2,155)                                            | 3,261                          |
| – Roads                                                                 | 268,882                          | (52,429)                                           | 216,453                        | 2,156                                       | 1,021                           | (1,134)                                | (3,306)                         | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 22,238                                            | 298,409                          | (60,982)                                           | 237,427                        |
| – Bridges                                                               | 89,403                           | (41,344)                                           | 48,059                         | 1,931                                       | –                               | (688)                                  | (926)                           | 4,001                    | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 4,917                                             | 99,606                           | (42,312)                                           | 57,294                         |
| – Footpaths                                                             | 3,374                            | (915)                                              | 2,459                          | –                                           | –                               | –                                      | (42)                            | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 252                                               | 3,726                            | (1,057)                                            | 2,669                          |
| – Bulk earthworks (non-depreciable)                                     | 93,763                           | –                                                  | 93,763                         | 159                                         | –                               | –                                      | –                               | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 9,782                                             | 103,704                          | –                                                  | 103,704                        |
| – Stormwater drainage                                                   | 8,395                            | (4,659)                                            | 3,736                          | 63                                          | 13                              | (1)                                    | (100)                           | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 242                                               | 8,993                            | (5,039)                                            | 3,954                          |
| – Water supply network                                                  | 58,672                           | (34,813)                                           | 23,859                         | –                                           | 2                               | –                                      | (718)                           | 3,592                    | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 8,994                                             | 66,057                           | (30,328)                                           | 35,729                         |
| – Sewerage network                                                      | 34,217                           | (12,537)                                           | 21,680                         | –                                           | 66                              | –                                      | (493)                           | –                        | –                                    | –                                                           | –                                                            | –                                             | (1,156)                                                       | –                                                 | 31,622                           | (11,524)                                           | 20,098                         |
| – Swimming pools                                                        | 1,408                            | (1,047)                                            | 361                            | –                                           | –                               | –                                      | (25)                            | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 30                                                | 1,535                            | (1,169)                                            | 366                            |
| – Other open space/recreational assets                                  | 2,856                            | (708)                                              | 2,248                          | 11                                          | 174                             | (10)                                   | (146)                           | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | 190                                               | 3,397                            | (831)                                              | 2,466                          |
| Other assets:                                                           |                                  |                                                    |                                |                                             |                                 |                                        |                                 |                          |                                      |                                                             |                                                              |                                               |                                                               |                                                   |                                  |                                                    |                                |
| – Library books                                                         | 167                              | (60)                                               | 107                            | –                                           | –                               | –                                      | (33)                            | –                        | –                                    | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 167                              | (94)                                               | 73                             |
| Reinstatement, rehabilitation and restoration assets (refer Note C3-5): |                                  |                                                    |                                |                                             |                                 |                                        |                                 |                          |                                      |                                                             |                                                              |                                               |                                                               |                                                   |                                  |                                                    |                                |
| – Tip assets                                                            | 3,124                            | (1,910)                                            | 1,214                          | –                                           | –                               | –                                      | (161)                           | –                        | 1,114                                | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 3,440                            | (1,273)                                            | 2,167                          |
| – Quarry assets                                                         | 105                              | (23)                                               | 82                             | –                                           | –                               | –                                      | (16)                            | –                        | 47                                   | –                                                           | –                                                            | –                                             | –                                                             | –                                                 | 152                              | (40)                                               | 112                            |
| Total infrastructure, property, plant and equipment                     | 647,010                          | (178,006)                                          | 469,004                        | 9,704                                       | 13,777                          | (3,763)                                | (7,989)                         | –                        | 1,161                                | –                                                           | –                                                            | (5)                                           | (1,156)                                                       | 50,574                                            | 718,802                          | (187,375)                                          | 531,427                        |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).



## C1-6 Infrastructure, property, plant and equipment (continued)

### Accounting policy

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council for nil or consideration significantly less than fair value, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated unless it was acquired to be controlled by the council for a specified period of time. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

| Plant and equipment                        | Years    | Water and sewer assets                | Years     |
|--------------------------------------------|----------|---------------------------------------|-----------|
| Office equipment                           | 10       | Water - Mains                         | 80 to 90  |
| Office furniture                           | 10 to 20 | Water - Pumping Stations              | 30 to 80  |
| Computer equipment                         | 4        | Water Dam                             | 100       |
| Plants - Light vehicles                    | 1        | Water - Reservoirs                    | 40 to 80  |
| Plants - Heavy plant/road making equipment | 10       | Water - Treatment Works               | 30 to 80  |
| Other plant and equipment                  | 10       | Sewerage - Ancilliary                 | 30 to 50  |
|                                            |          | Sewerage - Pumping Stations           | 30        |
|                                            |          | Sewerage - Treatment Works            | 30 to 70  |
|                                            |          | Sewerage - Mains                      | 70 to 210 |
| <b>Transportation assets</b>               |          | <b>Stormwater assets</b>              |           |
| Sealed roads: surface                      | 30       | Drains                                | 80        |
| Sealed roads: pavement base                | 50       |                                       |           |
| Sealed roads: pavement sub-base            | Infinite |                                       |           |
| Unsealed roads surface:                    |          |                                       |           |
| - depreciable component                    | 25       |                                       |           |
| - non-depreciable component                | Infinite | <b>Buildings</b>                      |           |
| Bulk earthworks                            | Infinite | Buildings                             | 15 to 75  |
| Bridge: concrete                           | 100      |                                       |           |
| Bridge: timber                             | 80       | <b>Other infrastructure assets</b>    |           |
| Kerb, gutter and footpaths                 | 80       | Swimming pools                        | 50        |
|                                            |          | Other open space/ recreational assets | 10 to 100 |

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date. As at 30 June 2023 only vehicle assets had residual values.

Depreciation starts in the year following the year of acquisition of an asset.

### Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

### Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

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#### **C1-6 Infrastructure, property, plant and equipment (continued)**

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Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

##### **Rural Fire Service assets**

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

Council did not recognise Rural Fire Services Assets, including buildings, plant and equipment, due to lack of evidence of control over the economic benefits which are expected to flow from these assets.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## C2 Leasing activities

### C2-1 Council as a lessee

Information relating to the leases in place and associated balances and transactions is provided below.

#### Buildings

Council leases land for operational purposes. The land leases contains an annual pricing mechanism based on CPI movements at each anniversary of the lease inception.

#### Office and IT equipment

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for 5 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

#### (a) Right of use assets

|                                  | Office and IT<br>equipment<br>\$ '000 | Land<br>\$ '000 | Total<br>\$ '000 |
|----------------------------------|---------------------------------------|-----------------|------------------|
| <b>2023</b>                      |                                       |                 |                  |
| Opening balance at 1 July        | 9                                     | 117             | 126              |
| Additions to right-of-use assets | 154                                   | –               | 154              |
| Depreciation charge              | (9)                                   | (7)             | (16)             |
| <b>Balance at 30 June</b>        | <b>154</b>                            | <b>110</b>      | <b>264</b>       |
| <b>2022</b>                      |                                       |                 |                  |
| Opening balance at 1 July        | 114                                   | 132             | 246              |
| Depreciation charge              | (105)                                 | (15)            | (120)            |
| <b>Balance at 30 June</b>        | <b>9</b>                              | <b>117</b>      | <b>126</b>       |

#### (b) Lease liabilities

|                                | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|--------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Lease liabilities              | 54                         | 193                            | 36                         | 113                            |
| <b>Total lease liabilities</b> | <b>54</b>                  | <b>193</b>                     | <b>36</b>                  | <b>113</b>                     |

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## C2-1 Council as a lessee (continued)

### (c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

|             | < 1 year<br>\$ '000 | 1 – 5 years<br>\$ '000 | > 5 years<br>\$ '000 | Total<br>\$ '000 | Total per<br>Statement of<br>Financial<br>Position<br>\$ '000 |
|-------------|---------------------|------------------------|----------------------|------------------|---------------------------------------------------------------|
| <b>2023</b> |                     |                        |                      |                  |                                                               |
| Cash flows  | 62                  | 134                    | 88                   | 284              | 247                                                           |
| <b>2022</b> |                     |                        |                      |                  |                                                               |
| Cash flows  | 40                  | 53                     | 96                   | 189              | 149                                                           |

### (d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

|                                     | <b>2023</b><br>\$ '000 | <b>2022</b><br>\$ '000 |
|-------------------------------------|------------------------|------------------------|
| Interest on lease liabilities       | 7                      | 9                      |
| Depreciation of right of use assets | 16                     | 120                    |
|                                     | <b>23</b>              | <b>129</b>             |

### (e) Statement of Cash Flows

|                               |           |           |
|-------------------------------|-----------|-----------|
| Total cash outflow for leases | 62        | 78        |
|                               | <b>62</b> | <b>78</b> |

### (f) Leases at significantly below market value – concessionary / peppercorn leases

Council has a lease at significantly below market for land and building which is used for School of Arts.

The lease is for 80 years and requires payments of a maximum amount of \$1 per year. The use of the right-to-use asset is restricted by the lessor to specified community services which Council must provide, these services are detailed in the lease. Council does not believe that this lease is material from a statement of financial position or performance perspective.

#### Accounting policy

At inception of a contract, Council assesses whether a lease exists – i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives. The right-of-use is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

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## **C2-1 Council as a lessee (continued)**

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Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

### ***Exceptions to lease accounting***

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets (below \$10,000). Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

### ***Leases at significantly below market value / concessionary leases***

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

## C2-2 Council as a lessor

### Operating leases

Council leases out a number of properties to community groups; these leases have been classified as operating leases for financial reporting purposes and the assets are included in the Statement of Financial Position as:

– property, plant and equipment – where the rental is incidental, or the asset is held to meet Councils service delivery objective (refer note C1-6).

|  | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--|-----------------|-----------------|
|--|-----------------|-----------------|

#### (i) Assets held as property, plant and equipment

|                                                                                    |            |            |
|------------------------------------------------------------------------------------|------------|------------|
| Lease income (excluding variable lease payments not dependent on an index or rate) | 164        | 160        |
| <b>Total income relating to operating leases for Council assets</b>                | <b>164</b> | <b>160</b> |

#### (iii) Maturity analysis of undiscounted lease payments to be received after reporting date for all operating leases:

Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases:

|                                                         |            |            |
|---------------------------------------------------------|------------|------------|
| < 1 year                                                | 164        | 160        |
| 1–2 years                                               | 164        | 160        |
| 2–3 years                                               | 164        | 160        |
| 3–4 years                                               | 164        | 160        |
| 4–5 years                                               | 164        | 160        |
| > 5 years                                               | 164        | 160        |
| <b>Total undiscounted lease payments to be received</b> | <b>984</b> | <b>960</b> |

### Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

When Council has a sub-lease over an asset and is the intermediate lessor then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components, the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contracts with Customers*.

The lease income is recognised on a straight-line basis over the lease term for an operating lease and as finance income using amortised cost basis for finance leases.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### C3 Liabilities of Council

#### C3-1 Payables

|                                         | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|-----------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Goods and services                      | 4,305                      | –                              | 3,044                      | –                              |
| Goods and services – accruals           | 308                        | –                              | 211                        | –                              |
| Accrued expenses:                       |                            |                                |                            |                                |
| – Borrowings                            | 274                        | –                              | 140                        | –                              |
| – Salaries and wages                    | 187                        | –                              | 190                        | –                              |
| Advances                                | 7                          | –                              | 7                          | –                              |
| Security bonds, deposits and retentions | 296                        | –                              | 184                        | –                              |
| Other                                   | 118                        | –                              | 300                        | –                              |
| Trust account                           | 382                        | –                              | 382                        | –                              |
| <b>Total payables</b>                   | <b>5,877</b>               | <b>–</b>                       | <b>4,458</b>               | <b>–</b>                       |

#### Payables relating to restricted assets

|                                                          | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|----------------------------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| <b>Externally restricted assets</b>                      |                            |                                |                            |                                |
| Water                                                    | 506                        | –                              | 290                        | –                              |
| Sewer                                                    | 299                        | –                              | 61                         | –                              |
| <b>Payables relating to externally restricted assets</b> | <b>805</b>                 | <b>–</b>                       | <b>351</b>                 | <b>–</b>                       |
| <b>Total payables relating to restricted assets</b>      | <b>805</b>                 | <b>–</b>                       | <b>351</b>                 | <b>–</b>                       |
| <b>Total payables relating to unrestricted assets</b>    | <b>5,072</b>               | <b>–</b>                       | <b>4,107</b>               | <b>–</b>                       |
| <b>Total payables</b>                                    | <b>5,877</b>               | <b>–</b>                       | <b>4,458</b>               | <b>–</b>                       |

#### Accounting policy

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

#### Payables

Payables represent liabilities for goods and services provided to Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

### C3-2 Contract Liabilities

|                                                                    |       | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|--------------------------------------------------------------------|-------|----------------------------|--------------------------------|----------------------------|--------------------------------|
|                                                                    | Notes |                            |                                |                            |                                |
| <b>Grants and contributions received in advance:</b>               |       |                            |                                |                            |                                |
| Unexpended capital grants (to construct Council controlled assets) | (i)   | 7,499                      | –                              | 11,721                     | –                              |
| <b>Total grants received in advance</b>                            |       | <b>7,499</b>               | <b>–</b>                       | <b>11,721</b>              | <b>–</b>                       |
| <b>Total contract liabilities</b>                                  |       | <b>7,499</b>               | <b>–</b>                       | <b>11,721</b>              | <b>–</b>                       |

#### Notes

(i) Council has received funding to construct assets to be controlled by the council under Stronger Country Communities Funding and Drought Stimulus Package grant agreements. The funds received are under enforceable contracts which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

#### Revenue recognised that was included in the contract liability balance at the beginning of the period

|                                                                                                                    | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| <b>Grants and contributions received in advance:</b>                                                               |                 |                 |
| Capital grants (to construct Council controlled assets)                                                            | 11,490          | 3,412           |
| <b>Total revenue recognised that was included in the contract liability balance at the beginning of the period</b> | <b>11,490</b>   | <b>3,412</b>    |

#### Significant changes in contract liabilities

Drop of contract liability is due to performing works under the funding deeds in 2023 financial year for the unspent grant money in 2023 FY

#### Accounting policy

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### C3-3 Borrowings

|                              | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Loans – secured <sup>1</sup> | 950                        | 20,128                         | 870                        | 17,979                         |
| <b>Total borrowings</b>      | <b>950</b>                 | <b>20,128</b>                  | <b>870</b>                 | <b>17,979</b>                  |

<sup>(1)</sup> Loans are secured over the general rating income of Council.

Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note E1-1.

### Borrowings relating to restricted assets

|                                                            | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|------------------------------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| <b>Externally restricted assets</b>                        |                            |                                |                            |                                |
| Water                                                      | 215                        | 5,585                          | 171                        | 5,799                          |
| Sewer                                                      | 108                        | 1,461                          | 101                        | 1,569                          |
| <b>Borrowings relating to externally restricted assets</b> | <b>323</b>                 | <b>7,046</b>                   | <b>272</b>                 | <b>7,368</b>                   |
| <b>Total borrowings relating to restricted assets</b>      | <b>323</b>                 | <b>7,046</b>                   | <b>272</b>                 | <b>7,368</b>                   |
| <b>Total borrowings relating to unrestricted assets</b>    | <b>627</b>                 | <b>13,082</b>                  | <b>598</b>                 | <b>10,611</b>                  |
| <b>Total borrowings</b>                                    | <b>950</b>                 | <b>20,128</b>                  | <b>870</b>                 | <b>17,979</b>                  |

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### C3-3 Borrowings (continued)

#### (a) Changes in liabilities arising from financing activities

|                                                        | 2022                          |                       | Non-cash movements     |                                  |                                                                    |                                       | 2023                          |
|--------------------------------------------------------|-------------------------------|-----------------------|------------------------|----------------------------------|--------------------------------------------------------------------|---------------------------------------|-------------------------------|
|                                                        | Opening<br>Balance<br>\$ '000 | Cash flows<br>\$ '000 | Acquisition<br>\$ '000 | Fair value<br>changes<br>\$ '000 | Acquisition<br>due to change<br>in accounting<br>policy<br>\$ '000 | Other non-cash<br>movement<br>\$ '000 | Closing<br>balance<br>\$ '000 |
| Loans – secured                                        | 18,849                        | 2,229                 | –                      | –                                | –                                                                  | –                                     | 21,078                        |
| Lease liability (Note C2-1b)                           | 149                           | 98                    | –                      | –                                | –                                                                  | –                                     | 247                           |
| <b>Total liabilities from financing<br/>activities</b> | <b>18,998</b>                 | <b>2,327</b>          | <b>–</b>               | <b>–</b>                         | <b>–</b>                                                           | <b>–</b>                              | <b>21,325</b>                 |

|                                                        | 2021                          |                       | Non-cash movements     |                                  |                                                                    |                                       | 2022                       |
|--------------------------------------------------------|-------------------------------|-----------------------|------------------------|----------------------------------|--------------------------------------------------------------------|---------------------------------------|----------------------------|
|                                                        | Opening<br>Balance<br>\$ '000 | Cash flows<br>\$ '000 | Acquisition<br>\$ '000 | Fair value<br>changes<br>\$ '000 | Acquisition<br>due to change<br>in accounting<br>policy<br>\$ '000 | Other non-cash<br>movement<br>\$ '000 | Closing balance<br>\$ '000 |
| Loans – secured                                        | 13,709                        | 5,140                 | –                      | –                                | –                                                                  | –                                     | 18,849                     |
| Lease liability (Note C2-1b)                           | 216                           | (67)                  | –                      | –                                | –                                                                  | –                                     | 149                        |
| <b>Total liabilities from financing<br/>activities</b> | <b>13,925</b>                 | <b>5,073</b>          | <b>–</b>               | <b>–</b>                         | <b>–</b>                                                           | <b>–</b>                              | <b>18,998</b>              |

#### (b) Financing arrangements

|                                             | 2023<br>\$ '000 | 2022<br>\$ '000 |
|---------------------------------------------|-----------------|-----------------|
| <b>Total facilities</b>                     |                 |                 |
| Credit cards/purchase cards                 | 50              | 50              |
| Master lease facilities                     | 5,000           | –               |
| <b>Total financing arrangements</b>         | <b>5,050</b>    | <b>50</b>       |
| <b>Undrawn facilities</b>                   |                 |                 |
| – Credit cards/purchase cards               | 10              | 32              |
| – Lease facilities                          | 5,000           | –               |
| <b>Total undrawn financing arrangements</b> | <b>5,010</b>    | <b>32</b>       |

#### Accounting policy

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or borrowing costs.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### C3-4 Employee benefit provisions

|                                          | 2023<br>Current<br>\$ '000 | 2023<br>Non-current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-current<br>\$ '000 |
|------------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| Annual leave                             | 623                        | –                              | 683                        | –                              |
| Long service leave                       | 617                        | –                              | 856                        | –                              |
| <b>Total employee benefit provisions</b> | <b>1,240</b>               | <b>–</b>                       | <b>1,539</b>               | <b>–</b>                       |

### Current employee benefit provisions not anticipated to be settled within the next twelve months

|                                                                                                                    | 2023<br>\$ '000 | 2022<br>\$ '000 |
|--------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| The following provisions, even though classified as current, are not expected to be settled in the next 12 months. |                 |                 |
| Provisions – employees benefits                                                                                    | 837             | 1,108           |
|                                                                                                                    | <b>837</b>      | <b>1,108</b>    |

### Accounting policy

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur and therefore all annual leave and vested long service leave (or that which vests within 12 months) is presented as current.

### Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

### Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

### On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

### C3-5 Provisions

|                                                  | 2023<br>Current<br>\$ '000 | 2023<br>Non-Current<br>\$ '000 | 2022<br>Current<br>\$ '000 | 2022<br>Non-Current<br>\$ '000 |
|--------------------------------------------------|----------------------------|--------------------------------|----------------------------|--------------------------------|
| <b>Other provisions</b>                          |                            |                                |                            |                                |
| Workers compensation                             | 34                         | –                              | 32                         | –                              |
| <b>Sub-total – other provisions</b>              | <b>34</b>                  | <b>–</b>                       | <b>32</b>                  | <b>–</b>                       |
| <b>Asset remediation/restoration:</b>            |                            |                                |                            |                                |
| Asset remediation/restoration (future works)     | 1,644                      | 1,137                          | 1,380                      | 2,168                          |
| <b>Sub-total – asset remediation/restoration</b> | <b>1,644</b>               | <b>1,137</b>                   | <b>1,380</b>               | <b>2,168</b>                   |
| <b>Total provisions</b>                          | <b>1,678</b>               | <b>1,137</b>                   | <b>1,412</b>               | <b>2,168</b>                   |

### Description of and movements in provisions

|                                                                           | Other provisions                        |                                 |                                      |
|---------------------------------------------------------------------------|-----------------------------------------|---------------------------------|--------------------------------------|
|                                                                           | Workers<br>compen-<br>sation<br>\$ '000 | Asset<br>remediation<br>\$ '000 | Net<br>carrying<br>amount<br>\$ '000 |
| <b>as at 30/06/23</b>                                                     |                                         |                                 |                                      |
| At beginning of year                                                      | 32                                      | 3,548                           | 3,580                                |
| Unwinding of discount                                                     | –                                       | 116                             | 116                                  |
| Effect of de-recognition of provision through profit and loss (Note B2-3) | –                                       | (65)                            | (65)                                 |
| Remeasurement effect through asset (Note C1-6)                            | –                                       | (818)                           | (818)                                |
| Other                                                                     | 2                                       | –                               | 2                                    |
| <b>Total other provisions at end of year</b>                              | <b>34</b>                               | <b>2,781</b>                    | <b>2,815</b>                         |
| <b>as at 30/06/22</b>                                                     |                                         |                                 |                                      |
| At beginning of year                                                      | 42                                      | 3,480                           | 3,522                                |
| Unwinding of discount                                                     | –                                       | 31                              | 31                                   |
| Remeasurement effect through profit and loss (Note B2-3)                  | –                                       | (172)                           | (172)                                |
| Effect of de-recognition of provision through profit and loss (Note B2-3) | –                                       | (947)                           | (947)                                |
| Remeasurement effect through asset (Note C1-6)                            | –                                       | 1,161                           | 1,161                                |
| Amounts used (payments) (Note C1-6)                                       | –                                       | (5)                             | (5)                                  |
| Other                                                                     | (10)                                    | –                               | (10)                                 |
| <b>Total other provisions at end of year</b>                              | <b>32</b>                               | <b>3,548</b>                    | <b>3,580</b>                         |

### Nature and purpose of provisions

#### Asset remediation

Council has a legal/public obligation to make, restore, rehabilitate and reinstate the council tip and quarry.

#### Accounting policy

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

#### Asset remediation – tips and quarries

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually

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### **C3-5 Provisions (continued)**

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during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

## **C4 Reserves**

### **C4-1 Nature and purpose of reserves**

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#### **IPPE Revaluation reserve**

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

## D Council structure

### D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

#### D1-1 Income Statement by fund

|                                                                                                        | General<br>2023<br>\$ '000 | Water<br>2023<br>\$ '000 | Sewer<br>2023<br>\$ '000 |
|--------------------------------------------------------------------------------------------------------|----------------------------|--------------------------|--------------------------|
| <b>Income from continuing operations</b>                                                               |                            |                          |                          |
| Rates and annual charges                                                                               | 7,735                      | 1,498                    | 2,638                    |
| User charges and fees                                                                                  | 1,177                      | 1,532                    | 226                      |
| Interest and investment income                                                                         | 923                        | 35                       | 108                      |
| Other revenues                                                                                         | 760                        | 6                        | 41                       |
| Grants and contributions provided for operating purposes                                               | 16,168                     | 183                      | 26                       |
| Grants and contributions provided for capital purposes                                                 | 26,438                     | 7,787                    | 13                       |
| Other income                                                                                           | 258                        | –                        | –                        |
| <b>Total income from continuing operations</b>                                                         | <b>53,459</b>              | <b>11,041</b>            | <b>3,052</b>             |
| <b>Expenses from continuing operations</b>                                                             |                            |                          |                          |
| Employee benefits and on-costs                                                                         | 7,467                      | 464                      | 324                      |
| Materials and services                                                                                 | 8,755                      | 1,234                    | 1,273                    |
| Borrowing costs                                                                                        | 580                        | 255                      | 128                      |
| Depreciation, amortisation and impairment of non-financial assets                                      | 7,523                      | 896                      | 585                      |
| Other expenses                                                                                         | 790                        | –                        | –                        |
| Net losses from the disposal of assets                                                                 | 3,806                      | 38                       | 61                       |
| <b>Total expenses from continuing operations</b>                                                       | <b>28,921</b>              | <b>2,887</b>             | <b>2,371</b>             |
| <b>Operating result from continuing operations</b>                                                     | <b>24,538</b>              | <b>8,154</b>             | <b>681</b>               |
| <b>Net operating result for the year</b>                                                               | <b>24,538</b>              | <b>8,154</b>             | <b>681</b>               |
| <b>Net operating result attributable to each council fund</b>                                          | <b>24,538</b>              | <b>8,154</b>             | <b>681</b>               |
| <b>Net operating result for the year before grants and contributions provided for capital purposes</b> | <b>(1,900)</b>             | <b>367</b>               | <b>668</b>               |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

**D1-2 Statement of Financial Position by fund**

|                                               | General<br>2023<br>\$ '000 | Water<br>2023<br>\$ '000 | Sewer<br>2023<br>\$ '000 |
|-----------------------------------------------|----------------------------|--------------------------|--------------------------|
| <b>ASSETS</b>                                 |                            |                          |                          |
| <b>Current assets</b>                         |                            |                          |                          |
| Cash and cash equivalents                     | 26,600                     | 1,473                    | 6,818                    |
| Receivables                                   | 2,641                      | 749                      | 214                      |
| Inventories                                   | 221                        | –                        | –                        |
| Contract assets and contract cost assets      | 12,013                     | 2,236                    | –                        |
| <b>Total current assets</b>                   | <b>41,475</b>              | <b>4,458</b>             | <b>7,032</b>             |
| <b>Non-current assets</b>                     |                            |                          |                          |
| Infrastructure, property, plant and equipment | 524,324                    | 50,857                   | 23,177                   |
| Right of use assets                           | 264                        | –                        | –                        |
| <b>Total non-current assets</b>               | <b>524,588</b>             | <b>50,857</b>            | <b>23,177</b>            |
| <b>Total assets</b>                           | <b>566,063</b>             | <b>55,315</b>            | <b>30,209</b>            |
| <b>LIABILITIES</b>                            |                            |                          |                          |
| <b>Current liabilities</b>                    |                            |                          |                          |
| Payables                                      | 5,077                      | 501                      | 299                      |
| Income received in advance                    | (5)                        | 5                        | –                        |
| Contract liabilities                          | 7,375                      | 124                      | –                        |
| Lease liabilities                             | 54                         | –                        | –                        |
| Borrowings                                    | 627                        | 215                      | 108                      |
| Employee benefit provision                    | 1,240                      | –                        | –                        |
| Provisions                                    | 1,678                      | –                        | –                        |
| <b>Total current liabilities</b>              | <b>16,046</b>              | <b>845</b>               | <b>407</b>               |
| <b>Non-current liabilities</b>                |                            |                          |                          |
| Lease liabilities                             | 193                        | –                        | –                        |
| Borrowings                                    | 13,082                     | 5,585                    | 1,461                    |
| Provisions                                    | 1,137                      | –                        | –                        |
| <b>Total non-current liabilities</b>          | <b>14,412</b>              | <b>5,585</b>             | <b>1,461</b>             |
| <b>Total liabilities</b>                      | <b>30,458</b>              | <b>6,430</b>             | <b>1,868</b>             |
| <b>Net assets</b>                             | <b>535,605</b>             | <b>48,885</b>            | <b>28,341</b>            |
| <b>EQUITY</b>                                 |                            |                          |                          |
| Accumulated surplus                           | 182,852                    | 24,113                   | 14,609                   |
| Revaluation reserves                          | 352,753                    | 24,772                   | 13,732                   |
| <b>Council equity interest</b>                | <b>535,605</b>             | <b>48,885</b>            | <b>28,341</b>            |
| <b>Total equity</b>                           | <b>535,605</b>             | <b>48,885</b>            | <b>28,341</b>            |



## **D2 Interests in other entities**

### **D2-1 Subsidiaries, joint arrangements and associates not recognised**

#### **New England Joint Organisation (NEJO)**

The NEJO was established on 11 May 2018 and is a separately constituted entity pursuant to Part 7 (Sections 400O to 400ZH) of the *Local Government Act (NSW) 1993*, as amended, and the *Local Government (General) Regulation 2008*.

The principle purpose of the NEJO is to establish strategic regional priorities and to provide regional leadership to the geographical area for which it serves, and to identify and take up opportunities for intergovernmental cooperation on matters relating to the joint organisation area.

NEJO comprises of seven voting member councils: Armidale Regional Council, Glen Innes Severn Council, Inverell Shire Council, Moree Plains Shire Council, Narrabri Shire Council, Tenterfield Shire Council and Uralla Shire Council.

The Board of NEJO consists of:

- The Mayors of each Member Council, who are entitled to one (1) vote at Meetings;
- A non-voting representative of the NSW Government, who is the Regional Director of the Department of Premier and Cabinet.

The Chairperson is to be elected by the voting representatives of the Board from one (1) of the Mayoral representatives. Chairperson does not have a casting vote.

A decision of the Board is supported by a majority at which a quorum is present is a decision of NEJO.

Tenterfield Shire Council, as a member of the NEJO, has a one seventh voting right in respect to the decisions of the Board. Considering the fact that decision making is based on majority votes, council does not have control, joint control or significant influence over relevant activities of the organisation.

In accordance with the Charter each member of the NEJO contributes annual fees towards the operation of the joint organisation. In 2022/2023 the contribution made by Tenterfield Shire Council was zero due to the fact that the joint organisation decided to cease operations in the 2024 and moving forward (2022: \$13,444.55). For the period ended 30 June 2023 NEJO's net operating loss was \$25 thousand (2022: gain \$68 thousand ).

#### **North West Weight of Loads Committee (NWWLC)**

Council joined the North West Weight of Loads Committee (NWWLC) in March 2021. The NWWLC is a joint venture between the Council of the Shire of Moree Plains, the Council of the Shire of Narrabri, the Western Plains Regional Council, the Council of the Shire of Glen Innes Severn, the Council of the Shire of Gunnedah, the Council of the Shire of Tenterfield, the Council of the Shire of Inverell and the Council of the Shire of Warrumbungle.

Council's interest in the group capital is 12.5% with no control or significant influence over the group's activity. The principal activity of the NWWLC is the checking and enforcement of load weights carried by heavy vehicles on roads within the above named Council boundaries.

Tenterfield Shire Council's member contribution to the NWWLC in 2023 financial year was zero (2022: \$1,087.27 ).

For the period ended 30 June 2023 NWWLC's net operating income attributable to Tenterfield Shire Council was \$4,377.58 (2022: \$8,967.53).



## **E Risks and accounting uncertainties**

### **E1-1 Risks relating to financial instruments held**

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of Council.

Council's objective is to maximise its return on cash and investments while maintaining an adequate level of liquidity and preserving capital. The finance team manage the cash and investments portfolio with the assistance of independent advisers. Council has an investment policy which complies with s 625 of the Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up and performance of the portfolio as required by local government regulations.

NSW Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

The fair value of receivables, loans, investments and financial liabilities approximates the carrying amount.

The risks associated with the financial instruments held are:

- interest rate risk – the risk that movements in interest rates could affect returns
- liquidity risk – the risk that Council will not be able to pay its debts as and when they fall due
- credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from its independent advisers before placing any cash and investments.

#### **(a) Market risk – interest rate and price risk**

|  | <b>2023</b>    | <b>2022</b>    |
|--|----------------|----------------|
|  | <b>\$ '000</b> | <b>\$ '000</b> |

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

Impact of a 1% movement in interest rates

|                             |            |     |
|-----------------------------|------------|-----|
| – Equity / Income Statement | <b>135</b> | 183 |
|-----------------------------|------------|-----|

#### **(b) Credit risk**

Council's receivables for the purposes of credit risk exposure comprise two categories:

1) Category 1: rates and annual charges (including interests on outstanding rates); statutory entitlements (GST receivable); government grants and subsidies; accrued grants income; and interest on investments.

2) Category 2: user charges and fees; private works; other debtors.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

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## E1-1 Risks relating to financial instruments held (continued)

### Credit risk profile

#### Receivables – Category 1

##### Rates and annual charges (including interest on overdue rates debtors)

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

##### Government grants, subsidies, GST receivable

Credit risk on this type of debtors is negligible due to allocation of the funds to the council for the whole period of fund agreements, absence of evidence of default of the Australian Government in the past, currently and in the future and timely payments made by the government.

##### Interest on investments

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

##### Contract Assets

This class of assets comprises of accrued income under various government grants. Credit risk on this type of accruals is negligible due to allocation of the funds to the council for the whole period of fund agreements, absence of evidence of default of the Australian Government in the past, currently and in the future and timely payments made by the government.

|                                              | Not yet<br>overdue<br>\$ '000 | overdue rates and annual charges<br>< 5 years<br>\$ '000 | ≥ 5 years<br>\$ '000 | Total<br>\$ '000 |
|----------------------------------------------|-------------------------------|----------------------------------------------------------|----------------------|------------------|
| <b>2023</b>                                  |                               |                                                          |                      |                  |
| Gross carrying amount - Receivables (AASB 9) | 391                           | –                                                        | –                    | 391              |
| Contract Assets (AASB 15 and AASB 1058)      | 14,249                        | –                                                        | –                    | 14,249           |
| <b>2022</b>                                  |                               |                                                          |                      |                  |
| Gross carrying amount - Receivables (AASB 9) | 396                           | –                                                        | –                    | 396              |
| Contract Assets (AASB 15 and AASB 1058)      | 5,547                         | –                                                        | –                    | 5,547            |

#### Receivables - Category 2

##### Fees and charges, Private works and other debtors

Council applies the simplified approach for Category 2 debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, Category 2 debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2021 is determined as follows. The expected credit losses incorporate forward-looking information.

|                        | Not yet<br>overdue<br>\$ '000 | 0 - 30 days<br>\$ '000 | Overdue debts<br>31 - 60 days<br>\$ '000 | 61 - 90 days<br>\$ '000 | > 91 days<br>\$ '000 | Total<br>\$ '000 |
|------------------------|-------------------------------|------------------------|------------------------------------------|-------------------------|----------------------|------------------|
| <b>2023</b>            |                               |                        |                                          |                         |                      |                  |
| Gross carrying amount  | 3,005                         | 8                      | 5                                        | 250                     | –                    | 3,268            |
| Expected loss rate (%) | 0.00%                         | 10.00%                 | 15.00%                                   | 21.38%                  | 0.00%                | 1.68%            |
| ECL provision          | –                             | 1                      | 1                                        | 53                      | –                    | 55               |
| <b>2022</b>            |                               |                        |                                          |                         |                      |                  |
| Gross carrying amount  | 2,003                         | 46                     | 5                                        | 589                     | –                    | 2,643            |
| Expected loss rate (%) | 0.29%                         | 10.00%                 | 15.00%                                   | 7.30%                   | 0.00%                | 2.05%            |
| ECL provision          | 6                             | 5                      | 1                                        | 43                      | –                    | 55               |

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## E1-1 Risks relating to financial instruments held (continued)

### (c) Liquidity risk

Payables, lease liability and borrowings are both subject to liquidity risk – the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (for lease liability maturity analysis refer to Note C2-1) and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

|                                    | Weighted<br>average<br>interest<br>rate<br>% | Subject<br>to no<br>maturity<br>\$ '000 | ≤ 1 Year<br>\$ '000 | payable in:<br>1 - 5<br>Years<br>\$ '000 | > 5 Years<br>\$ '000 | Total cash<br>outflows<br>\$ '000 | Actual<br>carrying<br>values<br>\$ '000 |
|------------------------------------|----------------------------------------------|-----------------------------------------|---------------------|------------------------------------------|----------------------|-----------------------------------|-----------------------------------------|
| <b>2023</b>                        |                                              |                                         |                     |                                          |                      |                                   |                                         |
| Payables                           | 0.00%                                        | 296                                     | 5,581               | –                                        | –                    | 5,877                             | 5,877                                   |
| Loans                              | 4.63%                                        | –                                       | 1,695               | 8,754                                    | 19,957               | 30,406                            | 21,078                                  |
| <b>Total financial liabilities</b> |                                              | <b>296</b>                              | <b>7,276</b>        | <b>8,754</b>                             | <b>19,957</b>        | <b>36,283</b>                     | <b>26,955</b>                           |
| <b>2022</b>                        |                                              |                                         |                     |                                          |                      |                                   |                                         |
| Payables                           | 0.00%                                        | 184                                     | 4,274               | –                                        | –                    | 4,458                             | 4,458                                   |
| Loans                              | 4.61%                                        | –                                       | 1,575               | 7,603                                    | 16,244               | 25,422                            | 18,849                                  |
| <b>Total financial liabilities</b> |                                              | <b>184</b>                              | <b>5,849</b>        | <b>7,603</b>                             | <b>16,244</b>        | <b>29,880</b>                     | <b>23,307</b>                           |

## E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

The fair value of assets must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2:** Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

| Fair value measurement hierarchy                    |       |                          |          |                                       |      |                                         |         |         |         |
|-----------------------------------------------------|-------|--------------------------|----------|---------------------------------------|------|-----------------------------------------|---------|---------|---------|
| \$ '000                                             | Notes | Date of latest valuation |          | Level 2 Significant observable inputs |      | Level 3 Significant unobservable inputs |         | Total   |         |
|                                                     |       | 2023                     | 2022     | 2023                                  | 2022 | 2023                                    | 2022    | 2023    | 2022    |
| Infrastructure, property, plant and equipment       | C1-6  |                          |          |                                       |      |                                         |         |         |         |
| Plant and equipment                                 |       | 30/06/18                 | 30/06/18 | –                                     | –    | 8,198                                   | 8,977   | 8,198   | 8,977   |
| Office equipment                                    |       | 30/06/16                 | 30/06/16 | –                                     | –    | 271                                     | 326     | 271     | 326     |
| Furniture and fittings                              |       | 30/06/16                 | 30/06/16 | –                                     | –    | 10                                      | 13      | 10      | 13      |
| Crown land                                          |       | 30/06/21                 | 30/06/21 | –                                     | –    | 4,735                                   | 4,419   | 4,735   | 4,419   |
| Land – operational                                  |       | 30/06/23                 | 30/06/18 | –                                     | –    | 7,220                                   | 4,649   | 7,220   | 4,649   |
| Land – community                                    |       | 30/06/21                 | 30/06/21 | –                                     | –    | 1,793                                   | 1,673   | 1,793   | 1,673   |
| Land under roads                                    |       | 30/06/14                 | 30/06/14 | –                                     | –    | 13                                      | 13      | 13      | 13      |
| Land improvements – depreciated                     |       | 30/06/21                 | 30/06/21 | –                                     | –    | 1,266                                   | 1,206   | 1,266   | 1,206   |
| Buildings                                           |       | 30/06/23                 | 30/06/18 | –                                     | –    | 28,365                                  | 17,853  | 28,365  | 17,853  |
| Other structures                                    |       | 30/06/21                 | 30/06/21 | –                                     | –    | 3,276                                   | 3,261   | 3,276   | 3,261   |
| Roads                                               |       | 30/06/19                 | 30/06/19 | –                                     | –    | 251,812                                 | 237,427 | 251,812 | 237,427 |
| Bulk earthworks                                     |       | 30/06/19                 | 30/06/19 | –                                     | –    | 59,465                                  | 57,294  | 59,465  | 57,294  |
| Footpaths                                           |       | 30/06/19                 | 30/06/19 | –                                     | –    | 3,280                                   | 2,669   | 3,280   | 2,669   |
| Bridges                                             |       | 30/06/19                 | 30/06/19 | –                                     | –    | 113,018                                 | 103,704 | 113,018 | 103,704 |
| Stormwater assets                                   |       | 30/06/19                 | 30/06/19 | –                                     | –    | 4,142                                   | 3,954   | 4,142   | 3,954   |
| Water supply assets                                 |       | 30/06/22                 | 30/06/22 | –                                     | –    | 38,062                                  | 35,729  | 38,062  | 35,729  |
| Sewerage network                                    |       | 30/06/22                 | 30/06/22 | –                                     | –    | 21,507                                  | 20,098  | 21,507  | 20,098  |
| Swimming pools                                      |       | 30/06/21                 | 30/06/21 | –                                     | –    | 357                                     | 366     | 357     | 366     |
| Open space and recreation                           |       | 30/06/21                 | 30/06/21 | –                                     | –    | 4,175                                   | 2,466   | 4,175   | 2,466   |
| Library books                                       |       | 30/06/21                 | 30/06/21 | –                                     | –    | 41                                      | 73      | 41      | 73      |
| Tip assets                                          |       | 30/06/22                 | 30/06/22 | –                                     | –    | 576                                     | 2,167   | 576     | 2,167   |
| Quarry assets                                       |       | 30/06/22                 | 30/06/22 | –                                     | –    | 59                                      | 112     | 59      | 112     |
| Total infrastructure, property, plant and equipment |       |                          |          | –                                     | –    | 551,641                                 | 508,449 | 551,641 | 508,449 |

## Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

## **E2-1 Fair value measurement (continued)**

### **Infrastructure, property, plant and equipment (IPPE)**

#### **Crown Land**

All valuations of Crown Land are based upon the land valuations issued by the Valuer - General. Crown Land was valued as at 30 June 2021 using the 1 July 2019 VG valuation data. There has been no change to the valuation process during the reporting period.

#### **Community Land**

All valuations of Community Land are based upon the land valuations issued by the Valuer - General. Community Land was valued as at 30 June 2021. There has been no change to the valuation process during the reporting period.

#### **Operational Land**

The valuation of Operational Land has been based upon relevant sales in the area. In certain locations there was a lack of appropriate comparable sales evidence and in these instances the closest comparable sales and factors relating the land parcels geographic, land use and zoning were also taken into consideration. The last valuation was undertaken at 30 June 2023 by APV Valuers & Asset Management. There has been no change to the valuation process during the reporting period.

#### **Other Structures, Swimming Pools and Open Space & Recreation Assets**

The valuation process involved current replacement cost approach. Unobservable inputs such as replacement cost, asset condition and useful life required extensive professional judgement. The unobservable inputs place this class of asset at Level 3. The last valuation was undertaken on 30 June 2021 by APV Valuers and Asset Management Pty Ltd. There has been no change to the valuation process during the reporting period.

#### **Plant & Equipment, Office Equipment, Furniture & Fittings and Library Books**

Plant & Equipment, Furniture & Fittings, Library Books and Office Equipment are valued at cost but disclosed at fair value in the Notes of the financial statements. It is assumed that the carrying amount of these asset classes is approximate fair value. Assets include graders, motor vehicles, mowers, chainsaws, computers, tables, chairs, lighting, library books and resources. The key unobservable input is the condition of the assets. There has been no change to the valuation process during the reporting period.

#### **Buildings**

Buildings assets are valued externally. Council engaged APV Valuers & Asset Management to perform a comprehensive valuation of buildings assets as at 30 June 2023.

Most of the Council's buildings are specialised by nature and were valued utilising the cost approach. The approach estimated the replacement cost of each building and componentising of significant parts of specific buildings with different useful lives and taking into account a range of factors. Where the unit rates could be supported by market evidence, Level 2 inputs were utilised. Other inputs (such as estimates useful life, asset condition and componentisation) required extensive professional judgement and impacted significantly on the final determination of fair value. As such, these assets have been valued utilising Level 3 inputs.

There were no changes in valuation technique from prior year.

#### **Water supply and Sewerage network assets**

Due to specialised nature of the assets all water and sewer network assets were valued using cost approach with the Level 3 input dominating the valuation. As a result, this class of assets is always valued externally with sufficient regularity to ensure carrying amount of the assets is not materially different to fair value. Council engaged independent professional valuer, Australis Asset Advisory Group, to perform a comprehensive revaluation of its water and sewerage supply network assets as at 30 June 2022.

Valuer applied significant judgement in determining following inputs into the valuation process: unit rates, condition assessment and obsolescence, useful life. The valuation technique has not changed from previous year.

#### **Transportation assets**

Transportation assets is a valuation class of asset for the purposes of AASB 13 *Fair Value Measurement* which combines following classes of assets from Note C1-6: roads, bridges, footpaths, bulk earthworks, stormwater drainage.

This valuation relies on key unobservable inputs such as unit rates, condition ratings, useful life. The key unobservable inputs and no active market place these assets categories at Level 3. The last valuation of replacement cost was undertaken on 30

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## **E2-1 Fair value measurement (continued)**

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June 2019 by AssetVal Pty Ltd. Further adjustments were then applied based on the condition of the assets using internal inspection data.

### **Remediation Assets for Tips and Quarries**

Restoration, cell capping, leachate collection and site closures have been recognised as significant costs for the remediation assets. In particular, the closing of a landfill site will include preparation, final cell capping, site re-vegetation and leachate management. The key unobservable inputs are discount rate, estimated costs, legislative requirements, and timing of remediation and indexation of labour costs. Council engaged an external independent valuation firm (Australis) to update critical estimates related to rehabilitation of a tip and used internal expertise to update critical estimates for remediation of quarries on 30 June 2022.

### **Fair value measurements using significant unobservable inputs (level 3)**

There were no movements between levels of hierarchy during the year. For schedule of changes in values please refer to Note C1-6.

### **Highest and best use**

All of Council's non-financial assets are considered as being utilised for their highest and best use.

## E3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

### LIABILITIES NOT RECOGNISED

#### 1. Guarantees

##### (i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

##### *Description of the funding arrangements.*

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

|            |                                                                                         |
|------------|-----------------------------------------------------------------------------------------|
| Division B | 1.9 times member contributions for non-180 Point Members;<br>Nil for 180 Point Members* |
| Division C | 2.5% salaries                                                                           |
| Division D | 1.64 times member contributions                                                         |

\* For 180 Point Members, Employers are required to contribute 8% of salaries for the year ending 30 June 2023 (increasing to 8.5% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June 2022. These past service contributions are used to maintain the adequacy of the funding position for the accrued liabilities.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

##### *Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan*

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

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### E3-1 Contingencies (continued)

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2023 was \$49,238.34. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2022.

The amount of additional contributions included in the total employer contribution advised above is \$38,548.68. Council's expected contribution to the plan for the next annual reporting period is \$48,122.04.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2023 is:

| Employer reserves only * | \$millions | Asset Coverage |
|--------------------------|------------|----------------|
| Assets                   | 2,290.9    |                |
| Past Service Liabilities | 2,236.1    | 102.4%         |
| Vested Benefits          | 2,253.6    | 101.7%         |

\* excluding member accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is .xx%

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

|                    |                                                        |
|--------------------|--------------------------------------------------------|
| Investment return  | 6.0% per annum                                         |
| Salary inflation * | 3.5% per annum                                         |
| Increase in CPI    | 6% for FY 22/23 per annum<br>2.5% per annum thereafter |

\* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review, which will be a triennial actuarial investigation will be completed by December 2023

#### (ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30 June this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

#### (iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

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### **E3-1 Contingencies (continued)**

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#### **(iv) Other guarantees**

Council has provided no other guarantees other than those listed above.

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## **E3-1 Contingencies (continued)**

### **2. Other liabilities**

#### **(i) Third party claims**

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

#### **(ii) Potential land acquisitions due to planning restrictions imposed by Council**

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

### **ASSETS NOT RECOGNISED**

#### **(i) Land under roads**

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

#### **(ii) Infringement notices/fines**

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

F People and relationships

F1 Related party disclosures

F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

|                          | 2023         | 2022         |
|--------------------------|--------------|--------------|
|                          | \$ '000      | \$ '000      |
| <b>Compensation:</b>     |              |              |
| Short-term benefits      | 977          | 963          |
| Post-employment benefits | 81           | 70           |
| <b>Total</b>             | <b>1,058</b> | <b>1,033</b> |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

F1-2 Councillor and Mayoral fees and associated expenses

|  | 2023    | 2022    |
|--|---------|---------|
|  | \$ '000 | \$ '000 |

The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:

|                                               |            |            |
|-----------------------------------------------|------------|------------|
| Mayoral fee                                   | 25         | 27         |
| Councillors' fees                             | 113        | 118        |
| Other Councillors' expenses (including Mayor) | 37         | 39         |
| <b>Total</b>                                  | <b>175</b> | <b>184</b> |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

F2 Other relationships

F2-1 Audit fees

|  | 2023    | 2022    |
|--|---------|---------|
|  | \$ '000 | \$ '000 |

During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

Auditors of the Council - NSW Auditor-General:

(i) Audit and other assurance services

Audit and review of financial statements

Remuneration for audit and other assurance services

Total Auditor-General remuneration

Total audit fees

|    |    |
|----|----|
| 61 | 60 |
| 61 | 60 |
| 61 | 60 |
| 61 | 60 |

## G Other matters

### G1-1 Statement of Cash Flows information

#### Reconciliation of net operating result to cash provided from operating activities

|                                                                            | 2023<br>\$ '000 | 2022 <sup>1</sup><br>\$ '000 |
|----------------------------------------------------------------------------|-----------------|------------------------------|
| <b>Net operating result from Income Statement</b>                          | <b>33,373</b>   | <b>17,613</b>                |
| <b>Add / (less) non-cash items:</b>                                        |                 |                              |
| Depreciation and amortisation                                              | 9,004           | 7,848                        |
| (Gain) / loss on disposal of assets                                        | 3,905           | 2,048                        |
| Net effect from de-recognition of remediation provision                    | (65)            | (1,119)                      |
| Unwinding of discount rates on reinstatement provisions                    | 116             | 31                           |
| <b>Movements in operating assets and liabilities and other cash items:</b> |                 |                              |
| (Increase) / decrease of receivables                                       | 327             | 2,005                        |
| (Increase) / decrease of inventories                                       | 73              | (9)                          |
| Decrease/(increase) in accrued grants income                               | —               | —                            |
| (Increase) / decrease of contract asset                                    | (8,702)         | 1,870                        |
| Increase / (decrease) in payables                                          | 1,261           | 1,681                        |
| Increase / (decrease) in accrued interest payable                          | 134             | 60                           |
| Increase / (decrease) in other accrued expenses payable                    | (3)             | 43                           |
| Increase / (decrease) in other liabilities                                 | (70)            | 297                          |
| Increase / (decrease) in contract liabilities                              | (4,222)         | 8,309                        |
| Increase / (decrease) in employee benefit provision                        | (299)           | (373)                        |
| Increase / (decrease) in other provisions                                  | 2               | 27                           |
| <b>Net cash flows from operating activities</b>                            | <b>34,834</b>   | <b>40,331</b>                |

(1) Restated - see Note G4-1

## G2-1 Commitments

### Capital commitments (exclusive of GST)

|  | 2023    | 2022    |
|--|---------|---------|
|  | \$ '000 | \$ '000 |

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

#### Property, plant and equipment

|                          |               |               |
|--------------------------|---------------|---------------|
| Water Supply             | 7,754         | 8,340         |
| Plant and equipment      | –             | 216           |
| Intangibles              | –             | 51            |
| Sewer Network            | –             | 117           |
| Waste Management         | 244           | 100           |
| Roads                    | 2,585         | 8,141         |
| Parks                    | 17            | 147           |
| Buildings                | 54            | 139           |
| Other                    | 903           | 5             |
| <b>Total commitments</b> | <b>11,557</b> | <b>17,256</b> |

#### These expenditures are payable as follows:

|                      |               |               |
|----------------------|---------------|---------------|
| Within the next year | 11,557        | 17,256        |
| <b>Total payable</b> | <b>11,557</b> | <b>17,256</b> |

#### Sources for funding of capital commitments:

|                                 |               |               |
|---------------------------------|---------------|---------------|
| Unrestricted general funds      | 223           | 384           |
| Future grants and contributions | 9,770         | 14,089        |
| Externally restricted reserves  | 279           | 275           |
| Internally restricted reserves  | 1,285         | 2,508         |
| <b>Total sources of funding</b> | <b>11,557</b> | <b>17,256</b> |

### G3-1 Events occurring after the reporting date

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed. No other matters have arisen subsequent to balance date that would require these financial statements to be amended

### G4 Changes from prior year statements

#### G4-1 Correction of errors

##### Nature of prior period error

Council uses various software to manage operations on a day-to-day basis. The software is used by council under Software as a Service agreements. Historically, expenditure associated with software upgrades, configurations, customisation and implementation of new modules have been recognised as intangible assets. However, this expenditure do not meet asset recognition criteria under AASB 138 *Intangible Assets* on the ground of lack of control over the software.

The error identified above have been corrected by restating the balances at the beginning of the earliest period presented (1 July 2021) and taking the adjustment through to accumulated surplus at that date.

Comparatives have been changed to reflect the correction of errors. The impact on each line item is shown in the tables below.

##### Changes to the opening Statement of Financial Position at 1 July 2021

|                                 | Original<br>Balance<br>1 July, 2021<br>\$ '000 | Impact<br>Increase/<br>(decrease)<br>\$ '000 | Restated<br>Balance<br>1 July, 2021<br>\$ '000 |
|---------------------------------|------------------------------------------------|----------------------------------------------|------------------------------------------------|
| Intangible assets               | 789                                            | (789)                                        | –                                              |
| <b>Total non-current assets</b> | <b>470,039</b>                                 | <b>(789)</b>                                 | <b>469,250</b>                                 |
| <b>Net assets</b>               | <b>471,016</b>                                 | <b>(789)</b>                                 | <b>470,227</b>                                 |
| Accumulated Surplus             | 171,377                                        | (789)                                        | 170,588                                        |
| <b>Total equity</b>             | <b>471,016</b>                                 | <b>(789)</b>                                 | <b>470,227</b>                                 |

##### Adjustments to the comparative figures for the year ended 30 June 2022

|                                 | Original<br>Balance<br>30 June, 2022<br>\$ '000 | Impact<br>Increase/<br>(decrease)<br>\$ '000 | Restated<br>Balance<br>30 June, 2022<br>\$ '000 |
|---------------------------------|-------------------------------------------------|----------------------------------------------|-------------------------------------------------|
| Intangible assets               | 772                                             | (772)                                        | –                                               |
| <b>Total non-current assets</b> | <b>532,325</b>                                  | <b>(772)</b>                                 | <b>531,553</b>                                  |
| <b>Net assets</b>               | <b>538,030</b>                                  | <b>(772)</b>                                 | <b>537,258</b>                                  |
| Accumulated Surplus             | 188,973                                         | (772)                                        | 188,201                                         |



Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

**G4-1 Correction of errors (continued)**

**Income Statement**

|                                                                   | Original<br>Balance<br>30 June, 2022<br>\$ '000 | Impact<br>Increase/<br>(decrease)<br>\$ '000 | Restated<br>Balance<br>30 June, 2022<br>\$ '000 |
|-------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------|-------------------------------------------------|
| Materials and services                                            | 10,132                                          | 80                                           | 10,212                                          |
| Depreciation, amortisation and impairment of non-financial assets | 7,945                                           | (97)                                         | 7,848                                           |
| <b>Net operating result for the year</b>                          | <b>17,596</b>                                   | <b>17</b>                                    | <b>17,613</b>                                   |

**Statement of Comprehensive Income**

|                                          | Original<br>Balance<br>30 June, 2022<br>\$ '000 | Impact<br>Increase/<br>(decrease)<br>\$ '000 | Restated<br>Balance<br>30 June, 2022<br>\$ '000 |
|------------------------------------------|-------------------------------------------------|----------------------------------------------|-------------------------------------------------|
| <b>Net operating result for the year</b> | <b>17,596</b>                                   | <b>17</b>                                    | <b>17,613</b>                                   |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## G5 Statement of developer contributions as at 30 June 2023

### G5-1 Summary of developer contributions

|                                                  | Opening<br>balance at<br>1 July 2022<br>\$ '000 | Contributions received during the year |                          |                              | Interest and<br>investment<br>income earned<br>\$ '000 | Expenditure<br>during<br>year and transfers to<br>unrestricted<br>\$ '000 | Internal<br>borrowings<br>\$ '000 | Held as<br>restricted<br>asset at 30 June 2023<br>\$ '000 | Cumulative<br>balance of internal<br>borrowings<br>(to)/from<br>\$ '000 |
|--------------------------------------------------|-------------------------------------------------|----------------------------------------|--------------------------|------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------|
|                                                  |                                                 | Cash<br>\$ '000                        | Non-cash Land<br>\$ '000 | Non-cash<br>Other<br>\$ '000 |                                                        |                                                                           |                                   |                                                           |                                                                         |
| Drainage                                         | 4                                               | 3                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 7                                                         | -                                                                       |
| Roads                                            | 301                                             | 209                                    | -                        | -                            | 16                                                     | (69)                                                                      | -                                 | 457                                                       | -                                                                       |
| New multi-residential development                | 4                                               | 101                                    | -                        | -                            | 2                                                      | -                                                                         | -                                 | 107                                                       | -                                                                       |
| Open space                                       | 4                                               | 3                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 7                                                         | -                                                                       |
| Community facilities                             | 10                                              | 8                                      | -                        | -                            | 1                                                      | -                                                                         | -                                 | 19                                                        | -                                                                       |
| Emergency services                               | 20                                              | 15                                     | -                        | -                            | 1                                                      | -                                                                         | -                                 | 36                                                        | -                                                                       |
| Waste management                                 | 37                                              | 27                                     | -                        | -                            | 2                                                      | -                                                                         | -                                 | 66                                                        | -                                                                       |
| Other                                            | 11                                              | 8                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 19                                                        | -                                                                       |
| <b>S7.11 contributions – under a plan</b>        | <b>391</b>                                      | <b>374</b>                             | <b>-</b>                 | <b>-</b>                     | <b>22</b>                                              | <b>(69)</b>                                                               | <b>-</b>                          | <b>718</b>                                                | <b>-</b>                                                                |
| <b>Total S7.11 and S7.12 revenue under plans</b> | <b>391</b>                                      | <b>374</b>                             | <b>-</b>                 | <b>-</b>                     | <b>22</b>                                              | <b>(69)</b>                                                               | <b>-</b>                          | <b>718</b>                                                | <b>-</b>                                                                |
| S64 contributions                                | 79                                              | 69                                     | -                        | -                            | 4                                                      | -                                                                         | -                                 | 152                                                       | -                                                                       |
| <b>Total contributions</b>                       | <b>470</b>                                      | <b>443</b>                             | <b>-</b>                 | <b>-</b>                     | <b>26</b>                                              | <b>(69)</b>                                                               | <b>-</b>                          | <b>870</b>                                                | <b>-</b>                                                                |

Under the *Environmental Planning and Assessment Act 1979*, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas.

It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## G5-2 Developer contributions by plan

|                                      | Opening<br>balance at<br>1 July 2022<br>\$ '000 | Contributions received during the year |                          |                              | Interest and<br>investment<br>income earned<br>\$ '000 | Expenditure<br>during<br>year and transfers to<br>unrestricted<br>\$ '000 | Internal<br>borrowings<br>\$ '000 | Held as<br>restricted<br>asset at 30 June 2023<br>\$ '000 | Cumulative<br>balance of internal<br>borrowings<br>(to)/from<br>\$ '000 |
|--------------------------------------|-------------------------------------------------|----------------------------------------|--------------------------|------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------|
|                                      |                                                 | Cash<br>\$ '000                        | Non-cash Land<br>\$ '000 | Non-cash<br>Other<br>\$ '000 |                                                        |                                                                           |                                   |                                                           |                                                                         |
| <b>CONTRIBUTION PLAN NUMBER 2013</b> |                                                 |                                        |                          |                              |                                                        |                                                                           |                                   |                                                           |                                                                         |
| Drainage                             | 4                                               | 3                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 7                                                         | -                                                                       |
| Roads                                | 301                                             | 209                                    | -                        | -                            | 16                                                     | (69)                                                                      | -                                 | 457                                                       | -                                                                       |
| New multi-residential development    | 4                                               | 101                                    | -                        | -                            | 2                                                      | -                                                                         | -                                 | 107                                                       | -                                                                       |
| Open space                           | 4                                               | 3                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 7                                                         | -                                                                       |
| Community facilities                 | 10                                              | 8                                      | -                        | -                            | 1                                                      | -                                                                         | -                                 | 19                                                        | -                                                                       |
| Emergency services                   | 20                                              | 15                                     | -                        | -                            | 1                                                      | -                                                                         | -                                 | 36                                                        | -                                                                       |
| Waste management                     | 37                                              | 27                                     | -                        | -                            | 2                                                      | -                                                                         | -                                 | 66                                                        | -                                                                       |
| Other                                | 11                                              | 8                                      | -                        | -                            | -                                                      | -                                                                         | -                                 | 19                                                        | -                                                                       |
| <b>Total</b>                         | <b>391</b>                                      | <b>374</b>                             | <b>-</b>                 | <b>-</b>                     | <b>22</b>                                              | <b>(69)</b>                                                               | <b>-</b>                          | <b>718</b>                                                | <b>-</b>                                                                |

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## G6 Statement of performance measures

### G6-1 Statement of performance measures – consolidated results

| \$ '000                                                                                                              | Amounts<br>2023 | Indicator<br>2023 | Indicators<br>2022 2021 |             | Benchmark     |
|----------------------------------------------------------------------------------------------------------------------|-----------------|-------------------|-------------------------|-------------|---------------|
| <b>1. Operating performance ratio</b>                                                                                |                 |                   |                         |             |               |
| Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup> | 3,040           | 9.13%             | 12.81%                  | 1.12%       | > 0.00%       |
| Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>                           | 33,314          |                   |                         |             |               |
| <b>2. Own source operating revenue ratio</b>                                                                         |                 |                   |                         |             |               |
| Total continuing operating revenue excluding all grants and contributions <sup>1</sup>                               | 16,937          | 25.07%            | 32.79%                  | 31.97%      | > 60.00%      |
| Total continuing operating revenue <sup>1</sup>                                                                      | 67,552          |                   |                         |             |               |
| <b>3. Unrestricted current ratio</b>                                                                                 |                 |                   |                         |             |               |
| Current assets less all external restrictions                                                                        | 21,431          | 2.73x             | 1.95x                   | 2.25x       | > 1.50x       |
| Current liabilities less specific purpose liabilities                                                                | 7,839           |                   |                         |             |               |
| <b>4. Debt service cover ratio</b>                                                                                   |                 |                   |                         |             |               |
| Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>             | 13,007          | 6.88x             | 9.02x                   | 6.98x       | > 2.00x       |
| Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)                               | 1,890           |                   |                         |             |               |
| <b>5. Rates and annual charges outstanding percentage</b>                                                            |                 |                   |                         |             |               |
| Rates and annual charges outstanding                                                                                 | 479             | 3.86%             | 4.01%                   | 4.41%       | < 10.00%      |
| Rates and annual charges collectable                                                                                 | 12,416          |                   |                         |             |               |
| <b>6. Cash expense cover ratio</b>                                                                                   |                 |                   |                         |             |               |
| Current year's cash and cash equivalents plus all term deposits                                                      | 34,891          | 19.05 months      | 22.77 months            | 7.88 months | > 3.00 months |
| Monthly payments from cash flow of operating and financing activities                                                | 1,831           |                   |                         |             |               |

<sup>(1)</sup> Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

<sup>(2)</sup> Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## G6-2 Statement of performance measures by fund

| \$ '000                                                                                                              | General Indicators <sup>3</sup> |              | Water Indicators |              | Sewer Indicators |              | Benchmark     |
|----------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------|------------------|--------------|------------------|--------------|---------------|
|                                                                                                                      | 2023                            | 2022         | 2023             | 2022         | 2023             | 2022         |               |
| <b>1. Operating performance ratio</b>                                                                                |                                 |              |                  |              |                  |              |               |
| Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup> | 7.42%                           | 10.92%       | 11.28%           | 15.00%       | 21.98%           | 29.53%       | > 0.00%       |
| Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>                           |                                 |              |                  |              |                  |              |               |
| <b>2. Own source operating revenue ratio</b>                                                                         |                                 |              |                  |              |                  |              |               |
| Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>                           | 20.30%                          | 25.82%       | 27.81%           | 58.10%       | 98.72%           | 98.10%       | > 60.00%      |
| Total continuing operating revenue <sup>1</sup>                                                                      |                                 |              |                  |              |                  |              |               |
| <b>3. Unrestricted current ratio</b>                                                                                 |                                 |              |                  |              |                  |              |               |
| Current assets less all external restrictions                                                                        | 2.73x                           | 1.95x        | 5.28x            | 3.79x        | 17.28x           | 36.56x       | > 1.50x       |
| Current liabilities less specific purpose liabilities                                                                |                                 |              |                  |              |                  |              |               |
| <b>4. Debt service cover ratio</b>                                                                                   |                                 |              |                  |              |                  |              |               |
| Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>             | 8.17x                           | 12.16x       | 3.57x            | 3.64x        | 6.06x            | 6.42x        | > 2.00x       |
| Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)                               |                                 |              |                  |              |                  |              |               |
| <b>5. Rates and annual charges outstanding percentage</b>                                                            |                                 |              |                  |              |                  |              |               |
| Rates and annual charges outstanding                                                                                 | 5.79%                           | 5.91%        | 0.00%            | 0.00%        | 0.00%            | 0.00%        | < 10.00%      |
| Rates and annual charges collectable                                                                                 |                                 |              |                  |              |                  |              |               |
| <b>6. Cash expense cover ratio</b>                                                                                   |                                 |              |                  |              |                  |              |               |
| Current year's cash and cash equivalents plus all term deposits                                                      | 17.54 months                    | 20.59 months | 8.88 months      | 21.97 months | 45.81 months     | 49.92 months | > 3.00 months |
| Monthly payments from cash flow of operating and financing activities                                                |                                 |              |                  |              |                  |              |               |

(1) - (2) Refer to Notes at Note G5-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

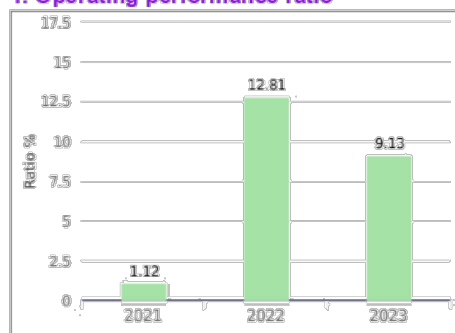
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End of the audited financial statements

## H Additional Council disclosures (unaudited)

### H1-1 Statement of performance measures – consolidated results (graphs)

#### 1. Operating performance ratio



Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

#### Commentary on 2022/23 result

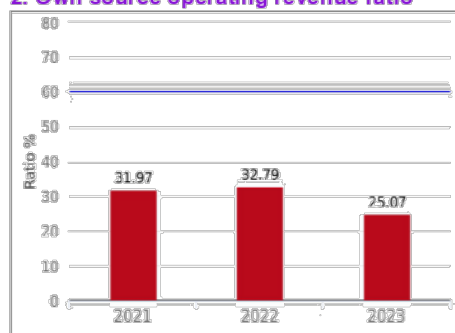
2022/23 ratio 9.13%

The ratio of 9.13% is higher than the benchmark of >0.00%, however lower than last FY 2021-22 of 12.81%. This is mainly due to increase in operational expenditure associated with grant related disaster recovery works and an increase in depreciation expenses due to indexation of infrastructure assets.

Ratio achieves benchmark

Ratio is outside benchmark

#### 2. Own source operating revenue ratio



Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

#### Commentary on 2022/23 result

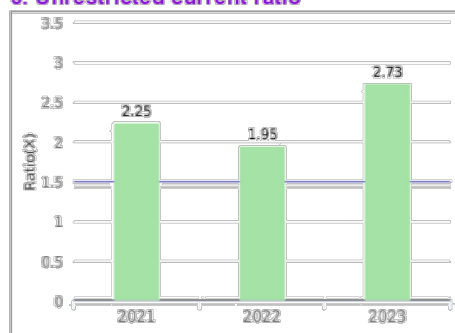
2022/23 ratio 25.07%

Council ratio of 25.07% is below the benchmark ratio (>60.00%) in the FY 2022-23. Council was partially successful in its IPART application for a Special Rate Variation and was approved 43% rates increase (including rate peg) for FY 2023-24. The impact of this determination should reflect a better ratio result in FY 2023-24. Council is also considering sale of underperforming assets to increase its operating ratio for next financial year.

Ratio achieves benchmark

Ratio is outside benchmark

#### 3. Unrestricted current ratio



Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

#### Commentary on 2022/23 result

2022/23 ratio 2.73x

Council ratio of 2.73x is above the benchmark of (1.50x) and slightly higher than previous year ratio of 1.95x. Council continues to address its unrestricted funds and maintain good governance over its working capital to ensure the ratio is above the benchmark.

Ratio achieves benchmark

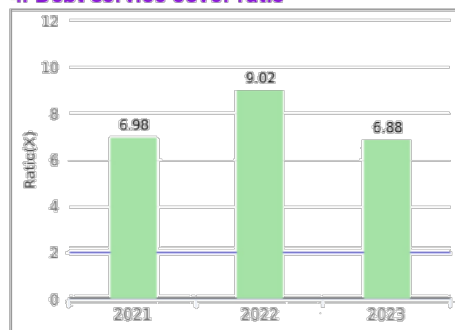
Ratio is outside benchmark

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## H1-1 Statement of performance measures – consolidated results (graphs) (continued)

### 4. Debt service cover ratio



Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

#### Commentary on 2022/23 result

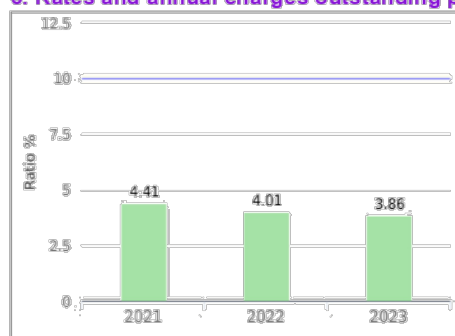
2022/23 ratio 6.88x

Council continues to maintain its ratio above the benchmark of (>2.00x). Council aims to improve its funding source (through Special Rate Variation and selling of assets) to reduce future borrowings and monitor its borrowing and loan repayment capacity by focusing on long term – intergenerational asset creation.

Ratio achieves benchmark

Ratio is outside benchmark

### 5. Rates and annual charges outstanding percentage



Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of rates and annual charges outstanding percentage

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

#### Commentary on 2022/23 result

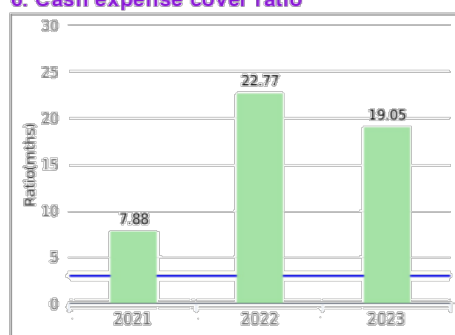
2022/23 ratio 3.86%

Council ratio of 3.86% is well within the benchmark of (<10%). Council ratio has further improved from 4.01% in last financial year.

Ratio achieves benchmark

Ratio is outside benchmark

### 6. Cash expense cover ratio



Benchmark: — > 3.00months

Source of benchmark: Code of Accounting Practice and Financial Reporting

#### Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

#### Commentary on 2022/23 result

2022/23 ratio 19.05 months

Council ratio of 19.05 months is well above the benchmark of (>3 months). This is predominately due to council being in receipt of grants and contribution for both operational and capital purposes. Council also received 100% of Financial Assistance Grant for FY 2023-24 in FY 2022-23 which has resulted in a strong cash expense ratio.

Ratio achieves benchmark

Ratio is outside benchmark



## H1-2 Council information and contact details

### Principal place of business:

247 Rouse Street  
Tenterfield NSW 2372

### Contact details

#### Mailing Address:

PO Box 214  
Tenterfield NSW 2372

Telephone: 02 6736 6000

Facsimile: 02 6736 6005

#### Opening hours:

9:00am - 4:30pm  
Monday to Friday

Internet: [www.tenterfield.nsw.gov.au](http://www.tenterfield.nsw.gov.au)

Email: [council@tenterfield.nsw.gov.au](mailto:council@tenterfield.nsw.gov.au)

### Officers

#### Chief Executive

Daryl Buckingham

#### Responsible Accounting Officer

Roy Jones

#### Public Officer

Kylie Smith

#### Auditors

Audit Office of New South Wales  
GPO Box 12  
SYDNEY NSW 2001

### Elected members

#### Mayor

Bronwyn Petrie

#### Councillors

John Macnish (Deputy Mayor)  
Peter Petty  
Tim Bonner  
Tom Peters  
Peter Murphy  
Kim Rhodes  
Greg Sauer  
Geoff Nye

### Other information

ABN: 85 010 810 083

Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## **Tenterfield Shire Council**

**General Purpose Financial Statements**  
for the year ended 30 June 2023

### **Independent Auditor's Reports:**

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**On the Financial Statements (Sect 417 [2])**

#### **Independent Auditor's Report**

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

continued on next page ...

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Tenterfield Shire Council | Notes to the Financial Statements 30 June 2023

## **Tenterfield Shire Council**

**General Purpose Financial Statements**  
for the year ended 30 June 2023

### **Independent Auditor's Reports: (continued)**

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**On the Financial Statements (Sect 417 [3])**

#### **Independent Auditor's Report**

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).

## **Tenterfield Shire Council**

**SPECIAL PURPOSE FINANCIAL STATEMENTS**  
for the year ended 30 June 2023

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**"Quality Nature, Quality Heritage and Quality Lifestyle"**



**Tenterfield Shire Council**

**Special Purpose Financial Statements**  
for the year ended 30 June 2023

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| <b>Special Purpose Financial Statements:</b>                      |             |
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| Income Statement of sewerage business activity                    | 5           |
| Statement of Financial Position of water supply business activity | 6           |
| Statement of Financial Position of sewerage business activity     | 7           |
| <b>Note – Significant Accounting Policies</b>                     | <b>8</b>    |
| <b>Auditor's Report on Special Purpose Financial Statements</b>   | <b>11</b>   |

**Background**

- i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).

- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

**Tenterfield Shire Council**

**Special Purpose Financial Statements**

for the year ended 30 June 2023

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**Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting**

The attached special purpose financial statements have been prepared in accordance with:

- NSW Government Policy Statement, *Application of National Competition Policy to Local Government*
- Division of Local Government Guidelines, *Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*
- The Local Government Code of Accounting Practice and Financial Reporting
- Sections 3 and 4 of the NSW Department of Planning and Environment, *Water's Regulatory and assurance framework for local water utilities*.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year,
- accord with Council's accounting and other records; and
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 27 September 2023.

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Bronwyn Petrie  
Mayor  
27 September 2023

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John Macnish  
Deputy Mayor  
27 September 2023

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Daryl Buckingham  
Chief Executive  
27 September 2023

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Roy Jones  
Responsible Accounting Officer  
27 September 2023

Tenterfield Shire Council | Income Statement of water supply business activity | for the year ended 30 June 2023

## Tenterfield Shire Council

### Income Statement of water supply business activity for the year ended 30 June 2023

|                                                                            | 2023<br>\$ '000 | 2022<br>\$ '000 |
|----------------------------------------------------------------------------|-----------------|-----------------|
| <b>Income from continuing operations</b>                                   |                 |                 |
| Access charges                                                             | 1,498           | 1,310           |
| User charges                                                               | 1,494           | 1,116           |
| Fees                                                                       | 38              | 23              |
| Interest and investment income                                             | 35              | 2               |
| Grants and contributions provided for operating purposes                   | 183             | 234             |
| Other income                                                               | 6               | 8               |
| <b>Total income from continuing operations</b>                             | <b>3,254</b>    | <b>2,693</b>    |
| <b>Expenses from continuing operations</b>                                 |                 |                 |
| Employee benefits and on-costs                                             | 464             | 514             |
| Borrowing costs                                                            | 255             | 161             |
| Materials and services                                                     | 1,234           | 874             |
| Depreciation, amortisation and impairment                                  | 896             | 740             |
| Loss on de-recognition of assets                                           | 38              | —               |
| <b>Total expenses from continuing operations</b>                           | <b>2,887</b>    | <b>2,289</b>    |
| <b>Surplus (deficit) from continuing operations before capital amounts</b> | <b>367</b>      | <b>404</b>      |
| Grants and contributions provided for capital purposes                     | 7,787           | 1,539           |
| <b>Surplus (deficit) from continuing operations after capital amounts</b>  | <b>8,154</b>    | <b>1,943</b>    |
| <b>Surplus (deficit) from all operations before tax</b>                    | <b>8,154</b>    | <b>1,943</b>    |
| Less: corporate taxation equivalent (25%) [based on result before capital] | (92)            | (101)           |
| <b>Surplus (deficit) after tax</b>                                         | <b>8,062</b>    | <b>1,842</b>    |
| <b>Plus accumulated surplus</b>                                            | <b>15,959</b>   | <b>14,013</b>   |
| <b>Plus adjustments for amounts unpaid:</b>                                |                 |                 |
| – Corporate taxation equivalent                                            | 92              | 104             |
| <b>Closing accumulated surplus</b>                                         | <b>24,113</b>   | <b>15,959</b>   |
| <b>Return on capital %</b>                                                 | <b>1.2%</b>     | <b>1.4%</b>     |
| <b>Subsidy from Council</b>                                                | <b>1,422</b>    | <b>883</b>      |
| <b>Calculation of dividend payable:</b>                                    |                 |                 |
| Surplus (deficit) after tax                                                | 8,062           | 1,842           |
| Less: capital grants and contributions (excluding developer contributions) | (7,787)         | (1,539)         |
| <b>Surplus for dividend calculation purposes</b>                           | <b>275</b>      | <b>303</b>      |
| <b>Potential dividend calculated from surplus</b>                          | <b>138</b>      | <b>152</b>      |

Tenterfield Shire Council | Income Statement of sewerage business activity | for the year ended 30 June 2023

## Tenterfield Shire Council

### Income Statement of sewerage business activity for the year ended 30 June 2023

|                                                                            | 2023<br>\$ '000 | 2022<br>\$ '000 |
|----------------------------------------------------------------------------|-----------------|-----------------|
| <b>Income from continuing operations</b>                                   |                 |                 |
| Access charges                                                             | 2,638           | 2,496           |
| User charges                                                               | 174             | 126             |
| Liquid trade waste charges                                                 | 24              | 18              |
| Fees                                                                       | 28              | 23              |
| Interest and investment income                                             | 108             | 9               |
| Grants and contributions provided for operating purposes                   | 26              | 27              |
| Other income                                                               | 41              | 10              |
| <b>Total income from continuing operations</b>                             | <b>3,039</b>    | <b>2,709</b>    |
| <b>Expenses from continuing operations</b>                                 |                 |                 |
| Employee benefits and on-costs                                             | 324             | 337             |
| Borrowing costs                                                            | 128             | 135             |
| Materials and services                                                     | 1,273           | 909             |
| Depreciation, amortisation and impairment                                  | 585             | 528             |
| Net loss from the disposal of assets                                       | 61              | —               |
| <b>Total expenses from continuing operations</b>                           | <b>2,371</b>    | <b>1,909</b>    |
| <b>Surplus (deficit) from continuing operations before capital amounts</b> | <b>668</b>      | <b>800</b>      |
| Grants and contributions provided for capital purposes                     | 13              | 25              |
| <b>Surplus (deficit) from continuing operations after capital amounts</b>  | <b>681</b>      | <b>825</b>      |
| <b>Surplus (deficit) from all operations before tax</b>                    | <b>681</b>      | <b>825</b>      |
| Less: corporate taxation equivalent (25%) [based on result before capital] | (167)           | (200)           |
| <b>Surplus (deficit) after tax</b>                                         | <b>514</b>      | <b>625</b>      |
| <b>Plus accumulated surplus</b>                                            | <b>13,928</b>   | <b>13,101</b>   |
| <b>Plus adjustments for amounts unpaid:</b>                                |                 |                 |
| – Corporate taxation equivalent                                            | 167             | 202             |
| <b>Closing accumulated surplus</b>                                         | <b>14,609</b>   | <b>13,928</b>   |
| <b>Return on capital %</b>                                                 | <b>3.4%</b>     | <b>4.3%</b>     |
| <b>Subsidy from Council</b>                                                | <b>136</b>      | <b>—</b>        |
| <b>Calculation of dividend payable:</b>                                    |                 |                 |
| Surplus (deficit) after tax                                                | 514             | 625             |
| Less: capital grants and contributions (excluding developer contributions) | (13)            | (25)            |
| <b>Surplus for dividend calculation purposes</b>                           | <b>501</b>      | <b>600</b>      |
| <b>Potential dividend calculated from surplus</b>                          | <b>251</b>      | <b>300</b>      |



Tenterfield Shire Council | Statement of Financial Position of water supply business activity | for the year ended 30 June 2023

## Tenterfield Shire Council

### Statement of Financial Position of water supply business activity as at 30 June 2023

|                                               | 2023<br>\$ '000 | 2022<br>\$ '000 |
|-----------------------------------------------|-----------------|-----------------|
| <b>ASSETS</b>                                 |                 |                 |
| <b>Current assets</b>                         |                 |                 |
| Contract assets and contract cost assets      | 2,236           | 444             |
| Cash and cash equivalents                     | 1,473           | 2,834           |
| Receivables                                   | 749             | 694             |
| <b>Total current assets</b>                   | <b>4,458</b>    | <b>3,972</b>    |
| <b>Non-current assets</b>                     |                 |                 |
| Infrastructure, property, plant and equipment | 50,857          | 39,572          |
| <b>Total non-current assets</b>               | <b>50,857</b>   | <b>39,572</b>   |
| <b>Total assets</b>                           | <b>55,315</b>   | <b>43,544</b>   |
| <b>LIABILITIES</b>                            |                 |                 |
| <b>Current liabilities</b>                    |                 |                 |
| Contract liabilities                          | 124             | 588             |
| Payables                                      | 501             | 285             |
| Income received in advance                    | 5               | 5               |
| Borrowings                                    | 215             | 171             |
| <b>Total current liabilities</b>              | <b>845</b>      | <b>1,049</b>    |
| <b>Non-current liabilities</b>                |                 |                 |
| Borrowings                                    | 5,585           | 5,799           |
| <b>Total non-current liabilities</b>          | <b>5,585</b>    | <b>5,799</b>    |
| <b>Total liabilities</b>                      | <b>6,430</b>    | <b>6,848</b>    |
| <b>Net assets</b>                             | <b>48,885</b>   | <b>36,696</b>   |
| <b>EQUITY</b>                                 |                 |                 |
| Accumulated surplus                           | 24,113          | 15,959          |
| Revaluation reserves                          | 24,772          | 20,737          |
| <b>Total equity</b>                           | <b>48,885</b>   | <b>36,696</b>   |

Tenterfield Shire Council | Statement of Financial Position of sewerage business activity | for the year ended 30 June 2023

**Tenterfield Shire Council**

**Statement of Financial Position of sewerage business activity  
 as at 30 June 2023**

|                                               | 2023<br>\$ '000 | 2022<br>\$ '000 |
|-----------------------------------------------|-----------------|-----------------|
| <b>ASSETS</b>                                 |                 |                 |
| <b>Current assets</b>                         |                 |                 |
| Cash and cash equivalents                     | 6,818           | 5,745           |
| Receivables                                   | 214             | 178             |
| <b>Total current assets</b>                   | <b>7,032</b>    | <b>5,923</b>    |
| <b>Non-current assets</b>                     |                 |                 |
| Infrastructure, property, plant and equipment | 23,177          | 21,544          |
| <b>Total non-current assets</b>               | <b>23,177</b>   | <b>21,544</b>   |
| <b>Total assets</b>                           | <b>30,209</b>   | <b>27,467</b>   |
| <b>LIABILITIES</b>                            |                 |                 |
| <b>Current liabilities</b>                    |                 |                 |
| Payables                                      | 299             | 61              |
| Borrowings                                    | 108             | 101             |
| <b>Total current liabilities</b>              | <b>407</b>      | <b>162</b>      |
| <b>Non-current liabilities</b>                |                 |                 |
| Borrowings                                    | 1,461           | 1,569           |
| <b>Total non-current liabilities</b>          | <b>1,461</b>    | <b>1,569</b>    |
| <b>Total liabilities</b>                      | <b>1,868</b>    | <b>1,731</b>    |
| <b>Net assets</b>                             | <b>28,341</b>   | <b>25,736</b>   |
| <b>EQUITY</b>                                 |                 |                 |
| Accumulated surplus                           | 14,609          | 13,928          |
| Revaluation reserves                          | 13,732          | 11,808          |
| <b>Total equity</b>                           | <b>28,341</b>   | <b>25,736</b>   |

## Note – Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2021* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

### National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

### Declared business activities

In accordance with Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

#### Category 1

(where gross operating turnover is over \$2 million)

##### a. Tenterfield Shire Water Supplies

Water supply system servicing the towns of Tenterfield, Urbenville and Jennings.

##### b. Tenterfield Shire Sewerage Services

Sewerage reticulation and treatment system servicing the towns of Tenterfield and Jennings.

#### Category 2

(where gross operating turnover is less than \$2 million)

Nil

### Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes, which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in special purpose financial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

#### Notional rate applied (%)

Corporate income tax rate – 25% (21/22 25%)

continued on next page ...

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## Note – Significant Accounting Policies (continued)

**Land tax** – the first \$969,000 of combined land values attracts 0%. For the combined land values in excess of \$969,000 up to \$5,925,000 the rate is \$100 + 1.6%. For the remaining combined land value that exceeds \$5,925,000 a premium marginal rate of 2.0% applies.

**Payroll tax** – 5.45% on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with section 4 of Department of Planning Noand Environment (DPE) – Water's regulatory and assurance framework, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to sections 3 and 4 of DPE – Water's regulatory and assurance framework is not a prerequisite for the payment of the tax equivalent charges; however the payment must not exceed \$3 per assessment.

### Income tax

An income tax equivalent has been applied on the profits of the business activities. Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested. Accordingly, the return on capital invested is set at a pre-tax level – gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the relevant corporate income tax rate, currently 25% (21/22 25%).

Income tax is only applied where a gain from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional – that is, it is payable to the 'Council' as the owner of business operations – it represents an internal payment and has no effect on the operations of the Council.

Accordingly, there is no need for disclosure of internal charges in the SPFS. The rate applied of 25% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

### Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

### Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

#### (i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

#### (ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

#### (iii) Dividends

Council is not required to pay dividends to either itself as owner of a range of businesses, or to any external entities.

A local government water supply and sewerage business is permitted to pay annual dividends from their water supply or sewerage business surpluses. Each dividend must be calculated and approved in accordance with the DPIE – Water guidelines and must not exceed 50% of the relevant surplus in any one year, or the number of water supply or sewerage assessments at 30 June 2023 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

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**Note – Significant Accounting Policies (continued)**

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In accordance with the Best Practice Management of Water Supply and Sewer Guidelines, a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are submitted to DPIE – Water.

Tenterfield Shire Council | Special Purpose Financial Statements 2023

**Tenterfield Shire Council**

**Special Purpose Financial Statements**  
for the year ended 30 June 2023

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# Tenterfield Shire Council

SPECIAL SCHEDULES  
for the year ended 30 June 2023

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*"Quality Nature, Quality Heritage and Quality Lifestyle"*



**Tenterfield Shire Council**

Special Schedules  
for the year ended 30 June 2023

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**Special Schedules:**

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| Report on infrastructure assets as at 30 June 2023 | 5 |



Tenterfield Shire Council | Permissible income for general rates | for the year ended 30 June 2023

## Tenterfield Shire Council

### Permissible income for general rates

|                                                         | Notes                          | Calculation<br>2022/23<br>\$ '000 | Calculation<br>2023/24<br>\$ '000 |
|---------------------------------------------------------|--------------------------------|-----------------------------------|-----------------------------------|
| <b>Notional general income calculation <sup>1</sup></b> |                                |                                   |                                   |
| Last year notional general income yield                 | a                              | 4,825                             | 4,852                             |
| Plus or minus adjustments <sup>2</sup>                  | b                              | (4)                               | -                                 |
| <b>Notional general income</b>                          | <b>c = a + b</b>               | <b>4,821</b>                      | <b>4,852</b>                      |
| <b>Permissible income calculation</b>                   |                                |                                   |                                   |
| Or rate peg percentage                                  | e                              | 0.70%                             | 2.00%                             |
| Or plus rate peg amount                                 | i = e x (c + g)                | 34                                | 97                                |
| <b>Sub-total</b>                                        | <b>k = (c + g + h + i + j)</b> | <b>4,855</b>                      | <b>4,949</b>                      |
| Plus (or minus) last year's carry forward total         | l                              | (15)                              | (12)                              |
| <b>Sub-total</b>                                        | <b>n = (l + m)</b>             | <b>(15)</b>                       | <b>(12)</b>                       |
| <b>Total permissible income</b>                         | <b>o = k + n</b>               | <b>4,840</b>                      | <b>4,937</b>                      |
| Less notional general income yield                      | p                              | 4,852                             | -                                 |
| <b>Catch-up or (excess) result</b>                      | <b>q = o - p</b>               | <b>(12)</b>                       | <b>4,937</b>                      |
| <b>Carry forward to next year <sup>3</sup></b>          | <b>t = q + r + s</b>           | <b>(12)</b>                       | <b>4,937</b>                      |
| <b>Notes</b>                                            |                                |                                   |                                   |

<sup>(1)</sup> The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

<sup>(2)</sup> Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.

<sup>(3)</sup> Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Permissible income for general rates

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Tenterfield Shire Council | Report on infrastructure assets as at 30 June 2023 | for the year ended 30 June 2023

## Tenterfield Shire Council

### Report on infrastructure assets as at 30 June 2023

| Asset Class                      | Asset Category          | Estimated cost to bring assets to satisfactory standard | Estimated cost to bring to the agreed level of service set by Council | 2022/23 Required maintenance <sup>(a)</sup> | 2022/23 Actual maintenance | Net carrying amount | Gross replacement cost (GRC) | Assets in condition as a percentage of gross replacement cost |       |       |       |        |
|----------------------------------|-------------------------|---------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------------|----------------------------|---------------------|------------------------------|---------------------------------------------------------------|-------|-------|-------|--------|
|                                  |                         | \$ '000                                                 | \$ '000                                                               | \$ '000                                     | \$ '000                    | \$ '000             | \$ '000                      | 1                                                             | 2     | 3     | 4     | 5      |
| Buildings                        | Other                   | –                                                       | 138                                                                   | 78                                          | 78                         | 28,365              | 38,779                       | 10.0%                                                         | 44.0% | 42.0% | 4.0%  | 0.0%   |
|                                  | Sub-total               | –                                                       | 138                                                                   | 78                                          | 78                         | 28,365              | 38,779                       | 10.0%                                                         | 44.0% | 42.0% | 4.0%  | 0.0%   |
| Other structures                 | Other structures        | 376                                                     | 190                                                                   | 111                                         | 111                        | 3,276               | 5,734                        | 6.0%                                                          | 21.0% | 46.0% | 24.0% | 3.0%   |
|                                  | Sub-total               | 376                                                     | 190                                                                   | 111                                         | 111                        | 3,276               | 5,734                        | 6.0%                                                          | 21.0% | 46.0% | 24.0% | 3.0%   |
| Roads                            | Roads <sup>(b)</sup>    | 7,141                                                   | 7,779                                                                 | 2,669                                       | 2,669                      | 251,812             | 319,187                      | 66.0%                                                         | 14.0% | 12.0% | 6.0%  | 2.0%   |
|                                  | Bridges                 | 6,847                                                   | 10,592                                                                | 7                                           | 7                          | 59,465              | 104,064                      | 16.0%                                                         | 29.0% | 31.0% | 14.0% | 10.0%  |
|                                  | Footpaths               | 17                                                      | –                                                                     | –                                           | –                          | 3,280               | 4,449                        | 58.0%                                                         | 37.0% | 4.0%  | 1.0%  | 0.0%   |
|                                  | Bulk earthworks         | –                                                       | –                                                                     | –                                           | –                          | 113,018             | 113,018                      | 0.0%                                                          | 0.0%  | 0.0%  | 0.0%  | 100.0% |
|                                  | Other                   | –                                                       | –                                                                     | –                                           | –                          | –                   | –                            | 0.0%                                                          | 0.0%  | 0.0%  | 0.0%  | 0.0%   |
|                                  | Sub-total               | 14,005                                                  | 18,371                                                                | 2,676                                       | 2,676                      | 427,575             | 540,718                      | 42.5%                                                         | 14.1% | 13.1% | 6.2%  | 24.1%  |
| Water supply network             | Other                   | 7,321                                                   | 14,292                                                                | 539                                         | 539                        | 38,062              | 71,245                       | 13.0%                                                         | 58.0% | 4.0%  | 5.0%  | 20.0%  |
|                                  | Sub-total               | 7,321                                                   | 14,292                                                                | 539                                         | 539                        | 38,062              | 71,245                       | 13.0%                                                         | 58.0% | 4.0%  | 5.0%  | 20.0%  |
| Sewerage network                 | Other                   | 536                                                     | 301                                                                   | 510                                         | 510                        | 21,507              | 34,403                       | 22.0%                                                         | 40.0% | 31.0% | 7.0%  | 0.0%   |
|                                  | Sub-total               | 536                                                     | 301                                                                   | 510                                         | 510                        | 21,507              | 34,403                       | 22.0%                                                         | 40.0% | 31.0% | 7.0%  | 0.0%   |
| Stormwater drainage              | Other                   | 915                                                     | –                                                                     | 47                                          | 47                         | 4,142               | 9,685                        | 24.0%                                                         | 33.0% | 14.0% | 29.0% | 0.0%   |
|                                  | Sub-total               | 915                                                     | –                                                                     | 47                                          | 47                         | 4,142               | 9,685                        | 24.0%                                                         | 33.0% | 14.0% | 29.0% | 0.0%   |
| Open space / recreational assets | Swimming pools          | 467                                                     | 1,284                                                                 | 20                                          | 20                         | 357                 | 1,614                        | 5.0%                                                          | 3.0%  | 12.0% | 80.0% | 0.0%   |
|                                  | Open Space & Recreation | 163                                                     | 78                                                                    | 268                                         | 268                        | 4,175               | 5,324                        | 51.0%                                                         | 28.0% | 10.0% | 10.0% | 1.0%   |
|                                  | Sub-total               | 630                                                     | 1,362                                                                 | 288                                         | 288                        | 4,532               | 6,938                        | 40.3%                                                         | 22.2% | 10.5% | 26.3% | 0.7%   |
| Total – all assets               |                         | 23,783                                                  | 34,654                                                                | 4,249                                       | 4,249                      | 527,459             | 707,502                      | 36.2%                                                         | 21.9% | 14.9% | 6.7%  | 20.3%  |

(a) Required maintenance is the amount identified in Council's asset management plans.

(b) Roads maintenance significantly increased in 2022 financial year compared to 2021 financial year due to disaster funded recovery expenses.

#### Infrastructure asset condition assessment 'key'

|                       |                                       |             |                                   |
|-----------------------|---------------------------------------|-------------|-----------------------------------|
| 1 Excellent/very good | No work required (normal maintenance) | 4 Poor      | Renewal required                  |
| 2 Good                | Only minor maintenance work required  | 5 Very poor | Urgent renewal/upgrading required |

Tenterfield Shire Council | Report on infrastructure assets as at 30 June 2023 | for the year ended 30 June 2023

Tenterfield Shire Council

Report on infrastructure assets as at 30 June 2023 (continued)

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|   |              |                           |
|---|--------------|---------------------------|
| 3 | Satisfactory | Maintenance work required |
|---|--------------|---------------------------|

Tenterfield Shire Council | Report on infrastructure assets as at 30 June 2023 | for the year ended 30 June 2023

## Tenterfield Shire Council

### Report on infrastructure assets as at 30 June 2023

#### Infrastructure asset performance indicators (consolidated) \*

| \$ '000                                                                  | Amounts<br>2023 | Indicator<br>2023 | Indicators<br>2022 2021 |         | Benchmark  |
|--------------------------------------------------------------------------|-----------------|-------------------|-------------------------|---------|------------|
| <b>Buildings and infrastructure renewals ratio <sup>1</sup></b>          |                 |                   |                         |         |            |
| Asset renewals <sup>1</sup>                                              | 12,859          | 171.07%           | 143.04%                 | 151.93% | >= 100.00% |
| Depreciation, amortisation and impairment                                | 7,517           |                   |                         |         |            |
| <b>Infrastructure backlog ratio</b>                                      |                 |                   |                         |         |            |
| Estimated cost to bring assets to a satisfactory standard                | 23,783          | 4.14%             | 5.15%                   | 6.24%   | < 2.00%    |
| Net carrying amount of infrastructure assets                             | 574,177         |                   |                         |         |            |
| <b>Asset maintenance ratio</b>                                           |                 |                   |                         |         |            |
| Actual asset maintenance                                                 | 4,249           | 100.00%           | 100.00%                 | 100.03% | > 100.00%  |
| Required asset maintenance                                               | 4,249           |                   |                         |         |            |
| <b>Cost to bring assets to agreed service level</b>                      |                 |                   |                         |         |            |
| Estimated cost to bring assets to an agreed service level set by Council | 34,654          | 4.90%             | 3.03%                   | 4.01%   |            |
| Gross replacement cost                                                   | 707,502         |                   |                         |         |            |

(\*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Includes renewal works in Work In Progress (WIP).

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Tenterfield Shire Council | Report on infrastructure assets as at 30 June 2023 | for the year ended 30 June 2023

## Tenterfield Shire Council

### Report on infrastructure assets as at 30 June 2023

#### Infrastructure asset performance indicators (by fund)

| \$ '000                                                                  | General fund |         | Water fund |         | Sewer fund |         | Benchmark  |
|--------------------------------------------------------------------------|--------------|---------|------------|---------|------------|---------|------------|
|                                                                          | 2023         | 2022    | 2023       | 2022    | 2023       | 2022    |            |
| Buildings and infrastructure renewals ratio <sup>1</sup>                 |              |         |            |         |            |         |            |
| Asset renewals <sup>1</sup>                                              | 196.95%      | 162.17% | 73.79%     | 40.67%  | 36.20%     | 75.86%  | >= 100.00% |
| Depreciation, amortisation and impairment                                |              |         |            |         |            |         |            |
| Infrastructure backlog ratio                                             |              |         |            |         |            |         |            |
| Estimated cost to bring assets to a satisfactory standard                | 3.09%        | 4.38%   | 19.23%     | 16.66%  | 2.49%      | 2.13%   | < 2.00%    |
| Net carrying amount of infrastructure assets                             |              |         |            |         |            |         |            |
| Asset maintenance ratio                                                  |              |         |            |         |            |         |            |
| Actual asset maintenance                                                 | 100.00%      | 100.00% | 100.00%    | 100.00% | 100.00%    | 100.00% | > 100.00%  |
| Required asset maintenance                                               |              |         |            |         |            |         |            |
| Cost to bring assets to agreed service level                             |              |         |            |         |            |         |            |
| Estimated cost to bring assets to an agreed service level set by Council | 3.33%        | 1.14%   | 20.06%     | 20.67%  | 0.87%      | 0.03%   |            |
| Gross replacement cost                                                   |              |         |            |         |            |         |            |

(<sup>1</sup>) Includes renewal works in Work In Progress (WIP).

(<sup>1</sup>) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                |
| <b>Submitted by:</b> | Roy Jones, Acting Chief Corporate Officer                   |
| <b>Reference:</b>    | <b>ITEM GOV59/23</b>                                        |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 31 AUGUST 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 August 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 August 2023.

Cash Book Balances on this date were as follows:-

|                        |                  |        |
|------------------------|------------------|--------|
| General (Consolidated) | \$ 30,610,138.89 | Credit |
| General Trust          | \$ 382,340.85    | Credit |

##### **(b) Summary of Investments**

Our Governance No. 59 Cont...

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

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

For the month of August 2023, three (3) concession totaling \$1,307.78 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 26 applications for 603 Certificates in August 2023.

In the calendar year to date, there have been 149 applications compared to 236 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**



Our Governance No. 59 Cont...

Nil.

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

|                               |                                             |
|-------------------------------|---------------------------------------------|
| Prepared by staff member:     | Roy Jones, Acting Chief Corporate Officer   |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer        |
| Department:                   | Office of the Chief Corporate Officer       |
| Attachments:                  | <b>1</b> Investment Report - 31 August 2023 |

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 AUGUST 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               | 21.43%               |
| NAB                                     | AA-           | 30 Days         | 15/Sep/23     | 4.10%         | 1,000,000.00               | 14.29%               |
| <b><u>TOTAL NAB INVESTMENTS</u></b>     |               |                 |               |               | <b><u>2,500,000.00</u></b> | <b><u>35.71%</u></b> |
| Commonwealth Bank                       | AA-           | 3 Months        | 19/Sep/23     | 5.07%         | 3,000,000.00               | 42.86%               |
| <b><u>TOTAL CBA INVESTMENTS</u></b>     |               |                 |               |               | <b><u>3,000,000.00</u></b> | <b><u>42.86%</u></b> |
| Westpac                                 | AA-           | 3 Months        | 27/Oct/23     | 4.88%         | 1,500,000.00               | 21.43%               |
| <b><u>TOTAL WESTPAC INVESTMENTS</u></b> |               |                 |               |               | <b><u>1,500,000.00</u></b> | <b><u>21.43%</u></b> |
| <b>INVESTMENTS TOTAL</b>                |               |                 |               |               | <b>7,000,000.00</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

\* Except as highlighted in the associated Council Report.

|                      |                                                        |
|----------------------|--------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>           |
| <b>Submitted by:</b> | Roy Jones, Acting Chief Corporate Officer              |
| <b>Reference:</b>    | <b>ITEM GOV60/23</b>                                   |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 31 AUGUST 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 August 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

Our Governance No. 60 Cont...

- Local Government (General) Regulation 2005
- 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.

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

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Roy Jones, Acting Chief Corporate Officer |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive         |
| Department:                   | Office of the Chief Corporate Officer     |
| Attachments:                  | There are no attachments for this report. |

|                      |                                                              |
|----------------------|--------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                 |
| <b>Submitted by:</b> | Roy Jones, Acting Chief Corporate Officer                    |
| <b>Reference:</b>    | <b>ITEM GOV61/23</b>                                         |
| <b>Subject:</b>      | <b>INFORMATION ON - FINANCIAL ASSISTANCE GRANT 2023-2024</b> |

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

|                      |                                                                                                                                                   |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>     | <b>Economy</b> - Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities. |
| <b>CSP Strategy:</b> | Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.                                          |

#### **SUMMARY**

The purpose of this report is to table the letter dated 5 September 2023 from NSW Local Government Grants Commission.

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

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

**Receive and note the letter dated 5 September 2023 from NSW Local Government Grant Commission.**

#### **BACKGROUND**

Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their communities. The Australian Government paid approximately 100% of the 2023-24 grants in advance. The remainder of the grant allocation will be paid in quarterly instalments.

#### **REPORT:**

The Commonwealth Government decided to make an early payment of the 2023-24 estimated FA Grant entitlement to help manage the cumulative impacts of the floods and the pandemic. In June 2023, all councils were paid 100% of the estimated entitlement in advance, as calculated at that point in time (plus councils received 25% of the 2022-23 entitlement in the same year). This has resulted in the adjusted quarterly instalments for 2023-24 being significantly less than in recent years.

Tenterfield Shire Council received \$6,327,934.00 as an advance payment.

#### **COUNCIL IMPLICATIONS:**

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

**2. Policy and Regulation**  
Nil.

Our Governance No. 61 Cont...

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

The advance payment of the FAG Grant skews the total income received for the financial year. The income is recognized in the year it is received for FAG Grants. Adjustments changes will be made in the September Quarterly Budget Review to reflect actual income received vs Budgeted income for FAG.

The advance payment assists Council in its Cash Flow challenges and improves unrestricted money.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

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

Prepared by staff member:

Roy Jones, Acting Chief Corporate Officer

Approved/Reviewed by Manager:

Daryl Buckingham, Chief Executive

Department:

Office of the Chief Corporate Officer

Attachments:

- 1** NSW Local Government Grant Commission - Letter dated 5 September 2023
- 2** Financial Assistance Grant Fact Sheet 2023-2024



NSW Local Government Grants Commission  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE: A871240  
CONTACT: Helen Pearce  
(02) 4428 4131  
helen.pearce@olg.nsw.gov.au

Mr Daryl Buckingham  
General Manager  
Tenterfield Shire Council

By email: [d.buckingham@tenterfield.nsw.gov.au](mailto:d.buckingham@tenterfield.nsw.gov.au)  
cc: [council@tenterfield.nsw.gov.au](mailto:council@tenterfield.nsw.gov.au)

5 September 2023

Dear Mr Buckingham

In accordance with the NSW Local Government Grants Commission's (Commission) policy of providing information to councils about the way the Commission calculates financial assistance grants (FA Grants), please find attached a summary of Council's 2023-24 estimated FA Grants entitlement (**Appendix A**).

#### **2023-24 ESTIMATED ENTITLEMENTS**

The national FA Grants total estimated entitlement for 2023-24 is \$3.11 billion and is made up of \$2.15 billion for the general purpose component (GPC) and \$0.96 billion for the local roads component (LRC). The national estimated entitlement for 2023-24 increased by \$161 million to account for final adjustments to the Consumer Price Index (CPI) and population shares for the year.

The Commonwealth Treasury's estimate of the CPI for 2022-23 was adjusted up in July 2023. When compared to the 2022-23 final adjusted amount, the total national estimated FA Grants for 2023-24 increased by 5.5%. Accordingly, the State's FA Grants allocation for 2023-24 is slightly higher than last year, however the ongoing economic impact of the pandemic and other external factors are difficult to predict.

The national GPC was distributed across the states and territories on a population basis. NSW received 31.34% or \$675.7 million in the GPC, which represents a 4.05% increase on last year's final figure. The LRC is based on a historical formula. NSW's share of the total national road funding is a fixed 29% share, or \$277.5 million, which represents a 5.5% increase. The total 2023-24 FA Grants estimated entitlement for NSW is \$953.2 million.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)  
W <http://www.olg.nsw.gov.au>  
(follow the "Commissions & Tribunals" links)



#### **EXTERNAL FACTORS IMPACTING THE GPC POOL OF FUNDS IN NSW**

The Commonwealth decided to pause indexation for three years from 2014-15 to 2016-17 due to budget constraints. In 2021, the impact of the global economic downturn (GED) was closely followed by the Covid-19 Pandemic. NSW also experienced devastating natural disasters, including bushfires and floods. During recent years, the Commission has been faced with these challenges, including a substantially reduced CPI in 2021. In 2023-24, the CPI has continued to trend towards previously average levels of about 3.5% to 4%. But further fluctuations cannot be ruled out.

| Change of Annual Grant Entitlements        | CPI % Change<br>GPC | # of LGAs on<br>0% or <0% |
|--------------------------------------------|---------------------|---------------------------|
| 2012-13 Final and 2013-14 Estimated        | 3.4                 | 22                        |
| 2013-14 Final and 2014-15 Estimated no CPI | -0.2                | 72                        |
| 2014-15 Final and 2015-16 Estimated no CPI | -0.2                | 75                        |
| 2015-16 Final and 2016-17 Estimated no CPI | 0.1                 | 56                        |
| 2016-17 Final and 2017-18 Estimated        | 3.6                 | 10                        |
| 2017-18 Final and 2018-19 Estimated        | 3.6                 | 12                        |
| 2018-19 Final and 2019-20 Estimated        | 4.0                 | 10                        |
| 2019-20 Final and 2020-21 Estimated GED    | 0.9                 | 33                        |
| 2020-21 Final and 2021-22 Estimated Covid  | 1.7                 | 29                        |
| 2021-22 Final and 2022-23 Estimated Covid  | 3.3                 | 9                         |
| 2022-23 Final and 2023-24 Estimated Covid  | 4.0                 | *18                       |

|                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>KEY</b>                                                                                                                                                        |
| Three years of paused CPI (only change applied was national movements in jurisdictional population shares)                                                        |
| Transition entered: # of LGAs on 0% or less had the -5% floor been retained                                                                                       |
| *8 metropolitan councils moved to the negative floor due to population decline as applying the per capita minimum produced a lower result than the negative floor |

A notable by-product of the pandemic flowing through the 2022-23 and 2023-24 grant calculations has been population decline in some metropolitan areas. This has resulted in eight metropolitan councils moving off the per capita minimum grant and instead, benefiting from the 0% floor, as councils cannot breach below 0% floor until the negative floor is resumed. This further demonstrates the need to expedite the pathway out of transition.

Council's 2023-24 FA Grants estimated entitlement, compared to the 2022-23 final entitlement is as follows:

| <b>Tenterfield Shire Council</b> |                 |             |             |        |
|----------------------------------|-----------------|-------------|-------------|--------|
| Year                             | General Purpose | Local Roads | Total       | Change |
| 2022-23 final                    | \$4,006,670     | \$1,972,648 | \$5,979,318 |        |
| 2023-24 est.                     | \$4,250,359     | \$2,077,350 | \$6,327,709 | 5.8%   |

To assist councils with budgets and bank reconciliations, a breakdown of the 2023-24 quarterly instalments is attached (**Appendix A**). The NSW Schedule of Payments is also attached (**Appendix B**).



#### **IMPACT OF THE ADVANCE PAYMENTS**

The Commonwealth Government decided to make an early payment of the 2023-24 estimated FA Grant entitlement to help manage the cumulative impacts of the floods and the pandemic. In June 2023, all councils were paid 100% of the estimated entitlement in advance, as calculated at that point in time (plus councils received 25% of the 2022-23 entitlement in the same year). This has resulted in the adjusted quarterly instalments for 2023-24 being significantly less than in recent years. The remainder of the grant entitlements (totalling \$45,227,839 for the state) will be paid in quarterly instalments in August 2023, November 2023, February 2024 and May 2024.

The Council of the City of Sydney and Randwick City Council's population decreases flowed through the grant calculations in the 2023-24 financial year, with both councils due to receive a reduction in the LRC. However, as the Commonwealth advance of 100% was based on the prior year's grant recommendations, both Councils received an overpayment in the LRC advance (Sydney \$35,538 and Randwick \$25,555, totalling \$62,083).

As a temporary measure to address the overpayment, the Commission made an accounting adjustment to the 2023-24 recommendations, spreading the overpayment proportionately over the other 126 councils' LRCs. This process will be reversed in 2024-25 to ensure the over and under payments reconcile with actual entitlements.

However, the Commission is concerned about the unpredictability the practice of advance payments creates. Long-term and annual budgeting forecasts are subject to changes, and annual financial statement results can often be skewed. The latest development of overpayments is beginning to impede the Commission's ability to make annual recommendations.

#### **CHALLENGES IN FAIRLY DISTRIBUTING THE GPC FUNDS**

As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. This inhibits the full application of the Horizontal Fiscal Equalisation (HFE) Principle, to distribute the grants on the basis of greatest relative need. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. The Commission has had regard to these policies in allocating the grants. The map contained in **Appendix D** identifies the rate of population change in NSW from 2002 to 2022.

**Appendix D** lists the revised expenditure categories, disadvantage factors, data sources used in calculating the expenditure allowance and the relative disadvantage allowance.

The Commission has been investigating ways to direct funds to councils with greatest relative need. Information about the methodology review and subsequent transition has been provided to councils, including about the recommendations for model refinements. The Commission is currently considering options for a pathway out of transition and resuming the negative floor, which is likely to commence in 2024-25. Further information about the transition and general information about the FA Grants can be found on the Commission's webpage at

<https://www.olg.nsw.gov.au/commissions-and-tribunals/#lggc>.

4

**SPECIAL SUBMISSIONS 2023-24**

Special submissions from councils for 2023-24 will be considered by the Commission. The purpose of a submission is to give councils the opportunity to present information on the financial impact of inherent expenditure disadvantages beyond councils' control that are not generally recognised in the current methodology. Please refer to the expenditure functions and Council's disadvantage factors listed in **Appendix A**. This process allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

**Appendix C**, titled **Guidelines for Special Submissions**, contains guidance for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) by **30 November 2023**.

**A MESSAGE OF CAUTION**

There is no guarantee that a council will receive an increased FA Grant each year. There are a number of changing variables, including a council's changing measure of relative disadvantage compared to the state average measure and the size of the total FA Grant pool. Last year, the Commission advised of a possible decision to return to the GPC to a negative floor in 2024-25, which would result in some councils receiving less in the 2024-25 than they will in 2023-24. Councils have been consulted and have now been given six years to prepare. It is no longer sustainable to protect those councils with greatest relative advantage. The pathway out of transition is essential to distribute the GPC more fairly, allowing greater application of the HFE, consistent with the National Principles and NSW policy.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters, please contact me on (02) 4428 4131.

Yours sincerely



**Helen Pearce  
Executive Officer**

## Financial Assistance Grants 2023-24

### Fact Sheet 2023



Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their communities. The Australian Government paid approximately 100% of the 2023-24 grants in advance. The remainder of the grant allocation will be paid in quarterly instalments.

#### 2023 Update

In 2013 the Independent Local Government Review Panel recommended, "Subject to any legal constraints, seek to redistribute Federal Financial Assistance Grants and some State grants in order to channel additional support to councils and communities with the greatest needs." Following an extensive review of the financial assistance grant model 2013 to 2016, recommendations were made to refine and improve parts of the expenditure allowance under the General Purpose Component (GPC). In 2018 the Commission (Commission) began transitioning to refinements consistent with the National Principles and the NSW Government policy to allocate grants, as far as possible, to councils with the greatest relative disadvantage.

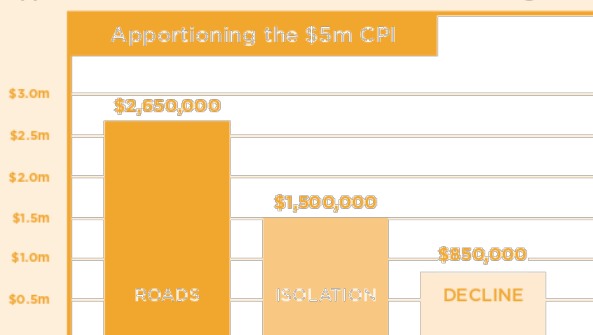
Since 2018-19, the transition arrangements have been limiting the percentage which an individual council's annual GPC can vary as follows:

- Upper limit (cap) of +5%
- Lower limit (collar) of 0%

Historically, the Commission set a range between +5% and -5%. The Commission is looking to restore caps and collars within a range of +6% to -4%. Retaining a 0% collar is resulting in more funds continuing to shift from councils with greater relative disadvantage to councils with more relative advantage. The Commission will keep the transitional arrangements for the 2023 recommendations, giving councils a sixth year to prepare. Consultation continues with the sector about the recommendations for 2024-25 and beyond and the most appropriate approach to resume the original lower limit, which may include a staged option.

#### Relative Disadvantage Allowance

The Commission quarantined \$5m of the CPI increase and apportioned it as an allowance for relative disadvantage.



Roads = unsealed local roads. Isolation = increased weighting for isolation allowance. Decline = councils with population decline between 2002-2022 (see negative population growth 2002-22 map page 1).



#### Councils with greatest relative disadvantage:

Councils with greatest relative disadvantage are generally rural and remote councils with:

- Small and declining populations
- Limited capacity to raise revenue
- Financial responsibility for sizeable networks of local roads/infrastructure & diminishing financial resources
- Relative isolation

The ongoing challenge for the Commission has been how to allocate a fairer share of the GPC to such councils when a fixed 30% of the GPC grant must be allocated based on population increases/decreases. This can result in minimum councils receiving significant increases such as occurred this year for Camden (+16.4%) and The Hills (+10.3%).

Where the Federal Government allocates a CPI increase, as occurred this year (4%), the Commission quarantines a proportion of the increase to allocate to councils with greatest relative disadvantage based on returns against 'unsealed local roads,' 'isolation' and 'population decline' (see box to the left).

In this way, some of these councils are able to achieve slightly greater than the 5% cap, consistent with the Commission's mandate from the Government.

#### Isolation Allowance Review

As part of its ongoing scrutiny of the currency and effectiveness of the Isolation Allowance, during 2022-23 the Commission has been engaged in testing and analysing various indicators of real cost impacts of isolation on councils.



## Financial Assistance Grants 2023-24

### Fact Sheet 2023



#### Why refine the model?

It's important to note that the Commission is not implementing a new model. Over time, the model had become very complex with an increasing number of functions and disadvantage factors. The model had 20 expenditure functions and 47 disadvantage factors applied across 128 councils plus more than 100 individual occurrences of discretionary disadvantage factors.

The Commission has taken advice, tested the competing propositions and decided to implement the recommended refinements and improvements.

#### The refined model:

- Allocates a higher proportion of grant funding to councils with greatest relative disadvantage
- Is consistent with the National Principles
- Is consistent with NSW policy of grant allocation
- Is transparent and publishable
- Is robust, statistically verifiable and auditable
- Uses best practice financial and modelling principles
- Is modern, simplified and more flexible

#### General information

Funds are allocated to NSW on the basis of the National Principles under the Federal legislation - the Local Government (Financial Assistance) Act 1995. It comprises two pools of funds - the GPC and the Local Roads Component (LRC). For 2023-24 the estimated entitlement for the GPC is \$675,648,877, and the LRC is \$277,534,692 but the funds are untied. The GPC incorporates:

- Expenditure Allowance
- Pensioner Rebate Allowance
- Revenue Allowance
- Relative Disadvantage Allowance
- Isolation Allowance

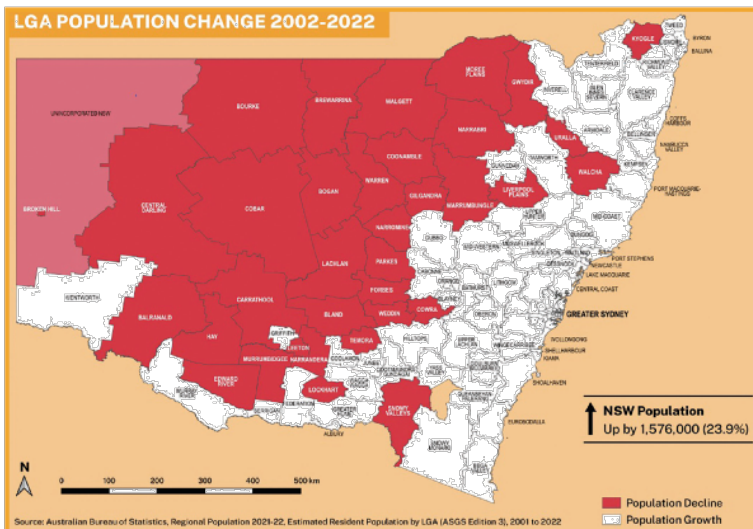
#### Per capita minimum grant

The legislation provides for a per capita minimum grant. The per capita minimum for 2023-24 is \$24.85. Councils on the minimum grant generally:

- Have economies of scale
- Have greater revenue raising capacity
- Are geographically smaller
- Experience year on year growth
- Are not relatively disadvantaged

There are 10 councils on the minimum grant, all located in the Sydney area. Almost 24% of the State's population live in those council areas.

Three minimum grant councils received a higher than state average increase of 4.0%, including Camden with 16.4%, The Hills with 10.3% and Hornsby on 5.2%.

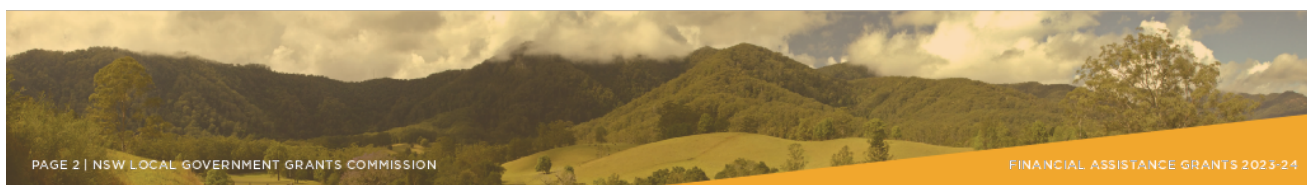


#### General Purpose Component (GPC)

The GPC expenditure allowance remains based on council expenditure reported against the Financial Data Return grouped as follows:

- Administration & Governance
- Community Services & Education
- Recreation & Culture
- Roads, Bridges, Footpaths & Aerodromes
- Community Amenity
- Public Order, Health, Safety & Other

The 20 council functions are being retained but consolidated to six. The state average per capita cost for each function is still calculated by aggregating expenses (reported by all councils in their Financial Data Returns) for each function and divided by NSW's population.





## Financial Assistance Grants 2023-24

### Fact Sheet 2023

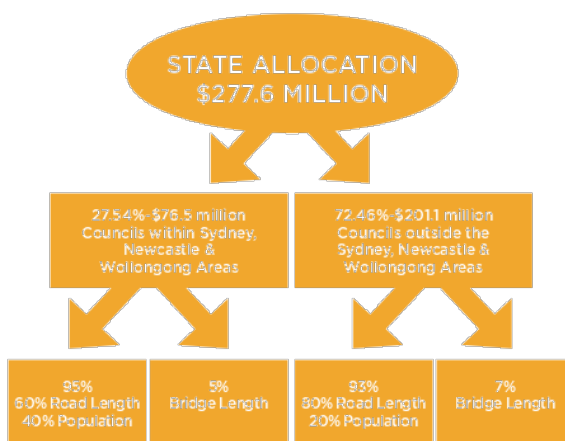
The **GPC expenditure allowance** includes five Cost Adjusters (or Disadvantage Factors/Measures) to enable the Commission to compare councils' relative disadvantage/advantage:

- Population (ABS - Total for LGA)
- Aboriginal & Torres Strait Islanders (ABS - %)
- Local road length (council - km)
- Environment (ABS - ha environmental land)
- Rainfall, topography and drainage (Consultants Willing & Partners - index)

The expenditure allowance formula is also retained:

$\text{No. of Units (LGA Population)} \times \text{State Ave \$Cost/capita for the function} \times \text{council's disadvantage factor} = \$ \text{expenditure allowance.}$

#### Distribution of Local Roads Component 2023-24 (29% of the national pool)



#### Submissions

The Commission invites council submissions annually. The purpose of a submission is to give a council the opportunity to present information on the financial impact of inherent expenditure disadvantages beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

#### Contact the NSW Local Government Grants Commission

5 O'Keeffe Ave, Nowra NSW 2541  
Locked Bag 3015, Nowra 2541  
Telephone 4428 4100  
olg@olg.nsw.gov.au

#### Related information:

<https://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission>  
Includes information such as prior fact sheets, Grants Commission Circulars, reports and grant schedules.

#### Background and call for the review

The Independent Local Government Review Panel recommendation (Fact Sheet page 1) was supported by a number of other reviews and reports including:

#### 2008 Assessing Local Government Revenue Raising Capacity, Productivity Commission Research Report:

*"A number of councils, particularly in capital city and urban developed areas, have the means to recover additional revenue from their communities sufficient to cover their expenditures without relying on grants. However, a significant number of councils, particularly in rural (87%) and remote (95%) areas would remain dependent on grants from other spheres of government to meet their current expenditure. Given the differences in the scope to raise additional revenue across different classes of councils, there is a case to review the provision of Australian Government general purpose grants to local governments."*

#### 2010 Australia's Future Taxation System Report:

*"The current requirement that each council receives 30% of its per capita share of untied financial assistance grants may prevent state grants commissions from redistributing to councils that require greater assistance."*

#### 2013 The NSW Local Government Grants Commission submission to the Commonwealth Grants Commission Review:

*"...we have seen an increase in concerns being raised about:*

- the widening gap in revenue raising capacity for larger metropolitan councils versus smaller rural councils;
- increasing infrastructure needs;
- declining population."

#### 2014 The NSW Government's Response to the Local Government Review Panel:

*"The Government supports targeting Financial Assistance Grants to communities with the greatest need. It will ask the NSW Grants Commission to continue to identify opportunities to achieve this over time, within the constraints imposed by the national funding principles. It will also ask the Commission to ensure transitional protection for those councils with lower levels of need, to minimise the impact of any redistribution."*

#### 2017 Shifting the Dial: 5 year Productivity Commission Review:

*"The Commission's study into transitioning regional economies noted that where populations have declined in Local Government areas, related declines in revenue are hampering efforts to maintain infrastructure designed to service (and be funded) by larger populations."*

**(ITEM RC14/23) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - FRIDAY 11 AUGUST 2023**

---

**REPORT BY:** Elizabeth Melling, Executive Assistant & Media

A meeting of the Border Regional Organisation of Councils (BROC) was held at Cunnamulla (hosted by Paroo Shire Council) on Friday 11 August 2023.

**RECOMMENDATION**

**That the report from the Border Regional Organisation of Councils meeting of 11 August 2023 be received and noted.**

**ATTACHMENTS**

- |          |                                                  |          |
|----------|--------------------------------------------------|----------|
| <b>1</b> | Minutes - BROC Meeting Friday 11 August 2023     | 9 Pages  |
| <b>2</b> | Presentation - Paroo Shire - Re-energising       | 17 Pages |
| <b>3</b> | Presentation - Northern basin Planning 2023/2024 | 11 Pages |



**MINUTES OF THE BORDER REGIONAL ORGANISATION OF COUNCILS MEETING HELD AT THE CIVIC & COMMUNITY ENTERPRISE CENTRE, CORNER LOUISE AND STOCKYARD STREETS, CUNNNAMULLA (PAROO SHIRE COUNCIL) ON FRIDAY 11 AUGUST 2023 COMMENCING AT 9AM (LOCAL TIME).**

**Attendees:**

|                                 |                             |
|---------------------------------|-----------------------------|
| Balonne Shire Council           | Cr Samantha O'Toole (Zoom)  |
|                                 | Matt Magin                  |
| Brewarrina Shire Council        | David Kirby                 |
| Bulloo Shire Council            | Donna Hobbs                 |
| Goondiwindi Regional Council    | Cr Rob McKenzie             |
| Gwydir Shire Council            | Cr David Coulton            |
| Inverell Shire Council          | Cr Kate Dight (Chairperson) |
|                                 | Sharon Stafford             |
| Moree Plains Shire Council      | Cr Mark Johnson             |
|                                 | Cr Lisa Orchin              |
|                                 | Nick Tobin                  |
| Paroo Shire Council             | Cr Suzette Beresford        |
|                                 | Cr Rick Brain               |
|                                 | Cassandra White             |
|                                 | Tony Koch                   |
| Southern Downs Regional Council | Cr Andrew Gale (Zoom)       |
| Tenterfield Shire Council       | Cr Bronwyn Petrie (Zoom)    |
|                                 | Cr John Macnish (Zoom)      |

**Also in Attendance:**

|                              |                                                                                            |
|------------------------------|--------------------------------------------------------------------------------------------|
| Ann Leahy MP                 | Member for Warrego, Shadow Minister for Local Government, Disaster Recovery and Volunteers |
| RDA Darling Downs/South West | Robyn Haig                                                                                 |
| RDA Northern Inland          | Russell Stewart                                                                            |
| SES                          | Paul Perusic                                                                               |
|                              | Matthew Chadwick                                                                           |
| ARTC                         | Jo Tait (Zoom)                                                                             |
| Department Transport QLD     | Bill Lansbury                                                                              |
| Transport for NSW            | Matt Perez                                                                                 |
| Jamie Gorrie                 | Dept Agriculture & Fisheries                                                               |
| Greg Ringwood                | Department of Climate Change, Energy, the Environment and Water                            |

**1 MEETING OPEN**

**2 WELCOME**

Cr Suzette Beresford PSM, Mayor, Paroo Shire Council extended a warm welcome to delegates and invited guests.



**3 APOLOGIES**

*RESOLVED (Goondiwindi/Moree Plains) that the following apologies be accepted:*

|                                        |                                                 |
|----------------------------------------|-------------------------------------------------|
| <i>Brewarrina Shire Council</i>        | <i>Cr Vivian Slack-Smith</i>                    |
| <i>Bulloo Shire Council</i>            | <i>Cr Tractor Ferguson</i>                      |
| <i>Goondiwindi Regional Council</i>    | <i>Cr Lawrence Springborg &amp; Carl Manton</i> |
| <i>Gwydir Shire Council</i>            | <i>Cr John Coulton</i>                          |
| <i>Southern Downs Regional Council</i> | <i>Cr Vic Pennisi</i>                           |
| <i>Walgett Shire Council</i>           | <i>Cr Jane Keir</i>                             |
| <i>QLD Police</i>                      | <i>Chris Mitchell</i>                           |
| <i>Member for Lismore</i>              | <i>Janelle Saffin MP</i>                        |
| <i>NSW Cross Border Commissioner</i>   | <i>James McTavish</i>                           |
| <i>QLD Dept Premier &amp; Cabinet</i>  | <i>Matthew Gregg</i>                            |
| <i>Bourke Shire Council</i>            | <i>Cr Barry Hollman</i>                         |

CARRIED

**4 CONFIRMATION OF MINUTES**

**4.1 MEETING MINUTES – 19 MAY 2023**

*RESOLVED (Paroo/Moree Plains) that the minutes of the Border Regional Organisation of Councils meeting held in St George on 19 May, 2023, as circulated to members, be confirmed as a true and correct record of that meeting.*

CARRIED

**4.2 MATTERS ARISING FROM THE MINUTES**

Memorandum's of Understanding (MOU)

It was noted that a draft template has been drafted and forwarded to Councils for consideration alongside with their neighbouring cross-border council(s). Councils provided an update on the status of their respective MOU's, noting that the intent was for a group signing at the November BROC meeting.

*RESOLVED (Goondiwindi Regional/Moree Plains) that Goondiwindi Regional Council approach Simone Talbot from their ROC to prepare a draft Memorandum of Understanding for consideration that encompasses all Cross-Border Councils.*

CARRIED

**5 CROSS BORDER COMMISSIONER UPDATE**

Nil.

**6 DISASTER MANAGEMENT UPDATE**

Paul Perusic – SES North Western Zone, NSW

- The geo-spacial systems that the SES use have traditionally stopped at the border but as of recently, they have started sharing the data and maps with their QLD counterparts to build a better picture of events.
- Both the Mungindi and Boggabilla SES Units are now fully staffed, with training to commence shortly - this is a great improvement.
- Have reached out to QFES to familiarise themselves with their practices and determine what equipment/resources are available



Matthew Chadwick – SES Northern Western Zone, NSW

- The Tenterfield volunteer numbers have built back up.
- The Tablelands has been split into 2 commands and he is the local commander for the Upper reaches of the region.
- As mentioned last meeting, west of Mungindi, it becomes the SES Western zone under the Command of Brigid Rice.
- It is particularly important the SES & RFS have outreach services. However, to date the RFS has been non-responsive to this. Going forward, it is hoped that these organisations come together and that this improves.

Hon Ann Leahy – Member for Warrego, Shadow Minister for Local Government, Disaster Recovery and Volunteers

- The supply of gravel is becoming more difficult because of the native title claims over the pits that are on crown lands.
- The DPI are the lead agency with an inter-government working group charged with negotiating native title clearance for these pits. Currently in Southern QLD there are 104 operational pits of which only 4 have native title clearance. The issue is becoming urgent and the concern is that the Dept of Main Roads (who have extensive understanding of this) are not a part of the working group. The indigenous land groups have an 18 month processing time frame and Councils need to be aware of this as their existing permits expire and they begin to renegotiate title.
- The Bulloo Shire have a similar situation.
- In NSW many of the pits are on older land leases which pre-date Native Title legislation (pre- 1993) and are not subject to native title claims. Any pits that are on free hold land are much easier to access.

## **7 GUEST SPEAKER**

Item held over till later in the meeting.

## **8 STRATEGIC PLANNING FOR BROC**

Item 8.2 'BROC Areas of Strategic Importance (BASI) Focus Group Updates' brought forward for consideration.

### **8.2 BROC AREAS OF STRATEGIC IMPORTANCE (BASI) FOCUS GROUP UPDATES (INCLUDING ADDITIONAL INFORMATION)**

There are seven (7) areas of strategic importance for BROC and all member Councils agreed to promote and support a restructure of BROC operations so that these areas could be individually addressed and tailored to meet outcomes relevant to BROC. Each area has one member Council electing to lead and drive the advocacy. The outcome of deliberations to date are detailed below.

#### BROC Areas of Strategic Importance (BASI)

##### 1. Attracting Population and Industry (Lead Council – Paroo, Associated Councils - Inverell, Moree)

Cr Beresford provided the following update:

- Website has been updated
- Links established on some Council websites.

2. Transport Networks (Lead Council – Gwydir, Associated Councils - Southern Downs, Tenterfield, Inverell, Bulloo)

Gwydir Shire Council provided the following update:

- There are several different regulations between the states of VIC, NSW & QLD. The problems incurred between states with freight are different loading regulations eg axle weight as opposed to volumetric loading.
- The other annoyance is the different rules regarding road train and B triple routes. From experience when buying hay in Victoria during the drought road trains had to de-couple at the border, hence freight bill was bigger.
- When in Canberra at the ALGA conference Cr John Coulton spoke to the people at the National Heavy Vehicle Regulator stand about some of the problems incurred. There was a Victorian hay grower there at the time and he shared the frustration. After a conversation about all the state differences the personnel offered to attend and speak at a future BROC meeting.
- The other big anomaly is that of registration charges, there are big differences between states. A good example of this is caravans. NSW is very expensive.
- Pinch point notified - bridge over the Gwydir at Gravesend on the Gwydir Highway.
- Noted matters raised by Pastoralists Association of West Darling re: Requesting that NSW allow longer truck combination into the Unincorporated area and Sealing the Warrie Gate Road from Nocundra to the NSW border.

*RESOLVED (Gwydir/Paroo) that a representative of the National Heavy Vehicle Regulator be invited to address BROC at their November meeting.*

CARRIED

3. Disaster Recovery, Management & Betterment (Lead Council – Balonne, Associated Councils - Goondiwindi, Moree, Tenterfield, Inverell)

Balonne Shire Council provided the following update:

- waiting on the report of the Cross-Border Exercise from Chris Mitchell to assess the survey content (report due within the next four (4) weeks).
- Collaboration between NSW & QLD evident on the day of the Cross-Border Exercise. Chris Mitchell congratulated on bringing agencies/councils/the event together.
- Survey to be revisited after results from Cross Border Exercise known.

4. Health Services (Lead Council – Tenterfield, Associated Councils - Moree, Inverell, Goondiwindi, Paroo)

The following report was provided:

- Adam Marshall's Hunter New England Health petition to split the agency has been put as a private members bill and is progressing through the parliamentary system.
- Ambulance arrangements are currently being prioritised.
- A big win for Mungindi in that QLD is spending funds in Mungindi to build services to accommodate health staff.

5. Housing (Lead Council – Walgett, Associated Councils - Bulloo, Moree)

Walgett not in attendance. No report provided.

6. Education & Childcare (Lead Council – Moree, Associated Councils - Bulloo, Balonne, Walgett)

The following update was provided:

- NSW & Qld Dept of Education are in conversation particularly regarding the pre-school at Mungindi and pleasingly, people are listening.

7. Telecommunication Connectivity (Lead Council – Goondiwindi, Associated Councils - Moree, Balonne, Inverell)

The following report was provided:

- May Boisen and Ian George to be invited to address BROC regarding Telstra's partnership connectivity roll out.
- Field Solutions Group to be invited to address BROC.

**8.1 PROPOSAL TO REALIGN THE BROC AREAS OF STRATEGIC IMPORTANCE (INCLUDING ADDITIONAL INFORMATION)**

*RESOLVED (Moree / Goondiwindi) that BROC redefine the Strategic Priority Areas (SPA) as follows and put forward the necessary change to the Constitution at the November AGM.*

CARRIED

| BROC STRATEGIC PRIORITY AREAS (SPA) |                                                                         |                                     |
|-------------------------------------|-------------------------------------------------------------------------|-------------------------------------|
|                                     | SPA                                                                     | Encompassing Responsible Council    |
| 1                                   | <b>ECONOMIC DEVELOPMENT &amp; TOURISM</b><br><br>Lead Council: Inverell | Industry                            |
|                                     |                                                                         | Digital Connectivity                |
|                                     |                                                                         | Tourism                             |
| 2                                   | <b>LIVEABILITY</b><br><br>Lead Council: Moree Plains                    | Health                              |
|                                     |                                                                         | Housing                             |
|                                     |                                                                         | Education                           |
|                                     |                                                                         | Policing / Crime Prevention         |
| 3                                   | <b>INFRASTRUCTURE</b><br><br>Lead Council: Gwydir                       | Road Network                        |
|                                     |                                                                         | Transport                           |
|                                     |                                                                         | Water Security, Urban & Waste Water |
|                                     |                                                                         | Inverell                            |
| 4                                   | <b>DISASTER MANAGEMENT</b><br><br>Lead Council: Balonne                 | Agency Coordination                 |
|                                     |                                                                         | Balonne                             |
|                                     |                                                                         | Biosecurity                         |
|                                     |                                                                         | Balonne                             |

At this juncture, the time being 11.15am, Cr O'Toole, Cr Beresford and Bill Lansbury left the meeting.

**9 AGENCY UPDATES**

**Matt Perez, TNSW District Works Manager, Far West Networks & Assets**

- Matt is responsible for maintaining the road network in the unincorporated Region of NSW and is willing to be the point of contact for BROC going forward. He may not be the person who can resolve the issue but he will find the relevant person in TNSW who is. David Dickie is his senior. Holly Davies is the Division of Partnering Communications.

**Jo Tait, Australian Rail Track Corporation ARTC**

- Federal approval for the North Star to Border region of the Inland Rail has been granted which is progress. The elements of cost, time and scope are still to be resolved.
- There is a new Inland Rail Board in place with Naomi Tonscheck as the new project officer. BROC would like to invite her to address at the next meeting.
- The section north of Parkes is still in review and there remains no time frame for this approval.

**Greg Ringwood – Local Engagement Officer for the Office of Environmental Water**

- During the last 2 years they have delivered the greatest amount of water to the environment to date with the Macintyre Marshes, the Gwydir Wetlands and the Narran Lakes brimming with ecological activity. These flows have all been from regulated river systems. The trade-off is always between using water now or saving for later and risking losing it due to some other weather event such as drought.
- There is a current blue green algae event that they are watching closely.
- The recent EWAG meeting highlighted the importance of community engagement sessions and trying to ensure NSW & Qld are in conversation.
- Copy of presentation kindly provided for distribution with minutes.

**Robyn Haig – RDA DDSW**

- Robyn has just been appointed to this role.
- The Growing Better Regions Fund is open again.
- There is a new RDA charter for intelligence gathering and information dissemination with a new business plan; liaising major projects, telecommunications advocacy & supporting carbon transmission.
- Advocacy for the Qld Cross Border Commissioner is constantly talked about but with little resolve.
- There is a region-wide housing audit with many recommendations expected to result.

At this juncture, the time being 11.45am, Donna Hobbs left the meeting, Cassie White arrived.

**Russell Stewart – RDANI NSW**

- Another boundary review is currently in place and the new RDA boundaries may be delineated by LG areas. This is a significant change and will have flow on impacts to RDA operations
- Migration is always the priority. So far this year there have been 290 migrants but they have all gone to the major regional cities, ie Tamworth & Armidale. He is advocating to get these migrants to smaller centres. He is looking to LGA's to partner to provide accommodation and if Councils have available housing, they will attract the migrants.

**7 GUEST SPEAKER**

**Cassie White – CEO Paroo Shire Council ‘Transforming Paroo – The Revitalisation Phase’**

- Paroo, population of 1544, is enjoying a growth phase with lots of revitalisation programs in place.
- Highlights include community team spirit, outback relaxed lifestyle, services and amenities available, multi-million dollar riverwalk/hot springs project, thinking outside the box, upskilling staff – all whilst juggling income/expenditure.
- Copy of presentation kindly provided for distribution with minutes.

**10 CORRESPONDENCE**

**10.1 INWARDS**

- Hon Grace Grace MP, Minister for Education, Industrial Relations & Racing - Occupational Licences.
- Southern Downs Regional Council – Border Tourism Trial Proposal.
- Bank Statements and Fixed Term Certificate – National Australia Bank & Credit Union

**10.2 OUTWARDS**

- Insurance Council of Australia – Postcode Driven Insurance Policy Premium Price Increases.
- Hon Fiona Nash, Regional Education Commissioner – Preschool/Kindergarten Mungindi cc  
Hon Dr Anne Aly MP, Minister for Early Childhood Education; Senator the Hon Anthony Chisholm, Assistant Minister for Education; James McTavish, Cross Border Commissioner.
- Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development & Local Government – Inland Rail (Completion of the Narrabri to North Star Project).
- Mr James McTavish, Cross Border Commissioner – Appreciation of financial support for Cross Border Disaster Management Exercise held in St George on 13 July 2023.

*RESOLVED (Balonne/Gwydir) that the Inwards and Outwards correspondence be received and noted.*

CARRIED

**10.3 MATTERS ARISING FROM CORRESPONDENCE**

Nil.

**11 FINANCIAL REPORT**

**11.1 TRANSACTIONS**

**National Australia Bank – 69-022-2187**

|                                               |                    |
|-----------------------------------------------|--------------------|
| Opening Balance as at 12 April 2023           | <b>\$20,453.87</b> |
| Interest                                      | <b>\$0.51</b>      |
| 22/23 Membership – Moree Plains Shire Council | <b>\$500.00</b>    |
| Balance as at 11 July 2023                    | <b>\$20,954.38</b> |

**National Australia Bank – Term Deposit 42-388-8697**

|                                               |                    |
|-----------------------------------------------|--------------------|
| Lodged 27 December 2022 for 12 months @ 3.75% | <b>\$10,583.97</b> |
| Maturity Date – 27 December 2023              |                    |

**Warwick Credit Union – Fixed Term Deposit 100005924**

|                                                |                     |
|------------------------------------------------|---------------------|
| Reinvested 22 April 2023 for 12 months @ 3.75% | <b>\$ 11,559.83</b> |
| Maturity Date – 22 April 2024                  |                     |

*RESOLVED (Goondiwindi/Moree) that the Financial Report be accepted.*

CARRIED

**11.2 MATTERS ARISING FROM FINANCIAL REPORT**

Nil.

**12 ITEMS LISTED**

**12.1 BOURKE SHIRE COUNCIL – MEMBERSHIP**

*RESOLVED (Moree/Balonne) that:*

- i) Bourke Shire Council be accepted as a member of BROC;*
- ii) A tax invoice for 2023/34 membership of \$500 be forwarded to Bourke Shire Council;*
- iii) The BROC Constitution reflect Bourke Shire Council as a member.*

CARRIED

At this juncture, the time being 12.35pm Cr Beresford returned to the meeting.

**12.2 SUPPLEMENTARY REPORT - DESIGNATED AREA MIGRATION AGREEMENTS**

It was noted that SEQLD are developing a DAMA and inviting other councils to register their interest.

*RESOLVED (Balonne/Moree) that Balonne & Inverell Shire Councils investigate the possible establishment of a Designated Area Migration Agreement which covers the BROC geographic area.*

CARRIED

**13 ACTION ITEM LOG**

*RESOLVED (Goondiwindi/Moree) that:*

- i) the Action Item Log be received and noted: and*
- ii) the following items be removed from the Action Log:*
  - Invitation to Join BROC*
  - Disaster Management Workshop*
  - Transport for NSW Contact re: Inland Bruce*
  - Bureau of Meteorology*

CARRIED



**14 GENERAL BUSINESS**

**14.1 SUPPLEMENTARY REPORT - INTRODUCTION TO PORTT AND DIGITISED PROCUREMENT**

*RESOLVED (Goondiwindi/Moree) that the information be received and noted.*

CARRIED

CRIME FORUM

Meeting in Goondiwindi on the 29th September 2023 and BROC members invited to attend to tackle crime issues. There is a need for wrap around support for offenders when they come out of jail. The NSW Minister has visited Moree and is aware of the issues. Advocacy is for a judicial bubble to be put in place for the border regions.

LG AQ / LG NSW / CROSS BORDER COMMISSIONER

*RESOLVED (Balonne/Goondiwindi) that:*

- i) BROC write to the CEO's of both organisations extending a standing invitation for a representative from LG AQ, LG NSW to attend BROC meetings cc Cr Darriea Turley AM, President LG NSW; and*
- ii) An invitation be extended for an alternate delegate from the NSW Cross Border Commissioner's office to attend future BROC meetings.*

CARRIED

BIOSECURITY

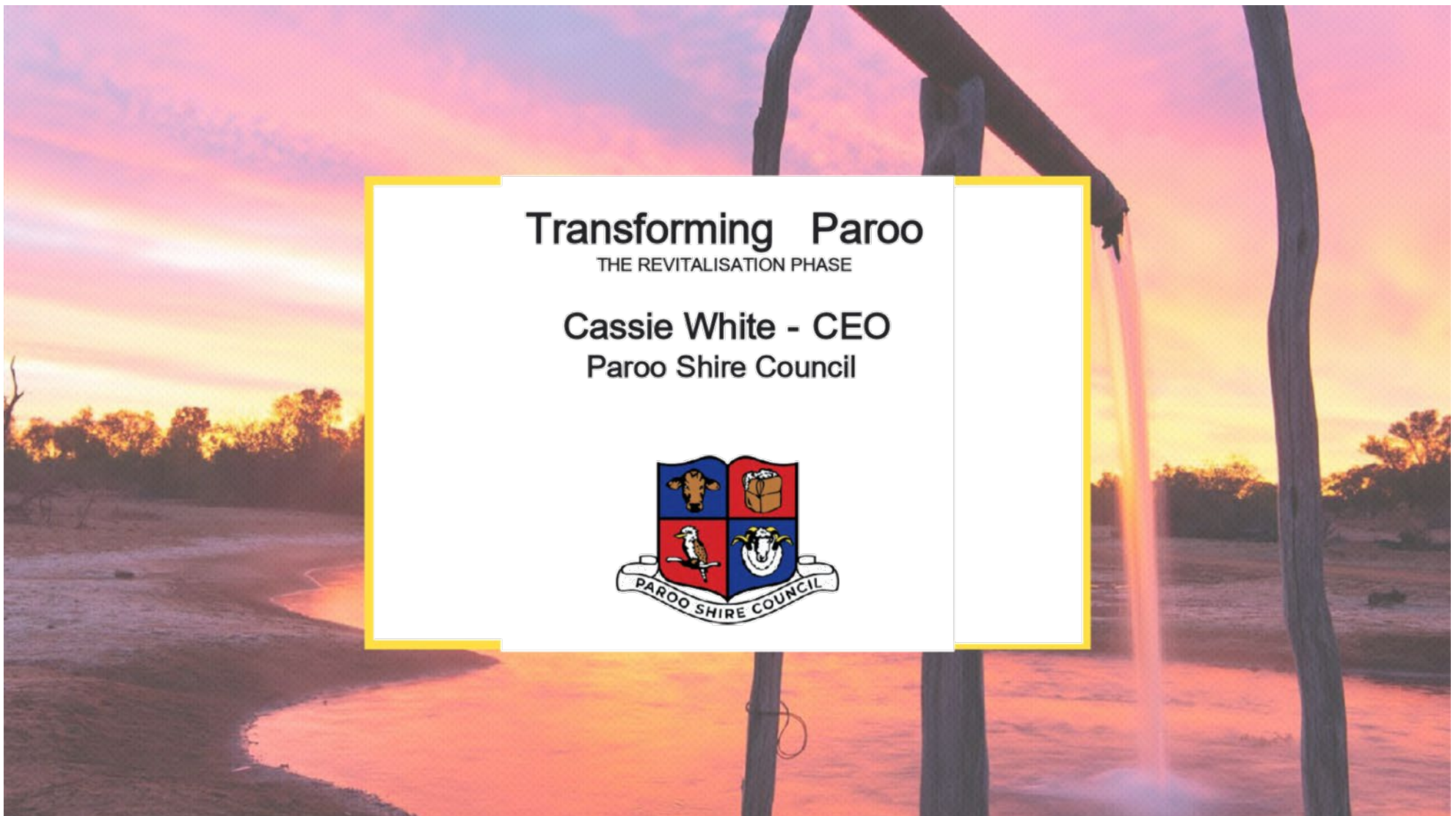
Issues such as varroa mite and fire-ants to be included in BROC strategic priority areas under 'Disaster Management'. These current issues are being dealt with by QLD & NSW local land services and to date no cross border issues have arisen.

**15 NEXT MEETING**

Cr Dight thanked Paroo Shire Council for hosting this meeting in Cunnamulla and confirmed that the next meeting, AGM & Ordinary, will be held in Tenterfield (hosted by Tenterfield Shire Council) on Friday 10 November, 2023 commencing at 9am local time.

**16 MEETING CLOSED**

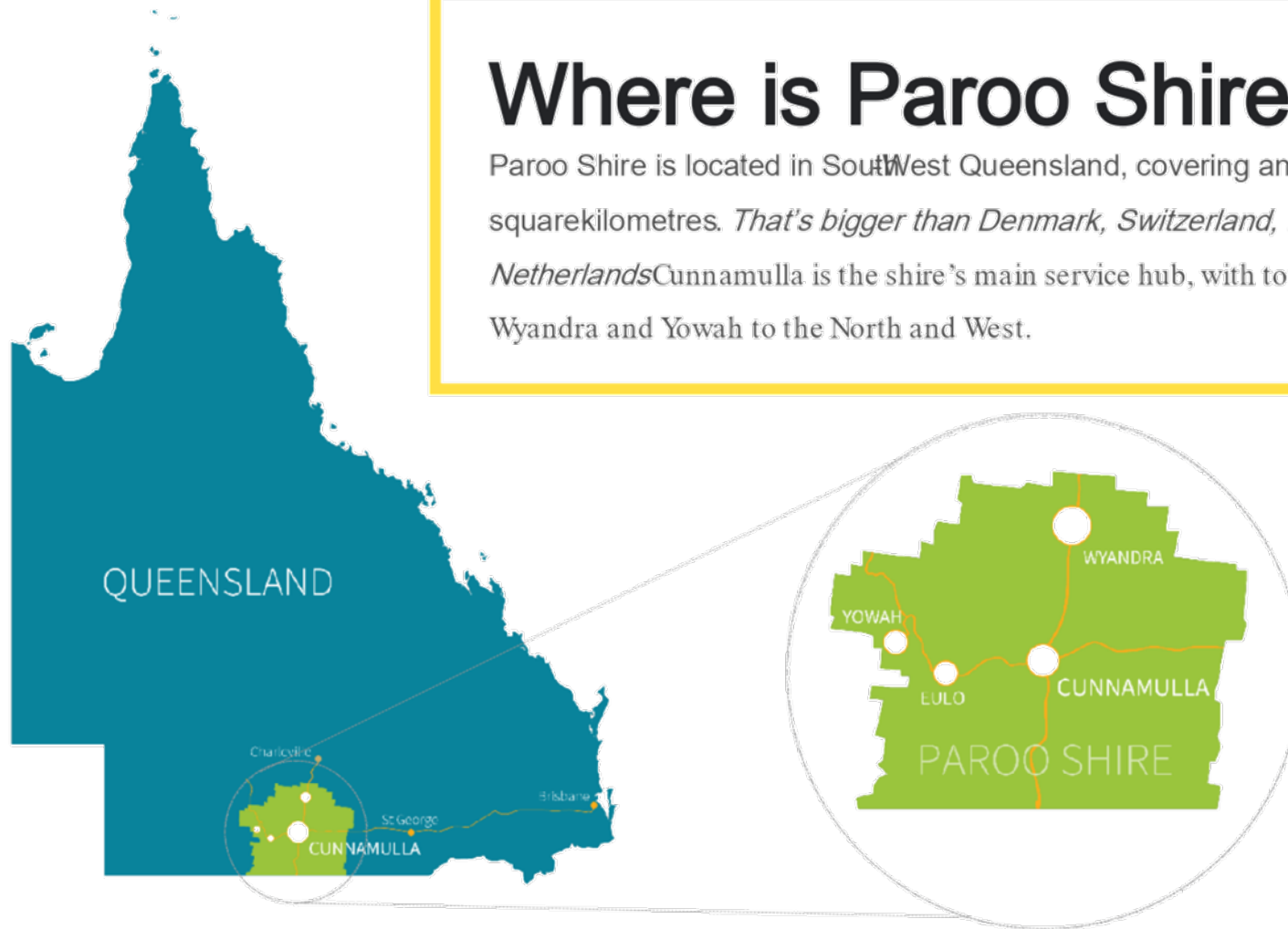
There being no further business the meeting closed at 1.06pm.





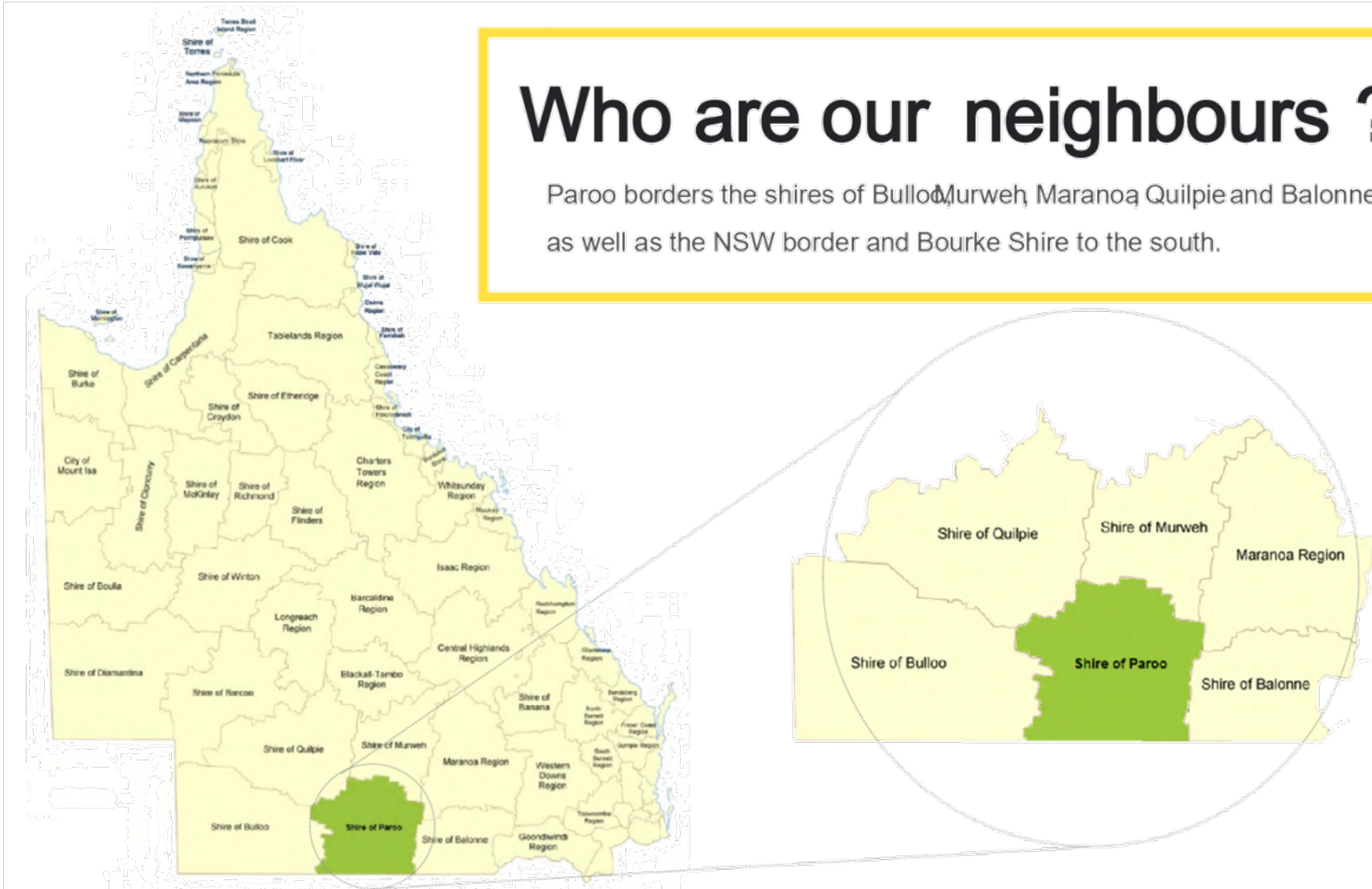
## Where is Paroo Shire?

Paroo Shire is located in South West Queensland, covering an area of almost 48,000 squarekilometres. *That's bigger than Denmark, Switzerland, Belgium or the Netherlands*Cunnamulla is the shire's main service hub, with townships of Eulo, Wyandra and Yowah to the North and West.



# Who are our neighbours ?

Paroo borders the shires of Bulloo, Murweh, Maranoa, Quilpie and Balonne, as well as the NSW border and Bourke Shire to the south.





# Our community

Total population of 1,544










ABS Estimated Resident Population 2021

Community Expectations  
Service Levels v's Expectation  
Cost Shifting onto Local Governments



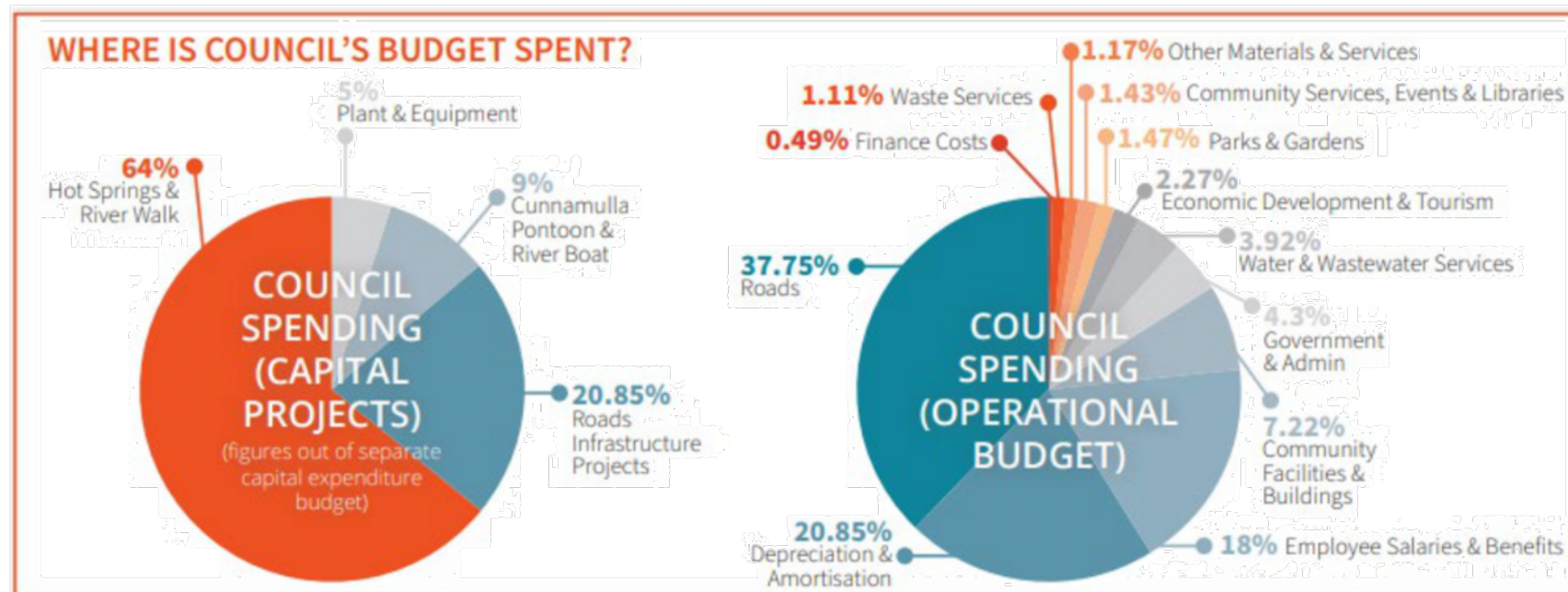


# The juggling act

| WHERE WILL WE GET OUR INCOME?                                                       |                               |        |
|-------------------------------------------------------------------------------------|-------------------------------|--------|
|    | OTHER OPERATIONAL GRANTS      | 26.32% |
|    | FINANCIAL ASSISTANCE GRANTS   | 24.55% |
|    | CAPITAL GRANTS                | 23.03% |
|    | GENERAL RATES                 | 8.55%  |
|    | SALES & RECOVERABLE WORKS     | 8.13%  |
|    | USER CHARGE/ SPECIAL LEVIES   | 6.56%  |
|    | FEES & CHARGES/ RENTAL INCOME | 1.64%  |
|    | FUNDED COMMUNITY PROGRAMS     | 0.89%  |
|  | INTEREST                      | 0.33%  |

|                                                                                                     |                                                                                      |                                                        |
|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------|
| Total budget of \$27.9 million                                                                      | \$20.7 million of the budget comes from external grants, subsidies and contributions | General rates increase of 2%                           |
| Major projects:<br>• Hot Springs & River Walk<br>• Pontoon, Jetty & River Boat<br>• Cluster fencing | <b>KEY BUDGET POINTS</b>                                                             | \$11.6 million to be spent on roads                    |
| Decrease of approx. 16% to the Dingo Barrier Fence levy                                             | No increases to the minimum general rate charge                                      | No increases to water and sewerage, and waste services |







with  
services and  
amenities





experiences





a strong team and  
healthy community  
filled with good spirit





The essence of  
the Australian  
Outback ... to survive





# Relaxed country lifestyle, but with plenty to do





## plenty to learn



32 Staff completed their  
certification in Traffic  
Signage

5 Staff enrolled in Certificate  
III Business  
2 Staff enrolled in Certificate  
III Tourism

17 Staff completed  
Certificate III Civil  
Construction

2 School Based Civil Trainees  
1 School Based Apprentice



and plenty of  
opportunities



# RIVERWALK & HOT SPRINGS PROJECT







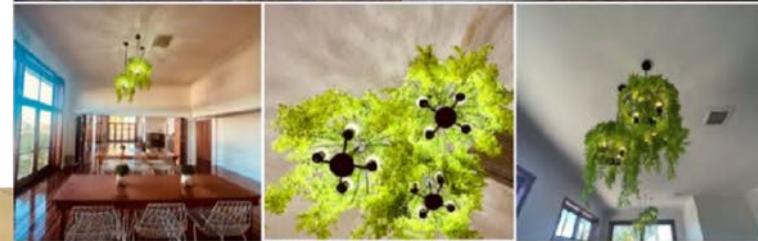
## with plenty more to come

Property Update 2022-2023  
 Property Sold – 56  
 Shire Value – \$7,467,150

| Financial Year | Operating Surplus % |
|----------------|---------------------|
| 2015-2016      | -28.25              |
| 2016-2017      | -8.71               |
| 2017-2018      | -31.15              |
| 2018-2019      | -34.93              |
| 2019-2020      | -39.5               |
| 2020-2021      | -2.05               |
| 2021-2022      | +3.93               |
| 2022-2023      | +4.06               |



to welcome  
new energy





to try new  
things

WELCOMING  
AMERICA



Welcoming  
Cities

Collaboration and Learnings

- Community Leaders and multicultural resettlement agencies
- What target group are we aiming to attract
- Not to limit ourselves by our thoughts of possibilities
- Think outside the box for solutions and community partnership opportunities
- Reach in to services available that are not yet here but accessible
- Celebrate the small wins
- Meet the challenge for the greater outcome
- Believe!















## 2022-23 Highlights Reel

~155 GL of  
unregulated flow  
accounted

~23 GL of  
regulated water  
delivered

2<sup>nd</sup> year of  
colonial waterbird  
breeding at  
Narran Lakes,  
Macquarie  
Marshes & Gwydir  
Wetlands

CEW supported  
waterbird  
breeding to  
completion in the  
Macquarie  
Marshes & Gwydir  
Wetlands

A second Event  
Based  
Mechanism  
delivered ~2.4 GL  
to Narran Lakes  
to support  
waterbird  
breeding

Coordinated  
Northern Refresh  
Flow helped  
reconnect and  
refresh habitat in  
the Barwon-  
Darling and  
tributaries

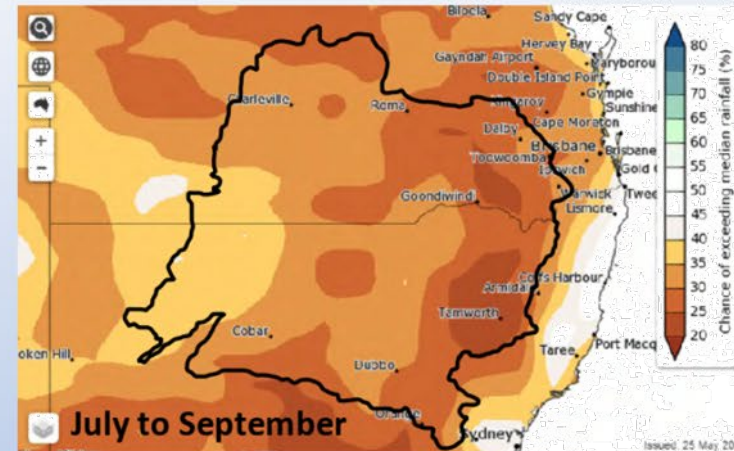
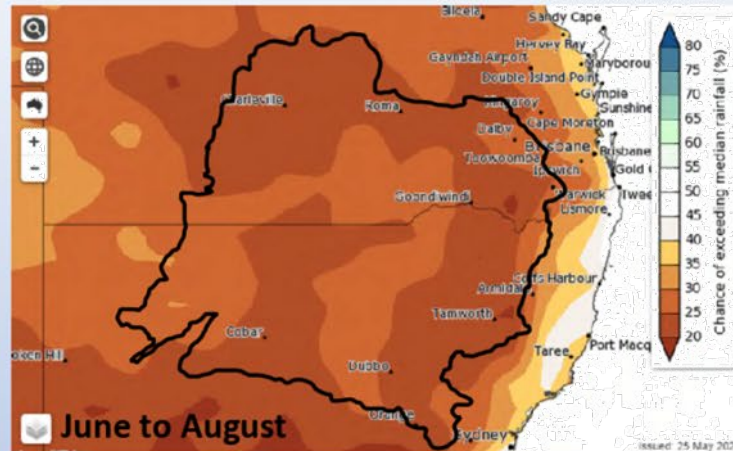


1. Heather McGinness, CSIRO
2. Shot by Harro for CES, UNSW  
(taken during approved scientific monitoring)

# Outlook



**Rainfall – chance of above median**




**Temperature – chance of above median max temp**





# Valley demands and plans: Border Rivers

## High demands for water

|  | Border Rivers  | Severn & upper Macintyre | Dumaresq         | Lower Macintyre to Barwon |
|-----------------------------------------------------------------------------------|----------------|--------------------------|------------------|---------------------------|
|                                                                                   | Very low flows | High to Critical         | Moderate to High | High to Critical          |
|                                                                                   | Baseflows      | Moderate to High         | High to Critical | High to Critical          |
|                                                                                   | Small freshes  | Moderate to High         | Moderate to High | Moderate to High          |



## Potential water use options

### Spring/summer pulse or stable flows:

- Native fish breeding/ recruitment of small or large bodied fish
- Up to 5GL

### Small fresh flows:

- Support native fish breeding and recruitment, including threatened species
- Up to 1 GL, piggybacking trial

### Connectivity flows:

- Along Dumaresq, Macintyre & Barwon
- Support fish movement and dispersal
- Up to 5 GL, with other tributary flows

### Refuge replenishment

- Native fish connection or drought refuge, if required
- Up to 6 GL
- anytime



Jul

Aug

Sep

Oct

Nov

Dec

Jan

Feb

Mar

Apr

May

Jun



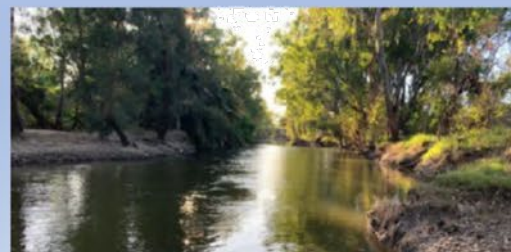
# Valley demands and plans: Gwydir

## High demands for water

| Gwydir Wetlands             |                  |
|-----------------------------|------------------|
| Small wetland inundation    | High             |
| Large wetland inundation    | High             |
| Mallowa Wetlands            |                  |
| Small wetland inundation    | High             |
| Large wetland inundation    | High to Critical |
| Gwydir River d/s Copeton    |                  |
| Very low flows              | High             |
| Baseflows                   | High             |
| Small Fresh                 | Moderate to High |
| Mehi River and Carole Creek |                  |
| Small fresh                 | Moderate to High |

## Contingency Actions

|                                                                           |                 |
|---------------------------------------------------------------------------|-----------------|
| Protection of refuge pools within the Gwydir                              | Dry to Moderate |
| Connectivity Event – support connection between the Gwydir and the Barwon | Dry to Moderate |
| Lower Gwydir & Gingham condition enhancement                              | Dry to Moderate |
| Support Bird Breeding                                                     | Moderate - Wet  |



## Possible use in 23-24

- Early season fish stimulus & stable fish flow.
- Support connection to the Barwon.
- Mallowa Creek &/or Ballin-Boora Creek – instream functions and wetland vegetation condition.
- Replenish and refresh habitat pools.

# Valley demands and plans: Barwon-Darling

## High demands for water

### Cease to flow periods

Should dry conditions return in 2023–24 there will be a high demand for water to support system connectivity and to maintain ecological condition and native fish populations.

High

### Very low flows

Providing very low flows will be particularly important if conditions in the Barwon–Darling turn dry again.

High to Critical

### Baseflows

Flows required to support movement for small and medium bodied fish as well as assist in managing water quality issues.

High to Critical

### Small Freshes

Supporting flows required to help the significant populations of native fish present and to provide further opportunities for fish spawning and movement, particularly given fish communities are still in a recovery phase.

High

### Large Freshes

to support further recovery and the spawning and dispersal of native fish, water is needed again in the next 1 to 2 years.

Moderate to High

## Possible use in 23-24

- Protecting the start or recession of a flow (depending on conditions).
- A potential connectivity event in spring (with B-D tributaries).





# Valley demands and plans: Unregulated

## High demands for water



| Toorale            |                  |
|--------------------|------------------|
| Darling            | High             |
| Warrego            | High             |
| Western Floodplain | Moderate to High |

| Lower Balonne                         |          |
|---------------------------------------|----------|
| Very low flows                        | High     |
| Small fresh                           | Moderate |
| Large fresh                           | High     |
| Floodplain riparian zone connectivity | High     |
| Inner and mid floodplain connectivity | Moderate |

| Moonie         |      |
|----------------|------|
| Very low flows | High |
| Overbank flows | High |

| Narran Lakes                   |      |
|--------------------------------|------|
| Waterbird breeding habitat     | High |
| Breeding and foraging habitat  | High |
| Large scale waterbird breeding | High |

## Planned water use



### Warrego and Toorale:

- Guided by operation and maintenance plan
- Informed by demands in Warrego, Darling and Western Floodplain
- Future EWAG



### Condamine - Balonne:

- Passive management
- Only more active management if waterbirds breed again
- Habitat inundation requirements have been met

### Moonie & other unregulated:

- flows activated as thresholds met (passive management)

## Risks, challenges and opportunities

- Protection of Qld HEW in NSW
- Protection of environmental water from Northern Basin to Southern Basin
- Differences in risk appetite between water holders – connectivity events
- Demands met on paper vs on the ground
- Managing end of wet periods
- Keep being flexible and adaptable – drying conditions
- Need to work on policy changes (e.g. avoid substitution, water quality allowance, operations that result in WQ issues etc)



Heather McGinness  
(taken during approved waterbird monitoring)





## Comms & engagement

- Media, conferences, fishing show
- Engagement and partnerships support
- Catchment scale - EWAGs and other stakeholder groups
- Whole of northern Basin engagement through NBEWG
  - Sub-group to look at First Nations engagement
- First Nation engagement strategies
- Watering updates will continue
- 2 new NSW LEO's in northern Basin
- Stakeholder field trips







**(ITEM RC15/23) REPORTS OF DELEGATES & COMMITTEES - MURRAY DARLING COMMITTEE REGION 11 - MEETING MINUTES 18 AUGUST 2023**

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**REPORT BY:** Councillor Greg Sauer

**RECOMMENDATION**

**That the report from the Murray Darling Association – Region 11 meeting of 18 August 2023 be received and noted.**

**ATTACHMENTS**

- |          |                                                                                                               |             |
|----------|---------------------------------------------------------------------------------------------------------------|-------------|
| <b>1</b> | Murray Darling Association - Region 11 - Meeting Minutes - 18 August 2023                                     | 6<br>Pages  |
| <b>2</b> | Murray Darling Committee - Region 11 - Norther Murray Darling Basin - Environmental Water & Conditions Update | 17<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**  
**10:02am, Friday 18 August 2023**  
**Gunnedah Shire Council, Council Chambers, held in person and via Zoom**

### MINUTES – Friday 18 August 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 Mark Lamb     | Chief Executive Officer, Murray Darling Association (via Zoom) |
| Ms Kate Dight    | Inverell Shire Council (via Zoom)                              |
| Cr Greg Sauer    | Tenterfield Shire Council (via Zoom)                           |
| Cr David Coulton | Gwydir Shire Council (via Zoom)                                |
| Cr Robert Bell   | Uralla Shire Council (via Zoom)                                |
| Mr Greg Ringwood | CEWH - Local Engagement Officer, Northern Basin (via Zoom)     |
| Mr Tim Phillips  | MDA, Communications & Engagement Officer (via Zoom)            |

##### Apologies

|                    |                                                                    |
|--------------------|--------------------------------------------------------------------|
| Cr Doug Hawkins    | Mayor, Liverpool Plains Shire Council                              |
| Ms Annabelle Guest | MDBA - Regional Engagement Officer, Namoi Gwydir                   |
| Ms Jane Humphries  | DCCEEW - Delivery Officer, Northern Basin Section (Moree)          |
| Cr Lyndon Mulligan | Gwydir Shire Council                                               |
| Cr Robert Hoddle   | Gunnedah Shire Council                                             |
| Mr Andrew Johns    | Director Planning & Environmental Services, Gunnedah Shire Council |
| Mr Bruce Logan     | Tamworth Regional Council                                          |

#### DECLARATIONS OF INTEREST

Nil

#### PREVIOUS MEETING MINUTES

That the meeting minutes of the General Meeting of Murray Darling Association Inc Region 11 held on Friday 19 May 2023, as typed and circulated, be confirmed as a true record of the proceedings of that meeting.

**ACTION:** That the minutes of the Murray Darling Association Inc Region 11 General Meeting held on Friday 19 May 2023, be accepted.

*Moved Cr Greg Sauer / Seconded Cr Russell Webb*

**CEO REPORTS SINCE LAST REGION 11 MEETING (MR MARK LAMB)**

Mr Mark Lamb, CEO of Murray Darling Association, provided an update:

- Currently visiting Region 7 Councils, which is Adelaide and surrounds, the lower part of the Murray.
- Recently visited Region 11 Councils along with Chairperson Cr Chaffey, also its great to see some more faces on line that haven't attended these meetings before.
- CEO reports are available on the MDA Website.
- **Membership** – is a key part of the peak body, the trip to Region 11 was of paramount importance for membership.
- We weren't sure why some councils had dropped out in recent years, it was lovely to be welcomed by those communities. Day 1 we went up to Tenterfield, then down and across to Inverell, Moree, Narrabri and then Gunnedah. The key feedback that we felt very welcomed and very positive discussions, key take away is about water security. Region 11 is protecting the water for the future to have viable communities.
- We currently are at a point where we can influence the Murray Darling Basin Plan 2, as we Review the Murray Darling Basin Plan 1 and give feedback, so this is the pivotal time where we can influence the future of water security and make a difference. Mayor and CEO's on our visit had very positive responses.
- MDA Membership is encouraging, and we were delighted last year to see Tamworth Regional Council back into the water family and we look forward to encouraging other Councils into the water family as well.
- **Engagement** – we continue to engage very strongly with various organisations and currently are partnering with CSIRO with a range of activities such as water, water future and water security and circular economy.
- One Basin, CRC, SQNSW Drought Resilience Hub, these partnerships are strengthening.
- A number of researches from Sydney University are actually looking at doing research in Region 11 (Northern Basin), they want to talk about Water Security and Water Sharing Plans, not just environment impacts, but also social and economic impacts on communities. If you would like to be involved, please let MDA know.
- Research into the social impacts of water buybacks (recent work), Mark and Kate to discuss after this meeting.
- We are continuing to engage and follow-up on the 13 motions that were passed at the last AGM, plus other motions throughout the year as in previous years, we have done a lot of advocacy in recent months, talking to Water Ministers (Federal and State) and a range of other bureaucrats, we can see the difference between the motions that got passed and the actions resulting from that.
- The 79<sup>th</sup> MDA National Conference is being held in Murray Bridge, South Australia, last week of September, welcome everyone to register to attend. In 2022 the MDA National Conference was held in Albury.
- Mr Lamb went through the Conference Program, which is available on the MDA Website and it's great to see a submission from Region 11 for the 2024 National Conference.
- Mr Lamb also provided an update on the Guest Speakers for the Conference at Murray Bridge, see the Conference Program on the MDA Website for these guest speakers details. Along with Ministers there will be Farmers, Academics, Bureaucrats, Irrigators, Commerce and Industry, a balanced approach with speakers to talk about the communities and what the social and economic impacts are, what has happened as a result of the floods, how do we as a community prepare better for droughts and floods in the future.
- Minister Rose Jackson MLC, Minister for Water is planning on attending, but has not yet confirmed her attendance, the Shadow Minister for Water, Ms Steph Cooke MP, has confirmed that she will be attending.

*Due to Ms Guest being an apology for today's meeting, Councillor Jamie Chaffey read through Ms Annabelle Guest's report which was emailed through for today's meeting.*

**Annabelle Guest, Regional Engagement Officer, Namoi Gwydir, Murray-Darling Basin Authority (Narrabri)**

**Current status of dams – Namoi**

- Lake Keepit 98% capacity, Split rock 100% capacity, most accounts at 180 to 200% of allocation

**MDBA River Reflections Conference in Narrabri – mid June**

- Key Note speaker Professor N. LeRoy Poff from the University of Canberra and Colorado State University
- In the Colorado River Basin we are in a vicious water cycle of overuse, overtake and under regulation, and the latest projections are frightening," Professor Poff said.
- "Demand for water in the Colorado River Basin is now exceeding supply and by 2030, we're looking at a shortfall in excess of 750 gigalitres, not accounting for climate change.
- Visited Merced Farms, Sydney Uni PBI and Narrabri Fish Farm
- Release of the Roadmap to 2026 Basin Plan Review

**Basin Plan Review – 4 key themes**

- Climate change – how can the Basin Plan be improved to respond to climate change?
- SDL's (WRP's) How do we ensure a sustainable Basin delivering best outcomes for social cultural environmental and economic values
- First Nations - How can the Basin Plan be improved to better recognise First Nations involvement in water management and enhance their involvement
- Regulatory Design – How can the Basin Plan framework be simplified? Engagement on what we heard)

**Report Card on Basin Plan progress – released 6 monthly (end July)**

**Reg Flags**

- MDB Authority met on July 2023 – officially advised minister Plibersek on current state of the Basin Plan Implementation. Estimates of water recovery shortfall of between 190 and 315 GL of the 605 GL
- Expecting some information on the Bridging the Gap recovery – 9.5 of the 39 GL Namoi this month from DCCEEW

**NSW water Resource Plans (Red Flag)**

Basin states were to develop water resource plans by 1 July 2019 to give effect to the long-term average sustainable diversion limits. Between January and June 2023, one further New South Wales water resource plan was accredited, bringing the total to 5 plans that have been accredited and are operational. Eight plans are with the MDBA and are undergoing formal assessment. The remaining 7 plans previously submitted for assessment were withdrawn by the New South Wales Government on 25 May 2023 and have not been re-submitted

**Namoi WRP's**

- Groundwater alluvium in assessment with MDBA with meeting requirement as the Basin Plan
- Surface water – Withdrawn from MDBA by NSW - working through some issues – time for resubmission not yet confirmed

**Water Recovery**

As at 31 May 2023, the MDBA estimates that the contracted (including registered) surface water recovery in the Murray–Darling Basin is 2,107.4 GL/y. Additionally, groundwater recovery in the Murray–Darling Basin is 35.2 GL/y. Recovery of an additional 3.2 GL/y is required in the Upper Condamine Alluvium, which has a target of 38.45 GL/y. Water recovery at the Basin scale remains at 98% for surface water and 92% for groundwater recovered against the Bridging the Gap target. • To progress the remaining Bridging the Gap water recovery, the Australian Government sought tender responses to purchase 44.3 GL/y. The tender closed on 19 May 2023

Expecting some information on the Bridging the Gap recovery – 9.5 of the 39 GL Namoi this month

**What we are hearing**

Basin communities in most regions support full implementation of the Basin Plan.

There are concerns about the use of water buybacks to address shortfalls in water recovery.

Delays in water recovery and the significant costs and time taken to recover water through infrastructure projects also continue to be raised as an ongoing issue

**DCCEEW - What we heard Report (Ideas by submission for implementing the Basin Plan in full) moving forward**

**What we heard: Delivering the Murray-Darling Basin Plan - DCCEEW**

DCCEEW ran a five-week public consultation process from 29 May to 3 July 2023 which gave stakeholders and the broader community an opportunity to submit ideas for delivering the Basin Plan.

Ideas submitted ranged from single statements to detailed proposals, with the following themes appearing consistently:

- a call for flexibility and a focus on outcomes
- a range of views on water recovery
- understanding social and economic outcomes
- preserving cultural heritage
- taking advantage of science, data and expertise.

**What we will do next**

In navigating a way forward on the Basin Plan, we will review ideas submitted in this consultation on their ability to:

- contribute towards the water recovery targets or achieve Basin Plan flow targets more efficiently
- secure value for money
- provide enduring environmental outcomes
- minimise socio-economic impacts
- provide other co-benefits (economic, social, environmental, cultural)
- be supported and implemented effectively within required timeframes by Basin state and territory governments.

**What's coming up**

- MDBA Community Forums – Border regions Friday – Get Involved
- Ag-Quip – next week
- World water week 20-24 Aug

Councillor Jamie Chaffey advised that he is a little concerned the consultation that is already underway about the 2026 version of the basin plan, as Mayor of Gunnedah or Chairperson of Region 11 didn't receive an invitation to have the opportunity to put a submission forward and wasn't even certain that it was happening. Councillor Chaffey will have a Chat to Annabelle about this.

Mr Mark Lamb advised that MDA have made a submission, which is available on the MDA Website if anyone requires a copy, we were complimented on Region 7 for the submission and the feedback has been very positive and this stems from the motions that have been received last year, trying to combine these and put that forward.

**MDBA/DCCEEW - Update from Mr Greg Ringwood, DCCEEW – Local Engagement Officer, Northern Basin Section, based in Toowoomba** *Note: that Ms Humphries was an apology for today's meeting,*

- Based in Toowoomba, LEO for Qld Rivers and Streams that go over the border
- Been involved in water management and water reform in the Murray Darling Basin for over 15 years
- Has spent last several years at the MDBA running the Fish Monitoring program
- The Northern Basin is a very large area and has a large number of team members that work on this and we work with over 25 nations of first nations people and thank them for their input into planning and delivery of water for the environment and acknowledge their links to the land.
- Ms Humphries has moved into a delivery officer role, is still involved in planning and delivery, but not so much in the engagement.
- Mr Ringwood may possibly attend future meetings, however if there are meetings more local to the Local Engagement Officer's they may attend in person, but still feel free to contact Mr Ringwood going forward.
- Councillor Chaffey asked regarding the forecasts we are hearing from the BOM that the next 12 months are going to be quite a challenge regarding rainfall. Mr Ringwood is hearing the same thing and they receive most of their advice from the BOM, the forecast is for a hotter and drier period that we are entering back into.
- Does that impact forward planning on water that is being held by the environmental water holder in our water storages, is there a 12 month forward plan on how it will be distributed through the river system. There is a plan that has been approved for each catchment which is on the MDBA website. We work within that environmental framework to deliver that water for the best outcomes that we can deliver.
- Presentation attached, for your perusal.

**MDA Motions – Call for Motions to MDA National Conference**

*Mr Greg Ringwood left the meeting the time being 10.52am.*

Mr Lamb advised that motions have been received from Region 6. Ideally have the motions by end of August so that we can take to the MDA Board, it's not the boards job to either accept or deny them, but to make sure that they are appropriate and take forward to the AGM.



**REGION 11 MOTIONS**

**7.1 Recommendation from Gunnedah**

1. That the MDA call upon the Federal Water Minister to engage a suitably qualified, third party to undertake a review of Basin Communities that will quantify the effect of the 2024 Basin Plan Water Recovery. This must include the social, economic and environmental impacts.
2. All consultation relating to Basin Plan 2 (2026) should be suspended until outcomes of the review are published.

***Moved Councillor Jamie Chaffey, Seconded Councillor Russell Webb***  
***Carried***

**7.2 Recommendation from Gunnedah**

That the MDA call on the NSW Water Minister to amend legislation that will ensure protections are in place for Regional Water Utilities from privatisation, as recently resolved and legislation amended for Sydney Water and Hunter Water.

***Moved Councillor Jamie Chaffey, Seconded Councillor Greg Sauer***  
***Carried***

**7.3 Recommendation from Tamworth**

That the MDA call on the NSW Government to commit further funding of \$250 million per annum for safe and secure water programs, in particular safe and secure water for critical human needs and food and fibre production.

***Moved Councillor Russell Webb, Seconded Councillor Greg Sauer***  
***Carried***

Councillor Jamie Chaffey and Councillor Russell Webb will be attending the 79<sup>th</sup> MDA National Conference in Murray Bridge.

Councillor Greg Sauer advised that he is not attending the MDA Conference this year and wanted to remind that it is the End of Council term next September, the election is on 14 September, and that wherever the conference is held next year, it should be held no later than July, due to the September election and possibly won't have anyone that could attend if it is held in September, very important that we get the right month.

**MDA Basin Plan – Basin Communities consultation**

- Early Consultation apparently has already happened in several locations, have put this motion forward calling for the consultation to stop until there is a review of the current Basin Plan, hopefully this will be successful at Conference.
- Back up plan for Region 11 and members, and those considering on being members, if you have thoughts on the next version of the basin plan, send to Councillor Chaffey, we can put a submission together on behalf of Region 11, to those who are doing the consultation for the 2026 version of the basin plan.

**Northern Basin Forum Postponed – call for suggested new forum date**

- Would we still like to hold a Northern Basin Forum?. Due to lack of availability of politicians and other reasons, the forum was postponed, therefore now asking if we consider looking at another date or wait and see the outcome of Tamworth's submission to hold the 2024 MDA National Conference.
- Councillor Russell Webb supported to put this on hold to see who is successful to hold the next MDA National Conference, if successful Tamworth would be looking at holding the conference in or around July 2024.
- Ms Kate Dight – The Border Griffiths Council's group have also discussed to holding a water forum in conjunction with the RDA's for QLD and NSW, suggest a collaboration with BROCC for a potential water forum in Tamworth next year. It has been floated for 2024, which would line up perfectly with MDA Region 11.
- Being a Northern Basin, this takes in Region 12, 11, 10 – with which Ms Kate Dight is Chair of BROCC, 3 year term. BROCC is a 12 member Councils – Tenterfield to west, following the QLD Boarder.
- Councillor Greg Sauer also supported to hold over the forum until we find out about Tamworth's submission and Kate has come up with an alternative solution. The National Conference is due to come out to the Northern region as there has been a few down south in a row.
- Hold this items over to the next meeting, which is after the MDA National Conference – add to the next agenda



**MDA Membership Drive – Verbal Report on tour of Eastern Boundary of Region 11**

- Councillor Jamie Chaffey advised that Mr Mark Lamb discussed the membership drive earlier today, that he and Mr Mark Lamb undertook earlier this month. Thank you to everyone that assisted, particular Rob and Kate for their time. We were welcomed by all Councils that were visited, hopefully that will turn into interest in joining Region 11.
- The drive around the New England highlighted some of the bigger issues that are out there, the pressure on Local Government and our communities around water security. Hopefully this will turn into an increased in advocacy that comes out of the new England, and their understanding of this organisation and how we can unite to use our voice to push for change.
- Appreciation and thank you to Mr Mark Lamb for his time to come out to Region 11.

**Tamworth Regional Council submission to hold the 2024 MDA National Conference**

- Councillor Russell Webb believes as the largest centre in the northwest of the northern part of the basin, Tamworth is probably best suited to capture a good audience.
- Holding the annual conference in the northwest will encourage attendance from member councils and and hopefully new member Council's and others to join up with MDA Region 11 to get their voice heard.
- Highlight the needs for the north, we are all equal in the MDA, good opportunity for the north to be better represented in terms of membership and regions, what we are struggling with here in the north, we also hear what the struggles are in the south, but they don't hear what our challenges are here in the North.
- It would be a great opportunity for us to showcase what we have to offer and also what our challenges are with others from the MDA Regions.
- Councillor Jamie Chaffey advised that the reason why Gunnedah joined MDA Region 11 was to have another voice in the room and sharing the knowledge and experience of what is happening in our region. Gunnedah has shared in the pain of water restrictions that seem to always be there, because of a growing population, but out of that pain comes innovation as well, there has been so much work around water recycling and plans for the future. Learn from mistakes and positive outcomes, clearly educating the community on water use and responsibility. Broadly the knowledge that can be learnt from us, will provide a better understanding.
- Guidelines and feedback has been provided by MDA to TRC on how the submission should look, support from MDA has been provided eg templates, don't want anyone to reinvent the wheel. So far 1 other submission has been received from Griffith (Region 9). Mr Lamb does not have any voting rights, only the board can make the decision.

**RECOMMENDATION:**

That Murray Darling Association Region 11 support Tamworth Regional Council's submission to hold the 2024 Murray Darling Association National Conference to be held in Tamworth.

*Moved Councillor Russell Webb, Seconded Councillor Greg Sauer*

*Unanimously Carried*

**2024 MDA National Conference – voting delegate**

We need to formally nominate a voting delegate at the upcoming 2023 MDA National Conference in Murray Bridge. Councillor Greg Sauer nominated Councillor Russell Webb as the alternate voting delegate, Councillor Russell Webb accepted the nomination.

**RECOMMENDATION:**

Councillor Russell Webb was endorsed to be the alternate voting delegate at the 2023 MDA National Conference in Murray Bridge.

*Moved Councillor Greg Sauer, seconded Councillor Jamie Chaffey*

**NEXT MEETING DATE**

The next **Murray Darling Association Region 11 meeting** will be held on **Friday 10 November 2023 commencing at 1:30pm** and will be held in person and via Zoom for those who can only attend virtually.

*Note: that the next BROCC meeting date has changed from Thursday 23 November 2023 dates to now being held on Friday 10 November 2023 in Tenterfield commencing at 9:00am to 1:00pm with Dinner on the Thursday evening.*

**MEETING CLOSED**

The meeting closed, the time being 11:20am. Thank you to all members for their commitment to Region 11 MDA.

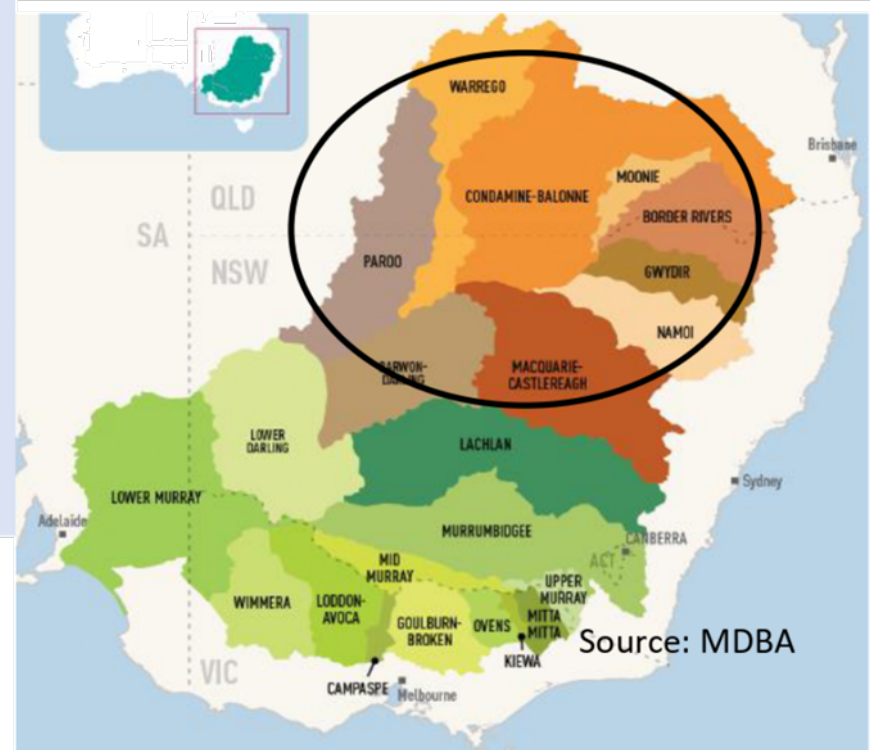
## Northern Murray-Darling Basin - Environmental Water & Conditions Update

### – Presentation for MDA Region 11

Greg Ringwood, Local Engagement Officer  
Commonwealth Environmental Water Holder  
Northern Basin Section, 18 August 2023

On behalf of CEWO North Basin Team: Mike Peat, Nerida Sloane, Dave Weldrake, Brooke Sargent, Hayley Behnke, Pip Russell-Brown, Jason Wilson, Greg Ringwood, Jane Humphries

*Disclaimer: Information shared is to the best of CEWH knowledge and from data that was available to the current date and is shared for information and communication purposes. Do not rely on for legal purposes.*



## Overview of presentation

1. What CEWO does and the context of water for environment
2. Summary of Environmental water deliveries 2022-23
3. Current CEWH holding and current conditions
4. Valley demands, delivery planning, and contingencies for 2023-24
5. Engaging with Communities
6. Contacts and information







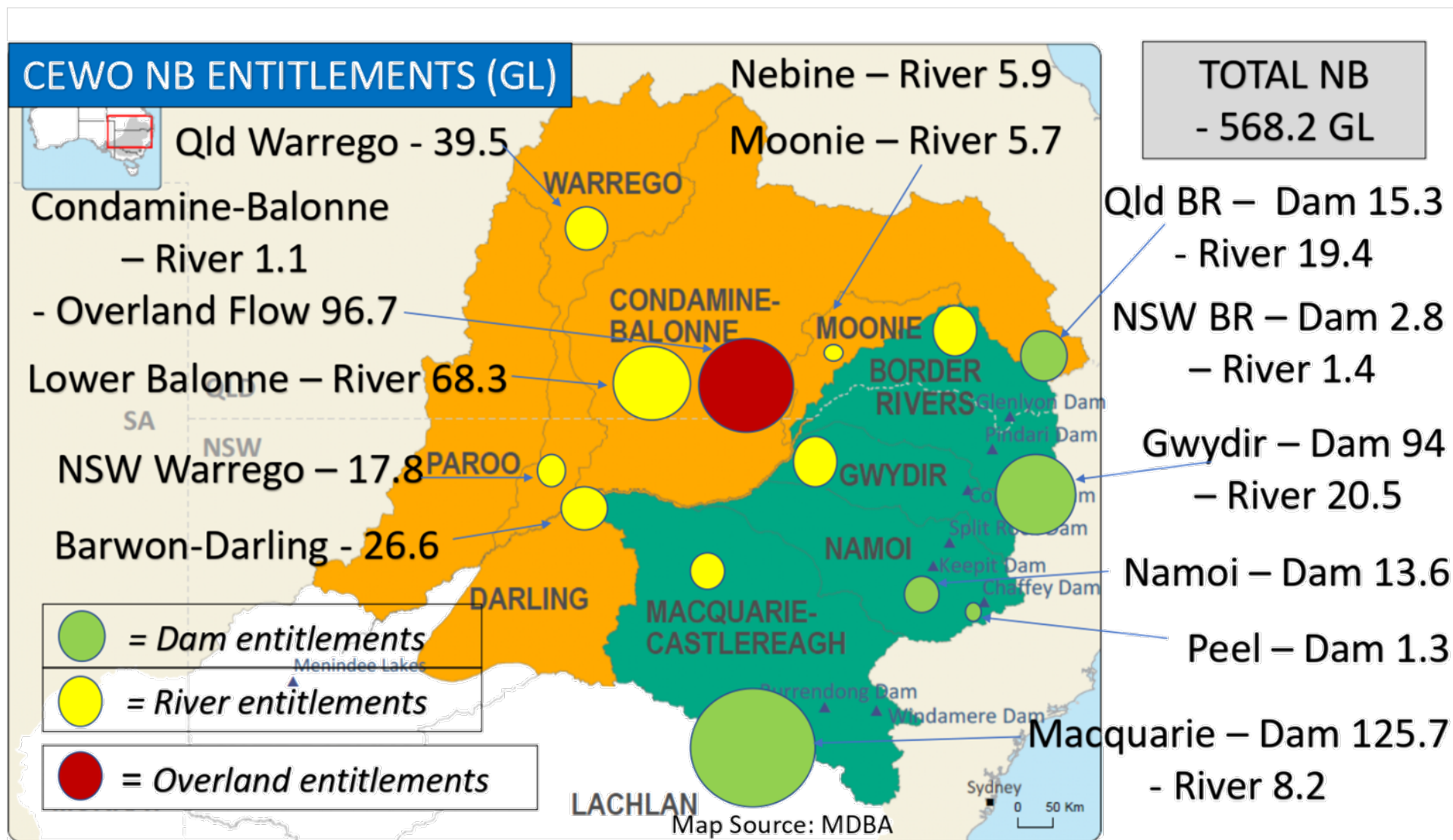
The **Commonwealth Environmental Water Holder** office was created to manage water for the environment. The Commonwealth Environmental Water Holder is responsible for deciding the best way to use the [water for the environment](#) that is owned by the Australian Government to help support rivers and wetlands and their ecosystems.

*(Within the **Australian Government's Department of Climate Change, Energy, the Environment and Water**, the **Water Division** is responsible for buying water from entitlement holders and investing in more efficient irrigation so there is more water available in the system to keep rivers, lakes and wetlands healthy. This is called 'recovering water'. NSW also holds water of the environment and CEWO works collaboratively with other departments and state organisations).*



Australian Government

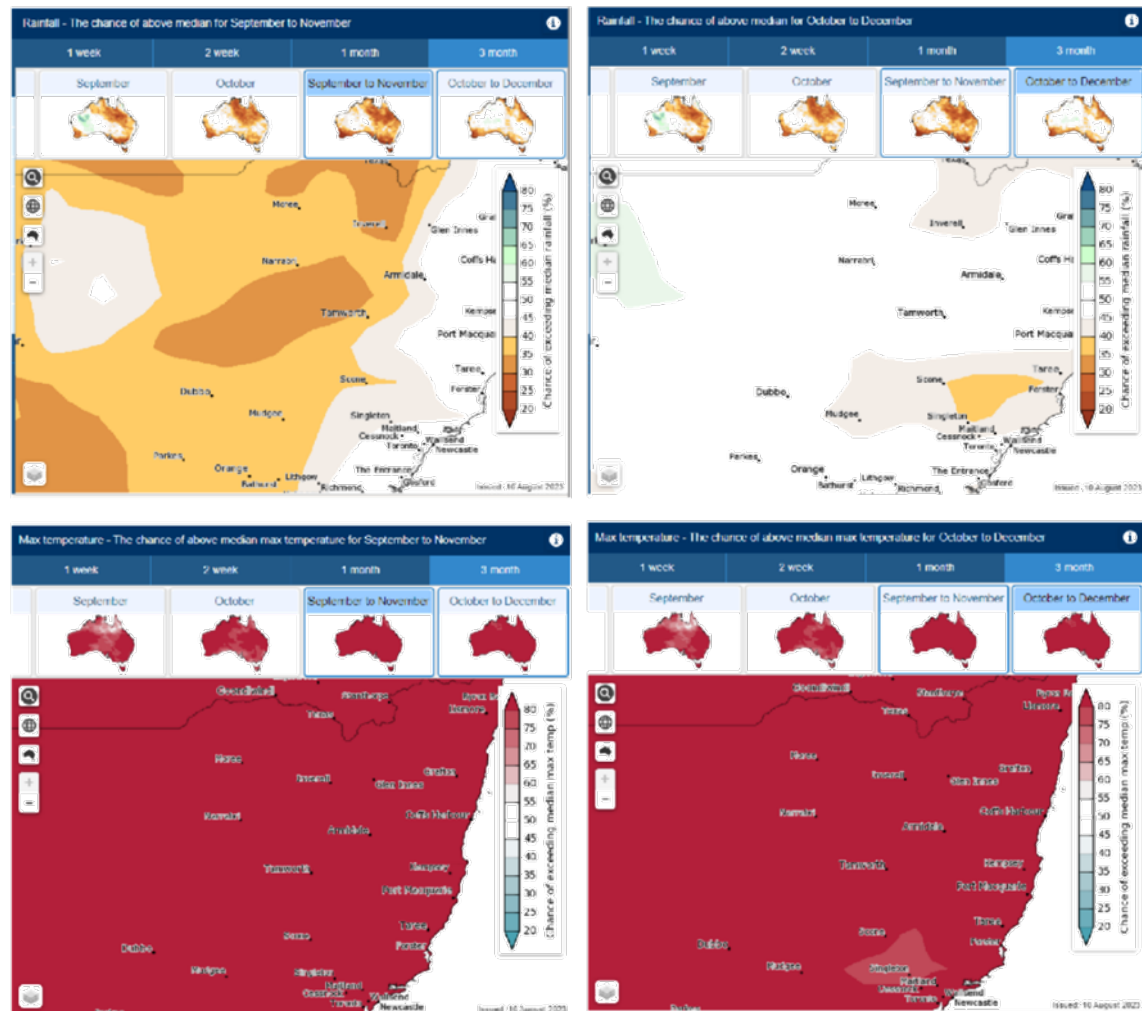
Commonwealth Environmental Water Office





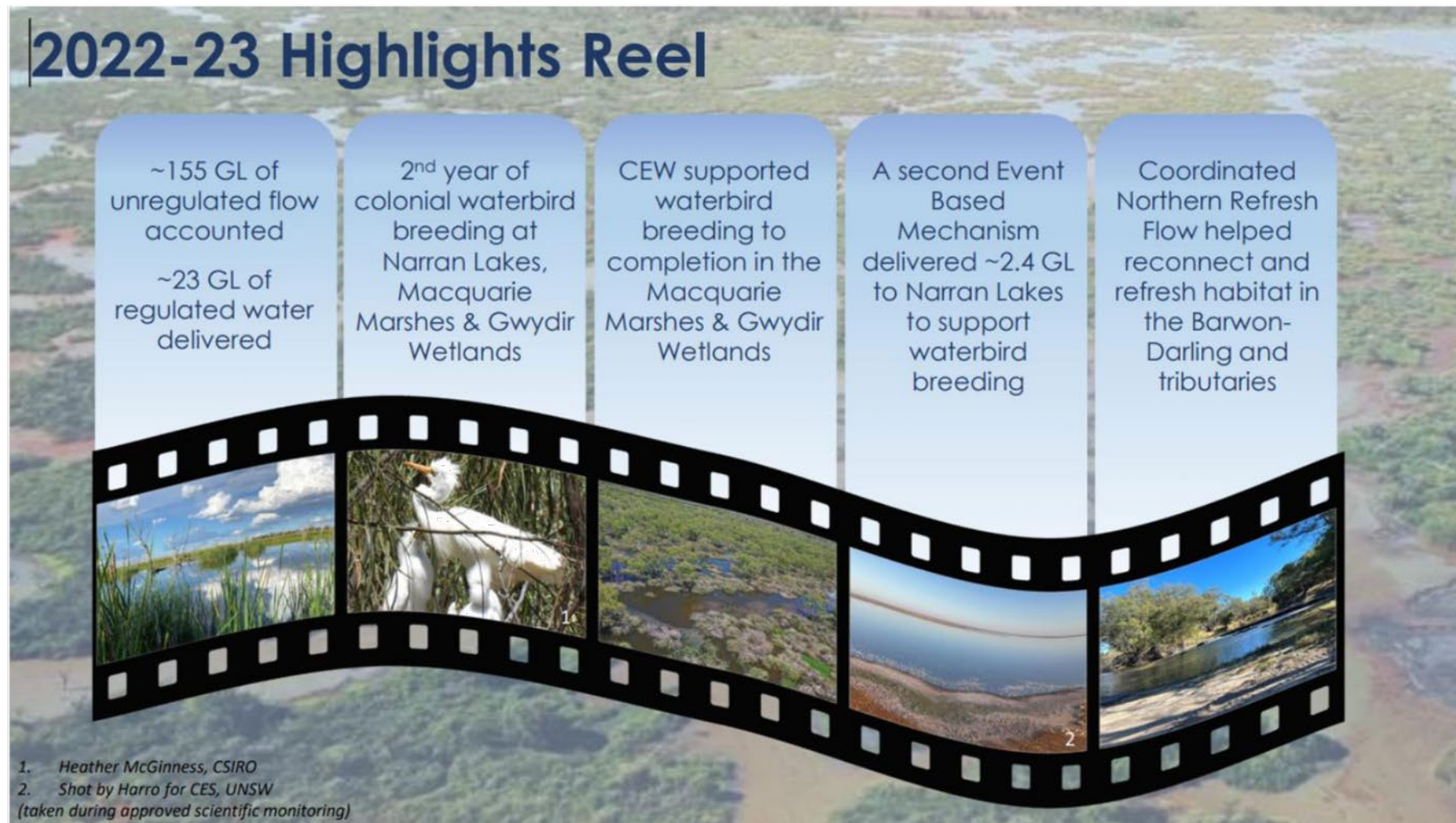
## Current conditions:

- Progressing towards decreasing and to very low flows in rivers.
- Significant irrigation deliveries expected from around October onwards over summer.
- From BOM the 3-month outlook dry and warmer than average and likely a El Nino forming











## Valley demands and plans: Border Rivers

### High demands for water

|  | Border Rivers  | Severn & upper Macintyre | Dumaresq         | Lower Macintyre to Barwon |
|-----------------------------------------------------------------------------------|----------------|--------------------------|------------------|---------------------------|
|                                                                                   | Very low flows | High to Critical         | Moderate to High | High to Critical          |
|                                                                                   | Baseflows      | Moderate to High         | High to Critical | High to Critical          |
|                                                                                   | Small freshes  | Moderate to High         | Moderate to High | Moderate to High          |



### Potential water use options

#### Spring/summer pulse or stable flows:

- Native fish breeding/recruitment of small or large bodied fish
- Up to 5GL



- #### Small fresh flows:
- Support native fish breeding and recruitment, including threatened species
  - Up to 1 GL, piggybacking trial



#### Connectivity flows:

- Along Dumaresq, Macintyre & Barwon
- Support fish movement and dispersal
- Up to 5 GL, with other tributary flows



#### Refuge replenishment

- Native fish connection or drought refuge, if required
- Up to 6 GL
- anytime



Jul

Aug

Sep

Oct

Nov

Dec

Jan

Feb

Mar

Apr

May

Jun

## Valley demands and plans: Gwydir

### High demands for water

| Gwydir Wetlands          |      |
|--------------------------|------|
| Small wetland inundation | High |
| Large wetland inundation | High |

| Mallowa Wetlands         |                  |
|--------------------------|------------------|
| Small wetland inundation | High             |
| Large wetland inundation | High to Critical |

| Gwydir River d/s Copeton |                  |
|--------------------------|------------------|
| Very low flows           | High             |
| Baseflows                | High             |
| Small Fresh              | Moderate to High |

| Mehi River and Carole Creek |                  |
|-----------------------------|------------------|
| Small fresh                 | Moderate to High |

### Contingency Actions

Protection of refuge pools within the Gwydir

Dry to Moderate

Connectivity Event – support connection between the Gwydir and the Barwon

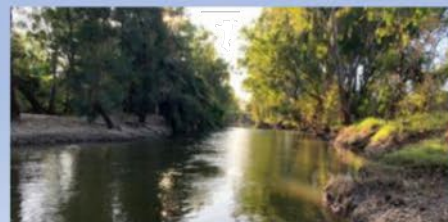
Dry to Moderate

Lower Gwydir & Gingham condition enhancement

Dry to Moderate

Support Bird Breeding

Moderate - Wet



### Possible use in 23-24

- Early season fish stimulus & stable fish flow.
- Support connection to the Barwon.
- Mallowa Creek &/or Ballin-Boora Creek – instream functions and wetland vegetation condition.
- Replenish and refresh habitat pools.



## Valley demands and plans: Namoi & Peel

### High demands for water in scope



| Namoi River    |          |
|----------------|----------|
| Very low flows | High     |
| Baseflows      | High     |
| Small freshes  | Mod-High |



| Peel River     |      |
|----------------|------|
| Very low flows | High |
| Baseflows      | High |
| Small freshes  | High |



NSW DPI – Fisheries

### Planned water use



NSW DPI – Fisheries



#### Lower Namoi River:

- Small fresh in spring and/or autumn
- Native fish condition, movement, breeding and recruitment
- Up to 10 GL (CEW)



#### Peel River:

- Small fresh in spring and/or autumn
- Native fish condition, movement, breeding and recruitment
- Up to 1.3 GL (CEW) + 5GL (NSW EWA)



#### Connectivity:

- Namoi deliveries may contribute to coordinated connectivity to the Barwon River
- Subject to timing, conditions and in-catchment demands

## Valley demands and plans: Barwon-Darling

### High demands for water

#### Cease to flow periods

Should dry conditions return in 2023–24 there will be a high demand for water to support system connectivity and to maintain ecological condition and native fish populations.

High

#### Very low flows

Providing very low flows will be particularly important if conditions in the Barwon–Darling turn dry again.

High to Critical

#### Baseflows

Flows required to support movement for small and medium bodied fish as well as assist in managing water quality issues.

High to Critical

#### Small Freshes

Supporting flows required to help the significant populations of native fish present and to provide further opportunities for fish spawning and movement, particularly given fish communities are still in a recovery phase.

High

#### Large Freshes

to support further recovery and the spawning and dispersal of native fish, water is needed again in the next 1 to 2 years.

Moderate to High

### Possible use in 23-24

- Protecting the start or recession of a flow (depending on conditions).
- A potential connectivity event in spring (with B-D tributaries).







## Working together – Cooperate, Collaborate, Complement:

- NSW & QLD Environmental Water Groups in Environment, Energy and Science Sections – Key partners – Planning, Delivery, Management, Monitoring
- WaterNSW & SunWater (Qld) - Delivery and advice re delivery planning
- Advisory and Monitoring – NSW DPE EES, Qld & NSW Fisheries & Science, Monitoring, Evaluation and Research (MER - UNE & 2rog), MDBA, NPWS, NSW Env. Water Advisory Groups and Stakeholder Groups (EWAGs - Gwydir, Macquarie)
- Advice and local knowledge – local landholders, local Aboriginal community, irrigation sector, local councils, fishing people, other interested community members
- Engagement and two-way knowledge sharing and building – MDBA REOs, NSW DPE EES, NPWS, MER (UNE/2rog), Local Shire Councils, LLS, Fishing clubs, Aboriginal Community, Community groups, Schools +++  
\*\*\*\*\*



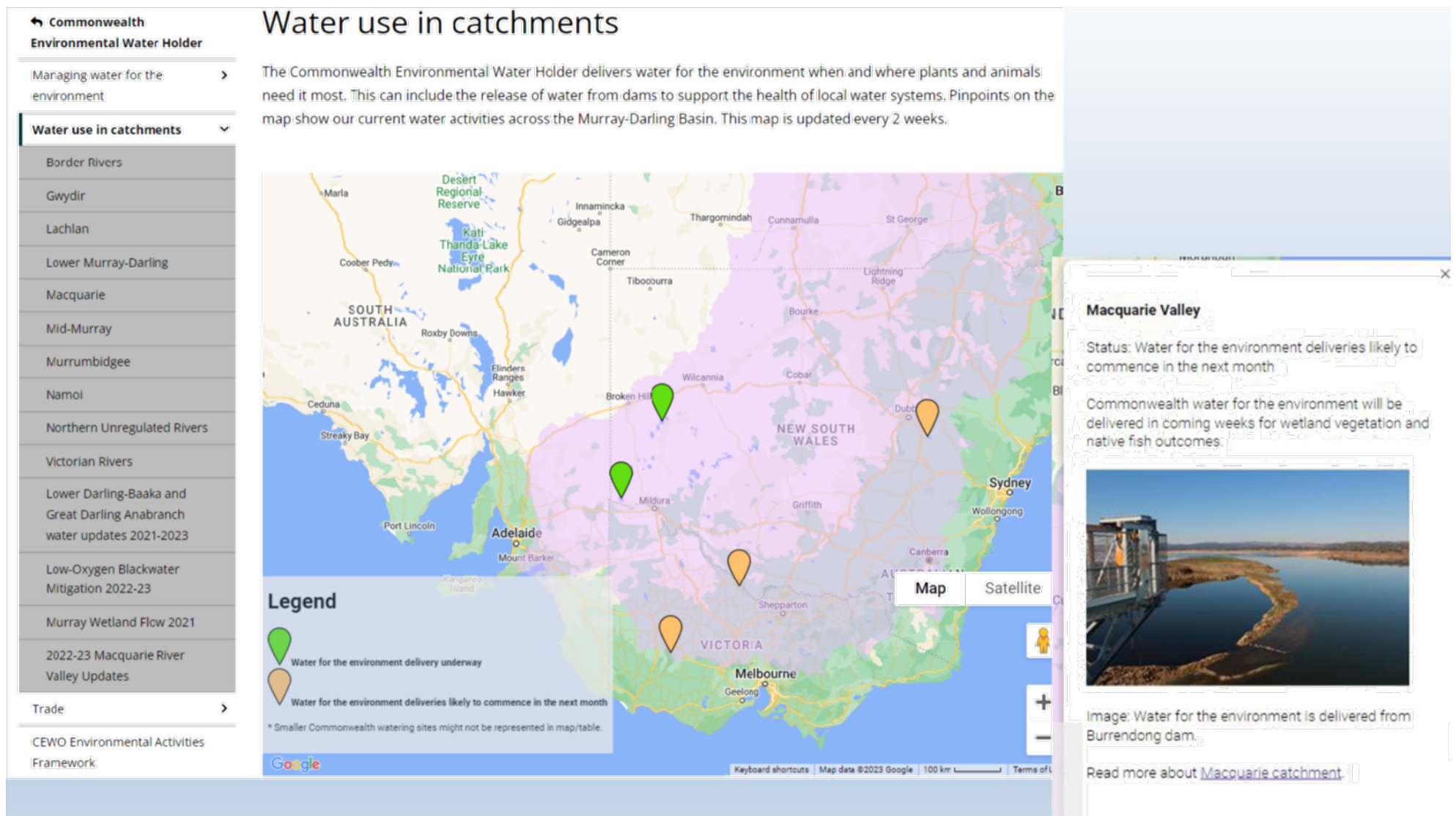




## Comms & engagement

- Media, conferences, fishing show
- Engagement and partnerships support
- Catchment scale - EWAGs and other stakeholder groups
- Whole of northern Basin engagement through NBEWG
  - Sub-group to look at First Nations engagement
- First Nation engagement strategies
- Watering updates will continue
- 2 new NSW LEO's in northern Basin
- Stakeholder field trips

Maps will provide upcoming monthly deliveries  
[Water use in catchments - DCCEEW](#)





If you would like further information or to discuss any of this along with any further questions, comments, feedback, this is welcome now (and anytime)

Thanks for the opportunity to meet, share and discuss with you today

**Greg Ringwood**

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Commonwealth Environmental Water Holder  
Toowoomba Qld

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**Commonwealth Environmental Water Holder**  
Environmental Water and Aquatic Ecosystems  
Division

**Department of Climate Change, Energy,  
Environment and Water**

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**Mr Jason Wilson**

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**Commonwealth Environmental Water Holder**  
Environmental Water and Aquatic Ecosystems  
Division

**Department of Climate Change, Energy,  
Environment and Water**

GPO Box 858 | Canberra ACT 2601 | Australia





|                      |                                                         |
|----------------------|---------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                    |
| <b>Submitted by:</b> | Hayley Ritchie, Administration & Communications Officer |
| <b>Reference:</b>    | <b>ITEM RES8/23</b>                                     |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - AUGUST 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 August 2023.**

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

|                               |                                                         |          |
|-------------------------------|---------------------------------------------------------|----------|
| Prepared by staff member:     | Hayley Ritchie, Administration & Communications Officer |          |
| Approved/Reviewed by Manager: | Daryl Buckingham, Chief Executive                       |          |
| Department:                   | Office of the Chief Executive                           |          |
| Attachments:                  | <b>1</b> Resolution Register - August 2023              | 22 Pages |

|                                                          |                                                    |
|----------------------------------------------------------|----------------------------------------------------|
| <b>Division:</b><br><b>Committee:</b><br><b>Officer:</b> | <b>Date From:</b><br><b>Date To:</b>               |
| Action Sheets Report                                     | Printed: Tuesday, 19 September<br>2023 12:24:51 PM |

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Meeting                                                                                                                                                                                                                                                                                                                                                                         | Officer/Director | Subject                                                                                                | Completed | Last Note | COI/MPI |
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| 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 |           |           |         |
| <b>Resolution 30/19</b><br><b>Resolved that Council:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                 | Keneally, Fiona  |                                                                                                        |           |           |         |
| (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 Verrill)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                 |                  |                                                                                                        |           |           |         |
| <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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| Division:<br>Committee:<br>Officer: | Date From:<br>Date To:                          |
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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                   | Officer/Director | Subject                                                    | Completed | Last Note | COI/MPI |
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| COM17/20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Council 22/07/2020                                                                                                                                                                                                                                                                                                                                                                                                                        | Counsell, David  | Tenterfield Common Easement and Lot Compulsory Acquisition |           |           |         |
| <b>Resolution 133/20</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                           | Keneally, Fiona  |                                                            |           |           |         |
| <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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                            |           |           |         |
| <b>02 Dec 2021 1:17pm Fitzpatrick, Christie</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                            |           |           |         |
| 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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                            |           |           |         |
| Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer works for Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                            |           |           |         |

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| Division:<br>Committee:<br>Officer: | Date From:<br>Date To:                          |
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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Meeting            | Officer/Director | Subject                                                                                   | Completed | Last Note | COI/MPI |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|-------------------------------------------------------------------------------------------|-----------|-----------|---------|
| NM6/20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Council 26/08/2020 | Counsell, David  | NOTICE OF MOTION -<br>MARYLAND<br>CULLENDORE ROAD<br>THROUGH<br>MARYLAND<br>NATIONAL PARK |           |           |         |
| <b>Resolution 176/20</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    | Keneally, Fiona  |                                                                                           |           |           |         |
| <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)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                           |           |           |         |
| <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |                  |                                                                                           |           |           |         |
| <b>02 Dec 2021 1:24pm Fitzpatrick, Christie</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                                                           |           |           |         |
| 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. |                    |                  |                                                                                           |           |           |         |
| <b>18 Jul 2022 4:01pm Melling, Elizabeth - Reallocation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                           |           |           |         |
| Action reassigned to Coonan, Neville by Melling, Elizabeth - This was previously in Cr Petrie's name.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                    |                  |                                                                                           |           |           |         |
| <b>20 Sep 2022 8:33am Coonan, Neville</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                  |                                                                                           |           |           |         |
| No action taken to date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                    |                  |                                                                                           |           |           |         |
| <b>02 Nov 2022 9:38am Coonan, Neville</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                  |                                                                                           |           |           |         |
| No action taken                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                                                           |           |           |         |
| <b>10 Feb 2023 2:15pm Melling, Elizabeth - Reallocation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                           |           |           |         |
| Action reassigned to Condric, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |                  |                                                                                           |           |           |         |
| <b>14 Feb 2023 9:25am Melling, Elizabeth - Reallocation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                           |           |           |         |
| Action reassigned to Counsell, David by Melling, Elizabeth - Roads related.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                           |           |           |         |
| <b>12 Mar 2023 8:34pm Counsell, David</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                  |                                                                                           |           |           |         |
| Subject to further discussions with NPWS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                  |                                                                                           |           |           |         |
| <b>09 May 2023 10:13am Counsell, David</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |                  |                                                                                           |           |           |         |
| No further formal correspondence recieved on the matter - road is not a Council maintained road.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |                  |                                                                                           |           |           |         |

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| Division:<br>Committee:<br>Officer: | Date From:<br>Date To:                          |
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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Meeting                                                                                                                                                                                                                                                                                                                      | Officer/Director  | Subject                                                       | Completed | Last Note | COI/MPI                       |
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| COM22/20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Council 23/09/2020                                                                                                                                                                                                                                                                                                           | Marchant, Gillian | Mingoola Waste Transfer Station Site - Compulsory Acquisition |           |           |                               |
| <b>Resolution 187/20</b><br><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) |
| <b>Notes</b><br><b>02 Dec 2021 1:26pm Fitzpatrick, Christie</b><br>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. |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>18 Jul 2022 4:07pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer involved with Council. Jessica Gibbins is on 6 months leave.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>14 Sep 2022 1:42pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Marchant, Gillian by Melling, Elizabeth - Waste Management matter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>14 Sep 2022 1:46pm Marchant, Gillian</b><br>Negotiations ongoing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>17 Oct 2022 4:36pm Marchant, Gillian</b><br>Negotiations ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>11 Nov 2022 2:14pm Marchant, Gillian</b><br>Negotiations Ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>08 Dec 2022 10:56am Marchant, Gillian</b><br>Negotiations Ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>14 Feb 2023 3:25pm Marchant, Gillian</b><br>Negotiations Ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>10 Mar 2023 6:13pm Marchant, Gillian</b><br>Negotiations with RSM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>06 Apr 2023 9:18am Marchant, Gillian</b><br>Negotiations with NTScorp                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>10 May 2023 2:01pm Marchant, Gillian</b><br>Negotiations continue with NTScorp                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>14 Jul 2023 5:32pm Marchant, Gillian</b><br>Negotiations continue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>10 Aug 2023 10:55am Marchant, Gillian</b><br>Negotiations continue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |
| <b>14 Sep 2023 9:34am Marchant, Gillian</b><br>Negotiations continue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                   |                                                               |           |           |                               |



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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Meeting            | Officer/Director  | Subject                                                             | Completed | Last Note | COI/MPI |
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| NM7/20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Council 23/09/2020 | Marchant, Gillian | NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES |           |           |         |
| <b>Resolution 202/20</b><br><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.<br><p style="text-align: right;">(Bob Rogan/Greg Sauer)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                    |                   |                                                                     |           |           |         |
| <b>Notes</b><br><b>02 Dec 2021 1:34pm Fitzpatrick, Christie</b><br>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.<br><b>18 Jul 2022 4:03pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Marchant, Gillian by Melling, Elizabeth - Cr Bob Rogan no longer involved with Council.<br><b>18 Jul 2022 4:04pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Keneally, Fiona by Melling, Elizabeth - Cr Rogan no longer involved with Council.<br><b>18 Jul 2022 4:19pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Marchant, Gillian by Melling, Elizabeth - Returned to GM.<br><b>18 Jul 2022 4:34pm Marchant, Gillian</b><br>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.<br><b>10 Aug 2022 12:35pm Marchant, Gillian</b><br>Waiting for grant decision for Masterplan<br><b>08 Sep 2022 4:55pm Marchant, Gillian</b><br>8/09/2022 New application for Master plan grant submitted<br><b>17 Oct 2022 4:37pm Marchant, Gillian</b><br>Waiting on Grant notification<br><b>11 Nov 2022 2:17pm Marchant, Gillian</b><br>Grant unsuccessful awaiting on additional application<br><b>08 Dec 2022 10:57am Marchant, Gillian</b><br>Waiting on additional grant advisement<br><b>14 Feb 2023 3:26pm Marchant, Gillian</b><br>Application submitted Regional Drought Resilience Planning (RDRP) Program, project Glen Inness and Tenterfield Building Community Regional Resilience<br><b>14 Feb 2023 3:28pm Marchant, Gillian</b><br>Additional application unsuccessful from 8/9/2022<br><b>10 Mar 2023 6:19pm Marchant, Gillian</b><br>Waiting on additional advisement, additional joint application submitted with Glenn Innes<br><b>06 Apr 2023 9:20am Marchant, Gillian</b><br>Waiting on advisement<br><b>10 May 2023 2:01pm Marchant, Gillian</b><br>Waiting on advisement<br><b>14 Jul 2023 5:33pm Marchant, Gillian</b><br>Waiting on advisement<br><b>08 Aug 2023 2:14pm Melling, Elizabeth</b><br>Report in Draft form? , Waiting on grant submissions advisements for dam masterplan.<br><b>14 Sep 2023 9:36am Marchant, Gillian</b><br>Waiting on grant advisement |                    |                   |                                                                     |           |           |         |



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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Meeting            | Officer/Director   | Subject                                                                                  | Completed | Last Note | COI/MPI |
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| COM2/21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Council 24/02/2021 | Davidson,<br>Tamai | Request to relocate the Band Hall to Leeches Gully Road (former Leeches Gully Hall Site) |           |           |         |
| <b>Resolution 16/21</b><br><b>Resolved that Council:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                    |                    |                                                                                          |           |           |         |
| <p>(1) Supports the gifting of the Band Hall to the Leeches Gully Progress Association subject to the association being responsible for:</p> <p>(a) Ensuring the Band Hall can fit on the property by conducting an identification survey;</p> <p>(b) Ensuring the Band Hall transfer meets heritage requirements;</p> <p>(c) Paying for all costs associated with the relocation of the Band Hall;</p> <p>(d) All upkeep and maintenance on the band hall once ownership is formally transferred to the association.</p> <p>(2) Allocates up to \$50,000 to the Leeches Gully Progress Association towards the costs associated with the items in (1) above.</p> <p>(3) Negotiates with the Leeches Gully Progress Association on the proposed relocation of the Band Hall.</p> <p style="text-align: right;">(John Macnish/Bronwyn Petrie)</p>                                                                                                                                                                                                                                                                                                                                                    |                    |                    |                                                                                          |           |           |         |
| <b>Notes</b><br><b>02 Dec 2021 1:47pm Fitzpatrick, Christie</b><br>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. |                    |                    |                                                                                          |           |           |         |
| <b>18 May 2022 5:12pm Melling, Elizabeth</b><br>Ongoing - Chief Executive Office met with Grant Johnson for an update 12 May 2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |                    |                                                                                          |           |           |         |
| <b>18 Jul 2022 4:13pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Condrick, Jodie by Melling, Elizabeth - Paul Della no longer works for Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                    |                    |                                                                                          |           |           |         |
| <b>11 Aug 2022 7:58am Condrick, Jodie - Reallocation</b><br>Action reassigned to Coonan, Neville by Condrick, Jodie - Neville is managing the removal of the Band Hall from Crown Street, Tenterfield.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    |                    |                                                                                          |           |           |         |
| <b>16 Aug 2022 2:57pm Coonan, Neville</b><br>DA application including a heritage report has not yet been submitted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                    |                    |                                                                                          |           |           |         |
| <b>20 Sep 2022 8:33am Coonan, Neville</b><br>DA application including a heritage report is yet to be lodged by the progress association                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                    |                                                                                          |           |           |         |
| <b>02 Nov 2022 9:40am Coonan, Neville</b><br>The DA including the heritage report is yet to be lodged                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |                    |                                                                                          |           |           |         |
| <b>10 Feb 2023 2:16pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Davidson, Tamai by Melling, Elizabeth - Neville Coonan no longer works for Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    |                    |                                                                                          |           |           |         |
| <b>14 Feb 2023 10:14am Melling, Elizabeth</b><br>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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    |                    |                                                                                          |           |           |         |
| <b>15 May 2023 12:46pm Melling, Elizabeth</b><br>Awaiting approval from land owner - Crown land.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                    |                                                                                          |           |           |         |
| <b>19 Sep 2023 11:57am Ritchie, Hayley</b><br>DA Placed on Public Exhibition until 5 October 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |                    |                                                                                          |           |           |         |

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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Meeting            | Officer/Director                   | Subject                                   | Completed | Last Note | COI/MPI |
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| ECO8/21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Council 24/03/2021 | Counsell, David<br>Keneally, Fiona | Snake Creek Road -<br>Road Reserve Update |           |           |         |
| <b>Resolution 60/21</b><br><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><br><b>02 Dec 2021 1:54pm Fitzpatrick, Christie</b><br>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.<br><b>14 Feb 2022 2:58pm Gibbins, Jessica</b><br>Collating documents for the new application to send to OLG<br><b>15 Nov 2022 4:12pm Melling, Elizabeth</b><br>Staff member currently 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 on extended leave. Feb 23<br><b>12 Mar 2023 8:35pm Counsell, David</b><br>Staff resources being allocated to this matter in April to revise the application.<br><b>13 Apr 2023 3:38pm Counsell, David</b><br>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.<br><b>09 May 2023 10:18am Counsell, David</b><br>Still awaiting search responses before further action can proceed. |                    |                                    |                                           |           |           |         |

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| ECO6/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Council 23/02/2022 | Counsell, David<br>Keneally, Fiona | ACQUISITION OF<br>PART OF PRIVATE<br>LAND REQUIRED<br>FOR ROAD<br>WIDENING<br>PURPOSES -<br>BRUXNER WAY,<br>TENTERFIELD |           |           |         |
| <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. |                    |                                    |                                                                                                                         |           |           |         |

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| COM6/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Council 22/06/2022 | Counsell, David  | McCliftys Road & Bungulla Reserve Road - Public Gate & Vehicle By-pass Applications |           |           |          |
| <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 McCliftys 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<br>(2) Provide applicant with Council Consent as outlined in 4.2 Council's Internal Administrative Procedures of Policy 2.162.<br>(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 | CO/MP/PI |
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| COM13/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Council 27/07/2022 | Counsell, David  | AM White Drive reserve dedication |           |           |          |
| <b>Resolution 148/22</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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                    |                  |                                   |           |           |          |
| <b>Notes</b><br><b>17 Aug 2022 12:50pm Melling, Elizabeth</b><br>Matter to be raised with Crown Lands for discussion of process.<br><b>14 Sep 2022 12:16pm Counsell, David</b><br>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.<br><b>08 Dec 2022 1:01pm Counsell, David</b><br>Details being compiled for submission to TfNSW to undertake dedication.<br><b>12 Mar 2023 8:42pm Counsell, David</b><br>Submission to TfNSW continuing. |                    |                  |                                   |           |           |          |

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| 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 |           |           |         |
| <b>Resolution 159/22</b><br><b>Resolved that Council:</b><br>Place Policy 2.162 Public Gates and Vehicle Bypasses on public display for 28 days to seek community input prior to reviewing the policy.<br>(Peter Petty/Peter Murphy)<br><b>Motion Carried</b><br><br><b>Notes</b><br>12 Aug 2022 4:26pm Melling, Elizabeth<br>Put on Public Display - Website. 28 days on display.<br>14 Sep 2022 12:24pm Counsell, David<br>Public exhibition period has been held and a report will be prepared for Council to review the Policy.<br>08 Dec 2022 12:59pm Counsell, David<br>Report to Council yet to be completed.<br>12 Mar 2023 8:43pm Counsell, David<br>Report to Council planned for April meeting.<br>15 May 2023 12:48pm Melling, Elizabeth<br>Councilor Workshop - 10 May 2023 |                    |                  |                                                |           |           |         |

| 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 |           |           |         |
| <b>Resolution 160/22</b><br><b>Resolved that Council:</b><br>Place Policy 2.130 Construction & Maintenance of Property Access from Council Roads on public display for 28 days to seek community input prior to reviewing the policy.<br>(Peter Petty/Peter Murphy)<br><b>Motion Carried</b><br><br><b>Notes</b><br>12 Aug 2022 4:30pm Melling, Elizabeth<br>Policy on Public Display for 28 days - TSC Website.<br>14 Sep 2022 12:26pm Counsell, David<br>Public exhibition period has been held and a report will be prepared for Council to review the Policy<br>08 Dec 2022 12:58pm Counsell, David<br>Revised drawings to be compiled and report to Council yet to be completed.<br>12 Mar 2023 8:43pm Counsell, David<br>Report to Council meeting planned for April meeting.<br>15 May 2023 12:48pm Melling, Elizabeth<br>Councilor Workshop - 10 May 2023 |                    |                  |                                                                               |           |           |         |

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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 |           |           |         |
| <b>Resolution 200/22</b><br><u>Resolved</u> that Council:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                                                   |           |           |         |
| (1) Agree to the acquisition of land adjacent to Sunnyside Platform Road for road widening purposes at the intersection of Bruxner Way; and<br>(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)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                    |                  |                                                                                   |           |           |         |
| <u>Motion Carried</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                                                                   |           |           |         |
| <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. |                    |                  |                                                                                   |           |           |         |

| 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 |           |           |         |
| <b>Resolution 201/22</b><br><u>Resolved</u> that Council:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    |                  |                                                                                      |           |           |         |
| (1) Agree to the acquisition of land adjacent to Paddys Flat Road North for road realignment and widening purposes at Kangaroo Creek Bridge; and<br>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |                  |                                                                                      |           |           |         |
| (Peter Petty/Tom Peters)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    |                  |                                                                                      |           |           |         |
| <u>Motion Carried</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |                  |                                                                                      |           |           |         |
| <b>Notes</b><br><b>12 Oct 2022 3:33pm Counsell, David</b><br>Meeting held with registered surveyor to assist in realignment acquisition process.<br><b>08 Dec 2022 12:55pm Counsell, David</b><br>Surveyor has been engaged for acquisition plan. Fencing has been undertaken for new boundary.<br><b>31 Jan 2023 9:35am Counsell, David</b><br>Bridge approach works being finalised and surveyor is planning to undertake field work at the end of February.<br><b>12 Mar 2023 8:46pm Counsell, David</b><br>Survey field work is yet to be completed.<br><b>13 Apr 2023 3:47pm Counsell, David</b><br>Survey and acquisition plan preparation is continuing with the surveyors.<br><b>10 May 2023 5:01pm Counsell, David</b><br>Still awaiting Tenterfield Surveys to complete field work.<br><b>20 Jul 2023 11:23am Melling, Elizabeth</b><br>Awaiting surveyor to finalise plans. |                    |                  |                                                                                      |           |           |         |

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| 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 |           |           |                          |
| <b>Resolution 202/22</b><br><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><br><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.<br><b>02 Nov 2022 9:44am Counsell, David</b><br>Field survey works have commenced for the acquisition.<br><b>08 Dec 2022 12:56pm Counsell, David</b><br>Surveyor engaged, survey work undertaken and acquisition plan being compiled.<br><b>31 Jan 2023 9:32am Counsell, David</b><br>Survey plans are completed and with Council's Solicitors for legal processing.<br><b>12 Mar 2023 8:47pm Counsell, David</b><br>Solicitors are continuing the acquisition process with the two property owners.<br><b>13 Apr 2023 4:00pm Counsell, David</b><br>Registered valuer has been engaged to assess the value of the land involved.<br><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.<br><b>20 Jul 2023 11:24am Melling, Elizabeth</b><br>Awaiting plans from surveyor. |                                                                                                                                                                                                             |                  |                                                                                         |           |           |                          |



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| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Meeting            | Officer/Director | Subject                                                                    | Completed | Last Note | COI/MPI |
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| ECO17/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Council 28/09/2022 | Counsell, David  | ACQUISITION OF LAND REQUIRED FOR ROAD ALIGNING PURPOSES ALONG KILDARE ROAD |           |           |         |
| <b>Resolution 203/22</b><br><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><br><b>12 Oct 2022 3:36pm Counsell, David</b><br>Preliminary meeting held with registered surveyor to commence road reserve alignment process.<br><b>08 Dec 2022 12:57pm Counsell, David</b><br>Surveyor has been engaged and field survey work is partially undertaken with pegging of proposed boundary.<br><b>31 Jan 2023 9:30am Counsell, David</b><br>Surveyor has now completed field work pegging of proposed boundaries and plans are being compiled.<br><b>12 Mar 2023 8:48pm Counsell, David</b><br>Survey plans are still being compiled and have not yet been received from the land surveyors.<br><b>13 Apr 2023 4:01pm Counsell, David</b><br>Surveyor is still preparing acquisition plan as the matter is complex given nature and extent of the road alignment.<br><b>09 May 2023 10:21am Counsell, David</b><br>Still awaiting survey plans from Tenterfield Surveys<br><b>20 Jul 2023 11:23am Melling, Elizabeth</b><br>Awaiting survey to prepare plans. |                    |                  |                                                                            |           |           |         |

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| ECO19/22                                                                                                                                           | Council 28/09/2022 | Davidson, Tamai  | OPTIONS TO MANAGE 142 MANNERS STREET, TENTERFIELD. |           |           |         |
| <b>Resolution 206/22</b><br><b>OFFICER'S RECOMMENDATION:</b><br><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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| <b>Notes</b><br><b>19 Oct 2022 1:13pm Condrick, Jodie</b><br>Letter has been sent to the current lessee<br><b>02 Nov 2022 9:48am Coonan, Neville</b><br>No action required at this time.<br><b>10 Feb 2023 2:21pm Melling, Elizabeth - Reallocation</b><br>Action reassigned to Davidson, Tamai by Melling, Elizabeth - Neville Coonan no longer works for Council<br><b>14 Feb 2023 9:30am Melling, Elizabeth</b><br>Further Report to will be provided to the May 2023 Ordinary Council Meeting.<br><b>15 May 2023 12:50pm Melling, Elizabeth</b><br>Further Report will be provided to the June 2023 Ordinary Council Meeting |
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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. |           |           |         |
| Resolution 212/22                                                                                         |                                                                                                                                                                                                                                                                                                                                                              | Smith, Kylie     |                                                                                                                       |           |           |         |
| OFFICER'S RECOMMENDATION:                                                                                 |                                                                                                                                                                                                                                                                                                                                                              |                  |                                                                                                                       |           |           |         |
| That Council:                                                                                             |                                                                                                                                                                                                                                                                                                                                                              |                  |                                                                                                                       |           |           |         |
| (1)                                                                                                       | 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;                                                                           |                  |                                                                                                                       |           |           |         |
| (2)                                                                                                       | Prepare and have approved a Plan of Management (PoM) for the Reserve (Reserve R83670 - Lot 599 DP 704008) in consultation with the occupiers, and                                                                                                                                                                                                            |                  |                                                                                                                       |           |           |         |
| (3)                                                                                                       | 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. |                  |                                                                                                                       |           |           |         |
| 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.  |                                                                                                                                                                                                                                                                                                                                                              |                  |                                                                                                                       |           |           |         |

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| 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 |           |           |         |
| <b>Resolution 251/22</b><br><u>Resolved that Council:</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |                  |                                                                                                        |           |           |         |
| <p>(1) <b>Receive and note the report of the Tenterfield Shire Council Local Traffic Committee meeting of 1 December 2022;</b></p> <p>(2) <b>Adopt the recommendations from the meeting as follows:-</b></p> <p>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.</p> <p>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.</p> <p>c) <b>Rouse Street Telstra Driveway.</b><br/>All line marking of the parking bays be reviewed and renewed in CBD.</p> <p>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.</p> <p>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.</p> <p>f) <b>Proposed meeting dates for 2023</b><br/>Committee accept meeting dates as presented.</p> <p style="text-align: right;">(Tom Peters/Tim Bonner)</p> |                    |                  |                                                                                                        |           |           |         |
| <b>Motion Carried</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                  |                                                                                                        |           |           |         |
| <b>Notes</b><br><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.<br><b>12 Mar 2023 8:49pm Counsell, David</b><br>Actions from the meeting are being programmed as resources allow.<br><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 | CO/MP/ |
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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 |           |           |        |
| <b>Resolution 18/23</b><br><u>Resolved</u> that Council:                                                                                                                                                                                                                                                                      |                    |                  |                                                                                                        |           |           |        |
| Receive and note the minutes of the Tenterfield Shire Local Traffic Committee meeting of 2 February 2023;                                                                                                                                                                                                                     |                    |                  |                                                                                                        |           |           |        |
| (1) Adopt the following recommendations from General Business a) thru d):                                                                                                                                                                                                                                                     |                    |                  |                                                                                                        |           |           |        |
| (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;                                                                                     |                    |                  |                                                                                                        |           |           |        |
| (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;                                                                                                                                             |                    |                  |                                                                                                        |           |           |        |
| (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;            |                    |                  |                                                                                                        |           |           |        |
| (d) ANZAC DAY – URBENVILLE - That Council offer no objection to the temporary closure of streets including sections of Beaury 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. |                    |                  |                                                                                                        |           |           |        |
| (Giana Saccon/Tom Peters)                                                                                                                                                                                                                                                                                                     |                    |                  |                                                                                                        |           |           |        |
| <u>Motion Carried</u>                                                                                                                                                                                                                                                                                                         |                    |                  |                                                                                                        |           |           |        |
| <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.                                                                                                                                                                              |                    |                  |                                                                                                        |           |           |        |
| <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.                                                                                                                                                                 |                    |                  |                                                                                                        |           |           |        |
| <b>10 May 2023 4:12pm Counsell, David</b><br>VIC Parking sign amendments to be programmed.                                                                                                                                                                                                                                    |                    |                  |                                                                                                        |           |           |        |
| <b>20 Jul 2023 11:21am Melling, Elizabeth</b><br>Signs updated. Need further inspection for accuracy.                                                                                                                                                                                                                         |                    |                  |                                                                                                        |           |           |        |

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| Item No.                                                                                                                                                                                                                                                                                                                              | Meeting            | Officer/Director                       | Subject                                          | Completed | Last Note | COI/MPI                  |
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| ENV3/23                                                                                                                                                                                                                                                                                                                               | Council 22/03/2023 | Davidson,<br>Tamai<br><br>Smith, Kylie | LEASING OF 136<br>MANNERS STREET,<br>TENTERFIELD |           |           |                          |
| <b>Resolution 42/23</b><br><b>Resolved</b> that Council:                                                                                                                                                                                                                                                                              |                    |                                        |                                                  |           |           |                          |
| (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.                                                                                                                            |                    |                                        |                                                  |           |           |                          |
| (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.                                                                                                                            |                    |                                        |                                                  |           |           |                          |
| (3) Commence the lease from 1 April 2023.                                                                                                                                                                                                                                                                                             |                    |                                        |                                                  |           |           |                          |
|                                                                                                                                                                                                                                                                                                                                       |                    |                                        |                                                  |           |           | (Kim Rhodes/Peter Petty) |
| <b>Motion Carried</b>                                                                                                                                                                                                                                                                                                                 |                    |                                        |                                                  |           |           |                          |
| <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. |                    |                                        |                                                  |           |           |                          |

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| RC5/23                                                                                                                                                                                                                                                            | Council 26/04/2023 | Counsell, David<br><br>Keneally, Fiona | TENTERFIELD SHIRE<br>COUNCIL LOCAL<br>TRAFFIC<br>COMMITTEE<br>MEETING MINUTES<br>THURSDAY 6 APRIL<br>2023 |           |           |                           |
| <b>Resolution 58/23</b><br><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 Killarney 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><br><b>10 May 2023 4:09pm Counsell, David</b><br>Actions from minutes being programmed<br><b>20 Jul 2023 11:17am Melling, Elizabeth</b><br>Contact from NSW Police to quote of repairs to pavement Sec 67                                             |                    |                                        |                                                                                                           |           |           |                           |

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| ECO8/23                                                                                                                                                                                                                                                                                                                                                                                                                                            | Council 24/05/2023 | Counsell, David  | MT LINDESAY ROAD<br>BRYANS GAP ROAD<br>LAND ACQUISITION |           |           |                         |
| <b>Resolution 64/23</b><br><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<br>(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes necessary for road rehabilitation, and<br>(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><br>20 Jul 2023 11:16am Melling, Elizabeth<br>Sent request to surveyor to confirm five boundary points.                                                                                                                                                                                                                                                                                                                                |                    |                  |                                                         |           |           |                         |

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| ECO9/23                                                                                                                                                                                                                                                                                                                                                                                                                              | Council 24/05/2023 | Counsell, David  | MT LINDESAY ROAD<br>- BOUNDARY ROAD<br>LAND ACQUISITION |           |           |                         |
| <b>Resolution 65/23</b><br><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<br>(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for the purpose of future roundabout construction, and<br>(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><br>20 Jul 2023 11:15am Melling, Elizabeth<br>Updating correspondence to landowners. Preparing brief for surveyor.                                                                                                                                                                                                                                                                                                       |                    |                  |                                                         |           |           |                         |

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| ECO10/23                                                                                                                                                                                                                                                                        | Council 24/05/2023 | Counsell, David  | SHERATT ROAD<br>TORRINGTON -<br>ROAD RESERVE<br>ACQUISITION |           |           |                         |
| <b>Resolution 66/23</b><br><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<br>(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><br>20 Jul 2023 11:12am Melling, Elizabeth<br>Liaising with Crown Lands to determine surveyors scope.                                                                                                                                                               |                    |                  |                                                             |           |           |                         |



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| ENV4/23                                                                                                                                                                               | Council 24/05/2023 | Counsell, David  | MOLESWORTH STREET DRAINAGE PIPE EASEMENT |           |           |                          |
| <b>Resolution 67/23</b><br><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><br>20 Jul 2023 11:12am Melling, Elizabeth<br>Surveyor to amend plans after liaising with owners of land.                                                                 |                    |                  |                                          |           |           |                          |

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| GOV24/23                                                                                                                                | Council 24/05/2023 | Counsell, David  | DISPOSAL OF DAMAGED STEEL STRUCTURE |           |           |                           |
| <b>Resolution 69/23</b><br><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.                          |                    |                  |                                     |           |           |                           |

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| NM1/23                                                                                                                                                                                                            | Council 24/05/2023 | Petty, Peter      | NOTICE OF MOTION - INVESTIGATE THE EXTENSION OF WASTE SERVICES TO BILLIRIMBA ROAD, TENTERFEILD |           |           |         |
| <b>Resolution 80/23</b>                                                                                                                                                                                           |                    | Buckingham, 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><u>Amendment Carried</u></b>                                                                                                                                                                                   |                    |                   |                                                                                                |           |           |         |
| <b><u>Resolved</u></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><u>Motion Carried</u></b>                                                                                                                                                                                      |                    |                   |                                                                                                |           |           |         |
| <b>Notes</b>                                                                                                                                                                                                      |                    |                   |                                                                                                |           |           |         |
| 29 May 2023 4:53pm Melling, Elizabeth                                                                                                                                                                             |                    |                   |                                                                                                |           |           |         |
| 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 |
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| ECO6/23                                                                                                                                                                                                                                                                                                                               | Council 24/05/2023                                                                                                                                                                                                                                                   | Mills, Bruce      | SALE OF COUNCIL OWNED LAND - 'BENDALL'S' 8933 NEW ENGLAND HIGHWAY, TENTERFIELD. |           |           |         |
| Resolution 85/23                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                      | Buckingham, Daryl |                                                                                 |           |           |         |
| Resolved 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)                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| Motion Carried Unanimously                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| Notes                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| 29 May 2023 4:45pm Melling, Elizabeth<br>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. |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| 22 Jun 2023 4:06pm Melling, Elizabeth<br>Contracts signed.                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| 20 Jul 2023 11:01am Melling, Elizabeth<br>Contracts exchanged and deposit received by agent.                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                      |                   |                                                                                 |           |           |         |
| 08 Aug 2023 1:53pm Melling, Elizabeth<br>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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| ENV6/23                                                                                                                                                               | Council 30/06/2023 | Marchant,<br>Gillian | SEWER CCTV AND<br>RE-LINING RFQ - 08-<br>22/23 |           |           |                             |
| <b>Resolution 109/23</b><br><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.                                      |                    |                      |                                                |           |           |                             |
| <b>14 Sep 2023 9:37am Marchant, Gillian</b>                                                                                                                           |                    |                      |                                                |           |           |                             |
| Works underway                                                                                                                                                        |                    |                      |                                                |           |           |                             |

|                      |                                                          |                                                                                             |
|----------------------|----------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Action Sheets Report | <b>Division:</b><br><b>Committee:</b><br><b>Officer:</b> | <b>Date From:</b><br><b>Date To:</b><br><br>Printed: Tuesday, 19 September 2023 12:24:51 PM |
|----------------------|----------------------------------------------------------|---------------------------------------------------------------------------------------------|

| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Meeting            | Officer/Director | Subject                                                                                           | Completed | Last Note | COI/MPI |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|---------------------------------------------------------------------------------------------------|-----------|-----------|---------|
| ECO12/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Council 30/06/2023 | Mills, Bruce     | SALE OF COUNCIL OWNED LAND - LOT 1 DP 613385 (OPPOSITE TAFE), CLARENCE / HIGH STREET, TENTERFIELD |           |           |         |
| <b>Resolution 113/23</b><br><u>Resolved</u> that Council:<br>Sell the land known as:<br>(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>(Kim Rhodes/Geoff Nye)<br><b>Motion Carried</b><br><br><b>Notes</b><br>08 Aug 2023 12:04pm Melling, Elizabeth<br>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 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|------------------------------------------------------------------|-----------|-----------|---------|
| COM7/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Council 23/08/2023 | Counsell, David  | SUNNYSIDE HALL ROAD - PUBLIC GATE & VEHICLES BY-PASS APPLICATION |           |           |         |
| <b>Resolution 134/23</b><br><u>Resolved</u> that Council:<br>(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<br>(2) Provide the applicant with Council Consent in accordance with Policy 2.162 subject to no objections being received.<br>(3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.<br>(Peter Petty/Tom Peters)<br><b>Motion Carried</b><br><br><b>Notes</b><br>19 Sep 2023 11:48am Ritchie, Hayley<br>Advertised in Your Local News, Website. Submissions closed 13 September 2023. |                    |                  |                                                                  |           |           |         |