



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING 23 JUNE 2025

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 **Monday 23 June 2025** commencing at **9:30 AM**.

Hein Basson
General Manager

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
11. Reports of Delegates & Committees
12. Notices of Motion
13. Resolution Register
14. Confidential Business
15. Meeting Close

CLOSED COUNCIL

Confidential Reports

(Section 10A(2) of The Local Government Act 1993)

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council meeting may be closed to public are listed in Section 10A(2) of the Local Government Act 1993 and are as follows:

- (a) personnel matters concerning particular individuals others than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act,) the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) The discussion of the matter may:
 - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the Council or committee.

Resolutions passed in Closed Council

It is a requirement of Clause 253 of the Local Government (General) Regulation 2005 that any resolution passed in Closed Council, or Committee be made public as soon as practicable after the meeting has ended. At the end of Closed Council or Committee meeting, the Chairperson will provide a summary of those resolutions passed in Closed Council or Committee.

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

"We acknowledge the Ngarabal, Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people as the traditional custodians of various parts of the Tenterfield Shire."

3. APOLOGIES

4. DISCLOSURES & DECLARATIONS OF INTEREST

5. CONFIRMATION OF PREVIOUS MINUTES

(ITEM MIN5/25) CONFIRMATION OF PREVIOUS MINUTES 8

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

(ITEM COM15/25)	LOCAL TRAFFIC COMMITTEE MEETING RECOMMENDATIONS - JUNE 2025	31
-----------------	--	----

(ITEM COM16/25)	COUNCILLOR WORKS/SERVICE REQUESTS - MAY 2025	41
-----------------	---	----

OUR ECONOMY

(ITEM ECO5/25)	SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS: NON-EXCLUSIVE USE OF FOYER: FACILITY PERMITTED USE LICENCE: TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS.....	52
----------------	---	----

OUR ENVIRONMENT

(ITEM ENV11/25)	DEVELOPMENT APPLICATION 2024.104 CARAVAN PARK - 44 FRANCIS STREET, TENTERFIELD	102
-----------------	---	-----

OUR GOVERNANCE

(ITEM GOV43/25)	NOMINATION OF DELEGATE TO ATTEND THE 2025 MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE	207
-----------------	--	-----

(ITEM GOV44/25)	ANNUAL REMUNERATION FOR COUNCILLORS AND THE MAYOR FOR THE 2025-26 FINANCIAL YEAR.....	216
-----------------	--	-----

(ITEM GOV45/25)	SELECTION PANEL - EXPRESSION OF INTEREST - COMMITTEE MEMBER - TENTERFIELD SHIRE COUNCIL'S AUDIT, RISK AND IMPROVEMENT COMMITTEE	269
-----------------	---	-----

(ITEM GOV46/25)	PUBLIC ACCOUNTS COMMITTEE REPORT: INQUIRY INTO THE ASSETS , PREMISES AND FUNDING OF THE NSW RURAL FIRE SERVICES	272
-----------------	---	-----

(ITEM GOV47/25)	NSW GOVERNMENT PARLIAMENTARY INQUIRY INTO THE ABILITY OF LOCAL GOVERNMENTS TO FUND INFRASTRUCTURE AND SERVICES	283
-----------------	--	-----

(ITEM GOV48/25)	FINANCE AND ACCOUNTS - PERIOD ENDED 31 MAY 2025	321
-----------------	--	-----

(ITEM GOV49/25)	MONTHLY OPERATIONAL REPORT FOR MAY 2025	326
-----------------	---	-----

(ITEM GOV50/25)	TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026 INCLUDING	
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STATEMENT OF REVENUE POLICY 2025/2026, FEES AND CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036	373
--	-----

RESOLUTION REGISTER

(ITEM RES5/25) COUNCIL RESOLUTION REGISTER - MAY 2025	591
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11. REPORTS OF DELEGATES & COMMITTEES

12. NOTICES OF MOTION

13. RESOLUTION REGISTER

14. CONFIDENTIAL BUSINESS

CONFIDENTIAL

(ITEM COM14/25) TENDER EVALUATION FOR FOUR BRIDGES DESIGN AND CONSTRUCT RFT 15 24/25	
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That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) of the *Local Government Act, 1993*, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

15. MEETING CLOSED

(ITEM MIN5/25) CONFIRMATION OF PREVIOUS MINUTES

REPORT BY: Allison Graham

RECOMMENDATION

That the Minutes of the following Meeting of Tenterfield Shire Council:

- **Ordinary Council Meeting – 28 May 2025**

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

ATTACHMENTS

- 1** Unadopted Meeting Minutes Ordinary Council Meeting 28 May 2025 21 Pages

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 28 MAY 2025

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", 247 Rouse St, Tenterfield NSW 2372 on Wednesday 28 May 2025 commencing at 9:30 AM

ATTENDANCE

Councillor Bronwyn Petrie (Mayor)
Councillor Greg Sauer (Deputy Mayor)
Councillor Tim Bonner
Councillor Peter Murphy
Councillor Tom Peters
Councillor Peter Petty
Councillor Greg Purcell
Councillor Kim Rhodes
Councillor Roger Turner

ALSO IN ATTENDANCE

General Manager (Hein Basson)
Director Corporate Services (Liz Alley)
Director Infrastructure Services (Matthew Francisco)
Executive Assistant & Media (Allison Graham)

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

Email: council@tenterfield.nsw.gov.au

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Nil.

WEBCASTING OF MEETING

The Mayor read the following:

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

The Mayor welcomed everyone to the May Council Meeting.

CIVIC PRAYER

The Mayor read the following:

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

The Mayor read the following:

"Tenterfield Shire Council would like to the Ngarabal, Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people as the traditional custodians of various parts of the Tenterfield Shire."

APOLOGIES

52/25

Resolved

That leave of absence on medical grounds be granted to Councillor Owen Bancroft for not being able to attend.

(Peter Murphy/Greg Sauer)

Motion Carried

DISCLOSURE & DECLARATIONS OF INTEREST

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
Nil.		

(ITEM MIN4/25) CONFIRMATION OF PREVIOUS MINUTES

53/25

Resolved

That the Minutes of the following Meeting of Tenterfield Shire Council:

- **Ordinary Council Meeting – 30 April 2025**

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

(Peter Petty/Gregory Purcell)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

Nil.

MAYOR MINUTE

Nil.

RECOMMENDATIONS FOR ITEMS ECO4/25 AND COM13/25 TO BE CONSIDERED IN THE CONFIDENTIAL SECTION

That:-

- a) the meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2)(d)(i) of the *Local Government Act, 1993*; and
- b) the Agenda and associated correspondence, unless specified are not to be released to the Public as the matter involves commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

OPEN COUNCIL REPORTS

OUR COMMUNITY

(ITEM COM9/25) COMMUNITY SATISFACTION SURVEY RESULTS

SUMMARY

The purpose of this report is to communicate to Council the outcome of the recent Community Satisfaction Survey, conducted by the Taverner Research Group. This survey provides a comparison of Council's performance over the last seven years as rated by a statistically valid, randomly chosen section of the community consisting of 255 individuals.

54/25

Resolved

That Council:

Notes the outcome of the Community Satisfaction Survey held in May 2025, as conducted and compiled by the Taverner Research Group, confirming the community consultation sessions held as part of the development of a new suite of Community Strategic Plan, Delivery Program and Operational Plan documents identifying Council's road infrastructure network (maintenance and improvement) as being the number one priority and challenge for Council to pursue into the future.

(Kim Rhodes/Tim Bonner)

Motion Carried

(ITEM COM10/25) ACKNOWLEDGEMENT OF TENTERFIELD TOURISM GROUP QUARTERLY REPORT FROM JANUARY TO MARCH 2025

SUMMARY

The purpose of this report is for Council to note the contents of Report 6 from the Tenterfield Chamber of Tourism Industry and Business for the period from 1 January 2025 to 31 March 2025.

55/25

Resolved

That Council:

1. Acknowledges receipt and notes the contents of Report 6 from the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) for the period from 1 January 2025 to 31 March 2025.
2. Requests more detailed information in due course from the TCTIB with regards to the following excerpt from their report:

The TTG understand that the final instalment from the current agreement between TSC and TCTIB of \$50,000 will be distributed to the TTG from the TSC for the financial year 25/26 and would request

a continuation of this funding arrangement for an additional three year period with consideration by the councillors of increased funding per annum.

(Peter Petty/Kim Rhodes)

Motion Carried

(ITEM COM11/25) UNIVERSAL ACCESSIBLE TOILET - TENTERFIELD YOUTH PRECINCT

SUMMARY

The purpose of this report is to provide information relating to the design and quotes of to the installation of a universal accessible toilet at the youth precinct.

56/25

Resolved

That Council:

- 1. Receives and notes the report on which works are to be delivered following the approved change to the scope of works under the Stronger Country Communities Fund (SCCF) Round 5.**
- 2. Approves the proposed design style in accordance with the coloured image in the middle of the first page (page 95) of Attachment One (1) of the report called "Modus", that will not only be constructed in the Youth Precinct but also form a base design for future toilets in parks around the Tenterfield Shire – provided that the baby change-over station be constructed with robust materials (not plastic) with proper legs supporting the flat changing surface, as long as such a design does not negatively impact on disabled codes and standards.**
- 3. Approves staff to engage a contractor for the erection of the public toilet facility in the Youth Precinct without further reference to a Council Meeting.**

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM COM12/25) COUNCILLOR WORKS/SERVICE REQUESTS - APRIL 2025

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that reports on the progress with Councillor Work/Service Requests, and as an opportunity to develop an understanding of other factors and considerations impacting the execution or progress of these requests.

57/25

Resolved

That Council:

Notes the status of the Councillor Works/Service Requests as at the end of the month of April 2025.

(Greg Sauer/Tim Bonner)

Motion Carried

OUR ECONOMY

Nil.

OUR ENVIRONMENT

(ITEM ENV6/25) REGIONAL DROUGHT RESILIENCE PLAN PROGRAMS - IMPLEMENTATION PROPOSAL

SUMMARY

The purpose of this report is for Council to decide on the Regional Drought Resilience Plan programs for Tenterfield Shire, to be submitted for funding in collaboration with Glen Innes Severn Council and GLENRAC.

58/25

Resolved

That Council:

Authorises the Director of Corporate Services to co-ordinate with the Glen Innes Severn Council and GLENRAC to submit a funding request to provide the Tenterfield community with the following Drought Resilience Programs in-line with the recommendations set out in the approved Regional Drought Resilience Plan Northern New England High Country (October 2024):

- **Review and update Council's Economic Development Strategy and Destination Management Plan,**
- **Water wise communities,**
- **Mental health first aid training,**
- **Volunteer leadership and governance training,**
- **Farm and small business preparedness and resilience training, inclusive of:**
 - **Farmer update and program information event,**
 - **Grazing management and feed budgeting workshop and field walk,**
 - **Drought trigger points workshop & understanding weather forecasts,**
 - **Keeping livestock records,**
 - **Farm and small business management – cashflow budgeting and effective record keeping, and**

- **Farm water management workshop.**

(Kim Rhodes/Peter Petty)

Motion Carried

The Manager Planning and Development Services, Tamai Davidson, entered the room at 9.55am.

(ITEM ENV7/25) DA 2024.091 EXTENSION OF EXISTING CARAVAN PARK (CRAIG'S)

SUMMARY

The purpose of this report is to present to Council for approval a Development Application for the expansion and upgrade of the existing caravan park located at 102 Rouse Street Tenterfield, known as Craig's Caravan Park.

The application is presented to Council under the provisions of Council Policy 3.122 *Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates* as the estimated cost of development exceeds the delegations provided to staff for determination of development applications.

The application is seeking development consent for a two-stage proposal resulting in a total of 39 total sites (6 cabins and 33 short term sites), along with a request for a variation to the requirements under Section 82 of the *Local Government Act 1993* (LGA) from the Department of Planning, Housing and Infrastructure – in relation to side setbacks, provision of a forecourt and car wash bay.

The application has been assessed in accordance with the relevant provisions of the *Environmental Planning & Assessment Act 1979*, received no objections during the public notification period and is recommended for approval subject to conditions. If approved, Council will request a variation under Section 82 of the LGA from the Department of Planning, Housing and Infrastructure.

59/25

Resolved

That Council:

- 1. Approves Development Application 2024.091 for the expansion and upgrade of the existing Caravan Park at 102 Rouse Street, Tenterfield, subject to the conditions contained in Attachment One (1) to this report.**
- 2. Request a variation to the requirements under Section 82 of the *Local Government Act 1993* from the Department of Planning, Housing and Infrastructure with regard to setbacks and provision of a forecourt and car wash bay.**

(Kim Rhodes/Gregory Purcell)

Upon being put to the meeting, the motion was declared carried.

For the Motion were Crs B Petrie, G Sauer, TB Bonner, PM Murphy, PP Petty, TP Peters, GP Purcell, K Rhodes and RT Turner Total (9).

Against the Motion was Nil Total (0).

Motion Carried

(ITEM ENV8/25) ON SITE SEWAGE MANAGEMENT POLICY - UPDATE

SUMMARY

The purpose of this report is to update the On-Site Sewage Management policy to reflect legislative and officer title changes where relevant and endorse the policy for a further three (3) years.

60/25

Resolved

That Council:

Adopts the updated On-Site Sewage Management Policy.

(Greg Sauer/Kim Rhodes)

Motion Carried

(ITEM ENV9/25) UPDATED RAINWATER TANK INSTALLATION WHERE CONNECTED TO RETICULATED WATER POLICY

SUMMARY

The purpose of this report is to update the "Rainwater Tank Installation Where Connected to Reticulated Water Policy" to reflect legislative and officer title changes where relevant and endorse the Policy for a further three (3) years.

61/25

Resolved

That Council:

Adopts the updated Rainwater Tank Installation where connected to Reticulated Water Policy.

(Peter Petty/Kim Rhodes)

Motion Carried

**(ITEM ENV10/25) AERATED WASTEWATER TREATMENT SYSTEMS
POLICY - UPDATE**

SUMMARY

The purpose of this report is to update the Aerated Wastewater Treatment Policy to reflect legislative and officer title changes where relevant and endorse the policy for a further three (3) years.

62/25

Resolved

That Council:

Adopts the updated Aerated Wastewater Treatment Systems Policy.

(Kim Rhodes/Gregory Purcell)

Motion Carried

The Manager Planning and Development Services, Tamai Davidson, left the room at 10.30am.

OUR GOVERNANCE

**(ITEM GOV30/25) ADOPTION OF THE COMMUNITY STRATEGIC PLAN
2025-2036**

SUMMARY

The purpose of this report is for Council to adopt the Draft Community Strategic Plan 2025-2036 after it had been advertised for public comment.

63/25

Resolved

That Council:

Adopts the Community Strategic Plan 2022-2036, attached as an Annexure to the report.

(Kim Rhodes/Peter Murphy)

Motion Carried

**(ITEM GOV31/25) FINANCE AND ACCOUNTS - PERIOD ENDED 30 APRIL
2025**

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 2021*, 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.

Addition financial information on Water Leakage, 603 Certificates, and financial business units is presented for Councillor and community information.

64/25

Resolved

That Council:

Notes the Finance and Accounts Report for the period ended 30 April 2025.

(Kim Rhodes/Gregory Purcell)

Motion Carried

(ITEM GOV32/25) CAPITAL EXPENDITURE REPORT AS AT 31 MARCH 2025

SUMMARY

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

65/25

Resolved

That Council receives and notes the Capital Expenditure Report for the period ended 31 March 2025.

(Kim Rhodes/Gregory Purcell)

Motion Carried

(ITEM GOV33/25) CORPORATE MARKETS LOAN (OVERDRAFT FACILITY) CLOSURE

SUMMARY

The purpose of this report is to update Council on the current Corporate Markets Loan with the National Australia Bank with a drawdown facility limit of \$2,670,000 due to expire on 31 July 2025.

66/25

Resolved

That Council:

Approves the closure of the Corporate Markets Loan with the National Australia Bank with a drawdown facility limit of \$2,670,000.00.

(Greg Sauer/Peter Petty)

Motion Carried

SUSPENSION OF STANDING ORDERS

67/25 Resolved

That standing orders be suspended for the purpose of a morning tea break, the time being 10.30am.

(Peter Petty/Gregory Purcell)

Motion Carried

Recording of the session was paused at 10.30am.

RESUMPTION OF STANDING ORDERS

68/25 Resolved

That the meeting be resumed at 10.55am

(Peter Petty/Gregory Purcell)

Motion Carried

Recording of the session was resumed at 10.55am.

(ITEM GOV34/25) QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2025

SUMMARY

The purpose of this Report is to provide Council with a Quarterly Budget Review Statement in accordance with Regulation 203 of the *Local Government (General) Regulation 2021* (the Regulation).

69/25 Resolved

That Council:

Adopts the March 2025 Quarterly Budget Review Statement and recommendations therein that:

- (1) **\$800K of unrestricted funds be allocated to the Internal Restriction for Future Grant Co-Contributions to bring it up to \$1 Million.**
- (2) **No additional operating or capital expenditure outside of the recommendations in this review should be approved by Council unless they are offset by other savings (e.g. with road works such as re-sheeting, with a plan to reduce maintenance costs) or grant funded, and maintenance, repair and renewal costs can be funded into the future.**
- (3) **Acknowledges the ongoing governance and treasury management difficulties Council faces with the current structure of many grant and disaster funding payments, and advocates for changes to the timing of these cash payments from State and Federal Governments.**
- (4) **Council continues to explore increases in operational income by considering selling assets.**
- (5) **Council notes that an SRV will need to be considered in the foreseeable future to maintain Council's financial sustainability and associated capacity to maintain and renew its infrastructure assets.**

(Peter Murphy/Tom Peters)

Motion Carried

(ITEM GOV35/25) SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS: DELIVERY OF TOURISM, MUSEUM, CINEMA AND THEATRE EXPERIENCES: SCHOOL OF ARTS TENTERFIELD INCORPORATED AND TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS

SUMMARY

The purpose of this report is for Council to adopt a final list of matters that need further exploration, after the discussions held at a Councillor Workshop on Wednesday, 14 May 2025 with School of Arts Tenterfield Incorporated (SOATI) and the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) – which list will form the basis for further discussions and negotiations with SOATI and the TCTIB.

AMENDMENT

That Council:

In the best interests of the Community, conclude separate Facility User Agreements for shared use of the School of Arts with the School of Arts Tenterfield Inc, the Tenterfield Chamber of Tourism Industry and Business and the Tenterfield Film Club.

(Peter Murphy/Tom Peters)

After discussion of the above mentioned motion, Councillors Murphy and Peters withdrew the amendment.

70/25

Resolved

That Council:

Adopts the list of Councillor distilled broad issues, attached to the report as Attachment One (1), emanating from discussions between the School of Arts Tenterfield Incorporated (SOATI), the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) and Council during a Councillor Workshop on Wednesday, 14 May 2025 – acknowledging that this list of identified matters, as finalised at this Council Meeting, will form the basis for subsequent discussions and negotiations with SOATI and TCTIB.

(Peter Petty/Kim Rhodes)

Motion Carried

The Mayor, with the concurrence of the rest of the meeting, ruled for the Notice of Motion received from Councillors Murphy and Rhodes to be considered as the next item of the Agenda.

**(ITEM NM2/25) SCHOOL OF ARTS FOYER - FACILITY USER AGREEMENT
WITH TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS
PROCEDURAL MOTION**

After some discussion has taken place on the wording of the Notice of Motion received from Councillors Murphy and Rhodes (with a slight amendment to paragraph three (3)), the following Procedural Motion was moved.

That the Motion be put.

(Greg Sauer/Gregory Purcell)

71/25

Resolved

That Council:

- 1. Approves, in principle, the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) having shared use of the School of Arts Foyer to promote Shire wide Tourism and to provide Visitor Information.**

- 2. Authorises the General Manager, in consultation with Tourism Councillors Kim Rhodes and Tim Bonner, to negotiate with the TCTIB a Facility User Agreement which is in the best interests of the Communities of Tenterfield Township and Shire.**
- 3. Requests that a draft Facility User Agreement be provided to and be finalised by Council Solicitors and subsequently presented to the Councillor Workshop on Wednesday, 11 June 2025 for discussion.**
- 4. Resolves that a finalised draft of the Facility User Agreement be presented for Councillors' approval at the Ordinary Council Meeting on Monday, 23 June 2025.**

(Peter Murphy/Kim Rhodes)

Motion Carried

(ITEM GOV36/25) CUSTOMER SERVICE POLICY - UPDATE

SUMMARY

The purpose of this report is to combine three separate policies to form the extended Customer Service Policy and endorse the policy for a further three (3) years.

72/25

Resolved

That Council adopts the revised Customer Service Policy as attached as an Annexure to the report.

(Peter Murphy/Kim Rhodes)

Motion Carried

(ITEM GOV37/25) DEBT RECOVERY AND WRITING-OFF POLICY - UPDATE

SUMMARY

The purpose of this report is to update the Debt Recovery and Writing-Off Policy and to endorse the policy for a further three (3) years. The proposed Policy combines previous policies Debt Recovery 1.041 and Writing-Off of Debts 1.230.

73/25

Resolved

That Council:

Adopts the new Debt Recovery and Writing-Off Policy that combines two policies into one.

(Peter Murphy/Kim Rhodes)

Motion Carried

Councillor Peter Petty left the room at 12.06pm, whilst the discussion of the item was still being held.

(ITEM GOV38/25) CONCEALED WATER LEAKAGE CONCESSION POLICY - UPDATE

SUMMARY

The purpose of this report is to update the Concealed Water Leakage Concession Policy and Procedure to reflect legislative and officer title changes where relevant, to include procedural steps into the Policy and endorse the policy for a further three (3) years.

74/25

Resolved

That Council:

Adopts the revised Concealed Water Leakage Concession Policy, with the following amendments to the Policy Document:

- 1. For the wording to be added as a separate paragraph after the last dot point under the sub-heading *Council may offer a concealed leak concession if:*
" Where technology permits a smart meter will be installed at the applicants cost if a concealed leaked concession is approved, as per Council's list of Fees and Charges".**
- 2. For the wording to be added as additional dot point below *water pumps* under the sub-heading *Council can't offer a concealed leakage concession if the leak was:*
"Willful, accidental or negligent damage to a water service".**

(Greg Sauer/Tom Peters)

Motion Carried

Councillor Peter Petty returned to the room at 12.08pm.

(ITEM GOV39/25) DISPOSAL OF ICT ASSETS POLICY - NEW

SUMMARY

The purpose of this report is to present to Council for adoption the Disposal of ICT Assets Policy.

75/25

Resolved

That Council:

Adopts the Disposal of Information and Communication Technology (ICT) Assets – including Software, Data and Hardware Policy.

(Greg Sauer/Kim Rhodes)

Motion Carried

(ITEM GOV40/25) ASSET CAPITALISATION POLICY - NEW

SUMMARY

The purpose of this report is to present the Asset Capitalisation Policy.

76/25

Resolved

That Council:

Adopts the Asset Capitalisation Policy.

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM GOV41/25) VARIATION OF SEWAGE DISCHARGE FACTOR - UPDATE

SUMMARY

The purpose of this report is to review and update the Variation of Sewage Discharge Factor (SDF) Policy.

77/25

Resolved

That Council:

Adopts the revised and updated Variation of Sewage Discharge Factor Policy.

(Peter Murphy/Gregory Purcell)

Motion Carried

(ITEM GOV42/25) MONTHLY OPERATIONAL REPORT FOR APRIL 2025

SUMMARY

The purpose of this Report is to provide a report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2024/25 Operational Plan. Due to unforeseen circumstances, 10. Livestock Saleyards and 13. Parks, Gardens and Open Space reports will be included in next month's Monthly Operational Report.

78/25

Resolved

That Council:

Notes the status of the Monthly Operational Report for April 2025.

(Greg Sauer/Roger Turner)

Motion Carried

REPORTS OF DELEGATES & COMMITTEES

Nil.

NOTICES OF MOTION

The Mayor, with the concurrence of the rest of the meeting, ruled for the Notice of Motion received from Councillors Murphy and Rhodes to be considered as the item following ITEM GOV35/25, *SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS: DELIVERY OF TOURISM, MUSEUM, CINEMA AND THEATRE EXPERIENCES: SCHOOL OF ARTS TENTERFIELD INCORPORATED AND TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS* in the order of the items on the Agenda.

RESOLUTION REGISTER

(ITEM RES4/25) COUNCIL RESOLUTION REGISTER - APRIL 2025

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. The updating of this report has been progressed with many actions that have now been finalised within the software system and no longer showing up in this report.

79/25

Resolved

That Council notes the status of the Council Resolution Register to March 2025.

(Kim Rhodes/Peter Murphy)

Motion Carried

SUSPENSION OF STANDING ORDERS

80/25 Resolved

That standing orders be suspended to move into the Closed Session part of the meeting, the time being 12.20pm.

(Greg Sauer/Peter Petty)

Motion Carried

The recording of the session was paused at 12.20pm.

The Works Manager, James Paynter, entered the room at 12.21pm.

CONFIDENTIAL BUSINESS

(ITEM ECO4/25) EVALUATION OF RFQ 20 24/25 SUBMISSIONS FOR THE SUPPLY AND DELIVERY OF GRAVEL TO URBENVILLE AND MT LINDESAY ROAD PROJECTS UNDER RFT 02-21/22 EXTENSION 2 SUPPLY OF QUARRY MATERIALS

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2)(d)(i) of the *Local Government Act, 1993*, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

SUMMARY

The purpose of this report is to provide details of the request for quotation from suppliers listed under Councils Supplier panel for RFT02-21-22 Supply of Quarry Materials extension 2. Council has various funded projects requiring high volumes of road base material, therefore, allowing suppliers to submit more competitive pricing based on higher volumes to be supplied.

81/25 Resolved

That Council:

Notes the progress of these projects with the award for the supply and delivery to the nominated site for Class 2 DGB 20 Gravel (TfNSW Specification 3051) via RFQ 20 24/25 Submissions for the Supply and Delivery of Gravel to Urbenville and Mt Lindesay Road Projects under RFT 02 21/22 Extension 2 Supply of Quarry Materials, as follows:

- 1. Project 1 – Mt Lindesay Road – Legume to MJS Ground Preparation Pty Ltd up to the value of \$132,460.**

2. **Project 2 – Urbenville Road - MJS Ground Preparation Pty Ltd up to the value of \$267,750.**
3. **Project 3 – Mt Lindesay Road Tenterfield – Townes Group Operations Pty Ltd up to the value of \$274,500.**

(Kim Rhodes/Peter Petty)

Motion Carried

Councillor Kim Rhodes left the room at 12.30pm, whilst the discussion of the item was still being held.

**(ITEM COM13/25) MT LINDESAY ROAD & URBENVILLE ROAD
STABILISATION SERVICES QUOTE SELECTION (RFQ – 26-24/25)**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A10A(2)(d)(i) of the *Local Government Act, 1993*, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

SUMMARY

The purpose of this report is to summarise and present to Council the outcomes of the quote assessment from Infrastructure's recent Mt Lindesay Road and Urbenville Road Stabilisation services (MLURS) request for quote (RFQ – 26-24/25) through Local Government Procurement.

RFQ – 26-24/25 includes two Packages of work: Package 1 (Mt Lindesay Road north of Tenterfield amounting to 7.435km) and Package 2 (Mt Lindesay Road west of Legume and Urbenville Road amounting to 5.65km).

82/25

Resolved

That Council notes the following information:

1. **Staff have through delegated authority engaged the following contractors, after having obtained quotes from contractors listed on Local Government Procurement's pre-contracted list of suppliers – negating the need to go out on tender:**
 - a. **Stabilcorp Pty Ltd to undertake the Full Service for Package 1 works at the amount of \$923,453.34, and**
 - b. **Hiway Aus Pty Ltd to undertake Partial Service for Package 2 works at the amount of \$627,832.90 (with Council to provide 'head contractor' functions to work with Hiway's Package 2 Partial Service to achieve the 'full service' work).**
2. **These above-mentioned works will commence shortly, and**

3. These engagements are being administered and managed by the Infrastructure Services team based upon Council's Request for Quote 26-24/25.

(Peter Petty/Tim Bonner)

Motion Carried

Councillor Kim Rhodes returned to the room at 12.33pm.

RESUMPTION OF STANDING ORDERS

83/25 Resolved

That Council moves into Open Session again, the time being 12.44pm.

(Peter Petty/Tim Bonner)

Motion Carried

The meeting moved out of Closed Session and the recording device was turned on, the time being 12.44pm.

In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolutions as resolved whilst in Closed Council, as follows:

(Item ECO4/25) EVALUATION OF RFQ 20 24/25 SUBMISSIONS FOR THE SUPPLY AND DELIVERY OF GRAVEL TO URBENVILLE AND MT LINDESAY ROAD PROJECTS UNDER RFT 02-21/22 EXTENSION 2 SUPPLY OF QUARRY MATERIALS

That Council:

Notes the progress of these projects with the award for the supply and delivery to the nominated site for Class 2 DGB 20 Gravel (TfNSW Specification 3051) via RFQ 20 24/25 Submissions for the Supply and Delivery of Gravel to Urbenville and Mt Lindesay Road Projects under RFT 02 21/22 Extension 2 Supply of Quarry Materials, as follows:

- 1. Project 1 – Mt Lindesay Road – Legume to MJS Ground Preparation Pty Ltd up to the value of \$132,460.**
- 2. Project 2 – Urbenville Road - MJS Ground Preparation Pty Ltd up to the value of \$267,750.**
- 3. Project 3 – Mt Lindesay Road Tenterfield – Townes Group Operations Pty Ltd up to the value of \$274,500.**

**(Item COM13/25) MT LINDESAY ROAD & URBENVILLE ROAD
STABILISATION SERVICES QUOTE SELECTION (RFQ – 26-24/25)**

That Council notes the following information:

- 1. Staff have through delegated authority engaged the following contractors, after having obtained quotes from contractors listed on Local Government Procurement's pre-contracted list of suppliers – negating the need to go out on tender:**
 - a. Stabilcorp Pty Ltd to undertake the Full Service for Package 1 works at the amount of \$923,453.34, and**
 - b. Hiway Aus Pty Ltd to undertake Partial Service for Package 2 works at the amount of \$627,832.90 (with Council to provide 'head contractor' functions to work with Hiway's Package 2 Partial Service to achieve the 'full service' work).**
- 2. These above-mentioned works will commence shortly, and**
- 3. These engagements are being administered and managed by the Infrastructure Services team based upon Council's Request for Quote 26-24/25.**

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 12.48pm.

.....
Councillor Bronwyn Petrie
Mayor/Chairperson

Department:	Office of the Director Infrastructure Services
Submitted by:	Shayle Graham, Engineering Administration Assistant
Reference:	ITEM COM15/25
Subject:	LOCAL TRAFFIC COMMITTEE MEETING RECOMMENDATIONS - JUNE 2025

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to for Council to consider the recommendations arising from the Tenterfield Shire Council Local Traffic Committee Meeting of 4 June 2025.

The Minutes of the above-mentioned meeting are attached for Councillors' information.

OFFICER'S Recommendation:

That Council:

(1) Notes and receives the report and recommendations from the Tenterfield Shire Council Local Traffic Committee Meeting of 4 June 2025.

(2) Adopts the following recommendations in the Local Traffic Committee Minutes from Items 1 through to 8:

1) Transport For NSW (TfNSW) – Addressing numerous matters during its visit to Tenterfield:

- Miles and Scott Street Intersection, after reviewing, TfNSW advise a "STOP" Sign at this intersection is not warranted. A "Give Way" sign is also not necessary, the 'T' intersection works as it should.
- Crown/Miles Street 'T' Intersection - Give Way treatment is suitable, however not necessary, TfNSW support no additional signage in the 50km/hr zone.
- Bus Stop (for Northern Rivers Bus Service) will be assessed.
- Hynes Bridge Intersection, draft new signage has been received by TfNSW, required amendment.
- Heavy Vehicle Parking signage received and to be installed shortly in Jennings.
- Pedestrian Crossing in Rouse Street reviewed, it has the appropriate treatment, there are no safety issues, no objection from NSW Police.
- Naas/Logan Street Intersection, does not warrant a "STOP" sign. Can be treated with a "Give Way" sign if Council wishes.

Speed Zone Reviews Completed by TfNSW:

Our Community No. 15 Cont...

Rivertree Road and Undercliffe Road will have a speed reduction to 80km/hr. Signs have been ordered. Council to provide a quote to TfNSW for the signage installation. Council requested that the reports on the speed zone review be provided to the Local Traffic Committee (LTC).

With the following Speed Zones to be reviewed by TfNSW:

- **Bruxner Way from the end of the existing 80 zone to the Sunnyside Platform Rd.**
- **Mt Mackenzie Road – Tenterfield to Kildare Road.**
- **Old Ballandean Road - Bellevue Rd & Boundary Road.**
- **Sunnyside Loop Road.**
- **Sunnyside Platform Road.**
- **Mt Lindesay Road between Old Boundary Road and Black Swamp Road.**
- **Mt Lindesay Road, around Lindrook Road (entrance to State Forest) – Angry Bull Trails (ABT) Project.**

2) Untamed Border Run, 21 June 2025 – Event Application.

The event organisers have provided a Traffic Management Plan and signage map for their event.

Council to forward application and documents to Laine Muller (TfNSW) and Chris Belson (NSW Police) for the event approval team to review.

3) Killarney Road, Legume – Request for Bus stop signage.

TfNSW has contacted the bus operator. The bus operators are relied on to determine the best place to stop. The bus is using the most appropriate location to stop. Bus signage could be used at the location.

No further signage recommended.

4) Kelly's Road – request for school bus signage, stopping and times.

The bus stop is in an appropriate location and nothing is required to change. Council can install signage if desired.

No further signage recommended.

5) Request from St Joseph's Primary School, extra pickup/drop off parking on Scott Street.

The proposed change to the parking arrangement in Scott Street is not permissible within the regulations. The signage could be updated to "NO STOPPING" at the location. Council to advise the school and provide feedback.

6) Koreelah Creek Bridge – Request from resident who resides on Mt Lindesay Road near the bridge. Request for approaches to bridge for clearer/more signage on bridge approaches for speed reduction and one way traffic.

TfNSW review of the area confirms that there was ample signage installed. Onsite inspection by TfNSW to be done to check all signage is still in place.

Ensure vegetation removal is carried out for adequate sight distance.

Our Community No. 15 Cont...

On the western side of the bridge the speed advisory is 35km/h. There is no Give Way Hold Line on the bridge. TfNSW to add to their Tenterfield Shire Inspection list.

- 7) Request from Urbenville Rural Fire Service (RFS), for a “No standing” or “Keep Clear” in the area opposite the roller door entrance to the station in Urban Street. There is also the SES shed next door. Council to install appropriate signage “No Parking” and to liaise with the RFS and NSW State Emergency Service (SES), to confirm what is the best usage.**
- 8) Red Bull Race, The Sun Running Event – NSW Police asked if Council had received any applications for the event to be held, Council confirmed no applications have been received. (NSW Police) to contact Kerri Hampton (locally involved with the event) for a contact person at ‘Red Bull Race’ for the event and to then advise Council with details answered on this event, the same information to then also be passed on to Laine Muller (TfNSW).**

Matthew Francisco
Director of Infrastructure Services

Prepared by staff member:	Shayle Graham, Engineering Administration Assistant
Approved/Reviewed by Manager:	Matthew Francisco, Director Infrastructure Services
Department:	Infrastructure Services Department
Attachments:	1 Minutes - Local Traffic Committee Meeting June 2025 7 Pages

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025



**MINUTES
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING
WEDNESDAY 4 JUNE 2025**

WELCOME

DISCLOSURE OF INTEREST – Nil

APOLOGIES James Paynter, Manager Works
Councillor Tim Bonner

ATTENDANCE Matthew Francisco, Director Infrastructure Services, (Chairperson)
Councillor Tom Peters
Chris Belson, NSW Police
Bel Hanson, Electorate Officer, Representative for Janelle Saffin MP
Laine Muller – Transport for NSW (TfNSW)
Glen Lamb – Legume & Liston Progress Association
Shayle Graham, Engineering Administration Assistant

CONFIRMATION OF MINUTES Minutes of Tenterfield Shire Local Traffic
Committee Meeting, Wednesday 2 April 2025

*By Councillor Tom Peters, Chris Belson, NSW
Police*

**BUSINESS ARISING FROM PREVIOUS MINUTES
AGENDA ITEMS**

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Transport For NSW (TfNSW) – Addressing numerous matters during visit to Tenterfield;

- New England Highway and Old Ballandean Road intersection
- Old Ballandean Road and Boundary Road intersection
- Miles and Scott Street Intersection
- Crown and Miles Street Intersection
- Location change for Manners Street Bus Stop
- Hynes Bridge Road Intersection
- Heavy Vehicle Parking – Jennings
- Pedestrian Crossing, Rouse Street, NEH opposite Bruxner Park
- Stop sign and Naas and Logan Street Intersection

**UPDATE – Laine Muller – TfNSW
Recommendation:**

- Miles and Scott Street Intersection, after reviewing TfNSW advise a “STOP” Sign at this intersection is not warranted. A “Give Way” sign is also not necessary, the ‘T’ intersection works as it should.
- Crown/Miles Street ‘T’ Intersection – Give Way treatment is suitable, however not necessary, TfNSW support no additional signage in the 50km/hr zone.
- Bus Stop (for Northern Rivers Bus Service) will be assessed.
- Hynes Bridge Intersection, draft new signage has been received by TfNSW, required amendment.
- Heavy Vehicle Parking signage received and to be installed shortly in Jennings.
- Pedestrian Crossing in Rouse Street reviewed, it has the appropriate treatment, there are no safety issues, no objection from NSW Police.
- Naas/Logan Street Intersection, does not warrant a “STOP” sign. Can be treated with a “Give Way” sign if Council wishes.

Committee Members: Unanimous

- **Requests for speed reductions in Liston area**

Page 2 of 7

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

Speed Zone Reviews completed by TfNSW:

Rivertree Road and Undercliffe Road will have a speed reduction to 80km/hr. Signs have been ordered. Council to provide a quote to TfNSW for the signage installation. Council requested that the reports on the speed zone review be provided to the Local Traffic Committee (LTC).

The below items will be reviewed by TfNSW:

- Bruxner Way from the end of the existing 80 zone to the Sunnyside Platform Rd
- Mt Mackenzie Rd – Tenterfield to Kildare Rd
- Old Ballandean Rd - Bellevue Rd & Boundary Rd
- Sunnyside Loop Rd
- Sunnyside Platform Rd
- Mt Lindesay Road between Old Boundary Road and Black Swamp Road.
- Mt Lindesay Road – around Lindrook Road (entrance to State Forest) – ABT Project

Recommendation: The above be noted.
Committee Members: Unanimous

2. Untamed Border Run, 21 June 2025 – Event Application.

The event organisers have provided a Traffic Management Plan and signage map for their event. James Paynter has reviewed and approved.

Recommendation: Council to forward application and documents to Laine Muller (TfNSW) and Chris Belson (NSW Police) for the event approval team to review.

Committee Members: Unanimous

3. Killarney Road, Legume – Request for Bus stop signage

TfNSW has contacted the bus operator. The bus operators rely on the best place to stop. The bus is using the most appropriate location to stop. Bus signage could be used at the location.

Recommendation: No further signage recommended.
Committee Members: Unanimous

4. Kelly's Road – request for school bus signage, stopping and times. The bus stop is in an appropriate location and nothing is required to change. Council can install signage if they wish.

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

**Recommendation: No further signage recommended.
Committee Members: Unanimous**

- 5. Request from St Joseph's Primary School,** extra pickup/drop off parking on Scott Street.

Recommendation: The proposed change to the parking arrangement in Scott Street is not permissible within the regulations. The signage could be updated at the location. To advise the school and provide feedback.
Committee Members: Unanimous

GENERAL BUSINESS

- 6. Koreelah Creek Bridge** – Request from resident who resides on Mt Lindesay Road near the bridge. Request for approaches to bridge for clearer/more signage on bridge approaches for speed reduction and one way traffic. Also requesting school bus stop sign across the road where bus stops. She has a young child who uses the bus.

Letter from resident:
Koreelah 2476.

*I've witnessed Multiple incidents in front of my house before the koreelah creek bridge of vehicles almost colliding on or just before the bridge.
Vehicles are not slowing down enough for the one lane bridge and almost colliding with oncoming traffic. It's especially dangerous when it comes to trucks and heavy traffic times like holidays such as the Easter period just gone and long weekends.*

There's a recommended speed of 55kmh before the bridge that is either missed due to speed or ignored.

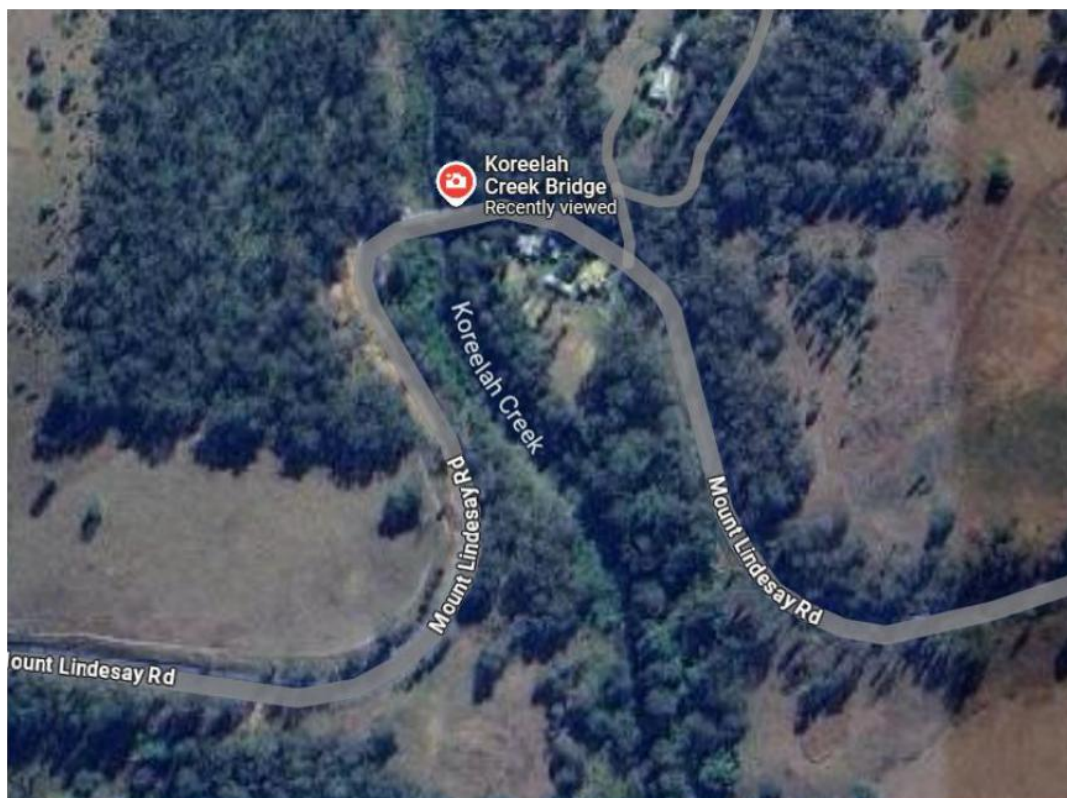
There needs to be more clear signage put in well before the bridge to so that people slow down and are aware they are coming up to a one lane bridge.

I have a 4 year old child we cross the road to catch the school bus here and it is nerve wracking how fast people are driving and unsafe for us. Please put in more signage well before the bridge to let people know to slow down and that there is a bridge coming up they need to give way on. It's downhill and people just dont slow down enough for it to be safe.

I also want a school bus stop sign for my daughter's safety please for crossing the road. Also for the bus drivers sake and her passengers because people think she is pulling over to let them past and speed past her when she is stopping for pick up and drop off. Her name is Lorraine mulchay I can give you her contact details also.

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

I've attached pictures of the brake lock up marks so you have an idea of how dangerous it is.



RECOMMENDATION: TfNSW review of the area confirms that there was ample signage installed. Onsite inspection to be done to check all signage still in place.

Ensure vegetation removal is carried out for adequate sight distance. On the western side of the bridge the speed advisory is 35km/hr. There is no Give Way Hold Line on the bridge. TfNSW to add to their Tenterfield Shire Inspection list.

Committee Members: Unanimous

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

- 7. Request from Urbenville Rural Fire Service (RFS),** for a "No standing" or "Keep Clear" in the area opposite the roller door entrance to the station in Urben Street. There is also the SES shed next door.



RECOMMENDATION: Council to install appropriate signage "No Parking" and to liaise with the RFS and NSW State Emergency Service (SES), to confirm what is the best usage.

Committee Members: Unanimous

TENTERFIELD SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE
MINUTES FOR MEETING HELD AT 10.00 AM ON WEDNESDAY 4th June 2025

MATTERS ARISING WITHOUT NOTICE

- 8. Red Bull Race, The Sun Running Event** – Chris Belson (NSW Police) asked if Council had received any applications for the event to be held. Council confirmed no applications have been received.

RECOMMENDATION: Chris Belson (NSW Police) to contact Kerri Hampton (locally involved with the event) for a contact person at 'Red Bull Race' for the event and to then advise Council with details answered on this event, the same information to then also be passed on to Laine Muller (TfNSW).
Committee Members: Unanimous

Department:	Office of the General Manager
Submitted by:	Allison Graham, Executive Assistant & Media
Reference:	ITEM COM16/25
Subject:	COUNCILLOR WORKS/SERVICE REQUESTS - MAY 2025

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - Tenterfield Shire is a vibrant, inclusive, and safe community where diverse backgrounds and cultures are respected and celebrated.
CSP Strategy:	The individual unique qualities and strong sense of local identity of Tenterfield Shires towns, villages and community groups is respected, recognised and promoted.

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that reports on the progress with Councillor Work/Service Requests, and as an opportunity to develop an understanding of other factors and considerations impacting the execution or progress of these requests.

OFFICER'S RECOMMENDATION:

That Council:

Notes the status of the Councillor Works/Service Requests for the month of May 2025.

BACKGROUND

Council's adopted "Councillor and Staff Interaction Policy", amongst other things, makes mention of the following:

- 4.2 Section 232 of the *Local Government Act 1993* (the Act) states that the role of a Councillor is as follows:
 - (a) to be an active and contributing member of the governing body
 - (b) to make considered and well-informed decisions as a member of the governing body
 - (c) to participate in the development of the integrated planning and reporting framework
 - (d) to represent the collective interests of residents, ratepayers and the local community
 - (e) to facilitate communication between the local community and the governing body

The above-mentioned Policy makes provision for a Works/Service Request Procedure in Schedule 2 of this Policy document, as follows:

1. Works/Service requests from Councillors are to be submitted to the following
2. email address: council@tenterfield.nsw.gov.au These requests are to be clearly marked "Works/Service Request", with a brief outline of the identified problem area, the exact location, and a succinct description of the background – if and where applicable.
3. Works/Service Requests that are not submitted to the above-mentioned Council email address, or not clearly marked "Works/Service Request" may not be appropriately dealt with in accordance with this procedure due to potential
4. misinterpretation and/or scarce resources Works/Services Requests are requests submitted by Councillors for staff's further

Our Community No. 16 Cont...

- attention, over and above the operational and works program that Council has already approved as part of the annual Operational Plan and Budget.
5. Therefore, Works/Service Requests are to not to be viewed as requests that should take priority over other scheduled works and operations that have already been planned for execution as part of effective and efficient management practices
 6. Rather, all Works/Service requests will be objectively assessed by the relevant Manager and/or Director and be appropriately scheduled for attention in a cost-effective manner – considering budgetary provisions and constraints. It may be the situation that insufficient funds are available to satisfactory address a particular problem, in which case the problem will have to be referred to the following financial year for budgetary considerations. Unsafe or emergency
 7. situations will receive priority attentionAdministrative staff will properly capture all Works/Service Requests in Council's official records management system and allocate items to the appropriate staff member for the necessary attention.
 8. A monthly report with all Works/Service Requests will in future be presented to Council as part of the Council Meeting Business Papers for progress monitoring.

REPORT:

Although the information presented in this report may not be complete and current, it is envisaged that this report will be further honed and refined into the future.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

This Works/Service Requests system provides for the community to have their voice heard through their local representatives.

2. Policy and Regulation

Local Government Act 1993

Councillor and Staff Interaction Policy

3. Financial (Annual Budget & LTFP)

Works/Services Requests are requests submitted by Councillors for staff's further attention, over and above the operational and works program that Council has already approved as part of the annual Operational Plan and Budget. Therefore, Works/Service Requests are to not to be viewed as requests that should take priority over other scheduled works and operations that have already been planned for execution as part of effective and efficient management practices.

The above considerations make it difficult for staff to at times satisfy community expectations, as financial, human and time resources are scarce commodities

4. Asset Management (AMS)

Developed asset management plans should ideally drive Council's decision making around the allocation of resources for its infrastructure maintenance and renewal.

5. Workforce (WMS)

Council's workforce numbers have been cut back over the last number of years. Council is slowly starting to build a new workforce with a "can do" and "I care" approach to matters.

6. Legal and Risk Management

Our Community No. 16 Cont...

The Works/Service Requests received will be assessed by the relevant directors and managers from a legal and risk management perspective to ensure, as far as is possible, the safety of residents and ratepayers.

7. Performance Measures

A monthly report will in future be presented to Council, in order to monitor the progress with Works/Service Requests lodged, and as an opportunity to develop an understanding of other factors and considerations impacting the execution or progress of these requests.

8. Project Management

Works/Service Request lodged may become a project in its own right, depending on the nature and extent of requests.

Hein Basson
General Manager

Prepared by staff member: Allison Graham, Executive Assistant & Media

Approved/Reviewed by Manager: Hein Basson, General Manager

Department: Office of the General Manager

Attachments: **1** Councillor Works/Services Requests as at May 2025 **7** Pages

Councillor Work/Service Request Report

As at May 2025

+Councillor Work/Service Request	Councillor	Date	Department	Status
Community enquiries - When the "Seven Mile Lane" sign will replace the "Herding Yard Creek Road" sign.	Cr. Bonner	11/02/2025	Works Department Infrastructure	<p>14/02/2025 - Engineering Administration Assistant:</p> <ul style="list-style-type: none"> Upon further searching of records and information in the guidelines of the addressing policy user manual, the re-naming of a road would require a special request in writing. The guidelines are clear that compelling reasons must be given, and the history/background of the name chosen. This does not mean that the Geographical Names Board will accept the proposal. I have emailed to GNB to confirm this is path for requesting a change. In my time in this role, I have not had any further complaints from property owners about any confusion to do with the road name. A letter was sent to the 3 property owners regarding the change of name in 2021/22, no response was received. <p>18/03/2025 – Refer to 26 March 2025 Business Papers. 10/04/2025 - Director of Infrastructure and Services; One property owner objection was received. 30/04/2025: Road sign matter had been discussed at the April 2025 Council Meeting, and Councillor Bonner will prepare a set on notes explaining the history and issues with the renaming of this road that could be used as information to GNB.</p>

Councillor Work/Service Request Report				As at May 2025
				30/05/2025: Awaiting on information from Councillor Bonner.
Concern over the condition and maintenance of Roos Road, Sunnyside;	Cr. Bancroft	25/02/2025	Works Department	<p>26/02/2025: Works Manager; Roos Rd is a D Class Road, and according to Council's RAMP, D class Roads are graded once every three years. Council's maintenance records demonstrate that Roos Rd was graded on 14/12/2022 & 23/01/2024 which exceeds Council's budgeted allowance for this type of road. By default, this road is due for a grade during January 2027. Council will inspect Roos Rd</p> <p>26/02/2025: EA - Councillor Bancroft updated with these details by email.</p> <p>27/02/2025: Works Department inspected Roos Road, few corrugations in places, a couple of scours in places and a few exposed rocks - road is in fair condition compared to the rest of the network for a D Class Road.</p> <p>08/04/2025: Works Manager - Council will continue to monitor Roos Rd and perform maintenance according to Council Adopted RAMP.</p> <p>30/04/2025: Cr. Bancroft in Ordinary Council Meeting, asked the possibility to re-class from a D class to C class road, General Manager noted possibility of works with current budget would not bring schedule further forward, Works Manager has been updated on this discussion at the April Council meeting.</p>

Councillor Work/Service Request Report

As at May 2025

				13/05/2025: Works Manager - will ask Rod to inspect again. If roads are to be re-classified, this will involve a review of the whole RAMP, which is needed. The evidence says that the road is currently over serviced according to the plan - it was graded in December 2022 and January 2024 - it is a D Class Rd whereby the service level is once every 36 months. The RAMP describes D Class as "Local Access roads principally provide access from abutting properties to through roads (Class A, B or C). They are non-through roads that provide access up to 10 abutting properties in different ownership with approved residential dwellings. These roads carry lower volumes of traffic than Class C roads"
Resident - Request for work to have a Camphor Laurel tree trimmed on the southside of Woodward Park, Drake - The tree has grown out over the resident's fence at 14 Allison Street, Drake and is shading out the sun in winter and contributing to dampness in the house	Cr Turner	20/03/2025	Open Space, Regulatory & Utilities Supervisor	08/04/2025: came in via on-line form on Council website, added to Councillor Works/Services Requests 12/05/2025: Open Space, Regulatory & Utilities Supervisor - this request is ongoing due to resourcing. The works for trimming of tree to occur when scheduling allows.
Legume toilets are unusable when it rains (boggy)- Also a track to the cemetery where Anzac Day is celebrated needs work	Cr Bonner	31/03/2025	Works Department	08/04/2025: Works Manager – scheduled for gravel to be placed on track section in front of toilet and track on section to cemetery. 11/04/2025: Building and Property Co-Ordinator – posed the question to Open Space, Regulatory & Utilities Supervisor could the muddy area be blocked off and allow the muddy area to be levelled off for

Councillor Work/Service Request Report

As at May 2025

			Open Space, Regulatory & Utilities Supervisor	<p>the grass to grow back or close that section of the road near the toilets all together, and they need to park either near the hall or on the pull off area near on the road.</p> <p>13/05/2025: Open Space, Regulatory & Utilities Supervisor - advised there is additional gravel to be placed in the problem section that gets muddy</p> <p>13/05/2025: Works Manager - offered assistance to the Open Space, Regulatory & Utilities Supervisor for supply of Gravel.</p> <p>12/06/2025: Works Manager - Council will take appropriate action while working in the area doing Mount Lindesay stabilisation at Legume and doing the resheet at Cullendore St.</p>
Jennings Community Park, Visitors parking immediately adjacent to covered picnic area and in children's playground	Cr Murphy	03/04/2025	Open Space, Regulatory & Utilities Supervisor	<p>10/04/2025: Director of Infrastructure and Services - Signs have been ordered, relevant websites such as Google Maps will be asked to remove the unapproved information from the websites.</p> <p>Signage arrived</p> <p>Quotes have been requested for Bollards</p> <p>05/06/2025: Director of Infrastructure Services advised further signage on order.</p>
Mt McKenzie Road between Gunyah and Wade Roads has washouts, pot holes and corrugations that make it almost undrivable	Cr Murphy	09/04/2025	Works Department	<p>22/04/2025: Works Manager – contractors have been engaged to conduct repairs.</p> <p>23/04/2025: Works Manager - Works to recommence week beginning.</p> <p>12/06/2025: Works Manager - Gravel re-sheeting has been completed on Mt. McKenzie Road.</p>

Councillor Work/Service Request Report				As at May 2025
A truck from the Mitre 10 Hardware Store is constantly being parked on the access road for Dr. Pilgrim's surgery	Cr Petrie	15/04/2025	Community Compliance Officer (Ranger) Acting Director Infrastructure Services	05/05/2025: Acting Director Infrastructure Services – records indicate private internal road on lots. A request for information has also been sent to Crown Lands. <i>12/06/2025: Still awaiting an update on information from Crown Lands.</i>
Works carried out by council contractors on the Liston Fire Shed requires a small alteration to avoid future complication - material costs roughly under \$200, possibly no labour costs	Cr Bonner	14/01/2025 *reason for late reporting, EA has been added to this record recently	Building and Property Coordinator	05/02/2025: Building and Property Coordinator - Had spoken to the contractor, and he explained that: - The existing wet system, has been left exposed so if there is a blockage it will come out there instead of going back up inside - Straps were installed around the pipes instead of brackets to avoid excess holes eliminating more areas to leak - The 90mm pipe is a charged line and doesn't need a normal fall 15/05/2025: Building and Property Coordinator – will arrange a date to meet on site with the Liston RFS, once the Director Infrastructure Services returns from leave along with the builder who completed the works to discuss further.
Gibraltar Road Cutting needs attention, corners. steep gradient, condition of road questions if bitumen is needed on some sections perhaps all. Road is receiving a lot more traffic.	Cr Murphy	04/04/2025 *reason for late reporting, was the enquiry sent directly to DIS rather than to Council for it be lodged.	Works Department	<i>21/05/2025: Works Manager – Gibraltar Road is C Class Road last graded February 2024. To complete type of works requested for it would require funds to be sourced externally.</i>

Councillor Work/Service Request Report				As at May 2025
Ongoing issues with the exit from Hynes Bridge, turning circle and visibility for oncoming trucks.	Cr Murphy	04/04/2025 *reason for late reporting, was the enquiry sent directly to DIS rather than to Council for it be lodged.	Local Traffic Committee	<p>Minutes from LTC Meeting November 2024: TfNSW have been consulted, they noted they are not in support of a convex safety mirror installation due to being;</p> <ul style="list-style-type: none"> - Legally liable for a negligence claim through reliance of convex safety mirror. - Seated height of truck driver approximately 2.4m above ground level, the operation of a mirror may not support a car drivers view of traffic, that is if the sight line is lower taken at 1.1m. <p>Convex mirrors are really only suitable in low-speed areas.</p> <p>TfNSW have suggested to assist with the matter by installing what is called a “Modified” intersection signage on Bruxner Way – both sides of Hynes Bridge Road.</p> <p>This is currently under further consideration by the Works Department</p> <p>22/05/2025: Works Department have received an update, TfNSW is currently working on a proof for the proposed signage.</p> <p>04/06/2025: Local Traffic Committee were updated on the TfNSW status as at 22/05/2025.</p>
Ongoing drainage issues corner of Welch and Stephen Street Urbenville - Salma Sarmini	Cr Bonner	23/04/2025	Works Manager	<p>Works crew attended to in week of 16/12/2024, works were completed at that time. Noted in IN24/6E1CA55C linked to this record as per Works Managers request, no further notes.</p>

Councillor Work/Service Request Report

As at May 2025

Liston Hall Committee - Request to attend to matters outlined below before the November 100 years celebration 1. The drainage opposite the hall, possibly put curb and channeling across from the hall against the park 2. Painting the exterior hall 3. Financial assistance for the event	Cr Bonner	05/05/2025	Works Department Building and Property Coordinator	06/05/2025; Works Manager – Will inspect drainage at Liston.
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Department:	Office of the General Manager
Submitted by:	Hein Basson, General Manager
Reference:	ITEM ECO5/25
Subject:	SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS: NON-EXCLUSIVE USE OF FOYER: FACILITY PERMITTED USE LICENCE: TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Economy - Develop Tenterfield Shire's economic base into a robust and growing economy that supports employment and business opportunities.
CSP Strategy:	Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.

SUMMARY

The purpose of this report is for Council to consider the amended draft Facility Permitted Use Licence allowing for the non-exclusive use of the foyer area of the Sir Henry Parkes Memorial Building to be used by the Tenterfield Chamber of Tourism, Industry and Business for purpose of creating a welcoming space for face-to-face interaction with visitors to Tenterfield town and the local government area – further facilitating and growing the visitor economy to the area and region.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Approves the Facility Permitted Use Licence between the Tenterfield Shire Council and the Tenterfield Chamber of Tourism, Industry and Business (TCTIB), annexed to the report as Attachment 1, together with the Branding Guidelines attached to the report as Attachment 2 (which will be incorporated into the mentioned Licence document as Annexure B) – with a target commencement date of 1 July 2025 and an expiry date of 30 June 2028, or another starting date shortly thereafter that is practically achievable by both parties, constituting the first three year term agreement period.**
- 2. Approves the option provided in Item 7 of the afore-mentioned Licence for another three-year term to be pursued, commencing on 1 July 2028 and expiring on 30 June 2031.**
- 3. Requests the General Manager to continue discussions with the National Trust of Australia (NSW) and the TCTIB regarding external signage in front of the Sir Henry Parkes Memorial School of Arts building – sympathetically advertising to visitors to the Tenterfield area the face-to-face welcoming to visitors' service offered inside this building.**

BACKGROUND

Council adopted the following resolution (RES71/25) at its Ordinary Meeting held on 28 May 2025:

Our Economy No. 5 Cont...

That Council:

- 1. Approves, in principle, the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) having shared use of the School of Arts Foyer to promote Shire wide Tourism and to provide Visitor Information.*
- 2. Authorises the General Manager, in consultation with Tourism Councillors Kim Rhodes and Tim Bonner, to negotiate with the TCTIB a Facility User Agreement which is in the best interests of the Communities of Tenterfield Township and Shire.*
- 3. Requests that a draft Facility User Agreement be provided to and be finalised by Council Solicitors and subsequently presented to the Councillor Workshop on Wednesday, 11 June 2025 for discussion.*
- 4. Resolves that a finalised draft of the Facility User Agreement be presented for Councillors' approval at the Ordinary Council Meeting on Monday, 23 June 2025.*

(Peter Murphy/Kim Rhodes)

Motion Carried

Progress with the implementation of the above-mentioned Council resolution has been made, and a first draft of a Facility Permitted Use Licence has been discussed at the Councillor Workshop held on 11 June 2025. Liaison with the stakeholders; the CEO of the National Trust of Australia (NSW) (National Trust) and the President of the Tenterfield Chamber of Tourism, Industry and Business (TCTIB), as well as the two Councillors mentioned in the above-quoted Council resolution, has been ongoing since the adoption of the Council resolution.

REPORT:

A further revised Facility Permitted Use Licence has been prepared by Council's solicitors Bartier Perry Lawyers, which has been circulated to both the National Trust and TCTIB for their comments.

The following requests/concerns have been received:

TCTIB:

Regarding Clause 7.3 – requesting that “each calendar year” be changed to six-monthly for the change to permitted hours and excluded hours.

Regarding Clause 15 – requesting that early termination of two months’ notice be possible for both parties.

These changes are viewed to be reasonable, have been discussed with Council solicitors, and the necessary amendments effected and verified.

The National Trust:

Regarding the wording of the “Landlord’s Acknowledgement and Consent” section of the Licence, for it to be changed as follow – in line with the exact terminology and wording used in Clause 7.1 the original Lease Agreement, where Council can grant a

Our Economy No. 5 Cont...

licence for the operation of any part of the "permitted use" (permitted use set out in Item 6 of the Reference Schedule of the lease) if it obtains the consent of the National Trust, as follows:

1. *National Trust of Australia (New South Wales) (ABN 82 491 958 802) (**National Trust**) is the Registered Proprietor of the land in folio identifiers 1/18800 and 10/18800 (being Auto-Consol 5533-23) and 2/18800, being 201 Rouse Street, Tenterfield NSW 2372 (**Land**). The Land is the subject of a Registered Lease 9183585P (**Lease**) from the National Trust to Tenterfield Shire Council (**Council**).*
2. *National Trust consents to Council granting to Tenterfield Chamber of Tourism Industry & Business Incorporated a licence for the operation of part of the permitted use set out in the Item 6 of the Reference Schedule to the Lease, in particular, the management and operation of the Sir Henry Parkes Memorial School of Arts Museum and Theatre spaces.*

The necessary amendment has been effected to the Licence document.

The amended Facility Permitted Use Licence is annexed to the report as Attachment 1.

It is important to note that the National Trust is concerned about the foyer area of the School of Arts building being repainted in another colour scheme, and for additional holes to be drilled into the walls or floorboards. Outside of these mentioned concerns, they do not have any prescriptions about the type of furniture used within the foyer area, or the colours and colour schemes chosen for furniture, cushions, banners and framed promotional images. Further, they have recognised the difficulty in also being prescriptive about a percentage allocation for tourism within the foyer space. However, they have requested that TCTIB provides an indication of where banners and framed images will be placed within the Branding Guidelines.

An amended Branding Guidelines document is enclosed with the report as Attachment 2. The President of TCTIB has indicated that she will make application to address Council before the start of the Council Meeting on Monday, 23 June 2025, during which she would also be able to answer questions that Councillors may have in regards to this document.

It is suggested that discussions be pursued with the National Trust and TCTIB regarding external signage in front of the Sir Henry Parkes Memorial School of Arts building, sympathetically advertising to visitors to the Tenterfield area the face-to-face welcoming to visitors' service offered inside this building – with the aim for such signage to be finalised by the end of July 2025.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

No holistic community engagement was necessary to be undertaken, however, extensive engagement was undertaken with the CEO of the National Trust (representing this Government organisation), the President of TCTIB (representing the Tenterfield tourism and business community), and Councillors Bonner and Rhodes (representing Council, who in turn represents the

Our Economy No. 5 Cont...

community). Therefore, a democratic and collaborative approach has been followed.

2. Policy and Regulation

- *Local Government Act 1993*
- *Local Government (General) Regulations 2021*
- *Sir Henry Parkes National (War) Memorial Museum and Library Act 1957*
- Lease Agreement between the National Trust of Australia (NSW) and Tenterfield Shire Council (1 July 1999 to 30 June 2049)

3. Financial (Annual Budget & LTFP)

The quoted cost from Bartier Perry Lawyers to prepare this Licence is between \$3,000 and \$3,500. Adequate provision is available in Council's budget to cover this cost.

The three-year Funding Agreement between Council and TCTIB make provision for a total payment of \$200,000 over the three years: \$100,000 within the first, and \$50,000 in both the second and third years. These amounts have been duly budgeted for over the last three financial years.

4. Asset Management (AMS)

Although the Sir Henry Parkes Memorial School of Arts is not Council's property, a 50-year long lease had been entered into between Council and the National Trust – within which legal instrument Council has accepted the ongoing maintenance and repair requirements of this historic building.

5. Workforce (WMS)

Because of Council's financial position, the decision has been made a couple of years ago for Council to transfer the responsibility of providing tourism services to the local Chamber of Commerce, i.e. the TCTIB. This organisation was historically involved in the provision of these services.

6. Legal and Risk Management

The Facility Permitted Use Licence has been prepared by Council's solicitors, which means that Council's risk in entering into this Licence agreement with TCTIB has been mitigated. However, for an agreement of this nature to work in the best interest of both parties, the values of reasonability and good faith/goodwill would be essential to adhere to by both parties going forward. Therefore, the lack of such an approach constitutes a risk of the venture failing.

7. Performance Measures

The Facility Permitted Use Licence is clearly setting out the expectations associated with this undertaking.

8. Project Management

Executing the Council resolution of last month and having a consulted-upon draft Licence ready for Council to adopt within a time-period of less than a month, has

Our Economy No. 5 Cont...

called upon the project management skills of relevant staff. Although an achievement, it needs to be understood that the implementation of the Council resolution in such a short timeframe means that Council resources (human, time and energy) have been taken away from progressing other important projects and pressing matters like maintaining a consistent management focus on WH&S concerns within the workplace.

Hein Basson
General Manager

Prepared by staff member:	Hein Basson, General Manager	
Approved/Reviewed by Manager:	Hein Basson, General Manager	
Department:	Office of the General Manager	
Attachments:	1 Facility Permitted Use Licence - TCS and TCTIB - Fourth Draft with Amendments 18.06.25	30 Pages
	2 Branding Guidelines - Experience Tenterfield Est. 1851 - TCTIB - Annexure B to Facility Permitted Use Licence	14 Pages



Facility Permitted Use Licence

Tenterfield Shire Council ABN 85 010 810 083

Tenterfield Chamber of Tourism Industry & Business Incorporated
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



Facility Permitted Use Licence

Date

Parties

Council	Tenterfield Shire Council
ABN	85 010 810 083
Address	247 Rouse Street, Tenterfield NSW 2372
TCTIB	Tenterfield Chamber of Tourism Industry & Business Incorporated
ABN	31 157 086 623
Address	Suite 18, 225 Rouse Street, Tenterfield NSW 2372

Background

- A Council is the lessee of the Land and the Building pursuant to the Lease.
- B TCTIB wishes to have access to and use of the Licensed Area for the Permitted Use.
- C Council has agreed to grant and TCTIB has agreed to accept a non-exclusive licence of the Licensed Area on the terms and conditions contained in this document.

Operative Provisions

1 Definitions and Interpretation

- 1.1 In the Licence the following expressions have the following meanings:

Branding Guidelines means the branding guidelines annexed as Annexure "B".

Building means the building situated upon the Land and known as the Sir Henry Parkes Memorial School of Arts.

Business Day means any day which is not Saturday, Sunday or a public holiday.

Commencing Date means the date referred to in **Item 6(b)**.

Common Areas means the office and kitchenette areas adjacent to the Foyer Area.

Council's Property means all the plant, equipment, fixtures, fittings, furnishings and other property of Council in or on the Licensed Area and includes a "point of sale" system that will be provided by Council to TCTIB at Council's cost.

Excluded Hours means the days and hours when TCTIB will not access or use the Licensed Area referred to in **Item 12** or as amended in accordance with clause 7.3, unless otherwise permitted by this licence.



Expiry Date means the date referred to in **Item 6(c)**.

Foyer Area means that part of the Building used as the foyer or entrance to the Building.

Government Agency means:

- (a) a government or government department or other body;
- (b) a governmental, semi-governmental or judicial person; or
- (c) a person (whether autonomous or not) who is charged with the administration of a Law.

GST means the same as in the GST Law

GST Law has the same meaning as in *A New Tax System (Goods and Services Tax) Act 1999* (Cth)

Insolvency Event means any occurrence when TCTIB:

- (a) goes into liquidation (other than a voluntary liquidation for the purposes of reconstruction or re-organisation with Council's consent which will not be unreasonably withheld); or
- (b) is wound up or dissolved; or
- (c) enters or attempts to enter into a scheme of arrangement with its creditors or any class of its creditors; or
- (d) is placed under official management; or
- (e) has a receiver or manager or receiver and manager appointed in respect of any of its assets; or
- (f) has an inspector, investigator or administrator appointed pursuant to the *Corporations Act, 2001* (Cth); or
- (g) becomes bankrupt or assigns its estate or enters into a deed of arrangement for the benefit of creditors; or
- (h) has execution levied against any of its assets; or
- (i) has judgment obtained against it which is not satisfied or discharged within 21 days from the date of such judgment.

Item means an item in the Reference Schedule.

Land means the land referred to in **Item 3**.

Law includes the provisions of any statute, rule, regulation, proclamation, ordinance or by-law, present or future, whether state, federal or otherwise.

Lease means lease registered number 9183585P over the Land between Council and the Registered Proprietor.



Facility Permitted Use Licence

Licence means the Licence granted by Council to TCTIB under clause 2.1.

Licensed Area means the area referred to in **Item 4** and includes Council's Property.

Licence Fee means the Licence fee referred to in **Item 8**.

Option Term means each period specified in **Item 7**.

Permitted Hours means the days and hours when TCTIB may access and use the Licensed Area, referred to in **Item 11** or as amended in accordance with clause 7.3.

Permitted Use means the permitted use referred to in **Item 5**.

Reference Schedule means the Reference Schedule which appears at the end of the Licence.

Registered Proprietor means the registered proprietor of the Land which, at the date of this Licence, is the National Trust of Australia (New South Wales).

Rules mean the rules for the use of the Foyer Area, as amended from time to time by Council. The Rules as at the Commencing Date are set out in Annexure "A".

School of Arts means the Sir Henry Parkes Memorial School of Arts.

TCTIB's Agents means every agent, employee, volunteer, licensee, contractor, customer, visitor and invitee of TCTIB.

TCTIB's Equipment includes one landscape monitor, two moveable brochure racks, one merchandise cabinet, several banners and framed marketing images, two couches, one coffee table, four bar stools, and one stand-up bar table .

TCTIB's Property means all fixtures, fittings, equipment, furnishings and other property of TCTIB brought in or on the Licensed Area by TCTIB or TCTIB's Agents and includes without limitation TCTIB's Equipment.

Term means the term of the Licence specified in **Item 6(a)**, commencing on the Commencing Date and expiring on:

- (a) the Expiry Date; or
- (b) such earlier termination of this Licence.

WHS Act means the *Work Health and Safety Act 2011* (NSW).

1.1 Interpretation

In the Licence, 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 attached to the Licence forms part of it;



- (e) a reference to a party includes its 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) 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
 - (i) a reference to the Licence means the Licence and includes any variation or replacement of the Licence.
- 1.2 If under the provisions of the Licence or under any notice or demand anything is required to be done on a day which is not a Business Day, the day or the last day for compliance is deemed to be the immediately following Business Day.

2 Grant of Licence

2.1 Grant

Council grants to TCTIB a Licence for the Term to use the Licensed Area:

- (a) for the Permitted Use;
- (b) during the Permitted Hours;
- (c) but not during any Excluded Hours.

2.2 Nature of Licence

- (a) The Licence does not confer on TCTIB the exclusive right to occupy the Licensed Area.
- (b) TCTIB acknowledges and agrees that Council and the Registered Proprietor may use or allow third parties to use the Licensed Area including during the Permitted Hours.

2.3 Personal Rights

The rights conferred on TCTIB by the Licence are personal rights in contract and do not create any tenancy or any estate or interest in the Licensed Area.

2.4 No warranty as to use

Council gives no warranty as to the suitability of the Licensed Area for the Permitted Use or as to the use to which the Licensed Area may be put.



2.5 Holding Over

If TCTIB continues to occupy the Licensed Area after the Expiry Date with the consent of Council:

- (a) TCTIB does so as a monthly licensee;
- (b) the terms of the monthly licence are the terms of the Licence which apply on the Expiry Date modified so as to apply to a monthly licence; and
- (c) Council or TCTIB can terminate the monthly licence on any day by giving 1 months' notice in writing to the other.

3 Common Area

3.1 During the Term of the Licence, TCTIB may access the Common Area in common with Council, the School of Arts, the Registered Proprietor and other users of the Building.

3.2 TCTIB must:

- (a) clean up the Common Area after its use and keep the Common Area in a clean condition;
- (b) not use the Common Area for any other purpose other than for its intended use;
- (c) not cause or permit to be caused any damage to the Common Area;
- (d) not use the Common Area for storage or allow rubbish to accumulate in the Common Area; and
- (e) comply with any directions of Council from time to time in relation to its use of the Common Area.

4 Option

4.1 If an option term is specified in **Item 7**, then if:

- (a) TCTIB notifies Council at least 3 months but not more than 6 months before expiry of the Term that TCTIB wishes to extend the Licence for the option term; and
- (b) TCTIB is not in default under the Licence on the date of the notice or on the date or Expiry Date,

Council will grant to TCTIB a new licence of the Licensed Area for the option term on the same terms and conditions as the Licence except that:

- (i) appropriate changes are made to the items in the Reference Schedule;



Facility Permitted Use Licence

- (ii) the new licence includes any variations to the Licence made during the Term;
- (iii) the amount for public liability insurance specified in **Item 10** is replaced with the amount Council reasonably requires;
- (iv) the new licence includes any term which Council reasonably requires; and
- (v) if the new licence is for the last option term, **Item 7** will be deemed to be amended to read "Not Applicable" and this clause will be omitted from the new licence.

5 Licence Fee

5.1 TCTIB to Pay Licence Fee

TCTIB must pay the Licence Fee to Council free of all deductions by equal monthly instalments in advance and proportionately for any broken period.

6 Other amounts payable by TCTIB

6.1 Liability for costs

- (a) TCTIB must pay to Council on demand the amount of all costs and expenses incurred in connection with:
 - (i) any stamp duty payable on the Licence;
 - (ii) any other costs incurred by Council in connection with the Licence;
 - (iii) any transactions or dealings that the Licence contemplates;
 - (iv) any amendment to, or waiver of or under, or surrender of, the Licence; and
 - (v) any default by TCTIB or TCTIB's Agents under the Licence and the enforcement or protection, or attempted enforcement or protection of any right under or in relation to the Licence.
- (b) Each party is otherwise responsible to pay their own legal costs in relation to the preparation, negotiation and execution of the Licence.

7 Joint use, Permitted Hours and Excluded Hours

7.1 Use by TCTIB

TCTIB is only permitted to use the Licensed Area and access the Common Area during the Permitted Hours, which as at the Commencing Date are those hours set out in Item 11 of the Reference Schedule.



7.2 Use by Council, Registered Proprietor and third parties

- (a) TCTIB acknowledges and agrees that Council, the School of Arts, the Registered Proprietor and other users will require use of and access to the Licensed Area and Common Area from time to time including but not limited to:
 - (i) Council's own use for Council's permitted use under the Lease;
 - (ii) heritage activities organised by the National Trust of Australia (New South Wales) at such times during the National Trust Heritage Festival in each year;
 - (iii) activities and events associated with the theatre and cinema hosted and operated by Council-authorized third parties; and
 - (iv) and other use permitted under the Lease or authorised by the Registered Proprietor.
- (b) For the purposes of TCTIB's operational planning, the parties will act reasonably and in good faith to agree on the Permitted Use and the Excluded Hours, which as at the Commencing Date are those hours set out in Item 12 of the Reference Schedule.

7.3 Change to Permitted Hours and Excluded Hours

- (a) The parties acknowledge that the Permitted Hours and Excluded Hours may change every six months, subject to the requirements of the Registered Proprietor, Council and TCTIB.
- (b) At the start of each calendar year and on 1 July each year, or otherwise on demand where Council gives at least two (2) weeks' written notice:
 - (i) TCTIB will provide Council with an updated schedule of proposed dates and times of TCTIB's usage and non-usage of the Licensed Area for that six-month period, for approval by Council; and
 - (ii) the parties will act reasonably and in good faith to agree on any necessary changes or updates to the Permitted Hours and Excluded Hours each six-month period, based on TCTIB's proposed usage.

8 TCTIB's Obligations

8.1 Use of Licensed Area

TCTIB must:

- (a) not use or permit the Licensed Area to be used for any purpose other than the Permitted Use;
- (b) only use the Licensed Area and access the Common Area during the Permitted Hours;



Facility Permitted Use Licence

- (c) move all TCTIB's Property and Council's Property that are mobile and movable from the Licensed Area to an agreed-upon location so that outside the Permitted Hours the Foyer Area is clear and available for other uses when needed (e.g. movie nights, musical productions, or theatre plays);
- (d) not use or permit the Licensed Area to be used for any illegal, unlawful or immoral purpose;
- (e) obtain all consents and approvals required to be obtained from Government Agencies for the Permitted Use and must comply with all consent and approval conditions, applicable laws (including all environmental laws) and the requirements of all Government Agencies in connection with the Licensed Area and the Permitted Use (including but not limited to any plan of management);
- (f) not cause or permit to be caused any damage to the Licensed Area or the Building;
- (g) not cause or permit any nuisance or disturbance to other users of the Building, occupants of the Land or occupants of neighbouring properties;
- (h) not store or use inflammable or dangerous substances on the Licensed Area or the Building;
- (i) comply with the Rules, the Branding Guidelines and the reasonable directions and requirements of Council from time to time in relation to its use of the Licensed Area;
- (j) comply with all requirements and recommendations of any Government Agency, Council or any insurer in respect of fire safety at the Licensed Area;
- (k) not display any signs or advertisements on the Licensed Area without the prior written consent of Council unless such signs or advertisements are required for the Permitted Use and are in keeping with the Branding Guidelines;
- (l) comply with Council's directions regarding security of the Licensed Area and the Building;
- (m) immediately give Council written notice of:
 - (i) any damage to or defect in the Licensed Area or the Building or any service in relation to the Licensed Area or Building or any circumstances likely to cause such damage or defect;
 - (ii) any infectious diseases or pests in the Licensed Area; or
 - (iii) any notice received from a Government Agency (other than an account for services);
- (n) comply with any such notice in subclause (l), or any direction from Council including but not limited to Council carrying out repairs, alterations or works on or to the Licensed Area;



Facility Permitted Use Licence

- (o) pay to Council, upon request, Council's costs incurred in carrying out repairs, alterations or works on or to the Licensed Area or Common Area where required as a result of TCTIB's use of the Licensed Area or access to the Common Area, other than fair wear and tear; and
- (p) not drill or otherwise make any additional holes in the walls or floors of the Building or affix any new items to the walls or floors of the Building without prior written approval from Council (which may be withheld in its absolute discretion). For the avoidance of doubt, TCTIB will not need to obtain prior approval to use existing holes in the walls of the Licensed Area for any monitors that form part of TCTIB's Equipment.

8.2 Heritage Building

TCTIB acknowledges that the Building is a heritage listed building and will use the Licensed Area and the Building in compliance with all laws and regulations applying to the Land and the Building arising from this status.

8.3 Access to Licensed Area

TCTIB must comply with the reasonable directions and requirements of Council at all times including without limitation:

- (a) the methods and routes of access to the Licensed Area and the Building taken by TCTIB; and
- (b) the arrangement of the furniture in such a way as to prevent unnecessary moving of the furniture and causing potential damage to the timber flooring.

8.4 Maintenance of Licensed Area

- (a) TCTIB must:
 - (i) **(TCTIB's Property)** keep TCTIB's Property in good and substantial repair and working condition;
 - (ii) **(remove waste)** remove all waste from the Licensed Area regularly and comply with Council's directions regarding rubbish disposal;
 - (iii) **(damage)** immediately notify Council of any damage to, or defect in the Licensed Area caused by TCTIB or TCTIB's Agents or by TCTIB's default under the Licence and if requested by Council, promptly repair and/or reimburse Council for the cost of such repair;
 - (iv) **(cleaning)** generally keep the Licensed Area clean; and
 - (v) **(Council's Property)**: not cause any damage to the Building or Council's Property located in the Licensed Area including any air-conditioning, plant and fire equipment.

8.5 Alterations and Additions

TCTIB must not make any alterations or additions to the Licensed Area or the Building or the Land.



8.6 Work, Health and Safety

TCTIB acknowledges that it is a "person conducting a business or undertaking" at the Licensed Area as defined in the WHS Act, and must comply with the obligations under the WHS Act.

8.7 Cleaning by Council's cleaner

- (a) Notwithstanding TCTIB's general obligations to keep the Licensed Area clean, Council will arrange a cleaner to clean the Licensed Area and remove rubbish as and when determined by Council.
- (b) TCTIB agrees that notwithstanding the Permitted Hours, Council's cleaner may access the Licensed Area to clean. The date and time for daily and/or weekly cleaning may be subject to change at Council's discretion from time to time. Council will communicate any proposed change with TCTIB. Use of the Licensed Area by Council's cleaner is not deemed to be a reduction in Council's Permitted Hours.
- (c) Should TCTIB require Council to provide additional cleaning or if in Council's reasonable opinion TCTIB fails to keep the Licensed Area or Common Area in a reasonably clean condition, Council may charge TCTIB a cleaning fee or increase the Licence Fee to cover such additional cleaning.

8.8 Use of Council's items

- (i) TCTIB may use Council's Property situated within the Licensed Area, including the "point of sale" System, in carrying out the Permitted Use provided that TCTIB takes due care in using or moving such items and only uses such items for their intended purpose.
- (b) Council will also make available to TCTIB general amenities as determined by Council, such as an emergency supply of toilet paper and paper towels at no additional cost.

8.9 Keys

- (a) Council will provide TCTIB with a reasonable number of keys to the Licensed Area and the Common Area.
- (b) The keys remain the property of Council at all times.
- (c) TCTIB must:
 - (i) ensure keys are only provided to TCTIB's executive;
 - (ii) maintain and provide to Council a written and updated key register of all persons who hold keys to the Licensed Area and Common Area;
 - (iii) promptly notify Council of any updates or changes to the key register from time to time;
 - (iv) ensure that no other persons other than those named in the key register possess keys at any time;



Facility Permitted Use Licence

- (v) take all steps necessary to prevent any person from gaining unauthorised possession or use of the keys (including but not limited to ensuring keys are not marked or identified as being keys to the Licensed Area and Common Area);
- (vi) on departure from the Licensed Area and Common Area, ensure that all necessary rooms and access points are locked and secure;
- (vii) return the keys to Council immediately on termination of this agreement and otherwise on demand; and
- (viii) not make or permit any person to make any copy of the keys.

8.10 Security

- (a) Council will provide TCTIB's executive with access to front door security including key access and code access to the entrance door.
- (b) TCTIB is liable for any costs in the event Council's security systems are damaged by TCTIB or TCTIB's Agents.

8.11 Rules and Branding Guidelines

- (a) TCTIB acknowledges and agrees that the Rules and Branding Guidelines form part of this Licence and that TCTIB must comply with the Rules and Branding Guidelines at all times. Failure to do so will be a breach of this Licence.
- (b) TCTIB acknowledges and agrees that Council may amend the Rules and Branding Guidelines from time to time.
- (c) In the event that the Lessor has amended the Rules and Branding Guidelines in accordance with clause 8.1114.1(b)(b) above and an amendment to a Rule is inconsistent with the terms of this Licence, this Licence prevails to the extent of the inconsistency.

9 Insurance, Risk and Indemnities

9.1 Public liability

TCTIB must take out and maintain a public liability insurance policy in respect of the Licensed Area and the business it carries on in the Licensed Area:

- (a) under which the maximum amount payable for a single claim is at least the amount specified in **Item 10**, or any other amount reasonably required by Council;
- (b) which contains all provisions that are normally contained in public liability policies and any other provisions reasonably required by Council;
- (c) which, without limiting the rest of this clause, covers death and injury to any person and damage to property of any person sustained when that person is



using or entering or near any entrance, passage or stairway to or in the Licensed Area; and

- (d) which expressly refers to and covers all of TCTIB's obligations under the Licence, including the obligation to indemnify Council.

9.2 Other insurance policies

TCTIB must also take out any other insurance policies reasonably required by Council including policies in relation to workers compensation, contents and plate glass insurance.

9.3 Policies

TCTIB must do the following in respect of each policy that it is required to maintain under the Licence:

- (a) take out the policy with an insurance company approved by Council, whose approval must not be unreasonably withheld;
- (b) ensure the policy is valid for the Term;
- (c) ensure the interests of Council are noted under the policy;
- (d) arrange for TCTIB to be a named insured under the policy;
- (e) if requested by Council, give Council a copy of the policy and a certificate of currency for the policy as and when requested by Council; and
- (f) ensure that the policy contains a requirement that the insurer will not cancel or change the insurance without first giving Council 10 days prior written notice.

9.4 Maintain insurance

TCTIB must not do anything without Council's prior written consent which could:

- (a) increase the premium payable on any insurance policy taken out by Council; or
- (b) affect Council's rights under any insurance policy or make the policy invalid or able to be cancelled.

TCTIB must pay any extra premium payable by Council on account of extra risk caused by TCTIB's use or occupation of the Licensed Area.

9.5 TCTIB's risk

- (a) TCTIB uses and occupies the Licensed Area at its own risk.
- (b) If TCTIB is obliged to do anything under the Licence, it does so at its own risk.

9.6 Release of Council

To the extent permitted by Law, TCTIB releases Council from:



Facility Permitted Use Licence

- (a) any claim, action, damage, loss, liability, cost or expense which TCTIB incurs or is liable for in connection with any damage, loss, injury or death to or of any person or property on or near the Licensed Area;
- (b) any claim, action, damage, loss, liability, cost or expense which TCTIB incurs or is liable for in connection with any damage, loss, injury or death to or of any person or property near the Licensed Area, to the extent caused or contributed to by TCTIB or TCTIB's Agents, or otherwise arising as a result of TCTIB's use of the Licensed Area;
- (c) any liability for damage to TCTIB's property or for loss of TCTIB's profits; and
- (d) for any loss, injury or damage sustained by any person at any time as a result of the failure of the electricity, telephone, gas, water supply, sewerage, drainage or any other service or facility provided by Council or enjoyed by TCTIB in relation to the Licensed Area or the Licence.

9.7 Indemnity

TCTIB indemnifies Council against any claim, action, damage, loss, liability, cost or expense which Council incurs or is liable for in connection with:

- (a) any damage, loss, injury or death, caused or contributed to by TCTIB or TCTIB's Agents;
- (b) any default by TCTIB under the Licence;
- (c) the use or occupation of the Licensed Area by TCTIB or TCTIB's Agents;
- (d) any service not working properly, being unavailable or being interrupted, or the misuse of any service provided to the Licensed Area, unless caused by the negligence of Council; and
- (e) the escape of any water from the Licensed Area or caused or contributed to by TCTIB or TCTIB's Agents.

9.8 Continuing indemnity

Each indemnity of TCTIB contained in the Licence is:

- (a) a continuing obligation of TCTIB and remains in full force and effect after the termination of the Licence; and
- (b) a separate and independent obligation of TCTIB.

10 No assignment and sublicensing

TCTIB must not assign, sublicense, mortgage, charge or otherwise deal with its rights under the Licence.



11 No caveats

TCTIB must not lodge a caveat or any other dealing on the title in relation to the Land.

12 TCTIB's obligations on expiry or termination

On the expiry or earlier termination of the Licence:

- (a) TCTIB must, unless otherwise directed by Council:
 - (i) remove all of TCTIB's Property and any other fixtures, fittings and other property brought onto the Licensed Area by TCTIB or TCTIB's Agents, unless TCTIB's Property is bought by Council from TCTIB at a price agreed between the parties;
 - (ii) remove all rubbish or refuse from the Licensed Area and leave the Licensed Area in a clean and tidy state;
 - (iii) hand over the "point of sale" system to Council, as well as any other devices or equipment that Council has made available to TCTIB during the course of the Licence; and
 - (iv) hand over all keys and access devices to Council.
- (b) if TCTIB fails to comply with clause 12(a) or if TCTIB damages the Licensed Area or Building from the removal of TCTIB's Property under clause 12(a), Council may rectify any damage caused by TCTIB or TCTIB's Agents at TCTIB's expense, which is recoverable from TCTIB.

13 Lease

13.1 Exercise of Registered Proprietor's Rights

- (a) TCTIB must give the Registered Proprietor the same access and other rights in relation to the Licensed Area as Council is required to give the Registered Proprietor under the Lease.
- (b) TCTIB will at all times during the Term permit the Registered Proprietor to exercise the Registered Proprietor's powers under the Lease including the power to enter and view the Building including the Licensed Area and to carry out repairs, renovations, maintenance, other work and otherwise to exercise or perform the Lessor's lawful rights or obligations under the Lease.
- (c) TCTIB agrees that the following people may exercise any right of Council under this Licence:
 - (i) the Registered Proprietor;
 - (ii) anybody who becomes entitled to receive the Licence Fee and any other money payable by TCTIB under this Licence;



- (iii) any agent, employee, licensee or contractor of the persons referred to in paragraphs (i) and (ii); and
- (iv) if the Registered Proprietor gives any notice to TCTIB, TCTIB must immediately give Council a copy of the notice.

13.2 Observance of Lease

- (a) TCTIB acknowledges that it has read the Lease.
- (b) TCTIB must not do or omit to do anything, the doing or omission of which will or may be a breach of the Lease, or cause Council to be in breach of the Lease.
- (c) Wherever the consent of Council is required under this Licence for any act, matter or thing then the consent of the Registered Proprietor will also be required.
- (d) If the Lease is determined or surrendered other than at the request of the Registered Proprietor, this Licence will immediately determine, without notice, without any liability on the part of Council to TCTIB and without prejudice to the rights of either party in respect of any prior breach of the terms, covenants and conditions of this Licence by the other party.
- (e) TCTIB indemnifies Council against any claims, actions, damages, losses, liabilities, costs or expenses which Council incurs or is liable for in connection with any breach by TCTIB of this Licence and the Lease.

14 TCTIB's Default

14.1 Default

In any of the following situations Council may terminate the Licence, and TCTIB is in default under the Licence:

- (a) if TCTIB fails to observe or to perform any of the express provisions of the Licence within the time specified in the Licence, or if no time is specified, within a reasonable time, and the breach or default continues for a period of seven days after Council serves written notice on TCTIB specifying the breach or default and requiring TCTIB to comply with the Licence, without TCTIB having remedied the breach or default before Council shall have terminated the Licence;
- (b) if TCTIB is a corporation, and
 - (i) a resolution is passed or order is made for TCTIB's winding up;
 - (ii) a liquidator, provisional liquidator, administrator, receiver or receiver and manager, is appointed in respect of TCTIB or over its business or assets; or
 - (iii) any other Insolvency Event occurs in relation to TCTIB; or



- (c) if TCTIB makes an assignment for the benefit of its creditors or enters into an arrangement or composition with its creditors.

14.2 Mode of termination for default

Council may terminate the Licence for TCTIB's default by serving written notice on TCTIB.

14.3 Consequences of termination

When Council has validly terminated the Licence for default:

- (a) TCTIB's entitlement to a licence over the Licensed Area is terminated;
- (b) Council is entitled to recover from TCTIB damages for breach and for repudiation of the Licence, including for loss of the Licence Fee which would have been payable for the period to the Expiry Date;
- (c) TCTIB is liable for Council's legal and professional costs and disbursements incurred as a consequence of TCTIB's default, including for termination of the Licence and for enforcing Council's entitlements on termination, on a common fund basis, to provide full indemnity to Council; and
- (d) termination of the Licence does not affect or prejudice any rights that Council may have against TCTIB in relation to any breach by TCTIB of any of its obligations under the Licence.

15 Early Termination by parties

This agreement may be terminated at any time (without cause or penalty) by Council or TCTIB by giving at least two (2) months written notice to the other party.

16 Goods and Services Tax

- 16.1 Terms defined in the GST Law have the same meaning in this clause.
- 16.2 A recipient of a taxable supply under the Licence must pay to the supplier an amount equal to any GST for which the supplier is liable on any supply by the supplier under the Licence, without deduction for setoff of any other amount and must make that payment as and when the consideration or part of it must be paid or provided. If the recipient does not pay the GST at that time, then it must pay the GST within seven days of a written request by the supplier for payment of the GST.
- 16.3 The amount that a recipient must pay to a supplier under this clause for GST on any taxable supply must be calculated by multiplying the GST exclusive consideration for that taxable supply by the applicable GST rate. The GST exclusive consideration is the price, or to the extent that the consideration is not expressed as an amount of money, the GST exclusive market value of that consideration.
- 16.4 Each party making a taxable supply under the Licence must issue a tax invoice to the other party for its taxable supply within 14 days of making the taxable supply.



Facility Permitted Use Licence

- 16.5 If a party is obliged to make a payment under an indemnity or is required to reimburse a party for a cost on which that other party must pay GST, the indemnity or reimbursement is for the cost plus GST, except any GST for which that party can obtain an Input tax credit.

17 Dispute resolution

- (a) If a dispute arises out of or in relation to this licence the party claiming the dispute must give written notice to the other party (**Notice of Dispute**) notifying them of the existence of a dispute and specifying the:
 - (i) nature of the dispute;
 - (ii) outcome the dissatisfied party wishes to achieve; and
 - (iii) action the dissatisfied party considers would settle the dispute;
- (b) Following receipt of a Notice of Dispute by the other party, the parties undertake in good faith to use all reasonable endeavours to resolve the dispute expeditiously including considering referring the matter to mediation or an expert as appropriate;
- (c) Each party will bear equally the costs of the mediator or expert;
- (d) If the parties are unable to resolve the dispute, or agree on a procedure for resolution, within 20 Business Days of the date of the Notice of Dispute (or such longer period as the parties agree in writing) then either party is entitled to commence court proceedings in respect of the dispute; and
- (e) A party may not commence court proceedings relating to a dispute (except where the party seeks urgent, interim or interlocutory relief) unless that party has complied with the above clauses.

18 Service of notices and contact details

18.1 Service in accordance with this clause

Any notice, document or demand under the Licence (**Notice**) may be served in accordance with this clause.

18.2 Written notice

The Notice shall be in writing, signed by the party giving it or by that party's solicitor.

18.3 Service of notice

The Notice shall be served on the other party to the address set out in the Reference Schedule.



18.4 Additional or altered address

Either party may by notice to the other party advise the other party of altered address details for the service of notices, which, in the case of any address, is within the State of NSW and is not a post office box, and such altered details will replace the details specified in the Licence.

18.5 Modes of service

A Notice may be served:

- (a) by delivering it to the party at the address shown in the Licence ("the party's address");
- (b) by sending it by pre-paid post, correctly addressed, to the party's address; or
- (c) by sending it on a Business Day by email to the party's email address indicated in the Licence.

18.6 Time of service

A Notice is considered to have been served:

- (a) at the time of delivery;
- (b) on the third Business Day after the day on which it is posted, the first Business Day being the day of posting;
- (c) on the Business Day on which the notice is transmitted by email, provided that the sender receives a successful transmission report and/or does not receive a report indicating that the email was not sent or was not received by the other party.

18.7 Contact details

- (a) The parties acknowledge that the relevant contact persons and details provided in the Reference Schedule are correct.
- (b) The parties must promptly notify each other in writing if there are any changes to the contact persons and details provided in the Reference Schedule.

19 General

19.1 Alterations to document

- (a) Each party authorises Council and the solicitors for Council to complete the Licence by inserting the date, filling in blank spaces and adding any annexures intended to be annexed to the Licence.

19.2 Relationship between the Parties

Except as expressly provided to the contrary in the Licence, nothing in the Licence will constitute the parties as:



Facility Permitted Use Licence

- (a) principal and agent;
- (b) employer and employee;
- (c) partners; or

otherwise liable for the acts and/or omissions of any other party. A party must not represent to any third party that the parties are principal and agent, employer and employee, partners or that the party is otherwise entitled to incur any liability on behalf of any other party.

19.3 Council's Consent

If TCTIB requires Council's consent to do something under the Licence, the consent:

- (a) may be granted at Council's absolute discretion;
- (b) may be granted with conditions; and
- (c) must be in writing.

19.4 Entire Agreement

This document (and any document incorporated by reference in it) 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 the Licence.

19.5 Further Assurance

Each party must (at its own expense) do all things as any other party asks as may be reasonably required or necessary to give the other party the full benefit of any obligations owed to the other party and expressed in the Licence.

19.6 Counterparts

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

19.7 Survival

All warranties, releases, exclusions of liability, indemnities, terms with respect to intellectual property and confidential information on the part of a party in the Licence will remain valid and binding upon that party following expiry or termination of the Licence. This clause does not prevent the survival of any provision which, in the absence of this clause, would be deemed to survive expiry or termination of the Licence.

19.8 Cumulative Rights

The rights, powers, authorities, discretions and remedies of a party under the agreement recorded in the Licence do not exclude any other right, power, authority, discretion or remedy.



19.9 Severability

If any provision of the Licence is determined by a court or other competent tribunal or Government Agency to be void, voidable or unenforceable then:

- (a) where the offending provision can be read down so as to give it a valid and enforceable operation of a partial nature it must be read down to the extent necessary to achieve that result; and
- (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 the Licence operate as if the severed provision had not been included,

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

19.10 Variation

The agreement recorded in the Licence can only be amended, supplemented, replaced or novated by another document signed by the parties.

19.11 Indemnities

Any indemnity given by a party under the Licence:

- (a) is not the exclusive remedy of the party holding the benefit of the indemnity, which party may at its option, in addition or in the alternative, pursue other remedies under the Licence or under the Law;
- (b) is a continuing indemnity;
- (c) will not be affected by any matter including without limitation, the termination, renewal or extension of the Licence or any indulgence, waiver or other concession given by a party unless the party benefiting from the indemnity agrees in writing; and
- (d) includes legal costs and disbursements on a full indemnity basis.

19.12 Remedies

A party's failure or delay to exercise a power, right or remedy pursuant to the agreement recorded in the Licence does not operate as a waiver of that power, right or remedy. The exercise of a power or right does not preclude its future exercise or the exercise of any other power or right.

19.13 Governing Law and Jurisdiction

The agreement recorded in the Licence is governed by the Laws of the state of New South Wales. Each party submits to the non-exclusive jurisdiction of courts exercising jurisdiction there in connection with all matters concerning the agreement recorded in the Licence.



Facility Permitted Use Licence

19.14 Exclusion of Legislation

Any legislation that adversely affects an obligation of TCTIB, or the exercise by Council of a right or remedy, under or relating to the Licence is excluded to the full extent permitted by Law. The covenants, powers and provisions implied in Leases by sections 84, 84A, 85 and 86 of the *Conveyancing Act 1919* (NSW) do not apply to the Licence.

19.15 Obligations and Rights Joint and Several

Every covenant by which more persons than one covenant or agree shall bind such persons jointly and severally. Every right or benefit given in favour of persons more than one shall be enjoyed by each of them jointly and severally whether or not such persons are parties to or have executed the Licence.



Reference Schedule

Item 1 Council's address for service of notices

Name: Tenterfield Shire Council
Address: 247 Rouse Street, Tenterfield NSW 2372
Email: council@tenterfield.nsw.gov.au
Attention: Hein Basson, General Manager
Phone: 6736 6000 / 0408 669 931

Council's contact for emergencies

Name: Jodie Condric
Address: 247 Rouse Street, Tenterfield NSW 2372
Email: j.condric@tenterfield.nsw.gov.au
Phone: 6736 6013 / 0418 183 471

Council's contact for Daily Operations

Name: Liz Alley
Address: 247 Rouse Street, Tenterfield NSW 2372
Email: e.alley@tenterfield.nsw.gov.au
Phone: 6736 6000 / 0498 534 035

Item 2 TCTIB's address for service of notices

Name: Tenterfield Chamber of Tourism Industry & Business Incorporated
Address: Suite 18, 225 Rouse Street, Tenterfield NSW 2372
Email: president@tenterfieldchamber.com.au
Attention: Kathryn Davis, President
Phone: 0433 237 477

TCTIB's contact for emergencies and daily operations

Name: Kathryn Davis, President
Address: Suite 18, 225 Rouse Street, Tenterfield NSW 2372
Email: president@tenterfieldchamber.com.au
Phone: 0433 237 477

Item 3 Land

Folio identifier 1/18800 and 10/18800 (being Auto-Consol 5533-23) and 2/18800, being 201 Rouse Street, Tenterfield NSW 2372

Item 4 Licensed Area

Part of the Foyer Area designated by Council from time to time.

Item 5 Permitted Use



Facility Permitted Use Licence

To operate a stall, desk or information centre for the purpose of promoting tourism within the Local Government Area of Tenterfield Shire and to provide information services to visitors, in keeping with the Branding Guidelines.

Item 6 Term

- (a) Years: 3
- (b) Commencing Date: 1 July 2025
- (c) Expiry Date: 30 June 2028

Item 7 Option

- (a) Years: 3
- (b) Commencing Date: 1 July 2028
- (c) Expiry Date: 30 June 2031

Item 8 Licence Fee

Licence Fee: \$1,00 per annum, if demanded.

Item 9 Interest Rate

Not applicable

Item 10 Public Liability Insurance Amount

\$20,000,000.00

Item 11 Permitted Hours

Dates and times of TCTIB's usage

Dates	Times
Four (4) hours a day, three (3) days a week, with the particular days and hours being nominated by Council after consulting with TCTIB.	
In addition to the above, including long weekends, on-off events and holidays but excluding any Excluded Hours.	

Item 12 Excluded Hours

Dates and times of TCTIB's non-usage
Any day and time when the School of Arts Foyer is required for access by Council, the Registered Proprietor, or use including but not limited to: <ul style="list-style-type: none">• Council's business purposes;



Facility Permitted Use Licence

- heritage activities organised by the National Trust of Australia (New South Wales) at such times during the National Trust Heritage Festival in each year;
- activities and events associated with the theatre and cinema hosted and operated by a Council-authorised third party; and
- maintenance, repair or upgrade works.



Facility Permitted Use Licence

Executed as a Deed

Execution by Council

Signed for Tenterfield Shire Council by its
authorised officer:

Signature

Name

Office Held

Execution by TCTIB

Signed for Tenterfield Chamber of
Tourism, Industry & Business Incorporated
by its authorised officer:

Signature

Name

Office Held



Facility Permitted Use Licence

Landlord's Acknowledgement and Consent

1. National Trust of Australia (New South Wales) (ABN 82 491 958 802) (National Trust) is the Registered Proprietor of the land in folio identifiers 1/18800 and 10/18800 (being Auto-Consol 5533-23) and 2/18800, being 201 Rouse Street, Tenterfield NSW 2372 (Land). The Land is the subject of a Registered Lease 9183585P (Lease) from the National Trust to Tenterfield Shire Council (Council).
2. National Trust consents to Council granting to Tenterfield Chamber of Tourism Industry & Business Incorporated a licence for the operation of part of the permitted use set out in the Item 6 of the Reference Schedule to the Lease, in particular, the management and operation of the Sir Henry Parkes Memorial School of Arts Museum and Theatre spaces.

Signed for and on behalf of the corporation named below by the authorised person(s) whose signature(s) appear(s) below pursuant to the authority specified.

Corporation: **NATIONAL TRUST OF AUSTRALIA (NSW) ABN 82 491 958 802**

Authority: *National Trust of Australia (New South Wales) Act 1990*

Signature of witness

Signature of authorised delegate

Full name of witness

Name of authorised delegate

Street address of witness

Office held



ANNEXURE "A" - RULES

1. Behaviour Standards

- a. Licensees, occupants, and visitors must behave respectfully and safely at all times. This includes avoiding creating noise that disturbs others in the area.
- b. Aggressive conduct, harassment, vandalism, and any activity that endangers others tenants, occupants or visitors or disrupts operations are strictly prohibited.
- c. Any person engaging in prohibited behaviour may be asked to leave the premises immediately.

2. Promoting Tourism

- a. Volunteers for TCTIB must at all times act in a manner that encourages tourism within the Local Government Area of Tenterfield Shire.
- b. Volunteers for TCTIB should be prepared to assist with tours of the Henry Parkes Museum and Banquet Hall where deemed necessary by Council.

3. Marketing Materials and Products

- a. All display material must be of a similar wood type to all other existing wood in the foyer, and in keeping with the Branding Guidelines approved by the National Trust of Australia (New South Wales).
- b. Any brochure or marketing material produced or re-printed by Tenterfield Chamber of Tourism Industry & Business Incorporated must display the Tenterfield Shire Council's logo in recognition of the continuous funding provided by Council for promotional purposes of the Tenterfield Shire.
- c. If the National Trust of Australia (New South Wales) produces its own merchandise; all licensees that introduce the marketing of merchandise in their respective licensed areas are required to make such merchandise available for sale in their licensed areas.

4. School of Arts delegate committee

- a. Should a delegate committee be formed in the future to oversee the management of the School of Arts, TCTIB must comply with any reasonable directions given by the committee to the extent that such direction applies to the management of their licensed area.



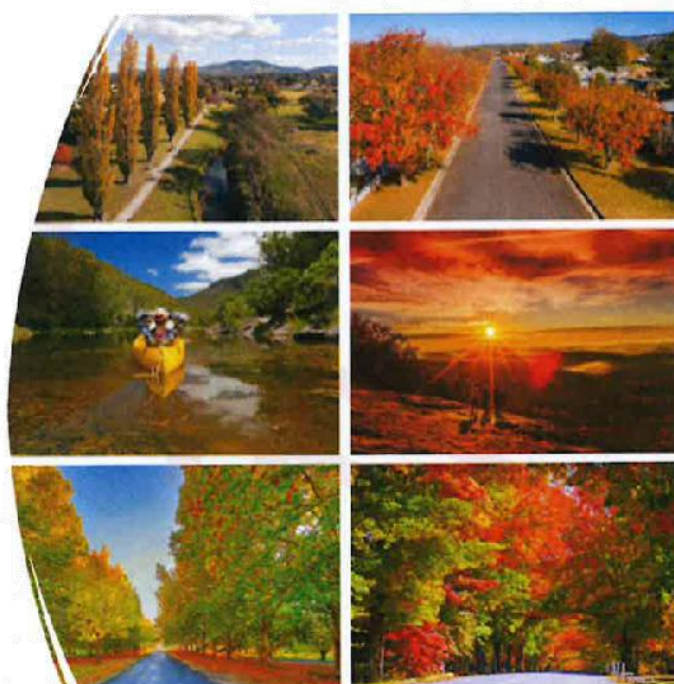
ANNEXURE "B" – BRANDING GUIDELINES

[Insert updated PDF of TCTIB's Amended Version of "Experience Tenterfield" – School of Arts Foyer Layout and Colour Schemes.]

DRAFT

EXPERIENCE TENTERFIELD

Est. 1851



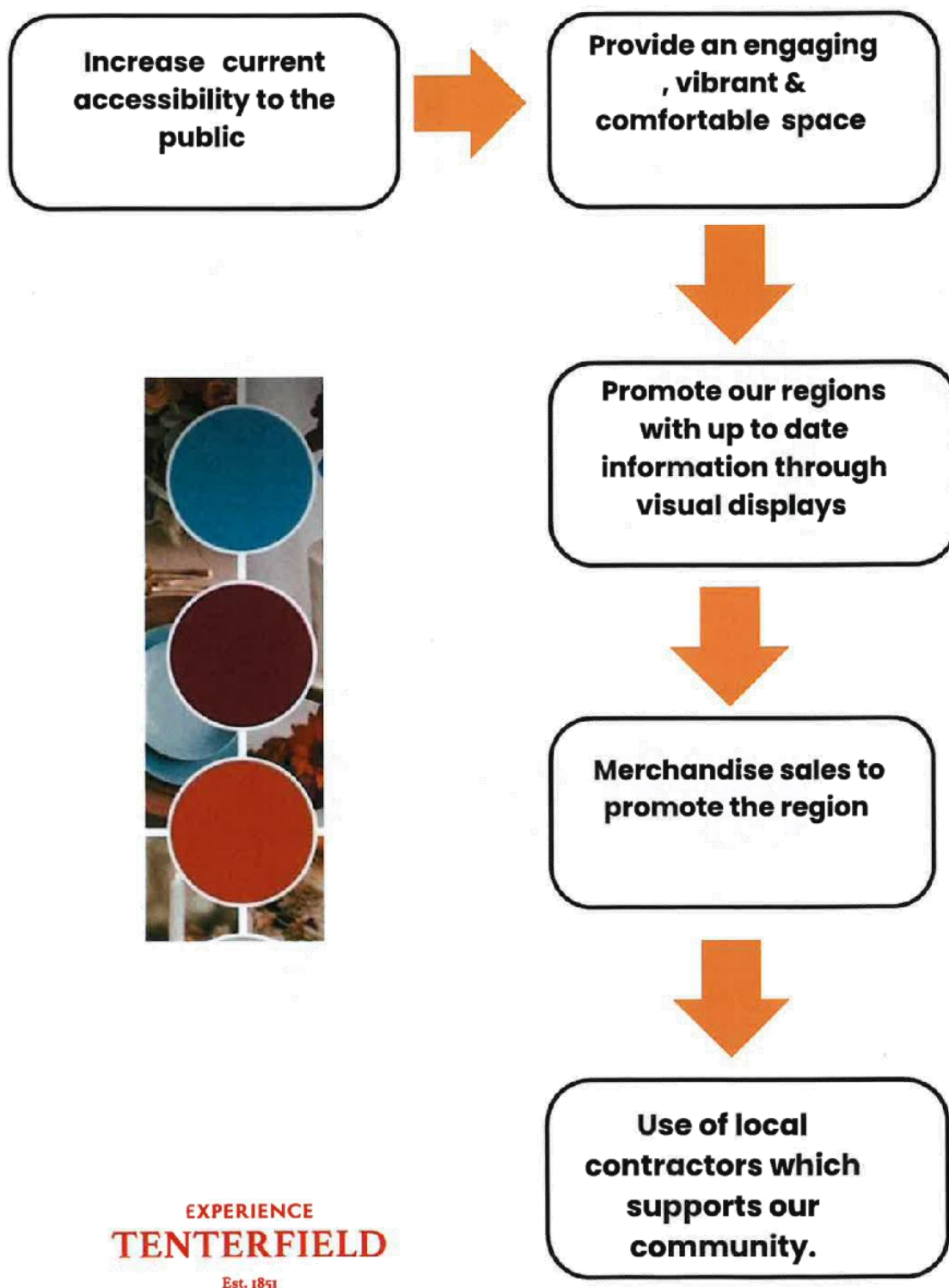
School of Arts Building

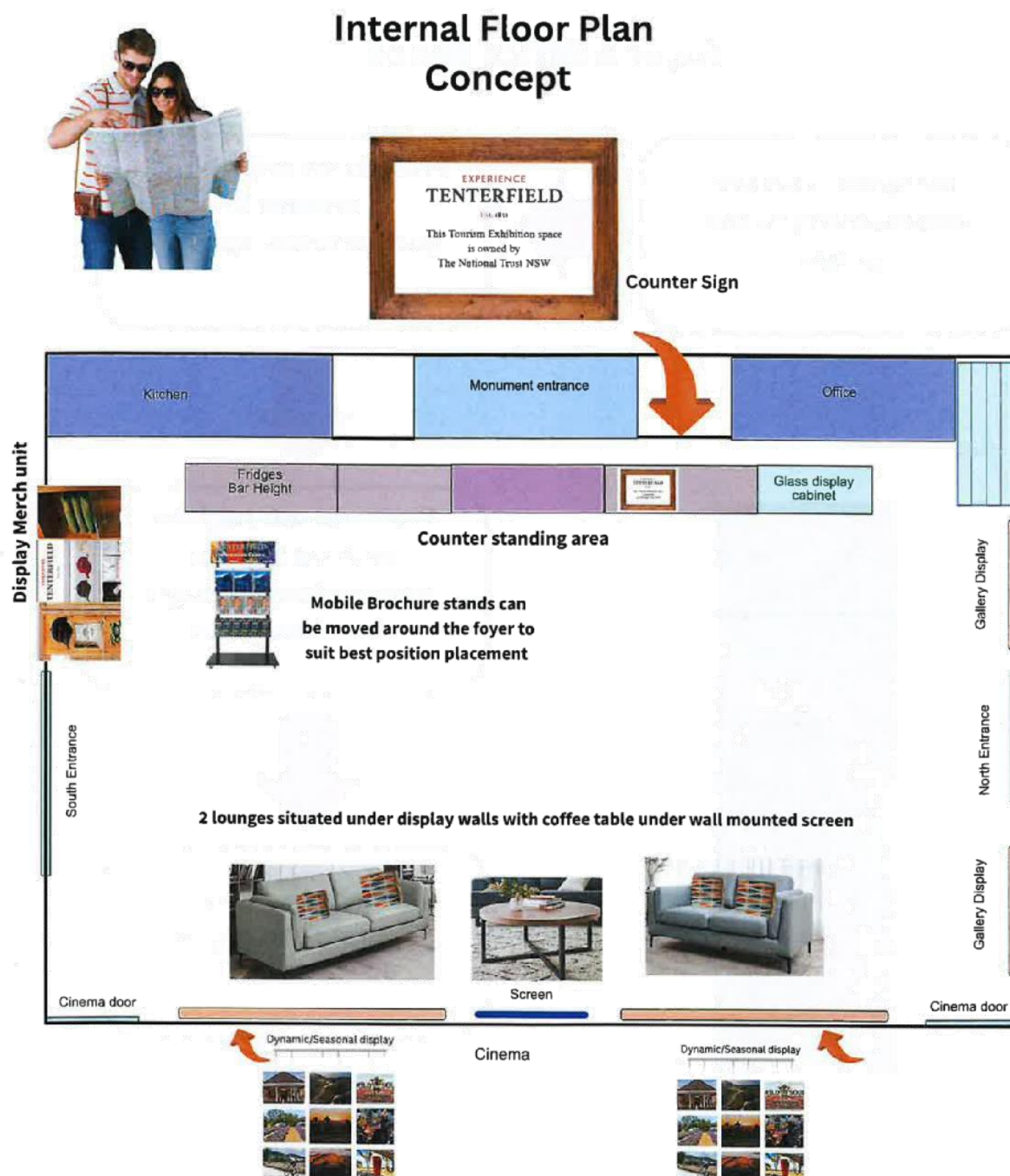


With respect to the heritage space of The School of Arts , In order to incorporate our vision & branding we have adopted a colour palette and fittings that will provide a cohesive and adaptable space providing a welcoming area for the town's visitors while allowing the heritage features of the foyer to remain unchanged.



Foyer & Office Space





Seasonal display system using the exiting picture hanging system of Tenterfield and surrounding villages. These will feature above the lounges on the existing display gallery wall

Foyer Furniture

Interior Colour Palette

Our aim is to add some colour to
lighten up the foyer and offer an
inviting , comfortable atmosphere
whilst keeping the heritage
overtones in mind



Marco suede look Grey sofa - 2 seater
x 2 @\$2600 total



Volunteer Uniforms

Staff/Volunteer Uniform

A combination of long and short sleeve polos with a softshell vest gives a sophisticated & comfortable look for volunteers. Distinct branding and uniforms allows visitors to identify staff volunteers when in the centre.

Teal short sleeve polos as transitional option for Summer with Long sleeve Grey polo's for winter. A branded soft Shell vest in Black and orange to keep volunteers warm.



Signage and Banners
Concept only



Displays & hanging systems

Dynamic/Seasonal display



12 A4 LANDSCAPE FRAMES IN 3 ROWS W/ RAILS

Displays & hanging systems \$750 each x 2



Brochure/pamphlet display

\$400 each x 2

A3 SNAP FRAME SILVER \$30 EACH X 2



Posters promoting local events & historical sites

**EXPERIENCE
 TENTERFIELD**
 Est. 1851

Brief for Custom Display unit **Concept Only**

- Timber Oak or similar timber
- Medium stained (Merbau)
- Rear timber wall
- Internal glass shelving
- LED display lights
- 3 pieces so we can separate and move easily
- Lockable glass doors and lockable storage cupboard under each unit
- Signage at top on larger unit headboard
- Would like to look at casters to be able to move easily, will need to be able to lock off



No white background this will have a timber backing with glass or timber shelves in the centre unit

MARINO NATURAL SOLID OAK FULL GLASS DISPLAY CABINET

Office Furniture & Printer



Uniform Large Open Bookcase
[800W x 1870H x 450D]
\$446



Uniform Panel Return Desk -
Hutch with Doors [1200L x
1600W]
\$971



Brother MFC-L8390CDW A4
Wireless Colour LED Laser
Multifunction Printer with Auto
Duplex - Print, Copy,
Scan & Fax \$625

3 Sets of 4 Pack Brother TN-258XL Compatible High Yield Toner
Cartridges Combo [3BK,3C,3M,3Y]

\$748.00



Office Laptop & Samsung Galaxy Tablet

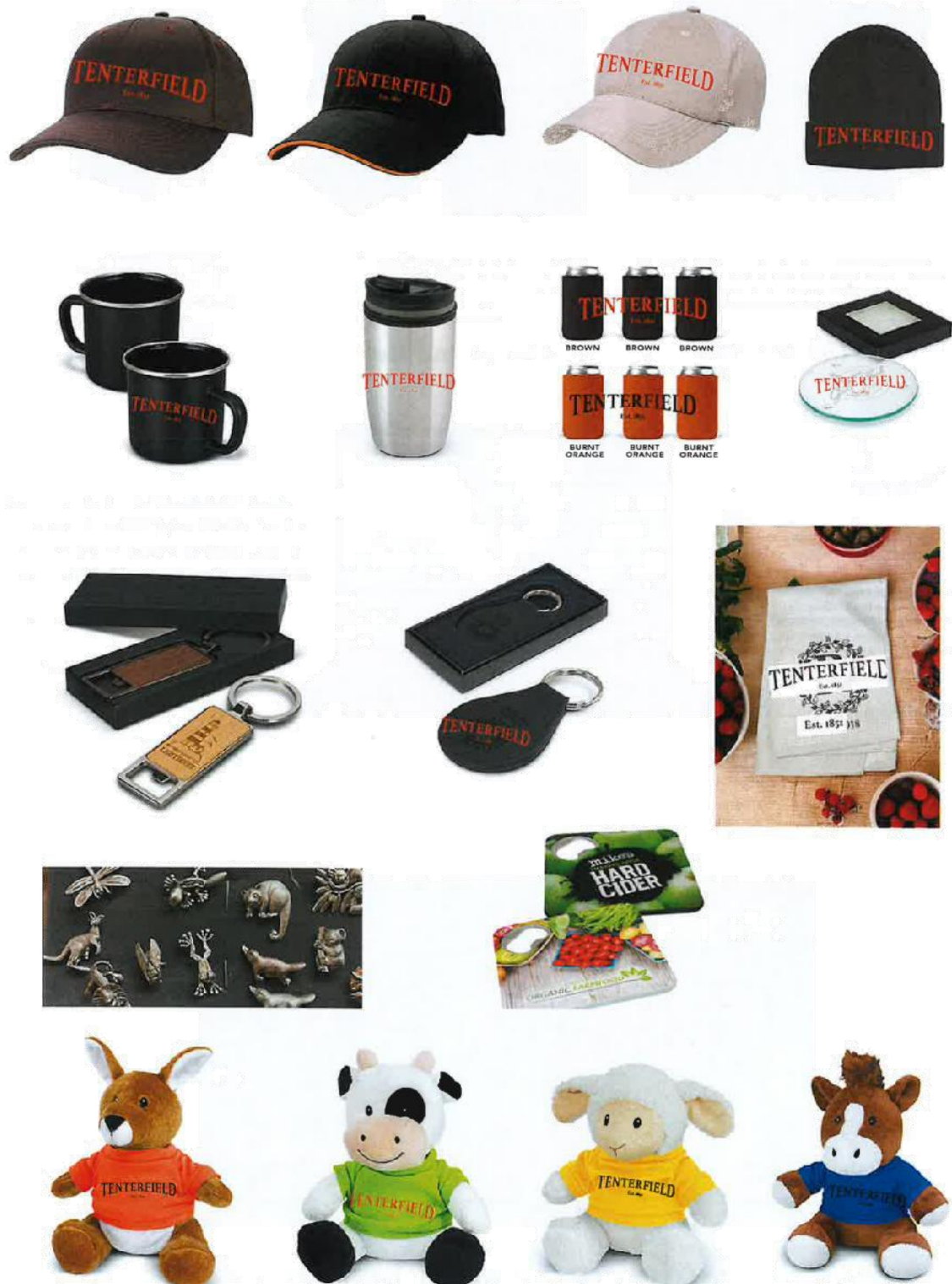
 <p>Samsung Galaxy Tab S9 FE+ Wi-Fi 128GB - Grey *AU STOCK*, 12.4", Octa-Core, 8GB/128GB, 8MP/12MP, S Pen, Dual Speaker, 10090mAh, 2 Years Warranty MD-SM-X610NZAXSA</p> <p>\$795 Inc Gst</p>	 <p>OtterBox Defender Samsung Galaxy Tab S10 FE / Tab S9 FE (10.9") Case Black - (77-95041), DROP+ 2X military standard, 7 Years Warranty MPA-77-95041</p> <p>\$84.95 Inc Gst</p>	 <p>Cygnett OpticShield Samsung Galaxy Tab S10+/Tab S9+/Tab S9 FE+/Tab S8+/Tab S7+(12.4") Tempered Glass Screen Protector-(CY4020CPTGL) 2 Years Warranty MPA-CG-SGTSP87-SP</p> <p>\$29.95 Inc Gst</p>
 <p>Cygnett PowerPlus 30W USB-C PD GaN Fast Wall Charger - White(CY4736PDWCH), Portable, Best for iPhone, Samsung's PPS & USB-C Devices, 2 Years Warranty MPA-CY4736PDWCH</p> <p>\$15.00 Inc Gst</p>	 <p>ASUS Vivobook 16" X1605 (1920 x 1200) 16:10 Intel Ultra 5 225H 16GB 512G, USB-C Video & PD Win 11 H, Backlit, 42w, Numpad, Blue Lifestyle Notebook 2025 NBA-X1607CA-U516512-P</p> <p>\$1250 Inc Gst</p>	

Wall Mount Television



SONY 75" S30 HDR COMMERCIAL DISPLAY \$2425

Merchandise Options



Merchandise Concept



Branding- Logo's & Colour Palette

EXPERIENCE
TENTERFIELD

TENTERFIELD

EXPERIENCE
TENTERFIELD

TENTERFIELD

EXPERIENCE
TENTERFIELD

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Est. 1851

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Est. 1851



Department:	Office of the Director Corporate Services
Submitted by:	Tamai Davidson, Manager Planning Property & Development
Reference:	ITEM ENV11/25
Subject:	DEVELOPMENT APPLICATION 2024.104 CARAVAN PARK - 44 FRANCIS STREET, TENTERFIELD

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - Our natural environment will be protected, enhanced and promoted for future generations.
CSP Strategy:	Town and Village planning supports and enhances local place making principles to deliver sustainable land use management practices for our natural environment.

SUMMARY

The purpose of this report is to present to Council Development Application 2024.104 for the establishment of a Caravan Park at 44 Francis Street, Tenterfield for determination. The application has been assessed externally as the land is owned by Council and the consultant planning firm has recommended refusal. The "development assessment report" prepared by the consultant is included in Attachment 1.

OFFICER'S RECOMMENDATION:

That Council refuses Development Application 2024.104 for the following reasons:

- 1. The proposed development has not provided the necessary level of amenity required by the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.**
- 2. The proposed development is not consistent with the caravan park definition under the *Tenterfield Local Environmental Plan 2013* in that a caravan park must be provided "*with access to communal amenities*."**
- 3. The proposed development is inconsistent with the provisions of the *State Environmental Planning Policy (Housing) 2021*.**

BACKGROUND

20 December 2023 – A report was presented to Council after the Campervan & Motorhome Club of Australia (CMCA) approached Council with a proposal to establish a caravan park at 44 Francis Street, Tenterfield, being Lot 2 Section 37 DP 758959. The site is owned by Council and is currently occupied and leased to the Tenterfield Transport Museum. The CMCA proposed to sub-lease the site under a formal agreement with the Transport Museum.

The CMCA sought Council's consent to the signing of the proposed Development Application. The officer's recommendation was;

Our Environment No. 11 Cont...

OFFICER'S RECOMMENDATION:

That Council:

Resolve to not consent to the signing of the proposed Development Application.

Council resolved as follows:

[240/23]	<p><u>Resolved</u> that Council:</p> <p>Resolve to consent to the signing of the proposed Development Application.</p> <p style="text-align: right;">[(Peter Murphy/Kim Rhodes)]</p> <p><u>Motion Carried</u></p>
-----------------	--

24 July 2024 – A report was presented to Council to consider a request by the Tenterfield Transport Museum for a variation to their existing lease agreement to allow for a sub-lease to the CMCA.

The officer's recommendation was:

OFFICER'S RECOMMENDATION:

That Council:

- (1) Advise the Tenterfield Transport Museum that it is not in a position to vary the existing lease; and**
- (2) Advise the Tenterfield Transport Museum that, if required, Council will support a variation to the lease once a Development Application is determined by Council; and**
- (3) If the Development Application is approved, all associated costs for the variation of the lease are at no cost to Council.**

Council resolved as follows:

[115/24]	<p><u>Resolved</u> that Council:]</p> <ol style="list-style-type: none"> (1) Advise the Tenterfield Transport Museum that it is not in a position to vary the existing lease; and (2) Advise the Tenterfield Transport Museum that, if required, Council will support a variation to the lease once a Development Application is determined by Council; and (3) If the Development Application is approved, all associated costs for the variation of the lease are at no cost to Council.] <p style="text-align: right;">(Peter Petty/Kim Rhodes)]</p> <p><u>Motion Unanimously Carried</u></p>
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Development Application 2024.104 was lodged with Council on 23 October 2024.

26 March 2025 – A report was presented to Council recommending refusal of the application as the proposal did not provide the necessary level of amenity required by the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021* and was not consistent with the 'caravan

Our Environment No. 11 Cont...

park' definition under the *Tenterfield Local Environmental Plan 2013* where a caravan park must be provided with "access to communal amenities."

Council resolved as follows:

That consideration of the item be deferred, and information on the following matters be obtained for Council's further consideration when available:

- **The Campervan and Motorhome Club of Australia's (CMCA) reply to the issues raised in the submissions received from objectors;**
- **The CMCA's proposed amendments regarding the shelter, forecourt and lighting;**
- **Further information on the materials previously placed by Council on the site of the proposed development that required the Environmental Protection Agency's intervention;**
- **The condition of Francis Street;**
- **An independent Child Safety Assessment Report (to be paid for by the applicant);**
- **Further information and explanation regarding an exemption for amenities by the Department of Planning, Industry and Environment;**
- **Further information regarding a car wash bay;**
- **The CMCA's policy and procedures regarding non-compliant vehicles and/or behaviour of facility users, specifically addressing eviction procedures;**
- **Whether the CMCA's definition of RVs and Motorhomes include self-contained caravans;**
- **Further information regarding a potential future lease versus a sub-lease agreement and/or a potential subdivision of the area.**

(Kim Rhodes/Peter Murphy)

Upon being put to the meeting, the motion was declared carried.

For the Motion were Crs B Petrie, G Sauer, O Bancroft, TB Bonner, PM Murphy, PP Petty, TP Peters, GP Purcell, K Rhodes and RT Turner Total (10).

Against the Motion was Nil Total (0)

Motion Carried

REPORT:

Please refer to the attached 'Development Assessment Report' – Attachment 1.

In response to Council's resolution of 26 March 2025 the following is provided:

1. The Campervan and Motorhome Club of Australia's (CMCA) reply to the issues raised in the submissions received from objectors

Refer to Attachment 2 – Note: Council's consultant planner was provided with this response and it was taken in to consideration during assessment and writing of the report presented on 26 March 2025.

2. The CMCA's proposed amendments regarding the shelter, forecourt and lighting

Our Environment No. 11 Cont...

Refer to Attachment 3 – CMCA’s Responses to Council’s request for further information.

A modified site plan is proposed identifying a forecourt area, removing the site nearest the shelter to provide a 10m buffer and lighting at the entrance.



- 3. Further information on the materials previously placed by Council on the site of the proposed development that required the Environmental Protection Agency’s intervention.**

Our Environment No. 11 Cont...

January 2020 – At the time, Council was undertaking construction of bore supply lines in conjunction with the bores which were established during the drought. Pipe bedding material was stockpiled during construction on the subject site (44 Francis Street) which was suspected of containing silica. Once alerted to the issued from the EPA, Council wet down and covered the pile to reduce the potential for dust. The material was moved within the week to an alternate location and the site no longer contains any material and the matter was concluded with the EPA.

4. The condition of Francis Street

Council's Engineering team indicate that Francis Street is fit for purpose for current use and Council has not identified it for upgrades or reconstruction in the short term.

5. An independent Child Safety Assessment Report (to be paid for by the applicant)

Refer Attachment 4 – 'Child Safety Risk Assessment' and response from the applicant in this regard below:

The separate document titled Child Safety Risk Assessment provides a formal response to the issues raised in relation to the matter of child safety. You will note that I have discussed this with a professional who has confirmed that such a report does not exist and therefore we are unable to engage a consultant to provide an "Independent Child Safety Assessment Report" and the application will have to rely upon the information provided in these attached reports.

6. Further information and explanation regarding an exemption for amenities by the Department of Planning, Industry and Environment

Council made contact with the Department of Housing, Planning & Infrastructure (the Department) in October 2024 seeking clarification as to the correct process for obtaining the exemption, where it was advised that a position from Council in relation to the approval or refusal of the DA must first be obtained.

Council further contacted the Department in April 2025 after the 26 March Council meeting. On both occasions, the Department has advised that, firstly the DA needs to be supported by Council prior to the Department taking into consideration any application for exemptions.

The CMCA claimed that if Council had contacted the Department prior, there would have been a different outcome. This was forwarded to the Department for comment on 1 April 2025, who again reiterated that the DA must first be considered.

CMCA Comment:

"If the DPIE had already been contacted for its approval of this park without amenities, prior to this report, it would have been supported by DPIE and we would have a recommendation to approve the development in all likelihood."

DPIE Response:

Our Environment No. 11 Cont...

"I would not agree with the proponent's statement below and there is any guarantee that the Department would support the request.

The Department when it grants concurrence also does not provide any recommendations to Council and notes that it is Council's responsibility to assess the proposal and determine whether it is appropriate to proceed or not.

Providing concurrence also does not restrict Council's decision-making process to approve or refuse the application in any way."

7. Further information regarding a car wash bay

Refer Attachment 3 – the applicant indicates "CMCA does not allow the washing of any vehicles within its RV Parks, and this is included in the RV Park Rules provided to each guest on arrival. A wash bay is not provided at any of its RV Parks for this reason."

Council will recall at its meeting of 28 May 2025 where a DA for the upgrade and expansion of the existing Craig's Caravan Park at 102 Rouse Street was considered that it was agreed that the provision of a car wash bay is an acceptable exclusion given no permanent sites were identified.

8. The CMCA's policy and procedures regarding non-compliant vehicles and/or behaviour of facility users, specifically addressing eviction procedures

Refer Attachment 3 – includes response and a copy of the policy.

9. Whether the CMCA's definition of RV's and Motorhomes include self-contained caravans

Refer Attachment 3 – "RV is the broad definition of all vehicles used for camping, such as caravans, campervans, motorhomes, camper trailers, pop top tents, buses etc. irrespective ... it must meet the CMCA Self-Contained Vehicles standards to be allowed to stay within the park."

10. Further information regarding a potential future lease versus a sub-lease agreement and/or a potential subdivision of the area.

As presented to Council on 24 July 2024 the existing lease Council has with the Transport Museum covers the land on which the development is proposed and does not allow the Transport Museum to sub-lease without the prior consent of Council. As per the resolution of 24 July 2024 the lease can be varied after such time a decision is made on this DA.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

In accordance with the notification provisions of Chapter 2 in Tenterfield Development Control Plan 2014, the application was originally advertised and

Our Environment No. 11 Cont...

notified, after which time 22 submissions, by way of objection, were received (Attachment 5).

After receipt of the additional information from the applicant, including the Child Safety Risk Assessment, the application was further publicly notified, after which time three (3) submissions were received and are included at Attachment 6. A further submission was received after the close of the submission period and has also been included.

2. Policy and Regulation

- *Environmental Planning & Assessment Act, 1979*
- *Tenterfield Local Environmental Plan 2013*
- *Tenterfield Development Control Plan 2014*
- *Local Government Act, 1993*
- *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*
- Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates – Council Policy No. 3.122

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

In accordance with the provisions of Section 8.7 of the *Environmental Planning & Assessment Act, 1979*, an applicant for development consent who is dissatisfied with the determination of the application by Council may appeal to the Court against the determination. Such appeal must be made within six (6) months of the determination.

Under the *Environmental Planning and Assessment Act 1979*, objectors to a development application (DA) classified as local development do not have a right of appeal against a decision to grant consent. Only the applicant has merit appeal rights under section 8.7 of the Act. While objectors may seek a judicial review of the consent in the Land and Environment Court, this is limited to questions of law, such as whether the decision was made lawfully, and does not allow for a reassessment of the planning merits of the application.

7. Performance Measures

Nil.

8. Project Management

Our Environment No. 11 Cont...

Nil.

Liz Alley
Director Corporate Services

Prepared by staff member:	Tamai Davidson, Manager Planning Property & Development																		
Approved/Reviewed by Manager:	Liz Alley, Director Corporate Services																		
Department:	Office of the Director Corporate Services																		
Attachments:	<table><tbody><tr><td>1</td><td>Attachment 1 - Second Consultant Planning Assessment Report</td><td>33 Pages</td></tr><tr><td>2</td><td>Attachment 2 - CMCA Response to submissions 1st round</td><td>9 Pages</td></tr><tr><td>3</td><td>Attachment 3 - CMCA formal response to Council's request</td><td>6 Pages</td></tr><tr><td>4</td><td>Attachment 4 - Child Safety Report</td><td>3 Pages</td></tr><tr><td>5</td><td>Attachment 5 - 1st round of submissions</td><td>44 Pages</td></tr><tr><td>6</td><td>Attachment 6 - 2nd round of submissions</td><td>9 Pages</td></tr></tbody></table>	1	Attachment 1 - Second Consultant Planning Assessment Report	33 Pages	2	Attachment 2 - CMCA Response to submissions 1st round	9 Pages	3	Attachment 3 - CMCA formal response to Council's request	6 Pages	4	Attachment 4 - Child Safety Report	3 Pages	5	Attachment 5 - 1st round of submissions	44 Pages	6	Attachment 6 - 2nd round of submissions	9 Pages
1	Attachment 1 - Second Consultant Planning Assessment Report	33 Pages																	
2	Attachment 2 - CMCA Response to submissions 1st round	9 Pages																	
3	Attachment 3 - CMCA formal response to Council's request	6 Pages																	
4	Attachment 4 - Child Safety Report	3 Pages																	
5	Attachment 5 - 1st round of submissions	44 Pages																	
6	Attachment 6 - 2nd round of submissions	9 Pages																	

**DEVELOPMENT ASSESSMENT REPORT (REVISED) – Additional report
commentary in red**

DA Number	DA 2024-104
Date Lodged	23 October 2024
Proposed Development	Caravan park (campervan and RV park)
Value of Works	\$137,591
Street Address	44 Francis Street, Tenterfield
Legal Description	Lots 2 & 3 Section 37 DP 758959 1.89ha approximately
Applicant	Casson Planning and Development Services On behalf of Campervan and Motorhome Club of Australia Ltd
Owner	Tenterfield Shire Council Note: Council has provided their written consent to the lodgement of the development application
Submission Period - 1	28/10/2024-13/11/2024
Total Number of Submissions	22
Submission Period – 2	30/4/2025 – 16/5/2025
Total Number of Submissions	4 (including 1 received after the close of the submission period)
Recommendation	Refusal
Report prepared by	Anthony Daintith – External Planning Consultant
Report date	13/6/2025

Introduction

A development application has been lodged by Casson Planning and Development Services (on behalf of Campervan and Motorhome Club of Australia Ltd) for a caravan park (campervan and RV Park) at 44 Francis Street, Tenterfield.

The applicant is seeking development consent for a Caravan Park from Council, along with a request for a variation to the requirements under Section 82 of the *Local Government Act 1993* from the Department of Planning, Housing and Infrastructure – which require the provision of showers, toilets and laundry facilities.

The application was reported to the 26 March 2025 Council meeting. Council resolved the following:

That consideration of the item be deferred, and information on the following matters be obtained for Council's further consideration when available:

- The Campervan and Motorhome Club of Australia's (CMCA) reply to the issues raised in the submissions received from objectors;
- The CMCA's proposed amendments regarding the shelter, forecourt and lighting;
- Further information on the materials previously placed by Council on the site of the proposed development that required the Environmental Protection Agency's intervention;
- The condition of Francis Street;
- An independent Child Safety Assessment Report (to be paid for by the applicant);
- Further information and explanation regarding an exemption for amenities by the Department of Planning, Industry and Environment;
- Further information regarding a car wash bay;
- The CMCA's policy and procedures regarding non-compliant vehicles and/or behaviour of facility users, specifically addressing eviction procedures;
- Whether the CMCA's definition of RVs and Motorhomes include self-contained caravans;
- Further information regarding a potential future lease versus a sub-lease agreement and/or a potential subdivision of the area.

(Kim Rhodes/Peter Murphy)

The applicant has provided the following responses to the matters identified in the Council resolution:

Responses to Council's request for further information:

1. *Objectors to the development application: A detailed response was provided to council through the NSW Planning Portal in December 2024, addressing all the relevant matters raised in those submissions.*
2. *A modified site plan is attached to this response, addressing the requested changes including identifying the forecourt area near the entrance to the RV Park, removing the site nearest the shelter to provide the 10m buffer, and lighting at the entrance.*
3. *Site contamination: Matter for Tenterfield Council response.*
4. *Condition of Francis Street: Matter for Tenterfield Council response.*
5. *Child Safety Assessment Report: Separate document provided.*
6. *Car wash bay: CMCA does not allow the washing of any vehicles within its RV Parks, and this is included in the RV Park rules provided to each guest on arrival. A wash bay is not provided at any of its RV Parks for this reason.*
7. *Self-Contained Vehicle Policy: Policy attached to this response. Park rules include no noise beyond 9.00pm. Park rules include a maximum stay of 14 nights in any 21 day period and this is reflected in the CMCA booking system which does not allow bookings beyond this length of stay. CMCA has not had*

to deal with any evictions to date in the past 10 years of operation of these parks. Long term tenants do not find this style of accommodation useful because there are no amenities, no powered sites, and no permanent connections to water.

- 8. Recreational Vehicles is the broad definition of all vehicles that are used in camping, such as caravans, campervans, motorhomes, camper trailers, pop-top tents, buses. Etc. Irrespective of the type of RV, it must meet the CMCA Self-Contained Vehicle standards to be allowed to stay within the park.*
- 9. CMCA has negotiated a sub-lease with the Tenterfield Transport Museum. Tenterfield Shire Council has agreed to amend its head lease with the TTM if CMCA receives development consent for the RV Park on the site. There is no need to subdivide the land for this use. A sub-lease provides an annual passive income directly to the TTM committee to support the activities of the museum committee.*

Site Description

The subject land is identified as 44 Francis Street, Tenterfield and includes Lots 2 & 3 Section 37 DP 758959 (1.89ha approximately in area).

The site also includes the Tenterfield Transport Museum.

The site is cleared of vegetation and gently falls down to the western boundary (Tenterfield Creek).

Figure 1: Locality Plan

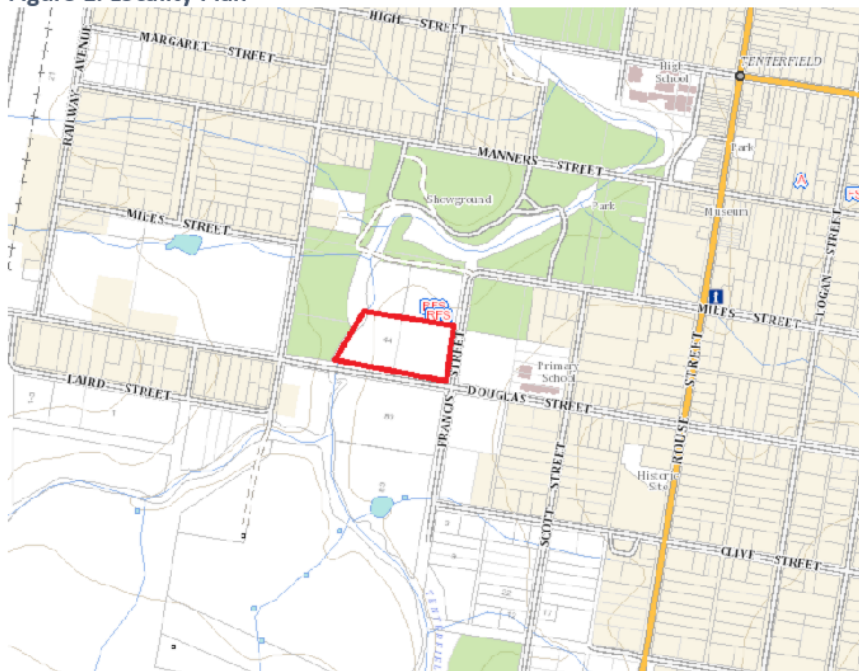


Figure 2: Aerial Photo



Looking south along Francis Street – entry to site on right



Looking south along Francis Street – school playground on left



Looking west across site – proposed entry looks to be where existing gate is in left of photo



Looking west over site



Looking northwest from intersection of Francis and Douglas Streets.



Looking west at intersection of Francis and Douglas Streets.



Looking north along Francis Street



Looking north east into school playground from Francis Street



Looking east in to school playground from Francis Street



Looking North along Francis Street – gate entry to school playground on right



Looking northwest over site from edge of Francis Street



Looking from northern boundary of site towards Francis Street and school playground

Proposed Development

The applicant has provided the following overview of the proposed development:

Short term occupation of the Campervan & Motorhomes Club of Australia (CMCA) RV Park would be limited to members of the Club (or visitors subject to the same Club requirements) and available to self-contained recreation vehicles (motorhomes and caravans) only.

The CMCA would undertake the following work on the site:

- 8m gated entrance with cross over
- 14m length sites x 8m wide (approximately 25 based on available area)
- 6m wide driveway – 130m long
- Park dump point
- Water points
- Fire hose reel
- Power and water to Custodian Site
- Barbecue shelter with concrete pad 9m x 6m
- Storage/garden shed

The intention of CMCA is to sublease the relevant area from the TTM – with council approval.

Figure 3: Proposed Site Plan



Figure 4: Revised Proposed Site Plan



Environmental Planning & Assessment Act, 1979 – Section 4.15 Assessment

Pursuant to Section 4.15 (formerly Section 79C) of the *Environmental Planning and Assessment Act 1979*, the following matters of relevance have been taken into consideration when assessing a development application:

4.15 Evaluation

(cf previous s 79C)

Matters for consideration—general

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

- (a) *the provisions of:*
 - (i) *any environmental planning instrument, and*
 - (ii) *any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Secretary has*

notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

- (iii) any development control plan, and*
- (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and*
- (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph), and*
- (v) any coastal zone management plan (within the meaning of the Coastal Protection Act 1979),*

that apply to the land to which the development application relates,

- (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,*
- (c) the suitability of the site for the development,*
- (d) any submissions made in accordance with this Act or the regulations,*
- (e) the public interest.*

S4.15(1)(a)(i) Any Environmental Planning Instrument

STATE ENVIRONMENTAL PLANNING POLICYS

SEPP	COMMENTS
SEPP (Housing) 2021	<p>Part 9 of the SEPP applies to caravan parks.</p> <p>Clause 133 of the <i>State Environmental Planning Policy (Housing) 2021</i> requires Council to consider specific matters before granting consent to a proposed caravan park. These matters are assessed below in relation to the proposed development in Tenterfield:</p> <p>(a) Suitability of the Land for Use as a Caravan Park The subject site is considered suitable for use as a caravan park. It is located within close proximity to the New England Highway, making it accessible for tourists travelling through the region. The land is relatively level, well-drained, and can be serviced, with surrounding land uses that are not incompatible.</p> <p>(b) Provision of Tourist Accommodation and Potential Displacement Tenterfield currently has a modest level of tourist accommodation, including motels, bed-and-breakfasts, and a limited number of powered and unpowered caravan sites. The proposed development includes dedicated sites for short-term (tourist) use, ensuring that tourist needs continue to be met. The proposal will not displace existing tourist accommodation and does not include any long term sites.</p> <p>(c) Availability of Low-Cost Housing in the Locality It is understood that Tenterfield has a limited supply of affordable rental housing. The proposed development does not include any long-term residential sites that may provide a low-cost housing option for individuals or couples unable to access the private rental or home ownership markets.</p> <p>(d) Access to Community Facilities and Services The site is within reasonable distance of Tenterfield's main services and facilities, including supermarkets, schools, health services, and public open space. The local town centre is within a few minutes' drive, and pedestrian and cycling access is available via established routes. The proposed caravan parks does not provide the level of</p>

	<p>amenities required by <i>Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993</i>.</p> <p>(e) Relevant Guidelines Issued by the Director At the time of writing, there are no specific guidelines issued by the Director under this clause that are applicable to the development.</p> <p>(f) Compliance with Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993 The proposed caravan park has been assessed against the relevant provisions of the <i>Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993</i>. Full compliance has not been able to be achieved as demonstrated in this report.</p>
SEPP (Primary Production) 2021	Not applicable
SEPP (Resources and Energy) 2021	Not applicable
SEPP (Resilience and Hazards) 2021	Includes the former SEPP 55 – Remediation of Land. See comments below.
SEPP (Industry and Employment) 2021	Not applicable
SEPP (Transport and Infrastructure) 2021	Not applicable
SEPP (Biodiversity and Conservation) 2021	Not applicable
SEPP (Planning Systems) 2021	Not applicable
SEPP (Precincts – Eastern Harbour City) 2021	Not applicable
SEPP (Precincts – Central River City) 2021	Not applicable
SEPP (Precincts – Western Parkland City) 2021	Not applicable
SEPP (Precincts - Regional) 2021	Not applicable
SEPP (Sustainable Buildings) 2022	Not applicable.
SEPP (Exempt and Complying Development Codes) 2008	Not applicable

SEPP (RESILIENCE AND HAZARDS) 2021

4.6 Contamination and remediation to be considered in determining development application

(1) A consent authority must not consent to the carrying out of any development on land unless:

(a) it has considered whether the land is contaminated, and

- (b) *if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and*
- (c) *if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.*

Comment

The potential for contamination appears minimal. In terms of potential soil contamination, the subject land has been evaluated for:

- Evidence of previous mining activity;
- Evidence of existing and previous dip sites and other associated infrastructure;
- Evidence of orcharding or any other horticultural activities; and
- Vegetative and other features which could indicate possible soil contamination.

Accordingly, it is recommended that a detailed investigation is not necessary or warranted in this instance.

Since the last meeting, follow up advice from Councils Manager Water and Waste has confirmed that there site has been cleared of any potential contaminants. The matter related to stockpiling of material used during the construction of the new bore lines. EPA contacted Council at that time and action was taken to reduce the potential for dust and remove the material from the site.

LOCAL ENVIRONMENTAL PLANS

Tenterfield Local Environmental Plan (LEP) 2013

The subject land is zoned RU5 Village.

Zone RU5 Village

1 Objectives of zone

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To enable development of a scale that is compatible with the general residential character of village areas and that will not prejudice the viability of established shopping and commercial centres.*

2 Permitted without consent

Building identification signs; Environmental protection works; Home occupations; Roads; Water reticulation systems

3 Permitted with consent

Centre-based child care facilities; Community facilities; Dwelling houses; Liquid fuel depots; Neighbourhood shops; Oyster aquaculture; Places of public worship; Recreation areas;

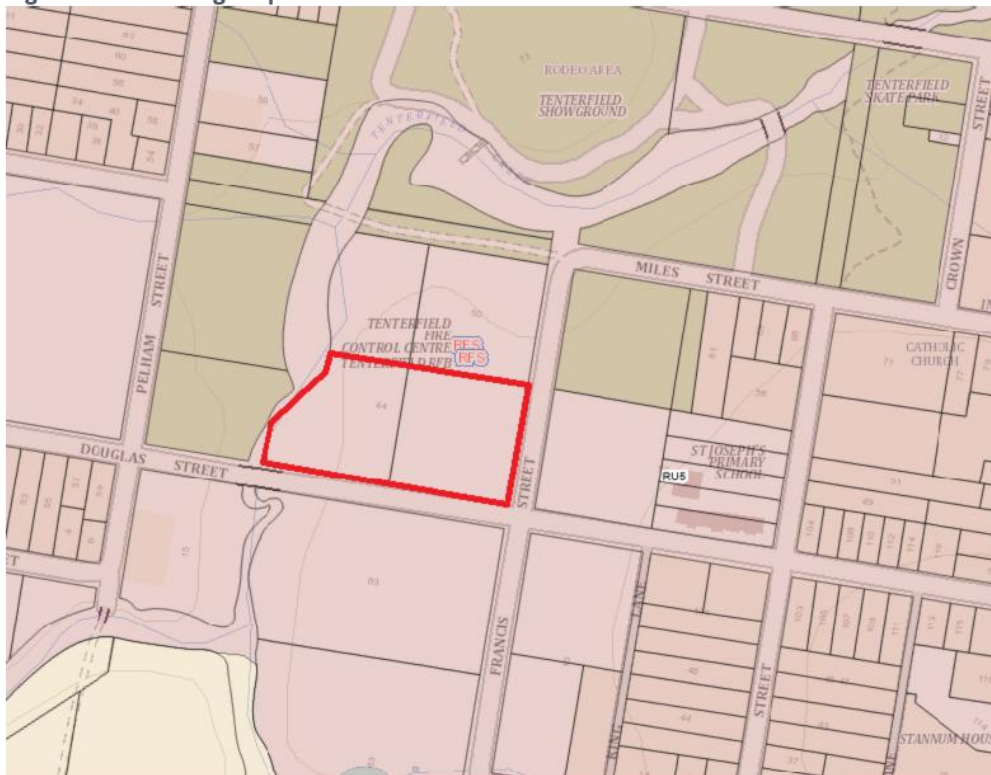
*Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Schools;
Tank-based aquaculture; Any other development not specified in item 2 or 4*

4 Prohibited

*Agriculture; Air transport facilities; Airstrips; Cellar door premises; Correctional centres;
Crematoria; Eco-tourist facilities; Farm buildings; Farm stay accommodation; Forestry; Heavy
industrial storage establishments; Heavy industries; Resource recovery facilities; Roadside
stalls; Rural workers' dwellings; Waste disposal facilities; Wharf or boating facilities*

The subject land is zoned RU5 Village under the provisions of *Tenterfield Local Environmental
Plan 2013*. The proposed caravan park is permissible with development consent in the zone.
The proposal is considered to be consistent with the objectives of the zone.

Figure 5: LEP Zoning Map



The application seeks approval for an RV park which is essentially a “caravan park” which is defined in the TLEP as

caravan park means an area of land, with access to communal amenities, used for the installation or placement of caravans, or caravans and other moveable dwellings, but does not include farm stay accommodation.

It is considered that the proposed development does not comply with the caravan park definition in that it does not provide “access to communal amenities” – the application specifically seeks exemptions in order to not provide communal amenities. It is noted that the camping ground definition which is closely related also requires “access to communal amenities” – see below:

camping ground means an area of land, **with access to communal amenities**, used for the short term placement of campervans, tents, annexes or other similar portable and lightweight temporary shelters for accommodation and includes a primitive camping ground but does not include—

- (a) a caravan park, or
- (b) farm stay accommodation.

Further to requirements for development consent for the establishment of a caravan park, approval is also required under Section 68 of the Local Government Act 1993 which need to demonstrate compliance with *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*, that provides a significant list of requirements for **amenities** in caravan parks and camping grounds.

The applicant is seeking development consent for a Caravan Park from Council, along with a request for a variation to the requirements under Section 82 of the *Local Government Act 1993* from the Department of Planning, Housing and Infrastructure – which require the provision of showers, toilets and laundry facilities.

Council made contact with the Department of Planning on October 2024 seeking clarification as to the correct process for obtaining the exemption, where it was advised that a position from Council in relation to the approval or refusal of the DA must first be obtained.

Council further contacted the Department in April 2025 after the Council meeting. On both occasions, the Department has advised that, firstly the DA needs to be supported by Council prior to the Department taking in to consideration any application for exemptions.

Following is an assessment of Table 1 under the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*, areas of non-compliance have been highlighted.

Table 1: Assessment of Regulations

Clause	Heading	Comments
APPLICATION OF PART		
70	Application of Part	The caravan park must meet the provisions of this Part.
OPERATION OF CARAVAN PARKS AND CAMPING GROUNDS		
71	Factors for consideration before approval is granted	Subdivisions 1-8 of Division 3 apply to this proposal.
72	Matters to be specified in approval	The application is for the ongoing operation of a caravan park. The application involves 25 short term sites.

		There are no long term sites proposed.
		The numbers and sizes of the sites are shown on the site plan.
73	Conditions of approval to operate caravan park or camping ground	Council can impose the appropriate conditions of approval if the application is approved.
73A	Operation of caravan parks or camping grounds for which approval not required	Not applicable.
INSTALLATION OF MOVEABLE DWELLINGS AND ASSOCIATED STRUCTURES IN CARAVAN PARKS AND CAMPING GROUNDS		
74	Installations for which approval not required	Noted. Development has been designed to meet these requirements.
75	Installation on flood liable land	The subject land is identified in the Tenterfield Floodplain Risk Management Study and Plan. It is noted that there is no relocatable home, rigid annexe or associated structure proposed as part of the DA.
76	Installation of relocated home, rigid annexe or associated structure of more than one storey	Not applicable.
INSTALLATION OF MOVEABLE DWELLINGS ON LAND OTHER THAN LAND IN CARAVAN PARKS OR CAMPING GROUNDS		
77	Installations for which approval not required	Not applicable.
78	Approval not required for installation of caravan, campervan or tent on certain land	Not applicable.
79	Plans to accompany applications for approval	Not applicable.
80	Factors for consideration before approval is granted	Not applicable.
81	Conditions of approval – relocatable homes and associated structures	Not applicable.
82	Conditions of approval – rigid annexes	Not applicable.
LAND AND SITE REQUIREMENTS		
83	Minimum size of caravan park or camping ground	The area of the site is one (1) hectare – compliant.
84	Community amenities	10% of the caravan park must be reserved for recreation or other communal.
85	Size of dwelling sites and camp sites	Each caravan site has an area of 112m ² (8 x 14). Greater than the requirement of 80m ² . Compliant.
86	Site identification	Each site is clearly delineated.
87	Dwelling sites to have road frontage	Yes – Refer to Community Map.
88	Setbacks for community buildings	Shelter is approximately 3m from site 1 (need to be at least 10m or 5m if appropriately screened). The revised site plan has addressed this clause (10m) – compliant.

89	Setbacks of dwelling sites and camp sites from road frontages	Each site is at least 10m from the front boundary and 3m from a side boundary.
90	Use of buffer zones	Satisfied.
91	Separation distances	Not applicable.
ROADS		
92	Entrance and exit roads	The main entrance width is 7 metres wide.
93	Forecourt	A forecourt has now been provided near the entrance to the development – compliant.
94	Width of roads	All internal roads are at least 6 metres wide – compliant.
95	Speed limits	The speed limit in the park is 15km/hr – signage can be provided.
96	Resident parking	There is car parking provided on each site.
97	Visitor parking	At least 4 car parking spaces can be provided – the SOEE indicates that they are – but site plan doesn't show any. There is space available onsite for these to be provided. The applicant in the SOEE states: <i>No parking spaces are provided within the park for the following reasons:</i> <ul style="list-style-type: none"> • No delivery vehicles are expected • No guests are allowed at the park other than those booked in to stay in their own vehicles • All tow vehicles must be parked within the allocated site • The caretaker has their own site for an RV and tow vehicle <i>Any 'need' for overflow parking is considered unlikely – however the site is capable of providing space for additional vehicles (if all sites are occupied), should it be required.</i>
98	Visitor parking for people with disabilities	See comment above.
99	Road Surfaces	Proposal is for all weather gravel – which is suitable.
100	Lighting	Originally no lighting is proposed. The applicant has provided the following reason: <i>"No additional lighting is proposed given the self contained nature of the vehicles".</i> The argument is not supported as it fails to acknowledge the security impact of good lighting and due to the close proximity of the Tenterfield CBD, that occupants will likely walk rather than drive to local venues. The revised proposal has indicated that lighting will be proposed at the entrance of the development – potential to comply.
UTILITIES		
101	Water supply	The caravan park is connected to reticulated water.
102	Sewerage	The caravan park is connected to the reticulated sewer (sewer dump point proposed). No provision has been made for the disposal of sullage (sullage means domestic waste from baths, basins, showers, laundries and kitchens, including floor wastes. – non compliant). The applicant has provided the following statement: <i>"CMCA considers a self-contained recreational vehicle as a vehicle specifically built for the purpose that along with built in sink, on-board cooking and sleeping facilities, carries a supply of fresh water and can retain all grey and black waste water."</i>

103	Drainage	The caravan park is to be appropriately drained – The applicant has indicated that “sites will be adequately drained” – however no specific details have been provided as to how this will be achieved.
104	Electricity supply	Non applicable for a short-term site.
105	Common trenches	To be utilised where possible.
SHOWER AND TOILET FACILITIES		
106	Modification of calculations under this subdivision	Noted.
107	Number of showers and toilets to be provided	The applicant is objecting to the standard. No showers and toilets are proposed.
108	Facilities for people with disabilities	The applicant is objecting to the standard. No facilities are proposed to be provided.
109	Other facilities	The applicant is objecting to the standard. None are proposed.
110	Construction of shower blocks and toilet blocks	The applicant is objecting to the standard. No shower or toilet block is proposed.
111	Proximity of dwelling sites to shower blocks and toilet blocks	The applicant is objecting to the standard. No showers and toilets are proposed.
	General comment on the non-compliances of this section	The objection is based on the proposed operational restriction that the caravan park be available to self-contained recreation vehicles (motorhomes and caravans) <u>only</u> . It is considered that it would be operationally impossible (now and into the future) to manage a caravan park that only has motor homes/caravans that are totally “self contained” with every amenity specified in this Regulation. One of the objects of the Regulation is to “ <i>promote the health, safety and amenity of the occupiers of manufactured homes and other moveable dwellings</i> ”. In the absence of providing any amenities, the overall development does not meet this objective.
LAUNDRY FACILITIES		
112	Modification of calculations under this Subdivision	Noted
		Note – the applicant is not proposing any items required in this section of the Regulation.
113	Washing machines	There is a requirement for 1 washing machine – 0 washing machines have been provided.
114	Laundry Tubs	There is a requirement for 1 laundry tub – 0 has been provided
115	Clothes dryers	There is a requirement for 1 dryer – 0 have been provided
116	Drying areas	Clothes line has to be provided on the site – none proposed.
117	Water supply	The washing machines and laundry tub are to be provided with hot and cold water – not proposed to be provided.
118	Ironing facilities	Not proposed to be provided.
119	Construction of laundry blocks	Not proposed to be provided.
120	Maximum number of persons per dwelling site or camp site	Noted – handled by Park Management.
121	Register of Occupants	A register of occupiers can be kept for the caravan park
122	Information to be given to prospective occupiers	Information can be provided.
123	Use of caravan parks and camping grounds	Noted.
124	Community Map	A Community Map to be prepared and provided to Council.
125	Access to approval and community map	Access is available on request to Park Management.

GENERAL		
126	Garbage removal	Garbage bins to be provided throughout the Caravan Park.
127	Fire hydrants	No site is situated further than 90 metres from a fire hydrant – specific details to be provided..
128	Fire hose reels	Must be installed so that each dwelling site can be reached by a fire hose – specific details to be provided.
129	Car washing bay	<p>As per the resolution of Council, the applicant was provided the opportunity to provide further information regarding a car wash bay. The applicant has responded:</p> <p><i>“CMCA does not allow the washing of any vehicles within its RV Parks, and this is included in the RV Park rules provided to each guest on arrival. A wash bay is not provided at any of its RV Parks for this reason”.</i></p> <p>The proposed development does not technically comply with this requirement – however, given that there are no long-term sites proposed it is considered that the requirement for a car washing bay is not necessary in this instance.</p>
130	Buildings	Approval is sought for the proposed structures on site..

Clause 5.10 Heritage Conservation

Comments

The subject land is not located within the Tenterfield Town Centre Heritage Conservation Area.

There are no heritage items located on the subject land.

Clause 5.21 – Flood planning

The subject land is identified in the Tenterfield Floodplain Risk Management Study and Plan. It is noted that there is no relocatable home, rigid annexe or associated structure proposed as part of the DA.

6.4 Essential services

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required—

- (a) the supply of water,*
- (b) the supply of electricity,*
- (c) the disposal and management of sewage,*
- (d) stormwater drainage or on-site conservation,*
- (e) suitable vehicular access.*

Comments

Water	Is available for connection.
Electricity	Is available for connection.
Sewage	Council's sewerage reticulation system is available to the land. The only connection however will be a dump point for the fully self-contained vehicles. No information has been provided for the disposal of sullage.
Stormwater	Will flow overland to Tenterfield Creek – no stormwater management plan has been provided.
Vehicular access	The applicant proposes to construct a new access off Francis Street.

S4.15(1)(a)(ii) any proposed instrument that is or has been placed on exhibition

There are no draft environmental planning instruments applicable to the proposed development.

S4.15(1)(a)(iii) any development control plan

Tenterfield Shire Council Development Control Plan 2014

There are no provisions within the DCP that are relevant to the proposed development.

Chapter 1 – General Provisions, where they fall within the definition of residential development, but not within the definition of residential accommodation,
Chapter 2 – Notification Procedures – with such applications to be notified and advertised.

The application was notified as required (and renotified).

S4.15(1)(a)(iiia) any planning agreement

No planning agreement.

S4.15(1)(a)(iv) the regulations (to the extent that they prescribe matters for the purpose of this paragraph)

There are no matters applicable to this application.

S4.15(1)(a)(v) any coastal zone management plan (within the meaning of the Coastal Protection Act, 1979) that apply to the land to which the development application relates

There are no matters applicable to this application.

S4.15(1)(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

Context and Setting

The surrounding area is generally characterised by mixed development (including a school, museum, RFS and residential development).

The proposal is considered compatible with the surrounding area and will have minimal impact in regard to:

- Impacts on adjacent properties and land uses; and
- Interruptions of important views and vistas.

If the proposal were able to provide the necessary amenities and facilities as required by the regulations, it would be suitable within the context of the locality.

Access, Transport and Traffic

The applicant has provided the following information:

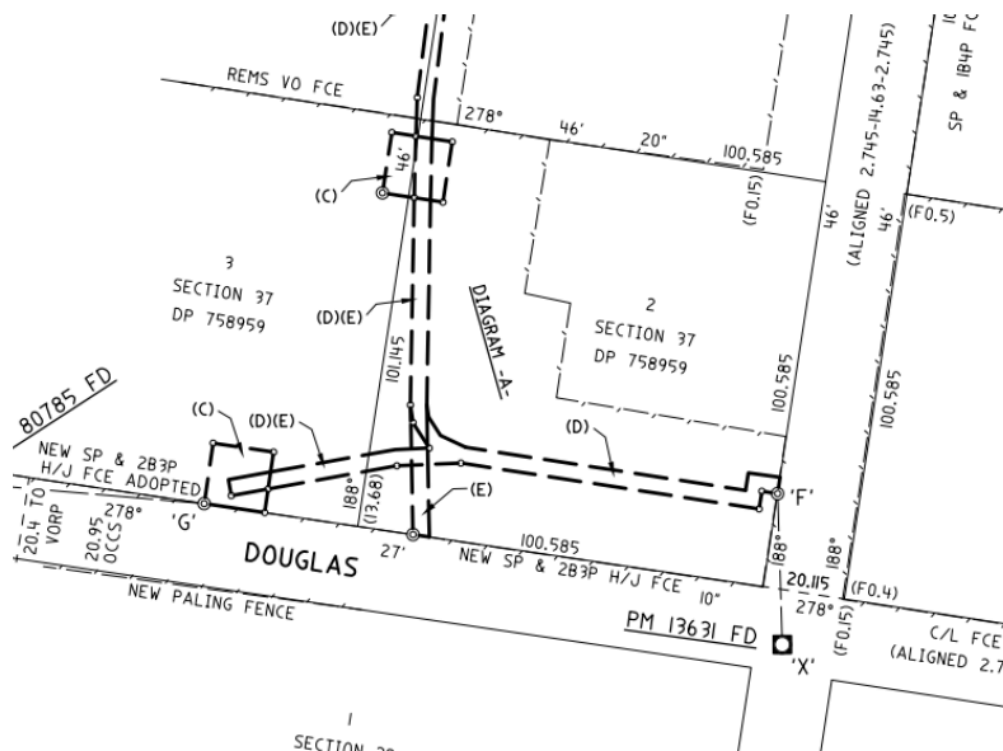
The development will have minimal effect on the traffic in the area with all road infrastructure already in place. While there are 25 sites provided – traditionally, the parks are rarely occupied to more than 50% of the capacity. There will be times when occupation may be minimal due to the time of the year and / or adverse weather conditions. On the basis that the RV or motorhome is the primary travelling vehicle for the visitor/s, experienced indicates that in a short stay on the site, that there might be 2 traffic movements per day for expected tourism-based exploring through the sub region etc. On that basis, it is estimated that the maximum number of traffic movements would be (a complete check out of all vehicles) 50 vehicle movements per day. The likelihood of this happening on any sort of regular basis is low, as there will be peak, shoulder and low seasons throughout the year, where traffic movements from the site will be very minimal in comparison to the possible maximum movements. Further consideration is that a number of RV enthusiasts utilise bicycles or walking, once they have located in the RV park, thereby further reducing potential vehicle movements to and from the site.

A new concrete crossing is proposed to be constructed off Francis Street.

It is considered likely that the occupancy level may be closer to 75% once fully operational with 4-6 vehicle movements per day.

The existing road pavement is not considered adequate for the proposed development. If the development were to proceed the applicant would be responsible for any upgrading works to meet the relevant standards.

If the application were to be approved, there would be no construction over water lines or sewer lines. The Deposited Plan identifies existing easements.



Councils Engineering Department have advised the following:

If the development were to proceed it would be likely that some shoulder widening (construction and sealing) of the road in the vicinity of the site would be required, including construction of a suitable entrance. Stormwater management on the site would also be required.

Public Domain

It is considered that the development will have a negligible impact on the public domain in terms of:

- Public recreational opportunities in the locality;
- Amount, location, design, use and management of public spaces in and around the development; and
- Pedestrian linkages and access between the development and public areas.

Utilities

Electricity

Is available for connection.

Telephone

Is available for connection.

Water

Is available for connection.

Sewerage

Council's sewerage reticulation system is available to the land. The only connection however will be a dump point for the fully self-contained vehicles. Refer to previous comments on grey water disposal.

Heritage

The site does not contain a heritage item nor is located within the Heritage Conservation Area.

Air & Microclimate

Nil impact.

Flora and Fauna

No vegetation removal required. There are no identified threatened species.

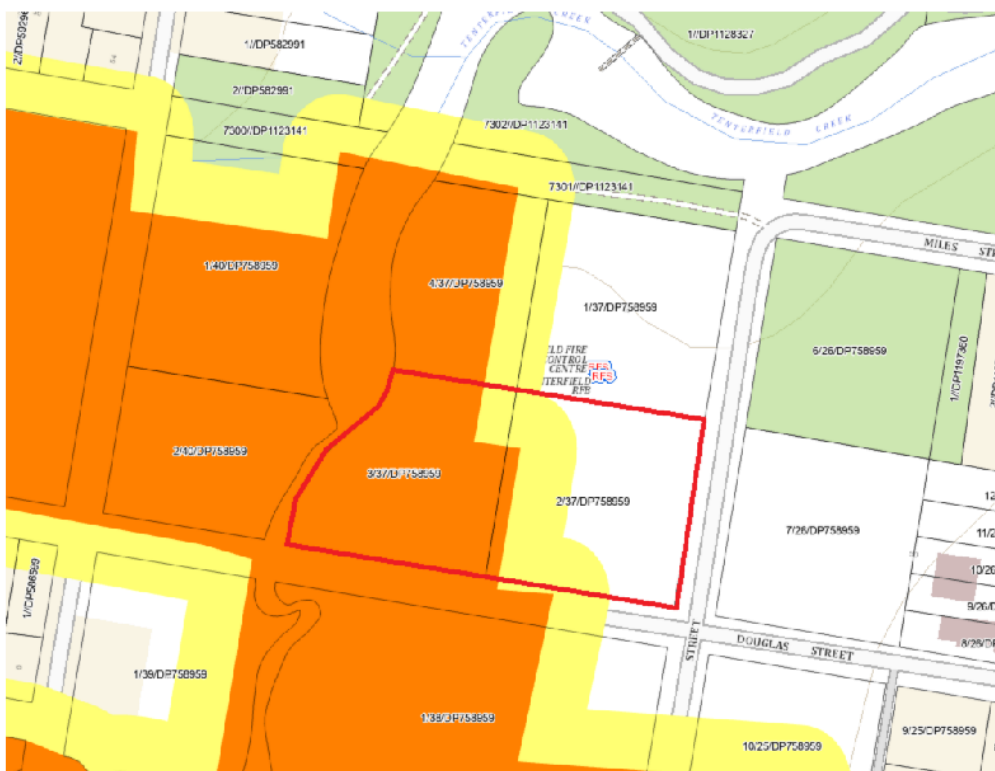
Noise and Vibration

There will be temporal impacts during the construction phase of the development. Operationally, if the development is approved, a Plan of Management would need to be developed that includes provision for noise management.

Natural Hazards

Bushfire

The subject land is mapped as bushfire prone land and accordingly becomes integrated development (Special Fire Protection Purpose – Caravan Park). The RFS has issued their General Terms of Approval on 11/12/2024.



The following condition is provided by the RFS:

Construction Standards

The intent of measures is that buildings are designed and constructed to withstand the potential impacts of bush fire attack. To achieve this, the following conditions shall apply:

1. All new Class 10 structures as defined per the "Building Code of Australia" shall comply with Sections 3 and 5 (BAL 12.5) Australian Standard "AS3959-2018 Construction of buildings in bush fire-prone areas" or NASH Standard (1.7.14 updated) National Standard Steel Framed Construction in Bushfire Areas – 2014 as appropriate and section 7.5 of 'Planning for Bush Fire Protection 2019'.

Flooding

See previous comments.

Social & Economic Impacts in The Locality

The applicant has provided the following information in support of the proposal:

This proposal will provide additional options for short term accommodation for fully self-contained recreation vehicles. The primary users of the facility will be members of the Campervan and Motorhome Club of Australia. The site will be promoted to members accordingly.

The attraction of the park will result in additional visitation to the locality from members, who will stay for an average, (based on statistics from the CMCA), of 2.5 nights.

Such short-term visitation will generate direct economic benefit with additional revenue going into the local community in areas such as:

- *grocery stores,*
- *petrol stations,*
- *registered clubs*
- *tourist attractions, including the Tenterfield Transport Museum, etc.*

Based on a comparable, operational, RV park at Gunnedah, it is expected that guests will spend an average \$150 per RV per night. If a conservative average occupancy rate of 12% was assumed – the direct economic impact from the visitation of the recreation vehicles could be in the vicinity of \$160k - \$200k per annum. Note that it is expected that the occupancy rate could be higher given the advantage of being on the New England Highway.

It is noted that Council have consistently required other caravan parks and camping grounds in the LGA to provide the necessary amenities and facilities as per the Regulation. These requirements are set for right across the state.

The applicant was requested as part of the Council resolution to provide “An Independent Child Safety Assessment Report”. The applicant has provided the following response with respect to the Council request:

“After talking to a Child Safety industry specialist in Melbourne I was advised that it is not possible for CMCA to provide an independent assessment report as requested by council. Such a report can only be prepared for businesses that specifically cater for children and an assessment cannot be made for children that are not within the grounds of that business. This was made clear in my response. The author of that report is Sean Constable of CMCA.”

The applicant has provided a Child Safety Risk Assessment (attached to this report). The report has been reviewed and the discussion and measures proposed are considered to be acceptable in the circumstances.

Cumulative Impacts

Not applicable.

S4.15(1)(c) the suitability of site for the development

Does the proposal fit in the locality?

The locality is a mixed use area with residential, educational, recreational and tourism uses.

Are the site attributes conducive to development?

The site is capable of this form of development subject to compliance with applicable legislation.

S4.15(1)(d) any submissions made in accordance with the Act or Regulations

Public Submissions – First Round

The application was notified to neighbouring land owners.

There were 22 objections received to the proposed development.

It is noted that the applicant has provided a response to submissions.

The points of objection are summarised below:

ISSUE	Response
Child Protection	<p>The objection primarily involves the assertion that there is the potential for some people staying at the facility to be inappropriate and have a potential impact on children across the road in St Josephs School.</p> <p>The objection is not considered a valid planning consideration. There is no basis or evidence to suggest that park guests will pose a risk to children at the school. Any issues relating to child protection are dealt with by the Police.</p>
Ambulance Access	Ambulance access to the school sports field can be maintained and will not be impacted upon by the development.
Dumping Site	The applicant has advised that the Dump Ezy unit that will be installed within the Park is a sealed unit with an S trap. The units' lid is only open when in use by a park guest. It is not an open sewer connection.
Increased Traffic	Francis Street is sufficiently wide enough to enable traffic to turn into the property whilst not obstructing through traffic. The development is within the town 50km/hr speed limit. Sight

	lines are unrestricted in both directions from the entranceway and traffic speeds are low. Refer to above comments in the report.
Bus Route	The objectors state: “the proposal is using roads that are already on our school bus route. Francis Street will not cater for a bus and caravan side by side. The space required for a large caravan to turn into the entrance and a bus coming along the road is a major hazard.” Refer to above comments in the report.
Fire Season	Whilst not considered to be particularly relevant to the proposal, the applicant has advised that during local emergency bushfire situations, the RV Park can be temporarily closed to enable the effective operation of the Fire Control Centre, if this is deemed necessary by the FCC management.
Caretaker	There will be a Park Custodian on site who will check all bookings, site guests, enforce park rules, which include a length of stay (maximum of 14 nights), and minimise noise from the park. Overstays are not permitted and guests are removed at any time for disobeying park rules.
Non-compliances with the Regulation	As shown in this report, the applicant has a large number of non-compliances with the Regulation.

Public Submissions – Second round

The application was renotified to neighbouring land owners.

There were 3 objections received to the proposed development.

It is noted that the applicant was provided a copy of the submissions on the 22 May 2025, with the following response received.

“The matters raised in further submissions against the proposal have simply reiterated what they had raised previously, which we have already responded to. I do not wish to continue to cover the same ground over and over, when it is obvious it does not matter what we provide, it will be dismissed by those who are against this development.”

The points of objection are summarised below:

ISSUE	Response
Child Protection	The objections primarily related to the issue of child protection which was raised initially in the first round of notification. The objection primarily involves the assertion that there is the potential for some people staying at the facility to be

	<p>inappropriate and have a potential impact on children across the road in St Josephs School.</p> <p>The applicant was requested as part of the Council resolution to provide "An Independent Child Safety Assessment Report". The applicant has provided the following response with respect to the Council request:</p> <p><i>"After talking to a Child Safety industry specialist in Melbourne I was advised that it is not possible for CMCA to provide an independent assessment report as requested by council. Such a report can only be prepared for businesses that specifically cater for children and an assessment cannot be made for children that are not within the grounds of that business. This was made clear in my response. The author of that report is Sean Constable of CMCA."</i></p> <p>The applicant has provided a Child Safety Risk Assessment (attached to this report). The report has been reviewed and the discussion and measures proposed are considered to be acceptable in the circumstances.</p>
Increased Traffic and condition road network	<p>Since the last Council meeting, Councils Engineering Department have advised the following:</p> <p><i>If the development were to proceed it would be likely that some shoulder widening (construction and sealing) of the road in the vicinity of the site would be required, including construction of a suitable entrance. An assessment of the pavement in Francis Street including the intersection with Douglas Street and potential road strengthening may also be required. Stormwater management on the site would also be required.</i></p>
CMCA's Policy and Procedures	<p>Objection related to concerns regarding how CMCA will control inappropriate behaviour.</p> <p>If Council were to approve the development, a condition of consent could be imposed that included a Plan of Management.</p>
Proximity to School	<p>A caravan park is permitted with consent on the subject land. The proposal is then subject to assessment in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.</p>
Cost to Ratepayers of assessments	<p>This is not considered to be a valid planning consideration.</p>
Do we need another caravan park	<p>This is not considered to be a valid planning consideration.</p>

There was also one letter of support for the development from the Tenterfield Chamber of Tourism Industry and Business which was received after the close of the submission period. The letter has provided the following main points in support of the proposal:

- It is imperative that the TSC consider accommodation facilities, business growth and development to the Shire that is in line with aesthetics and values of our town.
- Facilities such as this provides another option and therefore access to another group of visitors to our region encouraging a larger market to draw from, which in turn offers the potential of increasing visitor expenditure throughout the Shire.
- It further develops Tenterfield into an RV friendly town and the CMCA organisation has the potential to play a crucial role in allowing Tenterfield to achieve this status
- The Tenterfield Shire is starting to be seen as 'Open for Business' and is rapidly becoming a desirable location to both live and visit.

Government Submissions

General Terms of Approval have been received from the NSW Rural Fire Service.

S4.15(1)(e) the public interest

The public interest has been considered and it is concluded that the approval of the application will be contrary to the public interest in that the development will not be providing a necessary level of amenities and facilities for park users.

Conclusion

This report includes an analysis of the existing environment, details of the proposed development and consideration of applicable statutory requirements.

Based upon the investigations of the proposal it can be concluded that:

- The proposed development has not provided the necessary level of amenity required by the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.
- The proposed development is not consistent with the caravan park definition under the *Tenterfield Local Environmental Plan 2013* in that a caravan part must be provided "with access to communal amenities".
- The proposed development is inconsistent with the provisions of *State Environmental Planning Policy (Housing) 2021*.

The proposal is not considered to be acceptable in terms of Section 4.15 of the *Environmental Planning and Assessment Act 1979* (as amended).

Accordingly, it is recommended that the Development Application be refused subject to the following reasons:

Reasons for Refusal

- The proposed development has not provided the necessary level of amenity required by the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.
- The proposed development is not consistent with the caravan park definition under the *Tenterfield Local Environmental Plan 2013* in that a caravan park must be provided "with access to communal amenities".
- The proposed development is inconsistent with the provisions of *State Environmental Planning Policy (Housing) 2021*.

17 December 2024

CEO
Tenterfield Shire Council
PO Box
TENTERFIELD NSW



DA 2024.104 - RESPONSE TO OBJECTIONS

The Campervan & Motorhome Club of Australia (CMCA) makes this formal response to submissions received against the proposed development in Francis Street Tenterfield.

It should be noted that the submissions are all related to the one property, being the St Joseph's Primary School adjacent to the development site.

The issues raised within the objections are consistent and most do not relate to planning matters, but will be addressed within this response in any case.

There are some inaccuracies that should be corrected here:

- This is not a caravan park, it is a low-cost short-term campground for fully self-contained travellers. Campers typically stay 2 nights and then move to another town or region. Permanent or long-term sites are not provided.
- This is not a "free" campground. All guests must have a valid paid booking to stay.
- There will be a Park Custodian on site who will check all bookings, site guests, enforce park rules, which include length of stay (maximum of 14 nights), and minimise noise from the park. Overstays are not permitted and guests can be removed at any time for disobeying park rules.
- This development has not received consent from council, which is the purpose of the development application.
- It is up to Council staff to determine if a development is subject to community consultation, or not.

The concept was developed after the Tenterfield Transport Museum approached CMCA in relation to establishing an RV Park on the site because it has possible synergies with the museum, provides a passive income to the museum and utilises otherwise vacant land. Council has supported the concept and agreed to the sublease of the site if CMCA receives development consent.

Traffic management

As explained in the development application, the proposal will have minimal impact on the local road network. With a maximum of 40 extra movements per day and an average of 10 per day, this will not impact on surrounding activities.



There is already a caravan park that uses Francis and Miles Streets as its main access and exit and this operates without any impact to the school traffic now. The current traffic to and from the showground campground uses Miles Street which includes school bus traffic.

Given Francis Street already has the Transport Museum and the Fire Control Centre, there should be some consideration by council to widen Francis Street in any case. That is a decision independent of this development proposal.

Child protection concerns

Whilst the welfare of the school and parents' children is a major concern, this development proposal will have no impact on child welfare for nearby school children.

Responses to other concerns are listed below:

- There is no basis or evidence to suggest that park guests will pose a risk to the children at the school. CMCA manages 13 similar parks across Australia in residential areas and close to schools, without incident. The guests of these low-cost RV parks are typically grey nomads not homeless people with nowhere else to live. The majority are grandparents and parents themselves.
- Ambulance access to the school sports fields will be maintained. Emergency vehicles always have right of way in these situations and traffic has to move out of the emergency vehicle's way.
- The Dump Ezy unit that will be installed within the RV Park is a sealed unit with an S trap. The unit's lid is only open when in use by a park guest. It is not an open sewer connection. Park guests will not want any odour from the unit either. These are installed in residential locations across Australia without complaint. CMCA maintains the unit within the park.
- During local emergency bushfire situations, the RV Park can be temporarily closed to enable the effective operation of the Fire Control Centre, if this is deemed necessary by the FCC management.

CMCA manages 13 of these similar parks across Australia, without incident. The guests are generally older citizens who are looking for a quiet and safe place to stay for a few nights. We do not provide powered sites, or amenities or facilities that would encourage longer stays. It is designed for short-term camping.

Sincerely

Sean Constable
Business Development Officer

2 April 2025

Responses to Council's request for further information

1. Objectors to the development application: A detailed response was provided to council through the NSW Planning Portal in December 2024, addressing all the relevant matters raised in those submissions.
2. A modified site plan is attached to this response, addressing the requested changes including identifying the forecourt area near the entrance to the RV Park, removing the site nearest the shelter to provide the 10m buffer, and lighting at the entrance.
3. Site contamination: Matter for Tenterfield Council response
4. Condition of Francis Street: Matter for Tenterfield Council response
5. Child Safety Assessment Report: Separate document provided
6. Car wash bay: CMCA does not allow the washing of any vehicles within its RV Parks, and this is included in the RV Park rules provided to each guest on arrival. A wash bay is not provided at any of its RV Parks for this reason.
7. Self-Contained Vehicle Policy: Policy attached to this response. Park rules include no noise beyond 9.00pm. Park rules include a maximum stay of 14 nights in any 21 day period and this is reflected in the CMCA booking system which does not allow bookings beyond this length of stay. CMCA has not had to deal with any evictions to date in the past 10 years of operation of these parks. Long term tenants do not find this style of accommodation useful because there are no amenities, no powered sites, and no permanent connections to water.
8. Recreational Vehicles is the broad definition of all vehicles that are used in camping, such as caravans, campervans, motorhomes, camper trailers, pop-top tents, buses. Etc. Irrespective of the type of RV, it must meet the CMCA Self-Contained Vehicle standards to be allowed to stay within the park.
9. CMCA has negotiated a sub-lease with the Tenterfield Transport Museum. Tenterfield Shire Council has agreed to amend its head lease with the TTM if CMCA receives development consent for the RV Park on the site. There is no need to subdivide the land for this use. A sub-lease provides an annual passive income directly to the TTM committee to support the activities of the museum committee.



Appendix 1 – Site Layout



Appendix 2 - CMCA SCV Policy

CMCA Self-Contained Vehicle (SCV) Policy

1. PURPOSE

In creating a Self-Contained Vehicle Policy, the Campervan & Motorhome Club of Australia Limited recognises community concerns regarding the impact of indiscriminate disposal of waste and waste water on the environment and public health. Without the proper containment of waste and waste water, the environmental impact of RV tourists using free or low-cost camping grounds will become unacceptable, resulting in councils and State governments placing restrictions on access to these facilities.

The purpose of this policy is to establish minimum requirements for a recreational vehicle to be recognized as self-contained. This recognition allows the vehicle to stay in areas designated as "self-contained vehicles only" by either the CMCA or other controlling authorities.

All RVs accessing a CMCA RV Park must comply with this policy, as these facilities are designed for use by self-contained vehicles only.

CMCA considers a self-contained recreational vehicle as a vehicle specifically built for the purpose that along with built in sink, on-board cooking and sleeping facilities, carries a supply of fresh water and can retain all grey and black waste water.

Once a vehicle is recognised as self-contained by CMCA, the vehicle will display the SCV accreditation on the vehicle at all times. By displaying the SCV accreditation, the vehicle owner acknowledges the vehicle will at all times meet its self-containment responsibilities when accessing free or low-cost camping grounds and abide by the principles of the CMCA Leave No Trace® (LNT) Code of Conduct.

2. SCOPE

This policy applies to all CMCA members and non-members who seek to have their vehicles recognised as self-contained and access CMCA or other accommodation facilities designated as for "self-contained vehicles only".

3. DEFINITIONS

- CMCA Ltd is the Campervan & Motorhome Club of Australia Limited.
- SCVP is the CMCA Self-Contained Vehicle Policy.
- RV is Recreational Vehicle.
- SCV is Self-contained Vehicle.
- CMCA RV Parks is the Campervan & Motorhome Club of Australia Limited Recreational Vehicle Parks.
- CMCA LNT is CMCA Leave No Trace®.
- Tote is a specifically manufactured portable container suitable for the collection of grey water.

4. ADDITIONAL INFORMATION SERVICES

- Commonwealth Work Health & Safety Act – 2011 (NSW)
<https://www.legislation.gov.au/Details/C2016C00887>
- Commonwealth Work Health & Safety Regulations – 2011 (NSW)
<https://www.legislation.gov.au/Details/F2011L02664>
- Relevant State Acts, Regulations & Codes of Practices (if applicable)
- CMCA Leave No Trace® Code of Conduct <https://www.cmca.net.au/services/leave-no-trace>
- Queensland Camping Options Toolkit – March 2014
https://www.dtesb.qld.gov.au/_data/assets/pdf_file/0008/148319/qdts-camping-options-toolkit.pdf

5. POLICY

The vehicle must have installed and/or carry the necessary fit for purpose specifically manufactured equipment to be considered as self-contained.

Water Supply

- The vehicle shall have a fresh water tank or bladder specifically manufactured for the storage of potable water. This tank may be on-board (fitted) or external (non-fitted).
- The fresh water tank should be of rigid construction with appropriate valves to prevent foreign matter or contaminants entering the tank.
- When travelling it shall be securely fastened within the confines of the vehicle so as not to cause any hazard.

Sink/shower

- The vehicle shall be fitted with an installed and plumbed sink. Additional sinks, hand basins and shower are optional. Every sink, hand basin or shower fitted shall be supplied with water from the fresh water tank and shall be drained to a grey water tank.

- External showers that are used for ablutionary purposes and in so doing create grey water would not comply. External water outlets used for rinsing or filling purposes are not seen as a grey water issue within the context of this policy.

Grey Water

- No grey water is to be discharged to the ground or a stormwater system from a self-contained vehicle unless allowable by local authorities.
- Sinks, and where fitted, hand basins and showers, shall be drained to either an on-board (fitted) grey water tank or an external (non-fitted) grey water tank (tote).
- A tote shall be connected to the vehicle by a drainage pipe with a water tight seal and have a working shut off valve to avoid overflow.
- A tote may be used for discharging and transporting of grey water from any vehicle to a disposal point, providing the vehicle discharge point has a permanently installed shut off valve and the drainage pipe to the tote is connected by a water tight seal.
- When travelling, a portable grey water tote shall be securely fastened within the confines of the vehicle so as not to cause any hazard.
- Liquid waste is not to be collected or removed in open buckets or containers.

Toilet

- All black water is to be contained in holding tanks or cassettes, to be disposed of in a dump point or if no appropriate facility is available, in accordance with the CMCA Bush Camping Code.
- The vehicle shall be equipped with a toilet, installed in accordance with the manufacturer's instructions.
- Portable toilets: These must be a proprietary brand portable toilet manufactured for the specific purpose.
- When travelling, a portable toilet shall be securely fastened within the confines of the vehicle so as not to cause any hazard.

Rubbish

- The vehicle shall contain a sealable refuse container or bag to hold rubbish for disposal, be it of a permanent or disposable type in authorized disposal receptacles.

To qualify as a CMCA self-contained vehicle, the vehicle shall meet the requirements of the SCVP. Members and non-members who are satisfied their vehicles meet the SCVP may nominate their vehicle as self-contained on the CMCA website. Any nominated vehicle accessing a CMCA RV Park or other RV accommodation site limited to self-contained vehicles, will be required from

time to time by the CMCA RV Park Custodian or other authorized person to demonstrate its ability to meet the SCVP.

Capacities:

While individual usage and discharge varies, it is advised that a vehicle should have capacities to retain all waste for a minimum of three days (72hours).

6. AUTHORISATION

This document has been duly authorised prior to issue.

Authorised
by:



(Chairman)

Authorised by:



(Chief Executive Officer)

Date: 13 August 2019

DA 2024.104 CMCA RV Park

Francis Street Tenterfield NSW

RISK ASSESSMENT FOR CHILD SAFETY AT THE RV PARK

Background

CMCA has lodged a development application to develop a small-scale recreational vehicle park on council land adjacent to the Tenterfield Transport Museum on Francis Street Tenterfield. The RV Park would cater to approximately 25 vehicles at capacity.

This park is consistent with others within the CMCA RV Park national network and provides a wastewater dump point, potable water points, a barbecue shelter and level sites for parking on. The park would have a full-time on-site Park Custodian whose role is to check in guests, take new bookings, site guests and enforce park rules.

The guests of these types of parks are generally grey nomads and other older tourists travelling on budgets. These travellers are seeking somewhere cheap and safe to camp for a few nights, without the facilities that normal caravan and tourist parks provide. The Park Custodian will direct guests to follow park rules and if guests refuse to do so, CMCA head office staff can get involved.

CMCA RV Parks do not specifically cater to children as they don't provide recreational equipment, however they are not excluded from staying at the campground. The nature of the proposed RV Park is minimalist camping, providing basic facilities to allow those camping in fully self-contained vehicles somewhere low cost to stay for short periods.

Issues raised by School Principal

Concerns raised by the principal of the local primary school during her presentation to the March Council meeting about possible issues relating to this park being located close to the Tenterfield Primary School and possible child safety risks, are totally unfounded.

The complainant was unaware that the RV Park will have an on-site caretaker whenever it is open. This fact alone should negate the perceived issues that were raised in the presentation.

The concerns raised about child safety are speculation only with no evidence provided. She stated that she is not aware of any cases whereby caravan parks near schools have caused any child safety concerns but feels that this development should be rejected "just in case". Her specific concerns are:

- Transient nature of guests
- No vetting of guests
- Cannot monitor alcohol consumption of guests
- Cannot control the taking of photos where children may be the subject matter without consent
- Cannot scrutinise social media use of photos that could be of school children

These park guests are transient because they are tourists. These are the same tourists who stay at the nearby showground caravan park and other caravan parks in Tenterfield. They are the same people who stay in local motels. Being a tourist should not label a person as a risk, even though they are "transient". Given the CMCA RV Parks do not allow stays of longer than 14 nights, they do not attract people who are looking for low-cost social housing or long-term sites, such people are directed to caravan parks where longer stays are allowed.

CMCA does not undertake a check of its guests, not just because this is an invasion of privacy, but because the park does not cater specifically to children and therefore guests are not required to undertake such a check. We cannot ask a guest if they have a criminal record, and even if they did, they are still able to stay at caravan parks as any other traveller is able to.

The guests of these RV parks tend to arrive between 1pm and 3pm, get set up and then go to "happy hour" (4pm), enjoy the company of other travellers whilst sharing stories of travel over a barbecue. By the time happy hour arrives, the school has been vacated, and the school grounds are empty. The activities undertaken at the

RV Park in the evening and nights should be of no concern to the school because the school is only open between 8.00am and 3.00pm on weekdays. Drug and alcohol abuse are not issues that CMCA has had to deal with across its national RV Park network. The guests are tourists, staying in campgrounds for up to 2 weeks before moving on to their next destination. The average length of stay for guests is 2.3 nights. These are not itinerant people looking for cheap social housing, and the fact that CMCA parks do not provide amenities or powered sites limits the time a camper will stay at these parks before moving on to campgrounds with more facilities.

CMCA cannot control the taking of photos by its guests, but then anyone can drive/walk along the public streets near the school grounds and take photos without the subject's knowledge. The park is monitored by a Park Custodian and other guests also monitor activities within the park grounds. Suspicious activities within or outside the RV Park grounds would be noted and reported as necessary.

The concerns raised by the school principal are emotive and sensationalising to say the least. Words such as "significant threat to child safety", "wellbeing of our children" and "this scares me" are meant to create concern where there is no basis for this. Why would tourists be singled out as a higher risk purely because they are travelling through the region and choose to stay in Tenterfield for a few nights. Confusion over the type of accommodation being considered for this development leads to people assuming the worst. These parks are designed for short stays for people travelling in self-contained recreational vehicles, they are not where people will camp for extended periods because they do not provide the necessary amenity for longer stays (and are not allowed to as per CMCA Park Rules). Even though CMCA allows up to 14 night stays at its RV Parks, the majority of campers will choose to stay for less than 3 nights.

When the school principal was asked directly by a councillor "what is the potential threat to school children" the response was a "foreseeing of potential problems" even though no history of this could be cited and that she was "making assumptions". When asked if there had been any complaints against showground campers located on Francis Street, the response was "no", and yet these are the same types of people who would utilise the CMCA RV Park.

Child Safety Assessment Report

Tenterfield Shire Council has requested that CMCA provide an independent Child Safety Assessment Report in relation to the RV Park proposal. Tenterfield Shire planners were unable to provide a report template because such a report has never been requested for a development application of this nature. It should be noted that the Tenterfield Transport Museum located on Francis Street attracts the same demographic as this planned RV Park, yet the development application for that project was not subjected to these complaints.

CMCA has contacted a national company called ChildSafe Consulting. This company has provided the following advice in relation to this matter:

- Child Safety Assessments relate to specific individuals that may be considered at risk
- Such assessments do not relate to campgrounds or caravan parks
- The Child Safety Standards Act does not apply to the CMCA RV Park in this instance because the park does not cater specifically to children and does not provide any facilities specifically for children
- An assessment cannot be undertaken that considers children outside of the business premises because those children are not the responsibility of CMCA and are not involved in the business operation of CMCA
- Once someone leaves the premises controlled by CMCA, we have no control over their actions and are not responsible for them

With the above in mind, CMCA offers this information as clarification of the operation and management of the proposed RV Park and as mitigation of the concerns raised in submissions against the proposal.

1. Cohort of guests

The guests who use the CMCA RV Parks are generally older travellers also known as "grey nomads". They are using these low-cost RV Parks as stops within longer trips to reduce the overall cost of travelling. These tourists generally have limited budgets or plan their trips around a mixture of commercial caravan parks, free camping and CMCA low-cost RV Parks. The majority of guests are CMCA members, who are well aware of the CMCA RV

Park model and are comfortable with using these parks for short periods. Non-members are welcomed also (at a higher site fee), as this is seen as an opportunity to convert them to be members of CMCA, the largest RV lifestyle club in Australia. The one-off joining fee of \$25.00 is waived for those who join the club whilst staying at one of our RV Parks, an incentive to join and then take advantage of other Club benefits.

2. This is not a caravan park

Although council has determined that this proposal must be assessed as a caravan park, it does not operate as a traditional caravan park. There are minimal facilities provided, and all vehicles must provide their own amenities within their vehicles. Because there are minimal facilities, the RV Parks do not suit families. Although families are not excluded from these parks, they will tend to stay at caravan parks where there are facilities for children.

3. No amenities are provided

There are no on-site amenities within the RV Park, all guests must provide their own facilities within their vehicles. CMCA does not allow external shower tents or toilet tents either, and there is no camping outside of the vehicle or under the awnings of these vehicles. There are no shower blocks and no enclosed buildings within the development.

4. Communal barbecue area

A communal covered barbecue area is provided for park guests only, which includes a 9m x 6m carport on concrete slab. A solid wall can be installed on the sides facing Francis Street and Douglas Street to shelter park guests from passing traffic and colder southerly winds. This will also provide a physical barrier from the school sports ground across Francis Street.

5. Park Custodian

CMCA provides an on-site Park Custodian at each of its RV Parks, who man the parks whilst they are open. This is a supervised campground with established and consistent rules across the entire CMCA RV Park network. Guests must abide by these rules to remain at the park, and any visitors must also abide by these rules and are the responsibility of the guest they are visiting. Park rules are signposted at the entrance to the RV Park and also handed out to new guests. The Custodian enforces these rules and has the support of CMCA head office staff if there is any need to discipline guests or remove them from the park grounds.

6. Register of guests

All valid bookings have details of at least one of the guest party. This information includes the names of the guests, primary mobile phone number, email address and registration details of the vehicle.

7. Secure

The park includes fencing to the perimeter and a gated entrance which is closed at night.

8. A commercial caravan park already exists on Francis Street

The showground caravan park is located 100m to the north of the proposed RV Park with its access from Francis Street as well. The caravan park guests can access the primary school grounds also, however there has never been an incident reported that the school principal has been made aware of.

Summary

The above information is provided to Tenterfield Shire Council to reinforce the fact that these RV Parks are a safe place for guests and should be considered as low risk for the primary school and its students.

Following discussions with ChildSafe Consulting, a Child Safety Assessment Report cannot be provided to support this development application. The information provided in this report should be sufficient to alleviate any concerns council might have in terms of risk to those outside of the RV Park grounds.

To Whom it may Concern
(copy to General Manager and all Councillors please)

I wish to raise an objection to this DA on a number of grounds:

5.7 Traffic Considerations
5.7.1 Traffic Generation

The proposal suggests that there will be minimal disruption to traffic. As the Western residents generally use Francis Street to access the shopping complex, this additional larger vehicle traffic will impede residents travelling on the narrow bitumen roadway which already requires vehicles to move to the verge when passing. This route is used by school buses, fire engines, ambulances and there is already some obstruction at the gates of the existing caravan park.

I have attached a photo of a vehicle, passing my parked car on the verge. The vehicle crossed to the wrong side of the road to ensure safe passage past my car. When school buses pass a vehicle it requires one vehicle to mount the verge to pass, as I can attest to as I use this road multiple times daily.

5.7.2 and 5.7.4 Traffic and Road

These state there are no concerns about the standard of the road network or impact on vehicle movements.

Attached are photos of the multiple pothole repairs at this point on Francis Street, which can only become worse with the increase of heavy vehicle usage. The photos also show the verge, which is already in disrepair due to water run-off on the school side, directly opposite the proposed entry to the caravan park.

Who is responsible for the repairs which will be required to maintain the road and verge? Council?

Ratepayers are already struggling with the burden of road repairs.

I further object on the grounds of child safety as the school playground is directly opposite this proposal and the gates to each area are aligned. There can be no assurance that a transient population will not jeopardise the safety of the children.

Please acknowledge receipt of this objection and advise the outcome of the DA.

kind regards



12th November 2024

Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
14 NOV 2024		
	Action	Info
CE		
CCO		
DI		



Dear General Manager

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

I am writing to express my objection to the above DA application for the following reasons.

My child attends St Josephs Primary School in Tenterfield and is in year 5.

I have an issue with the caravan park being so close to our school playground.

Caravan parks are transient places by nature, however there is no guarantee as to how long people will stay there and what kind of people they are and if there is any trouble who will be moving them on?

Will the people staying at the park be doing things that are not appropriate right in front of our children?

Was there ever silica on this land which has since been buried?

If so, how will digging all of this up be done for the caravan park, bearing in mind it is opposite a school and there are health risks involved?

There will of course be an increase of traffic, what kind of traffic plans will be in place, it is busy enough with parents coming and going and other local traffic, let alone more from the caravan park.

Our school takes child safety very seriously, I cannot understand why the council is not taking it just as seriously.

It seems that it is more about revenue, than considering our children.

I am not against a caravan park in town, however it should be located somewhere other than opposite a school.

Kind regards





13 November 2024

Tenterfield Shire Council
247 Rouse Street
TENTERFIELD NSW 2372

Re: Development Application No: 2024.104 Proposed Caravan Park Lots 2 & 3, Section 37, DP
758959 44 Francis Street, Tenterfield

We are the owners and operators of the Mingoola School Bus that services all schools within the Tenterfield area, including St Joseph's Primary School.

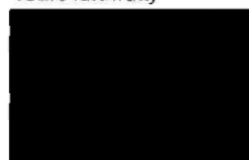
The road at the front of this proposed application, being Francis Street, is a designated school bus route that all buses within our area use to be able to access the designated bus parking zone to the side of St Joseph's in Douglas Street.

Within the development application we cannot see that consideration has been made for this road being a school bus route. This being in relation to both the current width of the bitumen surface and also the softness of the sides of the road to allow for a school bus and car + caravan to safely pass each other. With the size and weight of our bus, if we are forced off the bitumen to allow another vehicle to pass, we are likely to sink into the soft edges. This raises a concern for us in relation to not only potential damage to our vehicle but also, and more importantly, the safety of the children on the bus and our drivers. The safety of our passengers and driver has always been our number one priority during the sixty plus years that our family has operated this bus service.

We ask the council and the developers to review this application to take this into consideration.

Should you wish to discuss this issue further, please do not hesitate to contact me on [REDACTED]
[REDACTED]

Yours faithfully





Armidale Catholic Schools
Unit 2, 131 Barney Street
P.O. Box 636 Armidale NSW 2350
(02) 6772 7388
csoadmin@arm.catholic.edu.au
www.arm.catholic.edu.au
ABN: 90702916776

28 November 2024

Re: Tenterfield Development Application No: 2024.104

Armidale Catholic Schools (ACS) operates 24 schools across the Catholic Diocese of Armidale. ACS is responsible for the management and governance of these schools. St Joseph's School, Tenterfield is part of the ACS system.

ACS strenuously objects to the above application due to its proximity to the school and the potential implications on the existing school community. Reasons for our objection include:

Traffic Management Concerns

The proposed caravan park represents an increase in traffic into the precinct including within the school traffic area. This will result in the following;

- Increased safety risk to the entire school community including on children utilising active transport.
- Increase traffic around the school, wishing the school traffic area, particularly within peak hours
- The existing road network consists of a narrow road which is of an insufficient width to cater for school buses and caravans.
- Increased risk of emergency service vehicles unable to accessing the school grounds.
- Impact of maintenance on the existing road network. The current road Francis St is currently unformed and is of an access standard with no kerb and channel. ACS is concerned regarding the increased heavy load and the burden on the existing pavement.

Child Protection Concern

The proposed caravan park is directly opposite St Joseph's School playground. By its very operation, the caravan park will attract transient people. While undoubtedly the majority of the people will be law abiding, good people, the increase of transient people in close proximity to a school increases child protection concerns to the parents of the St Joseph's School Community and school staff. There does not appear to be any attempt to minimise this risk in the application. The report notes that the caravan park is intended to be "free" and that it is likely that "overstayers" will also be present on site which may increase child protection concerns.

ACS notes that neither of these issues, child protection or traffic management, have been addressed in the development application. Both these issues present significant risk to the safety and welfare of the children and whole school community of St Joseph's School Tenterfield.

Through the initial assessment process, Tenterfield Shire Council did not perform community engagement/communication as per the Council's engagement strategy. If ACS and the school community were afforded this right, our concerns would've been raised prior to a decision and resolution made by the Council. It is noted that Officers recommended the Council did not consent to the park due to multiple non-compliances with the Regulation. Council has unanimously accepted an amendment to this recommendation to approve the development. No reasons for this decision have been provided to the public.

ACS requests that a full community engagement is undertaken to understand the impacts of the development on not just the school community and its children, but the Tenterfield community as a whole. ACS support the officers recommendation and ask for Council to reconsider their decision.

Yours sincerely,



John O'Connor
School Performance Leader



Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

Dear General Manager

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

I am writing to express my objection to the above DA application for the following reasons.

-CHILD PROTECTION

I do not consider that the Council can ensure this facility will provide protection for all students in the care of St Joseph's School.

There is no possible way Council can guarantee that those using the facility are not going to use foul language, use gestures to our students, take photos of our students, come to the fence to speak to our children and not dress or behave inappropriately in front of our students.

Has the developer proposed high fences or screens to protect our children?

There is no possible way Council can guarantee that the people using the facility do not have Police records against children.

-AMBULANCE ACCESS

The ambulance access for our school is directly across from the proposed entrance to the Park. There is no guttering in Francis street and the edges are severely washed already. The road is substandard.

Further traffic will only exacerbate this problem and traffic congestion when a student in our school requires an ambulance and it could well be my child who requires this urgent assistance.

-DUMPING SITE

How can Council ensure that there will be no odour from the dumping site when it is directly across from our school and Westerly winds are a weather condition of Tenterfield?

-INCREASED TRAFFIC

There is enough traffic on Miles, Scott and Douglas Street during drop off and pick up times already as our school grows in numbers, without the obvious increase this DA will encourage as sizeable, self contained caravans use these streets. This increase will be hugely disruptive to our school.

Does the developer have a robust traffic management plan?

-BUS ROUTE

The proposal is using roads that are already on our school bus route. Francis Street will NOT cater for a bus and caravan to be side by side. The space required for a large caravan to turn into the entrance and a bus coming along the road is a major hazard. Surely the safety of our children should be paramount.

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Councillors could not have forgotten the traffic and the room required by our Rural Fire Service Facility on Francis Street?

The traffic and congestion there with trucks, workers, volunteers, and helicopters is phenomenal but one which is essential. Surely we cannot ask for more traffic to be involved in this area of town knowing the absolute necessity of these essential workers to rush to and from their facility.

-CARETAKER

Will a caretaker be on the premises 24/7?

How will the developer guarantee against long stay transient occupiers?

When occupied how can these people be moved on and who will move them on?

Who will ensure that the occupants of this facility will not be consuming alcohol, smoking, vaping or using drugs near our children?

Is this what Councillors want close to a school that their child or grandchild would attend - we as parents certainly don't want it!

Surely there is a more favourable site for a park in our town!

Councillors need to share with us why they overturned recommendations from Council to not accept the DA for this site or for the lease of the land to be amended to include subleasing.

In my experience, council is incapable of regulating what they approve, regardless of the conditions they place upon the development. Residents and parents will be left with the persistent threat of undesirable transients positioned directly beside our vulnerable children.

Kind regards





Hein Basson GM
Tenterfield Shire Council
PO Box 214
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[REDACTED]

Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
12 NOV 2024		
	Action	Info
CE		
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TENTERFIELD NSW 2372

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27 NOV 2024		
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As you can see from our above noted address, we personally live 2 houses down from school and must cross Douglas Street in order to walk our 3 children to school. This is such a busy road to try to cross at peak drop off and pick up times as it is with cars and buses. I cannot imagine how much more dangerous it will become when we are contending with caravans and 4WD!

Kind Regards,

[REDACTED]

[REDACTED]



Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

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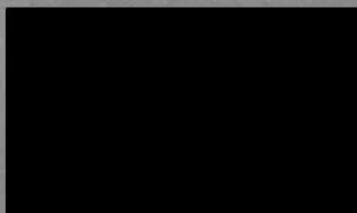
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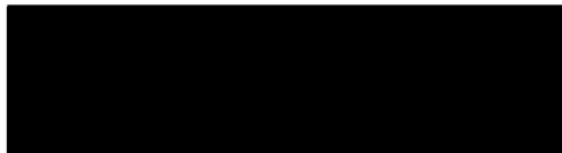
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TENTERFIELD SHIRE COUNCIL		
15 NOV 2024		
	Action	Info
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11th November 2024

Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

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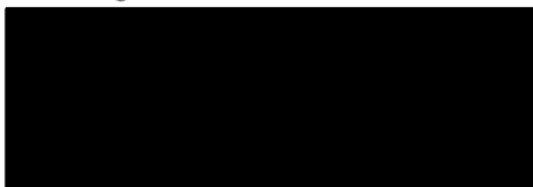
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-DUMPING SITE

How can Council ensure that there will be no odour from the dumping site when it is directly across from our school and Westerly winds are a weather condition of Tenterfield?

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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

Dear General Manager,

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

I am writing to express my objection to the above DA application for the following reasons.

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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
29 NOV 2024		
CE		
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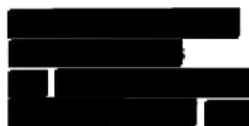
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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
29 NOV 2024		
	Action	Info
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Dear General Manager

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

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Kind regards

A redacted signature consisting of several blacked-out rectangular blocks.

TENTERFIELD SHIRE COUNCIL		
15 NOV 2024		
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11th November 2023

Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

Dear General Manager

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

I am writing to express my objection to the above DA application for the following reasons.

CHILD PROTECTION

Our children are the most important residents of this shire and are our future. I feel that the Council has not thought about these very important residents when they considered the DA for the Caravan Park right across the road from St Joseph's School Playground.

Should our children stay inside in there breaks and no have freedom to run, play and engage out in the fresh air due to the unknown of what may lie across the road?

I do not consider that the Council can ensure this facility will provide protection for all students in the care of St Joseph's School.

There is no possible way Council can guarantee that those using the facility are not going to use foul language, use gestures to our students, take photos of our students, come to the fence to speak to our children and not dress or behave inappropriately in front of our students.

Has the developer proposed high fences or screens to protect our children?

There is no possible way Council can guarantee that the people using the facility do not have Police records against children.

AMBULANCE AND EMERGENCY SERVICES ACCESS

The ambulance access for our school is directly across from the proposed entrance to the Park. There is no guttering in Francis Street and the edges are severely washed already. The road is substandard.

Further traffic will only exacerbate this problem and traffic congestion when a student in our school requires an ambulance and it could well be my child who requires this urgent assistance. In addition if the Fire Brigade needed to access the schools hall or other buildings the Frances Street gate would be also utilised.

DUMPING SITE

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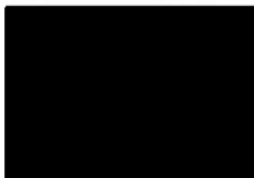
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Councillors need to share with us why they overturned recommendations from Council to not accept the DA for this site or for the lease of the land to be amended to include subleasing.

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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
15 NOV 2024		
	Action	Info
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Dear General Manager

**Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground**

I am writing to express my objection to the above DA application for the following reasons.

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TENTERFIELD SHIRE COUNCIL		
7 5 NOV 2024		
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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

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TENTERFIELD SHIRE COUNCIL		
25 NOV 2024		
	Action	Info
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Hein Basson GM
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PO Box 214
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TENTERFIELD SHIRE COUNCIL		
29 NOV 2024		
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Dear General Manager

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Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

TENTERFIELD SHIRE COUNCIL		
26 NOV 2024		
	Action	Info
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Dear General Manager

Objection to Proposal for Development Application No. 2024.104
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Directly across from St Joseph's School Playground

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INCREASED TRAFFIC

There is enough traffic on Miles, Scott and Douglas Street during drop off and pick up times already as the school grows in numbers, which it has been doing so the last few years. There will also be an obvious increase in traffic if this DA goes ahead, as it will encourage sizeable, self contained caravans to use these streets. This increase will be hugely disruptive to our school. Does the developer have a robust traffic management plan?

BUS ROUTE

The proposal is using roads that are already on the school bus route. Francis Street will NOT cater for a bus and caravan to be side by side. The space required for a large caravan to turn into the entrance and a bus coming along the road is a major hazard. Surely the safety of the children should be paramount.

FIRE SEASON

Councillors could not have forgotten the traffic and the room required by our Rural Fire Service Facility on Francis Street?

The traffic and congestion there with trucks, workers, volunteers, and helicopters is phenomenal but one which is essential. Surely we cannot ask for more traffic to be involved in this area of town knowing the absolute necessity of these essential workers to rush to and from their facility.

CARETAKER

Will a caretaker be on the premises 24/7?

How will the developer guarantee against long stay transient occupiers?

When occupied how can these people be moved on and who will move them on?

Who will ensure that the occupants of this facility will not be consuming alcohol, smoking, vaping or using drugs near the children?

Who will ensure that anyone who uses the proposed facility does not have any convictions against them in relation to child protection?

Is this what Councillors want close to a school that their child or grandchild would attend - we as parents certainly don't want it!

Surely there is a more favourable site for a park in our town!

Councillors need to share with us why they overturned recommendations from Council to not accept the DA for this site or for the lease of the land to be amended to include subleasing. I, for one am incredibly disheartened and upset to hear that councillors, who should be acting in the best interests of ratepayers and members of our community, are willing to put tourism and money before the safety of our children.

Kind regards,





Hein Basson GM
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

Dear General Manager

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

I am writing to express my objection to the above DA application for the following reasons.

-CHILD PROTECTION

I do not consider that the Council can ensure this facility will provide protection for all students in the care of St Joseph's School.

There is no possible way Council can guarantee that those using the facility are not going to use foul language, use gestures to our students, take photos of our students, come to the fence to speak to our children and not dress or behave inappropriately in front of our students.

Has the developer proposed high fences or screens to protect our children?

There is no possible way Council can guarantee that the people using the facility do not have Police records against children.

-AMBULANCE ACCESS

The ambulance access for our school is directly across from the proposed entrance to the Park. There is no guttering in Francis street and the edges are severely washed already. The road is substandard.

Further traffic will only exacerbate this problem and traffic congestion when a student in our school requires an ambulance and it could well be my child who requires this urgent assistance.

-DUMPING SITE

How can Council ensure that there will be no odour from the dumping site when it is directly across from our school and Westerly winds are a weather condition of Tenterfield?

-INCREASED TRAFFIC

There is enough traffic on Miles, Scott and Douglas Street during drop off and pick up times already as our school grows in numbers, without the obvious increase this DA will encourage as sizeable, self contained caravans use these streets. This increase will be hugely disruptive to our school.
Does the developer have a robust traffic management plan?

-BUS ROUTE

The proposal is using roads that are already on our school bus route. Francis Street will NOT cater for a bus and caravan to be side by side. The space required for a large caravan to turn into the entrance and a bus coming along the road is a major hazard. Surely the safety of our children should be paramount.

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The traffic and congestion there with trucks, workers, volunteers, and helicopters is phenomenal but one which is essential. Surely we cannot ask for more traffic to be involved in this area of town knowing the absolute necessity of these essential workers to rush to and from their facility.

-CARETAKER

Will a caretaker be on the premises 24/7?

How will the developer guarantee against long stay transient occupiers?

When occupied how can these people be moved on and who will move them on?

Who will ensure that the occupants of this facility will not be consuming alcohol, smoking, vaping or using drugs near our children?

Is this what Councillors want close to a school that their child or grandchild would attend - we as parents certainly don't want it!

Surely there is a more favourable site for a park in our town!

Councillors need to share with us why they overturned recommendations from Council to not accept the DA for this site or for the lease of the land to be amended to include subleasing.

Kind regards

A black rectangular redaction box covering a signature, with a horizontal line extending to the right from its bottom edge.

**Objection to Proposal for Development Application No. 2024.
104 Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground**

Tenterfield Shire Council
247 Rouse Street
Tenterfield NSW 2372

15th May 2025

Dear Councillors,

As an employee of St Joseph's Primary School, where I can see first hand the potential dangers and risks to our children, **I have strong objections to the proposed caravan park development.** As I support the issues raised by the Principal of St Joseph's Primary School, I have included below a copy of her letter to Council.

As an employee, knowing the layout of our playground and close proximity of the proposed caravan park to where the children play, there are potentially significant opportunistic dangers to the children. The playground is vast, with the bottom only metres away from the proposed caravan park, through a see-through fence. Whilst our children are supervised by teachers when in the playground, as mentioned it is vast and only takes a few minutes for something to be shown or said or done to a child.

Having worked previously in mental health, I have seen first hand the psychological damage and negative changes to a person's life trajectory from childhood traumas, whether they be singular in nature or cumulative. The struggles I've seen people try and overcome due to things of this nature are heartbreaking. If we have the power to prevent even 1 child experiencing something like this, then their life is worth it.

I also object as a concerned resident of Tenterfield who has experienced a traumatic past, some of which were incidents that we are afraid could occur for our children in relation to transient criminals in caravan parks of this type. I have spent much of my life addressing these traumas, and even if only a singular event for a child, the harm can be significant.

Statistics from studies at the University of New England indicate up to 32% more crime is experienced in caravan park communities which flow on to the towns and areas they are in. Do we need this close to our school community or our lovely township?

I implore you to look at this issue with clear and independent eyes, taking advice from those needed (in an independent nature) and weigh up, do we need these risks to children and community?

Do we need the added costs to ratepayers for road damage and improvements needed to roads in that area?

Do we need another caravan park? Phone calls to the ones we currently have, indicate that they more than adequately provide accommodation to those needing it? They are not rejecting people due to no capacity.

Do we need to potentially add short term residents to our community that upon speaking with Police, are difficult and time consuming to evict, if they are antisocial or criminally minded in behaviour? Our community already struggles with these things with current youth crime - do we need to inflame that?

Whilst I could add much more, what has already been voiced are immense issues in themselves and immense potential dangers and costs.

As a local Council your responsibility is to safeguard and do what's best for our local community.

Yours sincerely,



St Joseph's Primary School
50 Scott Street
Tenterfield NSW 2372

Phone: 02) 67361786
Email: tenadmin@arm.catholic.edu.au

Objection to Proposal for Development Application No. 2024.104
Caravan Park - Self Contained Recreation Vehicles
44 Francis Street, Tenterfield
Directly across from St Joseph's School Playground

Dear Councillors,

As Principal of St Joseph's School Tenterfield, I am writing to reiterate my strong objection to the proposed caravan park development, particularly in light of the recent amendments. My significant concerns remain focused on ensuring the safety and well-being of our students, which is our paramount priority.

Our School Community's objections are based on the following critical areas:

Independent Child Safety Assessment Report:

It is my understanding that the meeting minutes of 26 March 2025 refer to an Independent Risk Assessment. The document provided does not fulfill this requirement. We require a truly independent Child Safety Assessment Report, the cost of which should be borne by the applicant.

The developer's response to our concerns reads as a rebuttal rather than an objective assessment conducted by a reputable and impartial entity. The response lacked supporting data and presented an inherently biased perspective. It is imperative that this crucial assessment is undertaken by an organisation with no vested interest in the development's approval. I believed Councillor Murphy's request was for such an independent report, and we maintain that the Risk Assessment for Child Safety for the proposed Caravan Park must be conducted under a demonstrably independent letterhead to ensure credibility and objectivity, which an assessment by the park developers themselves cannot provide.

Furthermore, the assertion that "possible safety risks are totally unfounded" is deeply troubling. The objective of any risk assessment is to ensure its completion prior to the implementation of any proposed change. This proactive approach serves to mitigate foreseen and unforeseen situations. I strongly urge Councillors to personally investigate the potential risks associated with transient populations. I encourage you to consult with Janelle Saffin regarding her opinion on this application and to consider instances where individuals with a history of heinous crimes against children have resided in environments with child

access, such as the case of Daniel Morcombe's killer. Dismissing child protection concerns as unfounded is not only irresponsible but potentially dangerous.

The information received from Councillors indicating that the on-site caretaker is also a transient individual, rather than a permanent member of our community, further intensifies my concerns regarding consistent oversight and accountability.

Condition of Francis Street and Douglas Street:

The proposed development's impact on local road infrastructure remains a critical concern. Council's assessment of Francis Street's condition must also extend to Douglas Street. As evidenced this week when a school bus was forced to pull onto the curb to allow other vehicles to pass, Douglas Street is already experiencing significant strain from larger vehicles. I reiterate my previous question: What is the designated funding source for these necessary road upgrades, and what other Shire roads will be negatively impacted as a consequence, particularly given the developer's clear statement that these upgrades are the responsibility of Council and "independent of this development proposal"?

On 25 March 2024, our school formally wrote to Council to express our serious concerns regarding the safety of buses, school traffic, and students riding bicycles at the T-intersection of Scott and Miles Streets, prompted by numerous complaints from bus drivers and parents about near misses involving our students. It is alarming to consider the inevitable increase in traffic and the associated risks to our children and families should this development proceed. Council will undoubtedly need to widen these roads to accommodate the increased traffic. For your reference, our letter of 25 March 2024 remains unacknowledged.

CMCA's Policy and Procedures:

While I understand the general policies of the CMCA, my concerns extend beyond typical facility user behavior. I require specific and detailed information regarding the CMCA's procedures for addressing non-compliant vehicles and, crucially, the precise eviction process for individuals exhibiting concerning behavior that could potentially pose a risk to children. The safety and well-being of children necessitate a more comprehensive and localised approach that goes beyond standard operational procedures.

Proximity to our School:

Councillors, St Joseph's School did not receive any notification regarding the proposed Caravan Park at the Showgrounds, as we were apparently not considered to be within the "neighbour notification" zone. The developer's response that other parks are "close to schools" is unacceptably vague given the serious safety implications involved. A thorough and reassuring explanation of the specific mitigation strategies to address the close proximity of this development to our school is urgently required. Our concerns are for the increased likelihood of opportunistic dangers, rather than those that are premeditated. Surely, Councillors, you understand the inherent risks associated with such close proximity.

I find the developer's scrutiny of our school hours and their comments regarding student arrival times and "happy hour" to be both inappropriate and dismissive of the serious safety considerations we are raising. These comments demonstrate a limited understanding of the


realities of school life, a fact that many of you who have had, or currently have grandchildren attending our school can attest to.

Cost to Ratepayers:

Does the current Development Proposal necessitate an additional external consultant report? If so, who will bear the associated costs? Our understanding is that this development does not offer financial benefits to the Council; however, ratepayers would be required to fund this venture despite a previous clear rejection of the proposal by your external consultant. It is also our understanding that once again this Development application does not comply with State and Local Legislations after their amendments. Surely adherence to impartial advice from external consultants would be a prudent measure for Councillors to mitigate potential legal ramifications arising from non-compliance with Legislative requirements.

I implore you to reconsider this Development Application with the utmost attention to the serious child safety concerns I have articulated. I look forward to a comprehensive response that unequivocally demonstrates a genuine commitment to protecting the students of St Joseph's School and to consider the ramifications to our local community. As a Local Council, your primary responsibility is to safeguard the well-being of your local people.

Yours sincerely


Cherie Yates

Principal St Joseph's School, Tenterfield.

Tenterfield Shire Council
247 Rouse Street
Tenterfield NSW 2372
council@tenterfield.nsw.gov.au

15 May 2025

Objection to Development Application No. 2024.104
Caravan Park – Self Contained Recreation Vehicles
44 Francis Street, Tenterfield

To Whom it May Concern,

I am writing to express my profound disgust and disbelief that a caravan park—or as the CMCA prefers to label it, a “low-cost short-term campground”—is even being considered to operate directly opposite the playground of St Joseph’s Primary School. It is beyond comprehension that this proposal is still under review for a second consultation, particularly after an independent consultant employed by the Council has explicitly recommended it **NOT** be approved.

One must ask: why is this development still being entertained? What tangible benefit does it offer beyond the financial gain to the Tenterfield Transport Museum?

As both a parent of a child attending St Joseph’s Primary School and an employee at the school, I am deeply disturbed by what appears to be a blatant disregard for the Child Protection Act and the safety of our children.

I would first like to address the CMCA’s response to submissions, **dated 18 December 2024**. The letter acknowledges that all objections came from a single property - our school - adjacent to the proposed site. Should there be any surprise that the concern comes primarily from the school? We are talking about children aged 5 to 12 years, whose safety and wellbeing will be directly affected by this proposal.

Has any genuine consideration been given to the protection, safety, and wellbeing of our children? The development proposal and the CMCA’s rebuttals dismiss these concerns lightly, yet child safety must be the foremost priority in any decision regarding this development, as is only right.

This proposal places our children at direct risk. It is not a question of “if” but “when” an incident might occur - and that is a risk I refuse to accept, not just for my child but for every child attending St Joseph’s Primary School.

Does the potential financial benefit to one local establishment truly outweigh the safety of our children? Surely it cannot. However, it does beg the question: Does the Tenterfield Council truly care for and wish to protect our young citizens, or is the proposed financial benefit more important?

Regarding traffic management, the CMCA response claims the proposal will have “minimal impact on the local road network” and that an existing caravan park “operates without any impact on school traffic.” From my direct experience, this is simply untrue. Numerous near-miss incidents have occurred outside our school, especially at the corner of Scott and Miles Streets—precisely where traffic would increase due to this development.

Are we willing to risk a near-miss becoming a tragic incident?

The school bus route uses Miles Street, turning into Francis Street - right past the proposed caravan park entrance - then on to Douglas Street. These roads are narrow and lack safe shoulders for children to avoid traffic, especially large vehicles. Any increase in traffic flow presents a serious safety hazard, not only for St Joseph’s students, but also for children attending Sir Henry Parkes Memorial Public School and Tenterfield High School.

Furthermore, the notion that emergency vehicles have the right of way is insufficient when there are limited or no safe areas for other vehicles to pull over. It is common to witness traffic delays for emergency vehicles caused by narrow roads and driver inattention. Increased traffic volumes only worsen these issues.

Francis Street is also the route to the school’s cross-country events and local showground activities. More traffic here endangers our children who often must walk along the road due to the absence of footpaths. While staff do their utmost to supervise and ensure safety, they cannot prevent an accident caused by a large vehicle or caravan.

I find it particularly disturbing that the CMCA’s rebuttal claims there is “no basis or evidence” suggesting that park guests would pose a risk to the school children. This statement demonstrates a profound ignorance or, worse, a blatant disregard for the importance of child safety. Does an incident need to occur before action is taken?

For your reference, I highlight key legislative frameworks designed to protect children in New South Wales, including:

- The *Children and Young Persons (Care and Protection) Act 1998*, which mandates safeguarding children’s safety, welfare, and wellbeing.
- The *Child Protection (Working with Children) Act 2012*, ensuring those working with children are appropriately screened.
- The *NSW Child Safe Scheme* (introduced 2022), requiring organizations to uphold child-safe standards.
- Reporting obligations that criminalize failure to report suspected child abuse.
- Mandatory Working with Children Checks.

These laws embody a clear principle: the safety and protection of children must be actively promoted and safeguarded. I ask, how does this proposed development align with these principles?

Our school lives by the motto:

“We are safe, we are respected, we are cared for.”

How can this development possibly contribute to children feeling safe or respected?

Turning to the CMCA's response to Council's request for further information, dated 2 April 2025, I find it lacking in both detail and credibility. Aside from a modified site plan and an unsigned, undated letter—purporting to be a Child Safety Assessment Report—no substantive information has been provided. The document lacks authorship and is not presented on any official letterhead, casting serious doubt on its validity. This cavalier attitude is unacceptable and demonstrates a worrying lack of respect for the Council and the community.

The lone risk assessment provided offers a narrow, biased perspective, showing a disregard for child safety and a failure to understand the legislative requirements.

If the CMCA were genuinely committed to ensuring the safety of children, one would expect a comprehensive, independent report addressing these concerns in full, not a dismissive statement claiming "possible safety risks are totally unfounded."

Do the CMCA and the applicant expect us to wait for a tragic event before they take child safety seriously? That is precisely what child protection laws seek to prevent.

In closing, I spoke to my child this evening while writing this letter. When asked if he feels safe at school, he said, unequivocally, "Yes." When asked if he would feel safe with a caravan park opposite the school's sports ground, his immediate answer was, "No, because there would be too many people we don't know."

He has never heard me discuss this issue, nor have I put words in his mouth.

Can you explain to the children of St Joseph's why it is acceptable for them to feel unsafe in their own school?

Finally, I ask you to look at a whole-school photo and identify a single child you would be willing to place at risk for the sake of a passive income venture for one establishment. I know I cannot choose one face from our beautiful school to sacrifice in this way.

Thank you for your consideration. I urge you to prioritize the safety and wellbeing of our children above all else.

Kind Regards,

15 May 2025.



6th June 2025

Dear Tenterfield Shire Councillors,

The TCTIB Board would like to express our support in relation to the development of the CMCA RV Park to be located in Francis Street, Tenterfield and wish every success for the Campervan and Motorhome Club of Australia during this process.

With the Angry Bull Trails to be operational in 2026 and it's future enhancement over the years to come; together with the 2032 Brisbane Olympics it is imperative that the TSC consider accomodation facilities, business growth and development to the Shire that is in line with aesthetics and values of our town.

The Tenterfield Shire relies heavily on tourism and will continue to prosper more in the coming years. Facilities such as this provides another option and therefore access to another group of visitors to our region encouraging a larger market to draw from, which in turn offers the potential of increasing visitor expenditure throughout the Shire.

It further develops Tenterfield into an RV friendly town and the CMCA organisation has the potential to play a crucial role in allowing Tenterfield to achieve this status. By becoming an RV friendly town it will allow exposure for Tenterfield via digital and SEO (Search Engine Optimisation) as well as print and social media platforms.

The Tenterfield Shire is starting to be seen as 'Open for Business' and is rapidly becoming a desirable location to both live and visit. The Board believes that Tenterfield should promote and encourage this perception over the following years in order to have newer or upgraded facilities and as a result increased economic growth.

As the connecting body between businesses and the Tenterfield Shire Council the TCTIB believe that this initiative will be a positive addition to our town and would recommend the TSC to strongly consider the CMCA RV Park favourably.

If you need to get in touch with our board please email tctib@outlook.com or feel free to call me direct on 0433 237 477.

Yours sincerely,

Kathryn Davis
President



Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV43/25
Subject:	NOMINATION OF DELEGATE TO ATTEND THE 2025 MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Environment - Our natural environment will be protected, enhanced and promoted for future generations.
CSP Strategy:	Deliver total water cycle management approach including water conservation and complying with relevant acts and legislation.
Delivery Plan	Provide sound and inclusive decisions using the Community
Action:	Engagement Strategy to guide our interactions.
Operational	Comply with the regulatory and legislative requirements of Councils
Plan Action:	as outlined by the Office of Local Government and other bodies.

SUMMARY

The purpose of this report is for Council to approve its delegate, Councillor Greg Sauer, to attend the 2025 Murray Darling Association National Conference at Griffith, NSW from 29 September to 2 October 2025.

OFFICER'S RECOMMENDATION:

That Council:

Approves Councillor Greg Sauer as its nominated delegate to attend the 2025 Murray Darling Association National Conference at Griffith, NSW from 29 September to 2 October 2025.

BACKGROUND

The Murray Darling Association's (MDA) purpose is to provide effective representation of local government and communities at State and Federal level in the management of the Murray Darling Basin resources by:

- *Providing accurate, relevant and timely information,*
- *Facilitating informed debate, and*
- *Seeking to influence Government policy.*

Meetings of this Association are being held quarterly, and Council's representatives for the MDA are the Mayor and/or Deputy Mayor as per Council Resolution 162/24.

REPORT:

This year will be the 81st Murray Darling Association National Conference and shall be held at Griffith, NSW.

This year the focus will be on collaboration within the Murray-Darling Basin, its communities and environment, as well as delving into pressing issues that have been identified by the members as key points of concern with a risk of impacting Basin communities and industries in the years ahead.

Our Governance No. 43 Cont...

A media release regarding the Conference is enclosed with this report as Attachment 1.

In addition, a summary of the events planned for the Conference forms an appendix to this report as Attachment 2.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Councillor Expenses and Facilities Policy.

3. Financial (Annual Budget & LTFP)

Adequate budgetary provision has been made in the 2024/25-Budget and Operational Plan to cover the expenses associated with the Councillor attending this conference.

The estimated expenses are as follows:
Conference Attendance per Delegate - \$790.00 (Member Full Conference Pack)
Travel and Accommodation - \$160.00 (Fuel) \$780.00 (Accommodation)
Meals and Refreshments - \$300.00

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

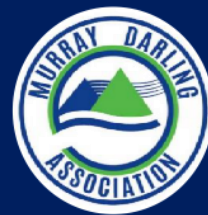
Hein Basson
General Manager

Prepared by staff member:	Allison Graham, Executive Assistant & Media	
Approved/Reviewed by Manager:	Hein Basson, General Manager	
Department:	Office of the General Manager	
Attachments:	1 MEDIA RELEASE MDA National Conference 7-4-25	2 Pages
	2 Murray Darling Association 2025 Conference Program	4 Pages

Our Governance No. 43 Cont...

2025 National Conference Media Release

m.lamb@mda.asn.au
www.mda.asn.au
T (03) 5480 3805
ABN: 64 636 490 493
P.O. Box 1268
Echuca VIC 3564



Release Date: 7/04/2025

[FOR IMMEDIATE RELEASE]

GRIFFITH TO HOST 2025 MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE

The Murray Darling Association is excited to announce that its 81st National Conference will be held in Griffith, NSW, from 29th September until 2nd October 2025.

We need to inform ourselves. This year the National Conference will be focussing on collaboration in our Basin, our communities, and our environment, delving into pressing issue that have been identified by our Members as key points of concern with a risk of impacting Basin communities and industries in the years ahead.

We need to ensure our views are being heard.

- Cr Shari Blumer, Chair Region 9,
MDA National President

REAL BASIN ISSUES. REAL BASIN DISCUSSIONS.

With the Murray-Darling Basin Plan set to be reviewed, representation of Communities and Community Groups, Councils, and Businesses and Industries is vital in ensuring the socio, economic, and environmental balance in the Murray-Darling Basin.

Speaking to ABC Radio Riverina, Cr Shari Blumer noted that “[while] LGAs in Queensland may be different from LGAs in New South Wales, we have the same issues.” Cr Blumer identified that “...by having a consolidated, principles-based approach, [Basin communities] can speak to Government”

Offering the opportunity for communities, councils, education entities, as well as businesses and industries across multiple days, the Murray Darling Association’s National Conference provides the pivotal platform to engage in discussion with Government and representatives from across the Murray-Darling Basin, to advocate to, and inform, Government policy and to develop the foundations for meaningful collaboration across communities, Government Areas, and States for the betterment of the Basin and its communities.

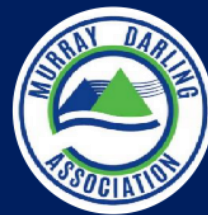
The Murray Darling Association has engaged State and Federal Water Ministers, their Shadow Minister counterparts, as well as Government Departments, and leaders in Science and Education fields to speak at its National Conference and engage with attendees.

Focussing on Basin Collaboration in our communities and our environment, Speakers will be presenting on topical issues that affect the Murray-Darling Basin water resources and communities.



2025 National Conference Media Release

m.lamb@mda.asn.au
www.mda.asn.au
T (03) 5480 3805
ABN: 64 636 490 493
P.O. Box 1268
Echuca VIC 3564



Release Date: 7/04/2025

JOIN THE CONVERSATION IN GRIFFITH, NSW

The Murray Darling Association invites you to consider attendance to the 81st National Conference, to **collaborate, and be a part of the Basin's water solution** – to join the conversation, inform future policy, and to engage with the scientists, educators, and leaders of our time.

Join us in engaging and networking with Businesses, Industry, Local, State, and Federal Government from across the Basin and tackle the big issues of the Basin!

Engage in discussion and network with State and Federal Government, Departments heads, Agencies, Authorities, Educators, and Basin Leaders!

INFORM FUTURE POLICY!

EARLYBIRD TICKETS AVAILABLE NOW

The 81st National Conference is a ticketed event, with registrations handled through the Murray Darling Association's webpage.

Join us and engage with local, technical, and political leaders to forge a future for councils, catchments, and communities.

Engage with the innovators, scientists, educators, and leaders of our time to tackle the big issues of the Basin, and network with peers and experts over dinner and discuss technical issues with industry and department heads at our Conference exhibition booths.

The Murray Darling Association is a membership-based peak representative organisation representing local government and communities across the Murray-Darling Basin.

Building towards a healthy Murray-Darling Basin, supporting thriving communities, economic development and sustainable productivity, the Murray Darling Association provides effective representation of Local Government and communities at state and federal level in the management of Basin resources by providing information, facilitating debate, and seeking to influence government policy.

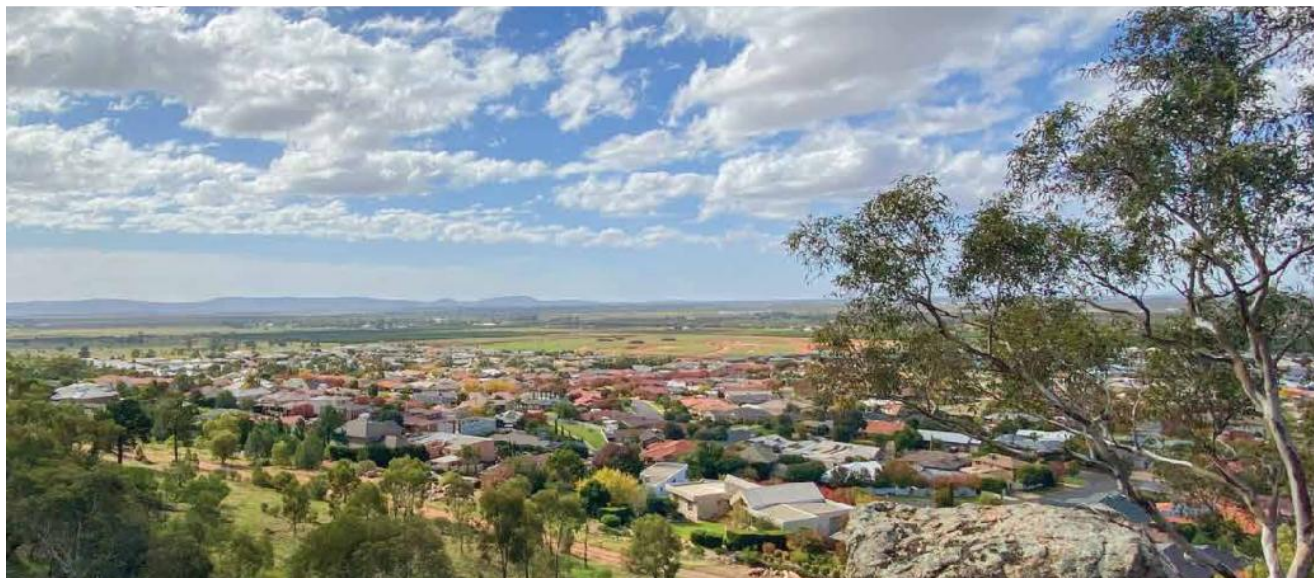
COLLABORATE, AND BE A PART OF THE BASIN'S WATER SOLUTION!

To find out more, and to register, go to www.mda.asn.au/events/2025natcon.

To find out more about the Murray Darling Association, go to www.mda.asn.au or follow us on social media.



2025 National Conference



PROUDLY SUPPORTED BY
2025 HOST



Summary of Events

29 September 2025

TIME	PERSPECTIVE	LOCATION
6:00pm - 7:30pm	Civic Reception	Be welcomed and network at the Yoogali Club. Situated in the food bowl of Australia, join us and escape the hustle and bustle of Griffith and enjoy the ambience of one of Griffith's earliest licenced clubs, hosting live acts, events and functions.

30 September 2025

TIME	PERSPECTIVE	LOCATION
8:00am - 5:30pm	Study Tour	Departing from the Yoogali Club, explore critical water infrastructure, management and treatment, and delve into the importance of water for community and industry.

1 October 2025

TIME	PERSPECTIVE	LOCATION
8:00am - 9:00am	Registrations Open	Yoogali Club
9:00am - 9:20am	Acknowledgment of Country, Welcome to Griffith Welcome to Conference	
9:20am - 3:00pm	Conference Speakers Day 1	Industry, Education, Irrigation, Government perspectives exploring Water Quality, Water/Resource Management, Water Security and the Changing Climate

1 October 2025

TIME	MDA ANNUAL GENERAL MEETING	MDA MEMBERS ONLY
3:30pm - 4:30pm	Delegates will consider a range of motion to set the agenda of the Murray Darling Association for the years ahead.	<div> SCAN ME To download the 2025 AGM Papers </div> <div> QR CODE PENDING </div>

Summary of Events

1 October 2025

TIME	GALA DINNER
6:30pm - 9:30pm	Celebrate and socialise at the Piccolo Family Farm, situated in the heart of Griffith. Enjoy the ambience and view of Griffith and it's surrounds while you network over local wines and drinks. Dine with the MDA and enjoy an incredible, seasonally prepared 3-course meal.

2 October 2025

TIME	PERSPECTIVE	LOCATION
9:00am - 1:00pm	Conference Speakers Day 2	Industry, Government, Governance, Education, and Advocacy perspectives exploring our Basin, our Communities, our Environment.

This is your Opportunity

Located in the South-west of NSW, Griffith is an agriculturally rich region heavily reliant on irrigation from the Murrumbidgee River. Griffith's prosperity and sustainability are directly linked to the water availability managed by the Murray-Darling Basin Authority.

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1-2 OCT 2025

SPEAKERS

The Hon. Tanya Plibersek MP

Federal Minister for the Environment and Water

Hon. Rose Jackson MLC

NSW State Minister for Water

Hon. Gayle Tierney

VIC State Minister for Water

Hon. Susan Close MP

SA State Minister for Water

Ann Leahy MP

QLD State Minister for Water

Dr. Alex Held

CSIRO - AquaWatch Mission Lead

Andrew McConville

Murray-Darling Basin Authority - CEO

Hon. Troy Grant

Inspector-General of Water Compliance

Dr. Simon Banks

Commonwealth Environmental Water Holder

Prof. Mike Stewardson

One Basin CRC - CEO

Senator Perin Davey

Federal Shadow Minister for Water

Steph Cooke MP

NSW State Shadow Minister for Water

Tim McCurdy

VIC State Shadow Minister for Water

Hon. Nicola Centofanti MLC

SA State Shadow Minister for Water

Nikki Boyd

QLD State Shadow Minister for Water

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Irrigator's perspective

Rice Industry Perspective

Industry perspective

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Department:	Office of the Director Corporate Services
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV44/25
Subject:	ANNUAL REMUNERATION FOR COUNCILLORS AND THE MAYOR FOR THE 2025-26 FINANCIAL YEAR

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.
Delivery Plan Action:	Deliver continuous improvements in Council's business, processes and systems.
Operational Plan Action:	Ensure adequate and effective internal controls are in place for all financial management and purchasing functions.

SUMMARY

The purpose of this Report is to address the recent determination of the Local Government Remuneration Tribunal – Office of Local Government NSW, which handed down an increase in the fees payable to the Mayor and Councillors at an increase of 3% for the 2025/2026 financial year.

The increase applies to both the minimum and maximum allowable rates for both the Mayor and Councillors. Council is required to determine at which rate it sets fees for both the Mayor and Councillors within the minimum and maximum allowable amounts for the upcoming financial year. In the past, Council has applied the "maximum" allowable amount for both the Mayor and Councillors.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Notes the Report and Determination of the NSW Remuneration Tribunal dated 17 April 2025.**
- (2) Sets the level of fees payable to all Councillors at \$13,930 per annum effective from 1 July 2025 to 30 June 2026.**
- (3) Sets the additional fee payable to the Mayor at \$30,390 per annum effective from 1 July 2025 to 30 June 2026.**

BACKGROUND

The full report of the Local Government Remuneration Tribunal (the Tribunal) is annexed to this report as Attachment 1.

The Local Government Remuneration Tribunal is required to report to the Minister for Local Government by 1 May each year as to its determination of categories and the maximum and minimum amounts of fees to be paid to Mayors, Councillors, and Chairpersons and Members of County Councils.

Our Governance No. 44 Cont...

The report and determination have been outlined in the Office of Local Government Council Circular 25-10 – 2025/26 Determination of the Local Government Remuneration Tribunal, noting:

- *The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 3% to mayoral and councillor fees for the 2025-26 financial year, with effect from 1 July 2025.*
- *The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the Local Government Act 1993 (the Act). The Tribunal last undertook a significant review of the categories as part of its 2023 determination and will next review these categories in 2026.*
- *The Tribunal found that the allocation of most councils into the current categories continued to be appropriate having regard to the 2023 review, the current category model and criteria, and the evidence put forward in the submissions received.*
- *However, the Tribunal has reclassified Mid Coast Council from a Regional Centre to Regional Strategic area with effect from 1 July 2025, as a result of its meeting the required criteria.*

A copy of this above-mentioned Circular forms an appendix to this report as Attachment 2.

In accordance with section 239 of the *Local Government Act 1993*, the categories of general-purpose Councils are determined as follows:

Metropolitan	Non-metropolitan
• Principal CBD	• Major Regional City
• Major CBD	• Major Strategic Area
• Metropolitan Major	• Regional Strategic Area
• Metropolitan Large	• Regional Centre
• Metropolitan Medium	• Regional Rural
• Metropolitan Small	• Regional Large
	• Rural (<i>Tenterfield, Glen Innes, Kyogle etc.</i>)

Tenterfield Shire Council is classified in the **Rural (38)** category.

Council can choose to set their fees at either the maximum rate prescribed for the category or a lesser rate above the minimum for the category. Previously, Council has resolved to set the Mayoral and Councillor fees at the upper level of the respective category.

REPORT: Ranges

The Tribunal has determined the following range for the rural category for the 2025/26 financial year:

All Councillors	\$10,530 to \$13,930
Mayor	\$11,210 to \$30,390

In the 2024/25 financial year the Councillor remuneration range was set as follows:

Our Governance No. 44 Cont...

All Councillors	\$10,220 to \$13,520
Mayor	\$10,880 to \$29,500

Calculations

In the 2024-2025 financial year (*Current year*) Councillor remuneration was set as follows:

All Councillors	\$13,520 x 10 (<i>Full twelve (12) months and full cohort of 10</i>)
Mayor	\$29,500
Total	\$164,700

If Council were to apply the maximum annual increase of 3% in determining the Councillor and Mayoral fees for 2025-2026, **with 10 Councillors**, the following fees would apply.

All Councillors	\$13,930 x 10 (<i>Allowing for full Councillor cohort</i>)
Mayor	\$30,390
Total	\$169,690

In addition, as per Council's "*Payment of Expenses and Provision of Facilities to Councillors Policy*" this will continue to be paid as per the Local Government (State) Award amount for the approved travel of Councillors using their own vehicles.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil required.

2. Policy and Regulation

- As determined by the Local Government Tribunal under Sections 239 and 241 of the *Local Government Act 1993*.
- Relates to "*Council's Payment of Expenses and Provision of Facilities to Councillors Policy*".

3. Financial (Annual Budget & LTFP)

The Annual Budget for 2025/2026 has included an increase of 3% for the annual remuneration for the Mayor and Councillors. Councillor numbers have been budgeted for a full cohort of 10.

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. 44 Cont...

Nil.

Hein Basson
General Manager

Prepared by staff member:	Allison Graham, Executive Assistant & Media		
Approved/Reviewed by Manager:	Hein Basson, General Manager		
Department:	Office of the General Manager		
Attachments:	1	Local Government Remuneration Tribunal -2025-Annual-Determination	47 Pages
	2	Council Circular 25-10 – 2025_26 Determination of the Local Government Remuneration Tribunal	2 Pages

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Local Government
Remuneration Tribunal

Annual Determination

Report and determination
under sections 239 and 241 of the
Local Government Act 1993

17 April 2025



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Contents

Executive Summary	3
Categories	3
Fees	3
Section 1 – Introduction	4
Background	4
Section 2 – 2024 Determination	5
2024 Annual Determination	5
Section 3 – 2025 Review	6
2025 Annual Review process	6
Submissions Received – Remuneration Structure	18
Section 4 – 2025 Fees	23
Submissions – 2025 Fees	23
Conclusion	28
Section 5 – Determinations	29
Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025	29
Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025	33
Appendices	36
Appendix 1 Criteria that apply to categories	36

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Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, as well as chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, the criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

It should be noted that **the Tribunal determined that one Council - Mid Coast Council – would be re-categorised from a Regional Centre to Regional Strategic Area from 1 July 2025** as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a **3%** per annum increase in the minimum and maximum fees applicable to each category from **1 July 2025**.

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Section 1 – Introduction

Background

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a comprehensive review of the categories and the allocation of councils into each of those categories in 2023.
2. The Tribunal will next conduct a full review of the categories and the allocation of councils as required by the LG Act in the 2026 Annual Review.
3. Section 241 of the LG Act provides that the Tribunal determine the minimum and maximum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under s.239.
4. The Tribunal can also determine that a council be re-categorised into a different category, existing or new, with a higher range of fees.
5. The Tribunal's Annual Determination takes effect from 1 July each year.

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Section 2 – 2024 Determination

2024 Annual Determination

6. In 2024, the Tribunal received 19 written submissions, which included two requests for re-categorisation.
7. The Tribunal found that the current allocation of the councils remained appropriate, with the exceptions outlined below.
8. The Tribunal closely reviewed population and data relating to council operations in the 2024 Annual Determination process to ensure categorisation of councils was consistent with the criteria.
9. For reasons explained at paragraphs 35-39 of the Local Government Annual Determination 2024, Hilltops Council and Muswellbrook Shire Council were reclassified as Regional Rural Councils.
10. The Tribunal determined that fees would increase by 3.75% for the minimum and maximum fees applicable to each category from 1 July 2024.

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Section 3 – 2025 Review

2025 Annual Review process

11. The Tribunal's 2025 Annual Review commenced in October 2024, when it wrote to all councils inviting submissions regarding fees. The Tribunal noted that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review.
12. The invitation noted that it is expected that submissions are endorsed by respective councils.
13. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
14. The Tribunal received 16 written submissions from individual councils and one submission from LGNSW.
15. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Requests for Re-categorisation

16. Seven of the 16 council submissions received requested re-categorisation or changes to current category criteria.
17. LGNSW also advocated for changes to factors affecting categorisation of councils.
18. Berrigan, City of Parramatta, Gilgandra Shire, Lake Macquarie City, City of Ryde, City of Sydney and Blacktown put forward cases for re-

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categorisation, or changes to category criteria, and the creation of new categories, for the Tribunal's consideration.

Requests for Re-classification

19. **Berrigan Shire Council** requested re-categorisation from Rural to Rural Large, despite acknowledging that they do not meet all the benchmarks in the criteria for this category.
20. The criteria for Rural Large is outlined at Appendix 1 of the 2024 Annual Determination, page 38 which states:

“Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- *one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre*
- *a limited range of services, facilities and employment opportunities compared to Regional Rural councils*
- *local economies based on agricultural/resource industries.”*

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21. Council's submission states they are currently at 86% of the population target threshold and 90% of the representation ratio but are meeting other criteria benchmarks.
22. Given that Council does not currently satisfy the population and ratio thresholds specified for Rural Large, the Tribunal is not persuaded to include Berrigan Shire Council in Rural Large at this time.
23. **City of Parramatta Council** requested that it be re-categorised to the highest category of general purpose councils, Principal CBD, in order to recognise its size, rate of growth, economic and global influence, operational budget, and strategic and geographical importance.
24. Council put forward a similar case for re-categorisation as part of the 2024 annual determination process, which was unsuccessful. In addition to the reasons put forth in paragraph 20 of the 2024 annual determination, the Council has included the following reasons for its re-categorisation request:
 - A local economy that has more than 30% of Australia's top 500 companies with offices in Parramatta, and estimated public and private investments in the next 5 years of \$20 billion
 - It is estimated by 2050 that Parramatta will be a city with a population of more than 500,000 people
 - The expected accessibility of the City, being a 'gateway to Sydney' with more people expected to live west of Parramatta than to its

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east by 2050, and being accessible by 2.3 million people within 45 minutes

- Key infrastructure in Parramatta, including but not limited to the Parramatta PHIVE, Commbank Stadium, the new Parramatta Light Rail, the Westmead Institute for Medical Research, Sydney Olympic Park and construction of Powerhouse Parramatta
- Expansion of education and innovation precincts, with Parramatta's education and training sector being valued at \$1.6 billion, and
- Significant operating and capital works budget of \$607 million, including multiple town centres, and sports and cultural hubs.

25. The Council also argues that a re-classification would reflect the additional skills and abilities that representing a growth council requires.

26. The City of Parramatta notes that the number of electors that each councillor represents is higher than the City of Sydney's. The submission states that the elected councillors represent more than 125,000 enrolled electors, compared to City of Sydney's elected councillors representing 45,891 enrolled electors.

27. Parramatta was classified as a Major CBD, following the 2017 Annual Determination. The Tribunal had found that Parramatta Council was significantly different from other large metropolitan councils on the basis of its secondary CBD status, as recognised by the State Government, at paragraph 21 of the 2017 annual determination. As a result, the

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description of Major CBD has remained specific to the City of Parramatta. Similarly, the Principal CBD criteria remained specific to the City of Sydney, since its inception in 2017.

28. Given the specific nature of both Major CBD and Principal CBD categories, the City of Parramatta's request for re-categorisation will require a change in the categories' criteria. As stated above, the Tribunal is not considering the criteria applicable to each category in the 2025 Annual Review process. The Tribunal will next consider the categories and criteria as part of the 2026 Annual Review process.
29. **Gilgandra Shire Council's** submission requests that it be re-categorised from Rural to Rural Large. Gilgandra Shire Council's case to be included in Rural Large category is based on two main points. The first point being Council offers a diverse range of services, and secondly these services result in higher levels of accountability and responsibilities for councillors.
30. Council submits it offers a diverse range of services over and above traditional local government services, which includes being the primary service provider for the community in the aged care and disability services. These include:
 - Age care and disabilities services
 - Meals on wheels and community transport
 - Home care package delivery
 - Operation of a villa retirement village
 - Indigenous specific residential age care facility

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- Residential aged care nursing home
- Supported employment service for adults with intellectual disabilities
- Special disability accommodation properties for adults with intellectual disabilities
- Supported Living Services through the National Disability Insurance Scheme, and
- Day activities centre to support clients with unique challenges.

31. The submission notes these services not only entail a higher level of accountability and responsibility from Council (due to changes in the regulatory environment) but also generate larger revenue and employment opportunities that is comparable to a Rural Large category.
32. Council further submits that when assessing categories to place councils in, the Tribunal should also give due consideration to other factors than those outlined in the s.240 of the LG Act, such as services provided; financial responsibility; scale of operation; and number of employees.
33. While the Tribunal notes Council's request, it does not satisfy the population and ratio thresholds specified for the category of Rural Large. Further, the changes to criteria suggested would require a change in categories, which is not being considered this year. For these reasons, the Tribunal is not persuaded to include Gilgandra Shire Council in Rural Large at this time.

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34. Similar to last year, **Lake Macquarie City Council** requested that it be re-categorised from Regional Strategic Area to Major Strategic Area. Council also advocated for the population threshold of Regional Strategic Area be adjusted from its current threshold of 300,000 down to 200,000.
35. Council argues that its population, scale and output of council operations is significantly greater than other councils categorised as Regional Strategic Area, and more aligns with the Central Coast, as the council classified as a 'Major Strategic Area'.
36. Lake Macquarie City Council's request for re-categorisation is based on the following:
- Lake Macquarie being the second largest non-metropolitan council by population in NSW, with a larger population than Newcastle and Wollongong, which are classified as Major Regional Cities.
 - A population density that is 'significantly larger' than other Regional Strategic Areas and supported by 5 precincts in the Lake Macquarie LGA that have been identified for inclusion in the NSW Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs, and are argued to lead to population growth near the hubs; and
 - A Gross Regional Product that is comparable to those of Major Strategic Areas and Major Regional City, rather than other Regional Strategic Areas.

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37. Council provided population data to support its case for the population threshold of Regional Strategic Area to be adjusted from its current threshold of 300,000 down to 200,000. The data was also provided as justification for its claim of a 'significant disparity within the Regional Strategic Area category' between Lake Macquarie and other councils:
- Lake Macquarie: 219,249 residents, 24,769 non-residents
 - Shoalhaven: 108,895 residents, 4,632 non-residents
 - Tweed: 98,967 residents, 7,755 non-residents
 - Maitland: 95,958 residents, 15,305 non-residents
38. As stated in paragraph 28 of the 2024 Annual Determination, all categories were determined by extensive evidence examined and considered by the Tribunal. It was determined that the population threshold for the Major Strategic Area was appropriate. As a result, the Tribunal is currently not persuaded to modify the criteria for the Major Strategic Area.
39. **City of Ryde Council** provided a submission requesting it be re-classified from its existing category of Metropolitan Large to Metropolitan Major. Council's case to be re-classified includes:
- The LGA having an area of 40.651 km², 16 suburbs, 3 wards, a population of 135,000 residents and over 54,000 rateable properties within its boundaries
 - A local economy that consists of 92,000 local jobs, 14,300 businesses and a gross regional product of \$19.2 billion

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- An innovation district within its west ward that has a long history of investment from all tiers of government, ultimately contributing \$13.6 billion annually to the NSW economy
- Future growth opportunities linked to the Governments Transport Oriented Development Accelerated Precincts, which Macquarie Park is identified as, that will bring increased housing, amenities and job retention, and
- Plans to build 2 new schools, 11,600 new homes, the redevelopment of Ryde Hospital and bringing together a range of organisations to create a fully integrated academic health sciences centre at Macquarie University Hospital.

40. As stated in Council's own submission, currently it does not satisfy the population threshold criteria required for Metropolitan Major. Accordingly, the Tribunal is not persuaded at this time to include City of Ryde in the category of Metropolitan Major.
41. The Tribunal also notes **Wollondilly Council's** submission confirming its adopted position to remain classified as a Regional Centre.
42. The Tribunal acknowledges each of the Council's requests for re-categorisation. Whilst the Tribunal has not been persuaded at this time to grant these requests, any council that provides a submission in the 2026 annual review, which includes a request for re-categorisation, will of course be considered.

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Requests for New Classifications

43. The **City of Sydney** Council requested the Tribunal change the classification name from Principal CBD to the previously used term “Principal City”.
44. The category “Principal City” was last used in the 2016 Determination. It was changed to Principal CBD in 2017 as a result of a review of categories. This review was undertaken in the context of Local Government reform, and council amalgamations, reducing the number of councils from 152 to 128.
45. Council’s submission outlines the history of boundary changes, including its expansion of the City of Sydney as a consideration in reverting to the 2016 category name.
46. Sydney City Council contends that reverting to the category term “Principal City” recognises that the council’s significance and contribution extends beyond the Sydney CBD.
47. The Tribunal notes the City of Sydney’s request would constitute modification to the category of “Principal CBD”. As stated above, the category “Principal CBD” is specific to City of Sydney and the Tribunal is not considering changes to the criteria applicable to each category in the 2025 Annual Review.
48. **Blacktown Council** requested re-categorisation from its current category of Metropolitan Major to a newly created category of “Metropolitan Major – High Growth”.

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49. Council's case to be re-categorised to a newly created category is based on the following:
- Council asserts that it is the largest and one of the fastest growing local government areas in NSW, and
 - It undertakes several transformational projects, including projects funded from NSW Government and Western Sydney Infrastructure Grants.
50. Further, Council submits that the category of Metropolitan Major fails to account for the transformational nature of projects undertaken by Council, including the economic and strategic impacts for NSW, and impact on its local government area (LGA), which results in attracting new residents and people to the LGA.
51. The Tribunal notes that a new category, Metropolitan Major, was introduced in 2023, to address generally the issues raised in the current submission.
52. As explained in the Tribunal's letter inviting submissions, the Tribunal is required to review the categories at least once every three years. The Tribunal will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review process.
53. As such, the Tribunal is not persuaded at this time to create a new category.

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54. **LGNSW** submitted that the Tribunal should, as part of its determination for the categorisation of councils, consider the demographic and economic shifts impacting the complexity of council operations, and the communities that councils serve.
55. The LGNSW submission provides examples of recent demographic shifts the Tribunal should consider, as factors affecting categorisation of councils, including:
- The NSW Government's Transport Oriented Development Program, where the resulting accelerated growth drastically increases demands on the strategic and infrastructure planning functions of councils affected
 - The Renewable Energy Zones, which drive tens of billions of dollars of investment in rural and regional LGAs, and creates additional impacts in said councils, including population growth and growing infrastructure for transport and utilities, or
 - The Renewable Energy Planning Framework, which includes benefit sharing guidelines for councils to ensure their communities share the benefits of the project and require additional responsibility and management from affected councils.
56. Section 240 of the LG Act notes that the Tribunal is to determine categories for councils and mayoral offices according to prescribed matters. One such matter is the 'nature and extent of the development of areas', which could reasonably be accepted to include the items listed by LGNSW.

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57. However, this matter would also require a change to the categories' criteria, in order to identify areas of high development. As stated above, the Tribunal is not considering any modifications to the categories as part of the 2025 Annual Review process. However, the Tribunal will consider proposed modifications to categories as part of the 2026 Annual Review process.

Reclassification due to population thresholds

58. As was the case last year, the Tribunal reviewed applicable data as part of this review, to determine if any councils have met relevant benchmarks, therefore requiring a move in category.
59. The Tribunal identified that **Mid-Coast Council** met the population benchmark to be considered a Regional Strategic Area. As a result, Mid-Coast Council will be classified as a Regional Strategic Area in the 2025 Annual Determination.
60. The Tribunal will continue to monitor and review applicable data to ensure categorisation of councils remain consistent with the current criteria.

Submissions Received – Remuneration Structure

61. The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure, including examples of how it could be improved. These are addressed in the points below.

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Fees for Deputy Mayors

62. The issue of fees for deputy mayors was once again raised.
63. Three submissions asserted that the position of deputy mayor should attract its own distinct independent fee, beyond the fee provided for in s.249(5) of the LG Act.
64. The Tribunal dealt with this issue in its 2024 Annual Determination at paragraph 53-55. It was noted that the Tribunal lacked the powers to implement changes to the fee structure that would include a distinct independent fee for the position of deputy mayor.
65. There has been no change to the legislation to permit such a change. Therefore, the Tribunal is currently unable to introduce a remuneration structure that would include a distinct independent fee for the position of deputy mayor.

Changes to the role of Mayors and Councillors

66. It was suggested that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of councillors and mayors.
67. Multiple submissions, including the LGNSW's submission, highlighted how the role of the councillor and mayor have changed over the past 9 years. Submissions identified a variety of factors that have impacted the roles of councillors and mayors, including the impact of NSW Government

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priorities and investments, and amendments to the LG Act (e.g. via the *Local Government Amendment (Governance and Planning) Bill 2016*).

68. It has been suggested that these changes have impacted the volume, nature and workload of the role, whilst remuneration has not been increased accordingly.
69. The recent submissions to the Tribunal, along with its own observations, highlight that the role of mayor in civic leadership, advocacy and representation has become more complex and demanding – an issue that must be addressed.
70. Community expectations are increasing on the mayor from both the council and the community to be seen and immediately present during times of natural disasters, major events or crisis.
71. Additionally, the disparity in the council categorisation between the annual fees for councillors and the mayor needs to be more consistent, so as not to be seen to be devaluing the role of mayor in some circumstances.
72. The Tribunal is not suggesting a fundamental review of the role of mayors and notes that people that enter local government representation do so from a sense of civic service, rather than remuneration.
73. However, the Tribunal has a statutory function, and not unlike the governing body of a council, mayors and councillors, its role, responsibility and functions are clear. The same can be said in relation to the clear functions of the general manager of a council.

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74. As previously stated, many of the matters raised in both council and LGNSW submissions are beyond the remit of the Tribunal, and to a degree, were addressed in the 2023 determination.

Regional and Rural mayors and councillors

75. Several submissions, including LGNSW, also raised concerns regarding the inadequacy of the remuneration structure, for rural and regional councils.
76. Specifically, that the remuneration provided to regional and rural councillors does not reflect the significant stressors that regional and rural councils in NSW face and that consideration should be given to the additional demands placed on mayors and councillors in rural and regional councils.
77. One submission suggested that fees for rural councils should be commensurate with fees for regional and metropolitan councils – arguing that mayors and councillors, regardless of their location, are required to possess a wide range of skills and knowledge.

Fees set by councils

78. Submissions received by the Tribunal regarding the current state of the remuneration framework raised concerns about councils setting their own fees, asserting that it could potentially be seen as a conflict of interest.

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79. It was suggested that a possible solution would be for the Tribunal to determine a fixed annual fee for mayors and councillors.
80. Whilst the Tribunal acknowledges and understands the concern raised, as explained in the 2024 Annual Determination at paragraph 68-69, such a change to the framework, to determine a fixed annual fee for mayors and councillors, would require legislative change.
81. As there has been no changes to the legislative scheme, it is not within the Tribunal's remit to determine a fixed annual fee for mayor and councillors' remuneration.

Request for a Review of the Remuneration Structure

82. For the reasons outlined above, several submissions suggested the Tribunal undertake a comprehensive review of the framework.
83. One submission went so far as to request the Tribunal recommend to the Minister for Local Government that a comprehensive review of the framework and LG Act be undertaken. Others suggested the Tribunal actively seek a referral from the Minister to undertake such a review.
84. The LG Act does not specify that the Tribunal is able to carry out a comprehensive review of the framework. As such, it is not within the Tribunal's remit to undertake such a review, unless such a function is conferred or imposed on it by the Minister, as per s.238(2) of the LG Act.
85. Should such a function be conferred on the Tribunal, it will of course carry out its functions and undertake a review.

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Section 4 – 2025 Fees

Submissions – 2025 Fees

86. LGNSW's submission to the Tribunal advocated for an increase in the minimum and maximum fees payable to mayors and councillors of at least 4%, to:

- Assist in reversing the fee erosion which occurred under the previous NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure councillors and mayors receive fair and reasonable remuneration for the work they perform, and
- Address historic undervaluation of the work performed by elected representative in local government in NSW.

87. Economic data provided to the Tribunal by LGNSW to support their claim for an increase of at least 4% included:

- An annual Consumer Price Index (CPI) increase of 3.8% for the 12 months to June 2024
- The Fair Work Commission (FWC) awarding a 3.75% increase to the minimum pay for modern awards, and increasing the national minimum wage to \$915.90, as well as the FWC's comments regarding the growing cost of living and deterioration of disposable income, and
- The rate peg for the 2025-26 financial year being between 3.6%-5.1%.

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88. LGNSW also noted that the annual wage review, state wage case, award increases and the Independent Pricing and Regulatory Tribunal all had a clear theme on the increasing financial pressures on councils and its officers, which warrant increases in revenue and wages.
89. During its meeting with the Tribunal and assessors, LGNSW asserted that the current fees paid to mayors and councillors do not reflect their responsibilities. Nor do the current level of fees contribute to attracting a diverse range of candidates to stand for local government elections.
90. LGNSW also raised the issue of superannuation. It was contended that the payment of superannuation be mandated. Current arrangements require that a council pass a resolution at an open meeting to make such payments.
91. Four submissions received from individual councils directly addressed the issue of quantum increase to the minimum and maximum fees. These submissions sought an increase ranging from 3% to 10%.
92. The City of Sydney Council notes in its submission that it was not seeking an increase in fees payable for the Lord Mayor of Sydney.
93. The Tribunal is empowered under the s.241 of the LG Act to set minimum and maximum fees payable. It is then up to council to fix payment of annual fees for the mayor as outlined in s.249 of the LG Act.
94. It was suggested that the current fees, particularly in rural and remote communities, do not recognise or value the role of mayor and councillor,

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with fees set at a level that is commensurate to unqualified or inexperienced personnel.

95. The Tribunal was provided with a number of examples to demonstrate the financial impact, by way of lost wages, under the current fee rates.
96. Furthermore, 4 submissions compared the remuneration for NSW mayors and councillors with mayors and councillors in Victoria and Queensland as well as state Members of Parliament. The figures were provided to the Tribunal to demonstrate that the remuneration for NSW mayors and councillors is lower than all comparison examples provided.
97. It was also asserted that the low level of fees set for mayors and councillors devalues the importance and responsibility of the roles, diminishing the work undertaken on behalf of the community and is a significant barrier as to why people do not run for council.

"If councillors were paid a full-time wage I would have run again. Nothing surer."

98. Another submission suggested that fees need to reflect the part-time or full-time nature of the work carried out by mayors and councillors. The setting of fees at such a rate would appropriately recognise and value this important work, whilst also mitigating any financial loss incurred by those members of the community elected to carry out these critical functions.
99. Nine submissions supported an increase, whilst not making a direct comment on the quantum. Other submissions advocated for remuneration to be set at a level that:

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- Is in line with responsibilities and challenges councillors' face
- Reflects the public profile and exposure of the role
- Reflects the growing complexity of the role
- Reduces the gap between minimum and maximum fees for each category
- Accounts for the rising cost of living challenges
- Reflects the commitment, accountability, workload, skills and knowledge required to perform the role of councillor and mayor regardless of location
- Establishes and maintains parity with mayors and councillors in other States and Territories
- Is 'determined outside of council so as councillors are not determining their own payments', and
- Overcomes economic barriers that prevent diverse members of the community from participating as a mayor or councillor.

Fee Increase

100. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to councillors and mayors. This included a wide range of economic data such as:

- Consumer Price Index for the 12 months to December each year
- Wage Price Index for the 12 months to December each year

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- Full-time average weekly ordinary time earnings for the 12 months to November each year
- NSW Public Sector Salaries increases
- Local Government State Award increases
- IPART Rate Peg Base Cost Change
- Public Service Senior Executive remuneration determinations, by the Statutory and Other Offices Remuneration Tribunal, and
- State Members of Parliament Basic Salary remuneration determinations by the Parliamentary Remuneration Tribunal.

101. On this occasion the Tribunal has determined that a **3%** increase will apply to the minimum and maximum fees applicable to existing categories.

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Conclusion

102. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates and Mr Brett Whitworth.
103. Determination 1 sets out the allocation of councils into each of the categories as per s.239 of the LG Act.
104. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per s.241 of the LG Act.
105. The Tribunal acknowledges and thanks the Remuneration Tribunal secretariat for its excellent research and support to facilitate the successful completion the 2025 Annual Determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 17 April 2025

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Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland

- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

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General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (22)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella

Regional Strategic Area(5)

- Lake Macquarie
- Maitland
- Mid-Coast
- Shoalhaven
- Tweed
- Hawkesbury
- Lismore
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

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Regional Rural (14)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River

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- Forbes
- Gilgandra
- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

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Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	31,640	46,420
Major CBD	21,120	39,100
Metropolitan Major	21,120	36,970
Metropolitan Large	21,120	34,820
Metropolitan Medium	15,830	29,550
Metropolitan Small	10,530	23,220

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	193,650	254,810
Major CBD	44,840	126,320
Metropolitan Major	44,840	114,300
Metropolitan Large	44,840	101,470

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Metropolitan Medium	33,630	78,480
Metropolitan Small	22,420	50,650

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

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County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	2,090	11,620
Other	2,090	6,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	4,490	19,080
Other	4,490	12,670

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

Local Government Remuneration Tribunal

Dated: 17 April 2025

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Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

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Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

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Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

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Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

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- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

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Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

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Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

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Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	2025/26 Determination of the Local Government Remuneration Tribunal
Circular Details	Circular 25-10 / 21 May 2025 / A958620
Previous Circular	<u><i>Council Circular 24-08 2024/25 Determination of the Local Government Remuneration Tribunal - Office of Local Government NSW</i></u>
Who should read this	Councillors / General Managers
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

- The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 3% to mayoral and councillor fees for the 2025-26 financial year, with effect from 1 July 2025.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories as part of its 2023 determination and will next review these categories in 2026.
- The Tribunal found that the allocation of most councils into the current categories continued to be appropriate having regard to the 2023 review, the current category model and criteria, and the evidence put forward in the submissions received.
- However, the Tribunal has reclassified Mid Coast Council from a Regional Centre to Regional Strategic area with effect from 1 July 2025, as a result of its meeting the required criteria.



What will this mean for council?

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2025 based on the Tribunal's determination for the 2025-26 financial year.

Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

Where to go for further information

- The Tribunal's report and determination 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.

Brett Whitworth
Deputy Secretary, Office of Local Government

Department:	Office of the Director Corporate Services
Submitted by:	Lee Sisson, Governance Officer
Reference:	ITEM GOV45/25
Subject:	SELECTION PANEL - EXPRESSION OF INTEREST - COMMITTEE MEMBER - TENTERFIELD SHIRE COUNCIL'S AUDIT, RISK AND IMPROVEMENT COMMITTEE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	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 inform Council of the current standing of the Expression of Interest process for an Independent Committee Member of Tenterfield Shire Council's Audit, Risk and Improvement Committee, and to consider and endorse the current Councillor representative, Cr Peter Murphy, to act as the Councillor representative on the selection panel.

OFFICER'S RECOMMENDATION:

That Council:

- **Notes the report to Council on the current standing of the Expression of Interest (EOI) process for an Independent Committee Member to join Council's Audit, Risk and Improvement Committee (ARIC).**
- **Endorses the inclusion of the current Councillor representative of ARIC, Cr Peter Murphy, to act as the Councillor representative on the selection panel.**

BACKGROUND

The *Local Government Act 1993* and *Local Government (General) Regulation 2021* require each Council in NSW to have an Audit, Risk and Improvement Committee (ARIC) that continuously reviews and provides independent advice to the Council on how it is functioning and managing risk.

REPORT:

The current independent member and Chairperson, Mr Peter Sheville, will complete his eight (8) year term in June 2025 and independent member Mr Tony Harb will take his place as Chairman from the 17 June 2025 meeting.

As per the guidelines that have been issued under section 428A of the *Local Government Act 1993* each Council is required to have an Audit, Risk and Improvement Committee

Our Governance No. 45 Cont...

(ARIC) that is appropriate for the Council's size, risk profile, operational complexity, resources and its ability to attract suitably qualified committee members.

At a minimum, ARICs must comprise of the following:

- an independent chairperson, and
- at least two independent members, who meet the eligibility criteria.

Council also has one non-voting Councillor member.

With the completion of Mr Sheville's term, Council has Mr Tony Harb (incoming Chair), and Mr Gurbindar Singh, who sits on Council's ARIC in a reciprocal arrangement with Southern Downs Council. Therefore, an Expression of Interest was extended to attract a new independent member as per the Office of Local Government's (OLG) Guideline requirements.

An expression of interest for this position was established in early May and distributed throughout the suitably qualified Internal Audit Network of approximately 190 members and closed on May 31, 2025.

Council has received eight (8) very high caliber responses to this EOI, which will be evaluated by a selection panel comprising of the Leadership Executive Team, Mr Tony Harb (ARIC Chair), and on consideration by Council, Cr Peter Murphy as the current ARIC Councillor representative.

All applicants have been notified and updated that their applications are currently being considered, and Council would like the new member in place for the next scheduled ARIC meeting on 10 September 2025.

On consideration of all applicants, the selection panel will bring a report with the top three selections and their recommendation to the 23 July 2025 Council Meeting, allowing sufficient time for the new member to receive their induction pack and become acquainted with the other ARIC members before the September meeting.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- *Local Government Act 1993* (the Act)
- *Local Government (General) Regulation 2021*
- Guidelines for Risk Management and Internal Audit (updated November 2023)
- Tenterfield Shire Council Audit, Risk and Improvement Committee Charter
- Tenterfield Shire Council Audit, Risk and Improvement Committee Terms of Reference

3. Financial (Annual Budget & LTFP)

Our Governance No. 45 Cont...

No changes to the current ARIC budget are necessary.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

ARIC's are required under the Act, and there are compliance risks for Council if not adhered to. The OLG's Guidelines regarding ARICs are also applicable.

7. Performance Measures

Nil.

8. Project Management

Nil.

Liz Alley
Director Corporate Services

Prepared by staff member:	Lee Sisson, Governance Officer
Approved/Reviewed by Manager:	Liz Alley, Director Corporate Services
Department:	Office of the Director Corporate Services
Attachments:	There are no attachments for this report.

Department:	Office of the General Manager
Submitted by:	Hein Basson, General Manager
Reference:	ITEM GOV46/25
Subject:	PUBLIC ACCOUNTS COMMITTEE REPORT: INQUIRY INTO THE ASSETS , PREMISES AND FUNDING OF THE NSW RURAL FIRE SERVICES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.

SUMMARY

The purpose of this report is for Council to note the findings and recommendations of the Public Accounts Committee, in its "Inquiry Into the Assets, Premises and Funding of the NSW Rural Fire Service" – specifically recommendation three which states: "That the NSW Government amend the *Rural Fires Act 1997* to recognise that the NSW Rural Fire Service is responsible for the maintenance and repair of red fleet assets. This means that Councils would no longer pay for the maintenance and repair of red fleet assets. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism".

OFFICER'S RECOMMENDATION:

That Council:

- 1. Requests the Mayor to actively advocate for all 14 recommendations of the Public Accounts Committee in its "Inquiry Into the Assets, Premises and Funding of the NSW Rural Fire Service" to be implemented as soon as is possible by the State Government.**
- 2. Requests the General Manager to ascertain the actual true annual costs of maintaining and repairing the Rural Fire Services' (RFS) premises throughout the Tenterfield Shire Council's local government area, to assist the RFS and to ensure that Council is fully reimbursed by the RFS for these costs through their annual grants, consistent with the provisions of Recommendation 10 of the above-mentioned Public Accounts Committee in its Inquiry Report, which reads as follows: "The NSW Rural Fire Service should ascertain the actual maintenance and repair costs for premises used in each rural fire district and ensure that these costs are fully met through annual grants. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism" (emphasis added to the quoted recommendation 10).**

BACKGROUND

Bush firefighting and mitigation, or 'bush fire response', was historically organised at a community level by landowners and Local Councils. The role of Councils in bush fire

Our Governance No. 46 Cont...

response was historically acknowledged in the *Municipal Institutions Act 1858*, which allowed municipalities (now known as Councils) to make by-laws for preventing and extinguishing fires.

Almost one century later, Councils' role in bush fire response was further cemented by the *Bush Fires Act 1949*. This Act transferred the legal ownership of 'vehicles, firefighting apparatus, fire stations and fire control centres' to Councils, which is where legal ownership remains today. Councils were also responsible for the maintenance and repair of buildings and equipment and employing fire control officers and associated staff.

Commissioner Rob Rogers, NSW Rural Fire Service explained that while this approach had a number of benefits, like a deep understanding of community needs and community connection, it also created more than 200 separate firefighting agencies with no overall chain of command.

Following the 1994 Eastern Seaboard Fires and a subsequent coronial inquiry, the Parliament of NSW passed the *Rural Fires Act 1997* (the Act). The Act addressed the Coroner's recommendation for a 'a more cohesive and integrated command structure under the umbrella of a Rural Fire Service' by establishing the NSW Rural Fire Service (RFS).

However, the Act did not address the Coroner's recommendation to remove Councils' administration and management responsibilities. The Minister for Emergency Services at the time explained that this decision was made amid concerns that the change would undermine the volunteer fire fighting movement and remove local administrative and community autonomy.

The Act ensured that the historic role, responsibilities and benefits of Councils' participation in bush fire mitigation was recognised and maintained. The Commissioner further noted that some Councils had wanted to maintain their role including their ownership of assets.

In late 2000, the Act was amended to transfer the employment of approximately 300 fire control staff, almost half of which were fire control officers, from Council employment to employment by the RFS. The transfer took place in 2001. The transfer sought to resolve a tension created by the dual line of accountability fire control officers had. Prior to the amendment, fire control officers were responsible for the day-to-day management of rural fire brigades on behalf of Councils and at the same time were the 'most important operational link' between the Commissioner and volunteer firefighters.

As part of the same amendment, section 12A was inserted into the Act to enable the Commissioner to enter into rural fire district service agreements (service agreements) with Councils. Under the Act these service agreements can be used to specify which functions the Commissioner will exercise on behalf of Councils. In practice this means that with the consent of both parties, Councils can effectively transfer their responsibilities under the Act to the Commissioner.

Bush fire response has continued to centralise at a State level in the RFS. Service agreements have been used to reallocate Councils' responsibilities under the Act to the RFS. The reallocation of these responsibilities will be discussed throughout this report.

Our Governance No. 46 Cont...

Since 2018, concerns about the accounting for red fleet assets have been reported by the Auditor-General when the first Report on Local Government 2017 was tabled. The Auditor-General has also made several recommendations and findings in the 2023 performance audit report titled "Planning and Managing Bushfire Equipment", including around oversight of fleet maintenance and the accuracy of service agreements.

<https://www.parliament.nsw.gov.au/ladocs/inquiries/3028/Assets,%20premises%20and%20funding%20of%20the%20NSW%20Rural%20Fire%20Service.pdf> (Pages 3 and 4 of the Report)

REPORT:

Ownership and Maintenance of Red Fleet Assets:

Under current legislation, Councils are the legal owners of the fire trucks used by the NSW Rural Fire Service (RFS). These assets are known as red fleet assets. The current arrangements reflect a time when Councils played a more active role in bush firefighting and mitigation (bush fire response). However, bush fire response has moved to the RFS since its establishment in 1997.

Accordingly, the Public Accounts Committee, in their "Inquiry Into the Assets, Premises and Funding of the NSW Rural Fire Service", is recommending that the *Rural Fires Act 1997* be amended to reflect that:

- The RFS owns and operates red fleet assets. The RFS currently has service agreements with Councils which confirm that RFS can control and direct the use of these assets.
- The RFS is responsible for the maintenance and repair of red fleet assets. Currently the service agreements reflect that the RFS organises and partially funds maintenance and repair costs on behalf of Councils. The Committee also recommends a comprehensive review of the Act, so that it reflects current operational reality and is fit for purpose. This will help ensure that the RFS remains optimally equipped to do its important work of preventing and fighting bush fires.

Finding 1

The NSW Rural Fire Service is the most appropriate legal owner of red fleet assets under the Rural Fires Act 1997, rather than councils, because:

- the NSW Rural Fire Service already has effective control of these assets by way of service agreements. However, this creates inefficiency, waste and additional complexity;
- more efficient and strategic asset management and planning of its fleet may be possible if it was the legal owner;
- there is otherwise little evidence that councils should remain the owner of red fleet assets under the Act.

Recommendation 1

That the NSW Government amend the Rural Fires Act 1997 to recognise that the NSW Rural Fire Service owns and operates red fleet assets for bush fire response in NSW. The broader definition of 'fire fighting equipment' should be updated as part of these amendments.

Finding 2

Our Governance No. 46 Cont...

Amending the *Rural Fires Act 1997* to transfer ownership of red fleet assets to the NSW Rural Fire Service will not resolve all issues in the Act, and it is due for a more comprehensive review.

Recommendation 2

That the NSW Government conduct a comprehensive review of the *Rural Fires Act 1997* to ensure that the legislation is up to date with current practices and conditions, as well as to ensure that the NSW Rural Fire Service is best prepared and positioned long-term to provide effective bush firefighting capability.

Finding 3

The *Rural Fires Act 1997* does not reflect the operational reality that the NSW Rural Fire Service plans and directs the maintenance and repair of red fleet assets.

Finding 4

Current maintenance and repair arrangements for red fleet assets are complex and create unnecessary administration and duplication.

Finding 5

The timing and administration of reimbursements and annual allocations for the maintenance and repair of red fleet create financial burden and complexity for Councils.

Finding 6

Costs for the maintenance and repair of red fleet assets is shared between Councils and the NSW Rural Fire Service. Although the amounts vary between councils the NSW Rural Fire Service estimates that it may be funding 28% (or \$12.5 million) of total costs with Councils potentially funding the remaining 72% (or \$32.3 million).

Recommendation 3

That the NSW Government amend the *Rural Fires Act 1997* to recognise that the NSW Rural Fire Service is responsible for the maintenance and repair of red fleet assets. This means that Councils would no longer pay for the maintenance and repair of red fleet assets. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism.

Recommendation 4

Until a review of the *Rural Fires Act 1997* is complete, the NSW Rural Fire Service should update its service agreements with Councils to clarify maintenance and repair processes and responsibilities. Service agreements should continue to be regularly updated.

Recommendation 5

Should the NSW Rural Fire Service assume responsibility for the maintenance and repair of red fleet assets under amended legislation, consideration should be given to the continued use of local mechanical workshops where appropriate.

<https://www.parliament.nsw.gov.au/ladocs/inquiries/3028/Assets,%20premises%20and%20funding%20of%20the%20NSW%20Rural%20Fire%20Service.pdf> (Pages 1 to 3 of the Report)

Bush Fire Response:

The NSW Rural Fire Service (RFS) is the primary response agency for bush fires. Over time the RFS has taken on many of the bush fire response responsibilities previously held by Councils.

Our Governance No. 46 Cont...

A new rural fire district service agreement (service agreement) proposes to formally transfer these responsibilities to the RFS. However, the *Rural Fires Act 1997* should be amended to clearly reflect current operations as well as the primary role of the RFS and Councils' supporting role. As this may take time, service agreements should also be updated to more accurately reflect current operations and responsibilities.

It is also acknowledged that hazard reduction is best managed collaboratively between Councils and the RFS in order to maintain local knowledge of bush fire risks and local engagement for bush fire mitigation

Finding 7

The NSW Rural Fire Service is the primary response agency for bush fires in the State.

Recommendation 6

That the NSW Government amend the *Rural Fires Act 1997* to clearly reflect the operational reality that the NSW Rural Fire Service is the primary agency for bush fire response in the State, with Councils continuing to play a supporting role.

Finding 8

Service agreements between the NSW Rural Fire Service and Councils do not reflect the operational reality that the NSW Rural Fire Service is the primary bush fire response agency in the State.

Recommendation 7

The NSW Rural Fire Service should review all service agreements to ensure that they reflect the operational realities of bush firefighting and management, including that bush fire response responsibilities primarily sit with the NSW Rural Fire Service.

Finding 9

Hazard reduction is best managed collaboratively between Councils and the NSW Rural Fire Service, to maintain local knowledge of bush fire risks and local engagement for bush fire mitigation.

Finding 10

Bush Fire Management Committees are valued by Councils and contribute to a strong and supportive relationship between local government and the NSW Rural Fire Service.

Recommendation 8

The NSW Government should amend the *Rural Fires Act 1997* to clarify that the NSW Rural Fire Service has primary responsibility for bush fire mitigation and hazard reduction, with Councils playing a supporting role. Amendments should aim to reduce the administrative and financial burden borne by Councils under the current arrangements, while preserving the important supporting role of Councils in hazard reduction.

<https://www.parliament.nsw.gov.au/ladocs/inquiries/3028/Assets,%20premises%20and%20funding%20of%20the%20NSW%20Rural%20Fire%20Service.pdf> (Pages 27 to 28 of the Report)

Premises for Rural Fire Services:

Under the *Rural Fires Act 1997* (the Act) councils must provide premises to the NSW Rural Fire Service (RFS). In practice this also includes maintaining those premises, and

Our Governance No. 46 Cont...

constructing or otherwise acquiring new premises when needed. The RFS will sometimes assist Councils financially through grants paid from the RFFF, in acknowledgement of the financial burden on Councils.

Arrangements between Councils and the RFS for the provision, use and maintenance of premises differ across the state. There is also no central register of information about premises, including their value and current ownership and lease arrangements. Therefore, the Committee is not in a position to make major recommendations about how to best manage existing premises, and has instead recommended that the RFS should review and accurately document all arrangements for existing premises, for the purpose of developing a central register of this information held by the Service. As part of this review, the RFS should also consult with Councils and landowners about the suitability of current arrangements for existing premises.

The Committee also received evidence from councils that current arrangements for premises presented ongoing and pressing financial and resourcing issues for Councils that would continue if not immediately addressed. The Committee heard that the RFS provide financial support to Councils to construct and maintain premises, but these allocations and payments are administered in a way that creates uncertainty, financial challenges and administrative complexity for councils. This can be partially addressed by the Committee through recommendations that the RFS issue annual grant allocation letters earlier, and that the RFS ensure grant allocations cover the full maintenance and repair costs for premises.

In consideration of the ongoing issues current arrangements for premises place on Councils, and other recommendations in this report that RFS operations be centralised, the Committee recommends that the NSW Government should consider amending the *Rural Fires Act 1997* so that the RFS is responsible for the provision of new premises in the future. If the NSW Government implements this recommendation, any potential funding implications should be considered as part of the ongoing emergency services funding reform or other appropriate mechanism.

Finding 11

Under the *Rural Fires Act 1997* Councils must provide premises to the NSW Rural Fire Service. Councils are also responsible for the ongoing maintenance and repair of those premises.

Finding 12

There is a lack of centralised information on NSW Rural Fire Service premises used across the state. The Committee is therefore unable to determine the implications of transferring ownership to the NSW Rural Fire Service.

Recommendation 9

The NSW Rural Fire Service should review and accurately document all arrangements for existing premises, for the purpose of developing a central register of this information held by the Service. As part of this review, the NSW Rural Fire Service should also consult with Councils and landowners about the suitability of current arrangements for existing premises and whether ownership of these premises should be transferred to the NSW Rural Fire Service.

Finding 13

Arrangements between Councils and the NSW Rural Fire Service for the provision and maintenance of premises are ad-hoc and lack consistency.

Our Governance No. 46 Cont...

Finding 14

Current arrangements between the NSW Rural Fire Service and Councils are complex and lead to process duplication and potential waste.

Finding 15

Although Councils are responsible for the maintenance and repair of premises, the cost is generally shared between Councils and the NSW Rural Fire Service. Based on the most recent estimate Councils pay approximately one third of maintenance and repair costs, with the NSW Rural Fire Service paying the remaining two thirds through reimbursing Councils. However this estimate is over 10 years old and may not capture potential cost escalations.

Recommendation 10

The NSW Rural Fire Service should ascertain the actual maintenance and repair costs for premises used in each rural fire district and ensure that these costs are fully met through annual grants. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism.

Finding 16

Councils are concerned about the financial sustainability of continuing to provide premises.

Recommendation 11

The NSW Government should amend the *Rural Fires Act 1997* so that the NSW Rural Fire Service is responsible for the provision of new premises in the future. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism.

Finding 17

Councils pay the up-front cost of NSW Rural Fire Service infrastructure projects, being upgrades to existing buildings or the construction of new buildings, and also fund any shortfall beyond what they receive in their annual Rural Fire Fighting Fund grant allocations.

Recommendation 12

That the NSW Treasury confirm the annual rural fire brigade funding target with the NSW Rural Fire Service, and that the NSW Rural Fire Service issue annual Rural Fire Fighting Fund allocation letters, in alignment with Councils' budget cycles. This will help Councils to more effectively budget, plan and account for their infrastructure responsibilities. Allocation letters should be issued within one month of receiving confirmation of the funding target.

<https://www.parliament.nsw.gov.au/ladocs/inquiries/3028/Assets,%20premises%20and%20funding%20of%20the%20NSW%20Rural%20Fire%20Service.pdf> (Pages 40 to 42 of the Report)

Funding Rural Fire Services:

Councils are finding it increasingly challenging to fund rural fire fighting assets and activities, particularly when annual increases to their contributions exceed their ability to generate revenue from rates due to the rate cap.

Our Governance No. 46 Cont...

Stakeholders called for the current funding model to be replaced by a broad based property levy, something which is being considered by the NSW Government's reform of emergency services funding.

Given a number of outliers noted in the Committee's analysis of Council contribution data, the NSW Government should review the Council contributions funding mechanism as part of a wider review of the *Rural Fires Act 1997* and the ongoing reform of emergency services funding or another appropriate mechanism.

Finding 19

The NSW Rural Fire Service sets the rural fire brigade funding target each year. Councils contribute 11.7 per cent of the target, insurers contribute 73.7 per cent and the NSW Government contributes the balance.

Finding 20

Councils are concerned about the sustainability of Councils' 11.7 per cent contribution to the rural fire brigade funding target because of the annual rate of growth.

Finding 21

Preliminary analysis of Council contributions to the rural fire brigade funding target suggest that some Councils are contributing at high rates per resident, in particular regional councils.

Recommendation 14

The NSW Government should review the mechanism for Council contributions and overall funding for the RFS as part of the ongoing reform of emergency services funding or another appropriate mechanism. This review should consider:

- Rate peg constraints on Councils' funding capacity.
- Out of pocket amounts contributed by Councils for repairs and maintenance of Red Fleet assets and premises, as well as for the contribution of land and buildings for NSW Rural Fire Service use.
- How to ensure equitable contributions to the rural fire brigade funding target across Councils.
- The potential funding implications of any recommendations in this report.

<https://www.parliament.nsw.gov.au/ladocs/inquiries/3028/Assets,%20premises%20and%20funding%20of%20the%20NSW%20Rural%20Fire%20Service.pdf> (Pages 59 to 60 of the Report)

Response from LGNSW:

Local Government NSW (LGNSW), the peak body for the sector in the State, says a NSW Parliamentary Committee recommendation that the State's Rural Fire Service Fleet be legally recognised as a NSW Government asset is a win for Councils.

The Public Accounts Committee has tabled the report for its [*Inquiry into the assets, premises and funding of the NSW Rural Fire Service*](#) with all 14 recommendations warmly welcomed by the local government sector.

LGNSW President, Shire of Forbes Mayor, Phyllis Miller OAM says the report's recommendations strongly align with the [*positions advocated by LGNSW*](#) and the State's Councils.

Our Governance No. 46 Cont...

"This significant win comes after years of strong advocacy from LGNSW and from individual councils," said President Miller.

"Of course, every council strongly supports the RFS and the incredible work they do for our communities. But the reality is that Councils have no say in the acquisition, deployment or disposal of the RFS 'Red Fleet' assets so it's illogical that Councils should be expected to account for these assets and manage associated audit obligations.

The truth is that the management and oversight arrangements of the RFS have gradually shifted over many years, and outdated ownership and accounting arrangements need to be updated.

We are so grateful to the members of this Committee who have heard that message and have come out so strongly in recommending much needed change," she said.

Key recommendations of the inquiry report include:

- Transferring legal ownership of the Red Fleet assets to the RFS;
- Amending the *Rural Fires Act 1997* to recognise that the NSW RFS – and not local government – is responsible for the maintenance and repair of Red Fleet assets;
- Amending the above-mentioned Act to clarify that the NSW RFS has primary responsibility for bush fire mitigation and hazard reduction, with Councils playing a supporting role;
- Amending the Act so that the NSW RFS is responsible for the provision of new premises in the future.

President Miller said the report must now be followed by swift action.

"I thank the Minister for Local Government, the Hon. Ron Hoenig MP for referring this matter for inquiry, and I now urge the NSW Government to adopt the recommendations and move without delay towards implementation of these long overdue reforms," she said.

<https://insidelocalgovernment.com.au/lgnsw-rural-fire-service-fleet-asset-recommendation-a-win-for-councils/>

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

There was no need for any direct community engagement/communication in this regard, although it should be stated that this recommendation is an outcome of years – of not decades – of this Council, in concert with other NSW Local Councils, arguing for the RFS funding situation in NSW to be addressed by the State Government, in order for local communities not to be burdened by the maintenance and renewal costs of RFS-assets.

2. Policy and Regulation

- *Local Government Act 1993*
- *Rural Fires Act 1997*

Our Governance No. 46 Cont...

- Council's Position Paper on RFS Assets

3. Financial (Annual Budget & LTFP)

This Council has refused to recognise the depreciation costs of RFS assets in its Annual Financial Reports, as it argued that, in accordance with the provisions of the Australian Accounting Standards, it does not have control over these assets (or in reflecting on terminology used a few years ago, the care, management and control).

4. Asset Management (AMS)

This recommendation is an outcome of years – of not decades – of this Council, in concert with other NSW Local Councils, arguing for the RFS funding situation in NSW to be addressed by the State Government, in order for local communities not to be burdened by the maintenance and renewal costs of RFS-assets.

5. Workforce (WMS)

Once the recommendations of the Public Accounts Committee have flown through to changing the *Rural Fires Act 1997*, it might have an effect on Council's workshop staff not being occupied to the same extent with the maintenance of 'red fleet' assets. However, the Committee's recommendation five, i.e. "[s]hould the NSW Rural Fire Service assume responsibility for the maintenance and repair of red fleet assets under amended legislation, consideration should be given to the continued use of local mechanical workshops where appropriate", may mean no real change in practice. It is hoped that Council's workshop will be refunded 100% of the cost to deliver these maintenance services.

6. Legal and Risk Management

Updating of the *Rural Fires Act 1997* is indeed long overdue, as the provisions in this Act are not reflective of the situation on the ground.

7. Performance Measures

Councils not recognising the depreciation costs associated with RFS assets are since the 2023/24-Financial Year no longer penalized by the Auditor General by way of qualifying their Annual Financial Reports. This Council's Reports have been qualified for the 2022/23 Financial Year.

8. Project Management

Nil.

Hein Basson
General Manager

Prepared by staff member:	Hein Basson, General Manager
Approved/Reviewed by Manager:	Hein Basson, General Manager
Department:	Office of the General Manager

Our Governance No. 46 Cont...

Attachments:

There are no attachments for this report.

Department:	Office of the General Manager
Submitted by:	Allison Graham, Executive Assistant & Media
Reference:	ITEM GOV47/25
Subject:	NSW GOVERNMENT PARLIAMENTARY INQUIRY INTO THE ABILITY OF LOCAL GOVERNMENTS TO FUND INFRASTRUCTURE AND SERVICES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.

SUMMARY

The purpose of this report is to communicate to Council the recommendations from the recent Parliamentary Inquiry into the Ability of Local Governments to Fund Infrastructure and Services, the NSW Government's action responses and the position of Local Government NSW (LGNSW) on these Government responses.

OFFICER'S RECOMMENDATION:

That Council:

Notes the recommendations from the NSW Government's Parliamentary Inquiry into the Ability of Local Governments to Fund Infrastructure and Services, together with the action responses of the State Government on these recommendations, and the position response statements from Local Government NSW.

BACKGROUND

In March 2024, the Hon Ron Hoenig MP, NSW Minister for Local Government, asked the Legislative Council's State Development Committee to undertake a Parliamentary Inquiry into the ability of Councils to fund infrastructure and services and to provide recommendations for a way forward. The Committee handed down its report in November 2024, setting out 17 recommendations.

In May 2025, the NSW Government provided their responses on this Parliamentary Inquiry, with Local Government NSW (LGNSW) then advising their position on the responses of the State Government.

REPORT:

LGNSW widely welcomed the recommendations of the NSW Parliamentary Inquiry into the Ability of Local Governments to Fund Infrastructure and Services. The Parliamentary Inquiry Report identified a total of 17 recommendations, which are, for the ease of Councillors listed below in a **condensed** format:

1. That the NSW Government conduct a comprehensive review of the rate exemptions and concessions under the *Local Government Act 1993*.

Our Governance No. 47 Cont...

2. That the NSW Government redesign the local government rating system, including reassessing Council base rates.
3. That the NSW Government seek to improve the special variation process, should the rate peg be retained in its current form.
4. That the NSW Government conduct and audit of, and seek to update, the statutory fees and limits that apply to local government annual charges and user fees and charges to better reflect and account for increases in market costs and pressures, including inflation.
5. That the NSW Government advocate to the Australian Government to increase the federal taxation revenue distributed via Federal Financial Assistance Grants from 0.5 per cent to 1 per cent and amend the current commonwealth grant guidelines per capita distribution method, that disproportionately benefits inner city Councils.
6. That the NSW Government consider grant models that; provide a more secure and sustainable source of funding to Local Councils and take into account the preference on Local Councils for predictable grants.
7. That the NSW Government implement changes to the developer contributions framework to better financially support Local Councils to fund the ongoing costs at completion of new infrastructure and works deemed essential to support development including community facilities as determined by the Council on behalf of the local community.
8. That, as part of the process of redesigning the local government rating system as outlined in Recommendation 2, the NSW Government have regard to the findings and recommendations of Portfolio Committee No. 8 – Customer Service’s Pounds in New South Wales report and ensure Councils are able to properly fund pounds and companion animal services.
9. That the NSW Government continue to improve the timelines of disaster recovery assistance funding to Local Councils by utilising funding agreements such as tripartite arrangements which have provided Councils with faster access to the funds they require to cover the cost of natural disaster recovery efforts.
10. That the NSW Government centralise disaster recovery funding within the NSW Reconstruction Authority to assist in improving expenditure on mitigation and preparedness and create dedicated and ongoing funding streams for communities, Councils and community organisations to support their work on mitigation and preparedness.
11. That the NSW Government continue to advocate to the Commonwealth Government to incorporate betterment funding into disaster recovery funding arrangements.
12. That the NSW Government seek amendment to the *Rural Fires Act 1997* such that Rural Fire Service assets are vested in the Rural Fire Service, with consequential amendment to the duties of Councils as public authorities to prevent the occurrence of bushfires on, and to minimize the danger of the spread of a bush fire on or from land under its control or management.
13. That the NSW Government review the depreciation methodology that applies to depreciation rates.

Our Governance No. 47 Cont...

14. That the NSW Government consider excluding depreciation expenses from the calculation of the Operating Performance Ratio.
15. That the NSW Government:
 - identify opportunities to reduce cost shifting to Local Government,
 - undertake greater consultation with local government prior to making decisions that may result in cost shifting,
 - review the practice of discounting infrastructure and other funding applications by border Councils due to use by interstate residents,
 - use its waste levy review to examine how the Waste Levy can better support infrastructure and services that support the transition to a circular economy.
16. That the NSW Government review the financial reporting guidelines and accounting model for local government.
17. That the NSW Government review the performance measurement ratios for Local Councils.

The above-mentioned recommendations are more fully listed in the table enclosed with this report as Attachment 1, together with the action responses from the NSW Government and LGNSW's response positions on the identified Government actions.

The NSW Standing Committee on State Development's "Inquiry into Ability of local governments to fund infrastructure and services – NSW Government Responses" dated May 2025 also forms an appendix to this report titled Attachment 2.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil required in this instance. However, it will be good for the community to be informed about the broader financial challenges that Local Councils are being confronted with – especially Rural Councils with large road networks and relatively small rate bases.

2. Policy and Regulation

Nil.

3. Financial (Annual Budget & LTFP)

The whole Inquiry deals with NSW Councils' inability to properly fund their infrastructure and services – threatening their financial sustainability into the future.

4. Asset Management (AMS)

Adequate asset management practices form an important part of Council's determining their true future financial sustainability; determining what the actual asset maintenance and renewal backlogs are – and for this information to flow through to Council's Long-Term Financial Plan. This Council has started the process of developing its asset management plans to become more advanced, and for the organisation to become more mature in its ability to make reasonable forecasts informed by robust data. It is however a work in progress, although some advancements over the next few months are expected.

Our Governance No. 47 Cont...

5. Workforce (WMS)

Inadequate funding has had an impact of this Council's ability to retain an adequate number of staff to provide a reasonable level of service delivery.

6. Legal and Risk Management

In the opinion of the General Manager, Recommendations 13 and 14 should be viewed with caution and skepticism. Are we perhaps regressing back to a situation of cash accounting – with no regard to the ongoing maintenance and renewal of Councils' assets? Should these recommendations be seen as an admittance that Government in the broad sense has reached the position where it is unable to properly fund its liabilities from an accrual accounting perspective? Therefore, will Local Government potentially not be required to report on these important depreciation considerations into the future? I suggest that the long-term effects of such a step will be catastrophic for the Local Government industry and communities across the State. One can only hope that the proposed Expert Advisory Panel will thoroughly consider the long-term implications of these recommendations and steer the Government away from implementing especially recommendation 14.

7. Performance Measures

The performance measures of Local Councils have been recommended to be reviewed by the State Government. The action proposed by the State Government is that "[d]ata from Councils' QBRs is being used to develop new performance criteria better suited to local government finances". What exactly this means remains to be seen.

8. Project Management

Nil.

Hein Basson
General Manager

Prepared by staff member:	Allison Graham, Executive Assistant & Media	
Approved/Reviewed by Manager:	Hein Basson, General Manager	
Department:	Office of the General Manager	
Attachments:	1 LGNSW position on NSW Government response to recommendations of the Parliamentary inquiry into the ability of LGS to fund Infrastructure and Services	10 Pages
	2 Inquiry into ability of Local Governments to fund infrastructure and services – NSW Government response – May 2025	23 Pages

Our Governance No. 47 Cont...



Local Government NSW position on NSW Government response to recommendations of the Parliamentary inquiry into the ability of local governments to fund infrastructure and services

→ [Inquiry report](#)

→ [Government response](#)

LGNSW widely welcomed the recommendations of the NSW inquiry into the ability of local governments to fund infrastructure and services. The table below sets out LGNSW's position on the NSW Government's proposed actions in response to these recommendations.

Inquiry recommendation and NSW Government action	LGNSW position on government response
Recommendation 1: That the NSW Government conduct a comprehensive review of the rate exemptions and concessions under the Local Government Act 1993 to: <ul style="list-style-type: none"> • better target the eligibility criteria for rate exemptions and concessions • achieve a better balance between local council financial sustainability, community benefits and principles of equity. Action: The Government will review IPART's [2016] recommendations to ensure the effective distribution of the rating burden across communities.	Cautiously support LGNSW has long called for a comprehensive review of inequitable and unjustified rate exemptions. IPART's 2016 report was fair and aligned with LGNSW's long standing position that all land used for commercial or residential purposes should be subject to rates regardless of ownership. If IPART's recommendations had been adopted it would have resulted in NSW Forestry Corporation paying rates on land it is using for commercial activities. It also would have resulted in land used for social and community housing being rateable. IPART's

1

<p>2016 report is clear that this is a state responsibility. Residents that live alongside greater density of social housing should not be penalised by having to subsidise this housing. That cost should be distributed across the state and borne by the NSW Government.</p> <p>It is very welcome that the Government's response recognises changes to the rating system are needed to fairly account for Build to Rent (BTR) developments. It is inequitable for existing ratepayers to be expected to subsidise the owners or residents of BTR properties.</p>	
<p>Significant concern</p> <p>LGNSW advocated for the population factor introduced in 2022 and supports IPART's changes to the rate peg methodology in 2023 that apply from 2024-25. These are welcome changes that improve the operation of the rate pegging system.</p> <p>The proposed Comprehensive Spending Review (CSR) process sounds potentially even more onerous than the current Special Variation (SV) process. Further roadblocks to reasonable council rating increases are unjustified.</p>	<p>Recommendation 2: That the NSW Government redesign the local government rating system, including reassessing council base rates, and seek to:</p> <ul style="list-style-type: none"> • implement measures, such as greater use of the Integrated Planning and Reporting framework and rates benchmarking, to provide local government greater flexibility and latitude to set their own rates • emphasise the importance of continual evaluation and service delivery • keep rates affordable and maintain safeguards to ensure rates meet community needs • examine the use of capital improved value, rather than unimproved land value, to set the variable component of rates. <p>Action: The Government will prepare legislation and regulatory changes to allow the review of council income and expenditure through a Comprehensive Spending Review process which will be separate to the Special Rate Variation process.</p>

<p>The proposed process will enable councils who want to permanently adjust their rates to consult with their community and submit to IPART their proposed revenue and expenditure. The process should build upon a council's Integrated Planning and Reporting.</p> <p>The Comprehensive Spending Review process is proposed as follows:</p> <ul style="list-style-type: none"> Councils will submit to IPART: <ul style="list-style-type: none"> What they plan to build as infrastructure and provide as services; What their estimated rates, grants, fees and charges will be; Whether they require additional rating income and how it compares to the rate peg; and, Evidence of community engagement. IPART will consider: <ul style="list-style-type: none"> Whether the council has adequately estimated the cost of delivery; Whether the community has the capacity to pay the rates and fees proposed; Whether the council is effectively spending their present funds for the betterment of local communities; and, Whether the delivery program and resourcing strategy are reasonable. <p>IPART will then examine the need for any rates adjustment, consistent with the delegated powers under the Local Government Act 1993, and provide guidance to a council about how it can be more efficient.</p>	<p>LGNSW questions the assertion that the SV process is not suited to a permanent rate increase. The SV process has generally worked very well for determining permanent rate increases over several years.</p> <p>Further, it is not clear how different the CSR is to the existing SV process and how IPART will be able to appropriately consider if the council is effectively spending its funds for the betterment of its community and whether this is reasonable. LGNSW is seeking more information on this but cautions that no additional constraints should be placed on the ability of democratically elected councils to decide what is appropriate for their communities.</p> <p>It is positive that this CSR will be developed in consultation with the local government sector via an Expert Advisory Panel.</p>
<p>Recommendation 3:</p> <p>That the NSW Government seek to improve the special variation process, should the rate peg be retained in its current form, to:</p> <ul style="list-style-type: none"> make it less resource and time-intensive for local councils streamline the process for the assessment of special variation applications consider alternatives to special variations that allow councils to raise additional rates to maintain existing service levels. 	<p>Disappointing</p> <p>This is a disappointing response and does not address the recommendation's call to streamline the SV process – which includes permanent rate peg increases where appropriate – to make it less resource and time intensive.</p>

<p>Action: The Government will review the existing Special Variation Guidelines to ensure these variations are focused on specific, time-limited projects where additional spending is necessary.</p> <p>The Government agrees that for the Special Variation process to be effective, it must be worthwhile for a council to pursue. Through updates to the guidelines, the Government will remove bureaucratic requirements in the Special Rate Variation process that make the current system onerous for councils.</p> <p>Communities must also be able to easily determine the benefit of a specific project or improvement when being asked to consider a temporary Special Variation.</p>	<p>This will also be further complicated by the proposed introduction of the CSR (refer Rec 2.)</p> <p>If the Government does retain the rate peg (which LGNSW objects to), LGNSW supports the Government making the special variation process less onerous overall.</p>
<p>Recommendation 4: That the NSW Government conduct an audit of, and seek to update, the statutory fees and limits that apply to local government annual charges and user fees and charges to better reflect and account for increases in market costs and pressures, including inflation.</p> <p>Action: The Government will undertake an audit of statutory fees and charges and user fees to align them, where appropriate, with reasonable service costs and index these costs with CPI (Consumer Price Index) where applicable.</p>	<p>Support in principle</p> <p>This is broadly welcome and LGNSW certainly supports aligning statutory fees with reasonable service costs and indexing with CPI.</p> <p>LGNSW is concerned about the Government's proviso (in the full Government response) that fees relating to development applications serve important policy goals and may need to be kept low to incentivise efficiency and positive policy outcomes. Starving councils of the reasonable fees to perform DA assessment work will only slow down this function, as councils struggle to staff and resource it.</p>
<p>Recommendation 5:</p>	<p>Strongly support</p>

<p>That the NSW Government advocate to the Australian Government to increase the federal taxation revenue distributed via Federal Financial Assistance Grants from 0.5 per cent to 1 per cent and amend the current commonwealth grant guidelines per capita distribution method, that disproportionately benefits inner city councils.</p> <p>Action: The NSW Government will continue to regularly and strongly advocate to the Australian Government to increase its Financial Assistance Grants to local government to 1% of GDP to assist those smaller councils.</p> <p>In recognition of the financial challenges faced by smaller rural and remote councils, a continual review of the Federal Assistance Grants distribution model will also be part of the ongoing process of the NSW Local Government Grants Commission in its allocation of grants to NSW councils.</p>	<p>LGNSW welcomes the commitment that the NSW Government will continue to regularly and strongly advocate to the Australian Government to increase its Financial Assistance Grants to local government to 1% of Commonwealth Taxation Revenue. LGNSW appreciates the call for a fair review of the allocation methodology but does not wish to see any council receive less funds as a result and would call for key principles like indexation and timeliness of payments to be dealt with more clearly.</p>
<p>Recommendation 6: That the NSW Government consider grant models that:</p> <ul style="list-style-type: none"> • provide a more secure and sustainable source of funding to local councils to achieve more equitable distribution of grant funding and provide councils with greater discretion in relation to how funding is spent • take into account the preference of local councils for predictable grants that are determined in a timely manner and assist councils to receive grants within appropriate timeframes to support the delivery of infrastructure programs. <p>Action: The NSW Government will continue to explore new models for grants to be provided to councils.</p>	<p>Support in principle but more detail needed</p> <p>This response is a missed opportunity in terms of a real commitment to more predictable and secure grant funding.</p>
<p>Recommendation 7: That the NSW Government implement changes to the developer contributions framework to better financially support local councils to fund the ongoing costs at the completion of new infrastructure and works deemed essential to support</p>	<p>Disappointing lack of action</p> <p>If contributions are predictable and known they should be factored into the cost of land purchased by developers. If appropriately</p>

<p>development including community facilities as determined by the council on behalf of the local community.</p> <p>Action: Nil. (The Government response 'noted' this recommendation, highlighting that any increases to contributions would need to be balanced against feasibility risks and the Government's housing targets.</p>	<p>factored into the cost of land, this would address feasibility concerns. The Government's response fails to recognise the consequences of inadequate developer contributions including the lack of social infrastructure and the cost burden on existing and future residents. LGNSW calls on the Government to index the IPART threshold for contributions plans and to review the Essential Works List.</p> <p>LGNSW also calls on the Government to directly invest in infrastructure to unlock housing opportunities, rather than continuing to grant increasingly more generous opportunities to developers in the hope that their developer contributions can fill this gap.</p>
<p>Recommendation 8: That, as part of the process of redesigning the local government rating system as outlined in Recommendation 2, the NSW Government have regard to the findings and recommendations of Portfolio Committee No. 8 – Customer Service's Pounds in New South Wales report and ensure councils are able to properly fund pounds and companion animal services.</p> <p>Action: The Government will consider how the use of [the \$10m collected through the Companion Animals Fund] can be improved as part of the Government's election commitment to review the Companion Animals Act 1998.</p> <p>Recommendation 9: That the NSW Government continue to improve the timeliness of disaster recovery assistance funding to local councils by utilising funding agreements such as</p>	<p>Support in principle but more detail needed The inquiry recommendation was broad, yet the Government action refers just to one, existing \$10m fund.</p>
<p>Recommendation 9: That the NSW Government continue to improve the timeliness of disaster recovery assistance funding to local councils by utilising funding agreements such as</p>	<p>Support in principle</p>

<p>tripartite arrangements which have provided councils with faster access to the funds they require to cover the cost of natural disaster recovery efforts.</p> <p>Action: The methodology for providing advanced funding is being reviewed as part of the Statewide Review of Disaster Funding. In addition, the Government is investigating additional ways to streamline the administration of funding for essential public asset restoration.</p>	<p>The NSW Government's Tripartite Arrangements have been a positive development and should be built on to improve the timeliness and reduce inefficiencies in provision of disaster recovery funding. LGNSW continues to support efforts to remove obstacles to fast and effective funding, including improving record keeping and auditing practices.</p> <p>Support in principle but more detail needed</p> <p>The inquiry recommendation recognised the need for new, dedicated and ongoing funding streams for mitigation and preparedness. This has not been addressed in the Government response.</p>
<p>Recommendation 10: That the NSW Government centralise disaster recovery funding within the NSW Reconstruction Authority to assist in improving expenditure on mitigation and preparedness and create dedicated and ongoing funding streams for communities, councils and community organisations to support their work on mitigation and preparedness.</p> <p>Action: The Government will continue to implement the review of Disaster Funding.</p> <p>Recommendation 11: That the NSW Government continue to advocate to the Commonwealth Government to incorporate betterment funding into disaster recovery funding arrangements.</p> <p>Action: The Government will use the Colvin Review and subsequent reform processes being led by NEMA to advocate for betterment funding as part of Disaster Funding arrangements.</p> <p>Recommendation 12: That the NSW Government seek amendment to the Rural Fires Act 1997 such that Rural Fire Service assets are vested in the Rural Fire Service, with consequential amendment to the duties of councils as public authorities to prevent the occurrence of bushfires on, and to minimise the danger of the spread of a bush fire on or from land under its control or management.</p>	<p>Support</p> <p>LGNSW has long called for increased provision for betterment.</p> <p>Noted</p> <p>On 27 May 2025 the Public Accounts Committee released its report for the inquiry into the assets, premises and funding of the NSW Rural Fire Service. This report contains</p>

<p>Action: Nil. (The Government response noted that on 30 January 2024 this matter was referred to the NSW Parliament's Public Accounts Committee Inquiry into Assets, premises and funding of the NSW Rural Fire Service, and that the Committee is still considering the matter).</p>	<p>an excellent set of recommendations that if adopted, would formally transfer Red Fleet ownership to the RFS and amend the Rural Fires Act 1997 to recognise that the RFS is responsible for maintenance and repair costs. LGNSW is now calling on the NSW Government to resolve this longstanding matter in line with the Committee's recommendations.</p>
<p>Recommendation 13: That the NSW Government review the depreciation methodology that applies to depreciation rates.</p> <p>Recommendation 14: That the NSW Government consider excluding depreciation expenses from the calculation of the Operating Performance Ratio.</p> <p>Action: The Government, in consultation with the Expert Advisory Panel, will consider alternative valuation methodologies and how they can be best incorporated into council accounts. The Panel will also provide advice on how councils could create and use asset maintenance/replacement reserves, along with how to account for the increasing risk of natural disasters.</p> <p>As an interim measure, the Office of Local Government has released the 2024/25 Local Government Code of Accounting Practice and Financial Reporting, including a sub-total in council Income Statements that excludes depreciation expenses. The Office of Local Government has also removed performance ratios from the Code for the 2024/25 financial year while a broader review is conducted.</p>	<p>Support</p> <p>LGNSW recognises that there has been considerable debate about depreciation and asset valuation over many years. LGNSW would welcome resolution of this debate with agreement on methodology that better serves the needs of councils and communities.</p>

<p>These reforms will provide councillors and communities with more timely and accurate financial information, offering a clearer understanding of the overall performance of councils, particularly cash flow.</p> <p>Recommendation 15: That the NSW Government:</p> <ul style="list-style-type: none"> • identify opportunities to reduce cost shifting to local government • undertake greater consultation with local government prior to making decisions that may result in cost shifting • review the practice of discounting infrastructure and other funding applications by border councils due to use by interstate residents • use its waste levy review to examine how the Waste Levy can better support infrastructure and services that support the transition to a circular economy. <p>Action: The Government reinforces its commitment to the Intergovernmental Agreement with Local Government NSW and will continue to work collaboratively with councils and the sector.</p>	<p>Noted but needs action</p> <p>A very important recommendation. While the acknowledgement of the Intergovernmental agreement is appreciated, it is disappointing that the Government has not provided further detail at this stage. Separately, the Government response to recommendation 2 does emphasise in the Guidelines for the Comprehensive Spending Review process that councils should be resourced via rates, charges, fees, and grants to adequately fund their statutory functions, responsibilities, and obligations. This is an important principle but again, lacks detail on how this is to be achieved.</p>
<p>Recommendation 16: That the NSW Government review the financial reporting guidelines and accounting model for local government.</p> <p>Action: As previously noted, the Government will consider how alternative valuation methodologies can be best incorporated into council accounting.</p> <p>The Office of Local Government will also use the 'Your Council' website to share financial data collected from councils through annual returns and QBRs. This will provide the community access to information about their council's income and expenditure, cash reserves, long term financial outlook, and service delivery performance.</p>	<p>Support in principle</p> <p>LGNSW would welcome the NSW Government working with councils to develop an agreed methodology that better serves the needs of councils and communities. Government should also take the opportunity to review and reduce the overall reporting and administrative burden on councils as part of this action.</p>

<p>Recommendation 17: That the NSW Government review the performance measurement ratios for local councils.</p> <p>Action: The Government is reviewing the local government performance ratios to ensure they are fit for purpose. Data from councils' QBRs is being used to develop new performance criteria better suited to local government finances.</p> <p>The Government has also asked the Office of Local Government to enhance the functionality of the Your Council website so that it is a more effective tool for transparency between councils and their communities.</p>	<p>Support</p> <p>This promised review of performance ratios has been in the pipeline for over a decade but has not yet progressed. It is long overdue.</p> <p>LGNSW also supports the proposal to enhance the functionality of the Your Council website.</p>
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Inquiry into Ability of local governments to fund infrastructure and services – NSW Government Response

Standing Committee on State Development

May 2025



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Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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Introduction

The *Local Government Act 1993* requires councils to provide strong and effective leadership, planning and decision-making. They must carry out their functions in a way that provides the best possible value for residents and ratepayers as determined by the democratically elected councillors. However, the NSW Government acknowledges that some councils across the state are experiencing financial challenges that impact their ability to provide services that communities rely upon.

In recent years, some councils that have gone through the Special Variation process to increase rates above the rate peg have seen strong community pushback. These community campaigns are motivated by the pressures of the current cost of living crisis and perceptions that councils are not spending their existing funds in ways that meet community needs. While councils are independently elected and responsible for managing their own finances, the State Government has a duty to ensure their long-term viability.

In March 2024, the Hon Ron Hoenig MP, Minister for Local Government, asked the Legislative Council's State Development Committee to undertake a review into the ability of councils to fund infrastructure and services and to provide recommendations for a way forward. The Committee handed down its report in November 2024 setting out 17 recommendations. In response, the NSW Government will undertake significant reforms to progressively improve the financial sustainability of councils, in line with the individual responses outlined below.

In essence, the Government is proposing five key responses:

1. Maintaining control of council rates by the Independent Pricing and Regulatory Tribunal (IPART) to ensure council's rates revenue keeps pace with forecast changes in costs;
2. Requiring councils that want to permanently adjust their revenue to undertake a Comprehensive Spending Review that forensically examines their expenditure as well as their revenue;
3. Simplifying the Special Variations process to focus only on specific council projects or programs;
4. Streamlining local government financial statements, which unnecessarily complicate local government financial reporting; and,
5. Drawing on the knowledge and experience of general managers, finance directors and other experts in the local government sector, to establish an Expert Advisory Panel to provide technical support for the delivery of reform based on the recommendations of the Committee.

The Government's reforms aim to enhance the reputation of local government as a robust, independently elected, third tier of government. All governments operate with limited resources and must efficiently use those resources to meet their community's needs. Councils will be sustainable if they can ensure expenditure is matched to both revenue and their community's service delivery expectations.

Elected councillors are in the best position to do this work as they can understand and balance competing community perspectives. To do their job, councillors need to have accurate

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information and be empowered to make decisions about what services their communities want and can afford.

The Government will therefore progress reforms to ensure that councillors receive timely, appropriate, and accurate financial information to be visibly in control of their councils. This information will also be made transparent and public to maximise scrutiny over decisions being made in the local government sector.

The Government proposes that if a council believes it requires additional income to meet community expectations, it must assure IPART and the community at large that they have closely considered their operations prior to increasing their rates. Councils in financial distress should be assisted to build structured financial recovery plans, and sustainable services and infrastructure, rather than resorting to reactive rate hikes.

Importantly, the role of IPART is not to take away council's autonomy but rather to ensure that councils are efficient and have reasonably considered alternative plans, prior to seeking to increase rates.

These changes will be made as part of a wide range of reforms as explained in detail in response to each recommendation.

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Government Responses to Recommendations

Recommendation 1:

That the NSW Government conduct a comprehensive review of the rate exemptions and concessions under the *Local Government Act 1993* to:

- better target the eligibility criteria for rate exemptions and concessions
- achieve a better balance between local council financial sustainability, community benefits and principles of equity.

Government response: Support

In 2016, IPART reported on the local government rating system and provided a substantial number of detailed recommendations. The Government does not believe a new comprehensive review of rate exemptions is necessary due to IPART's comprehensive analysis. However, the Government will review IPART's recommendations as a starting point for a targeted consideration of local government rate exemptions and concessions to ensure the effective distribution of the rating burden across communities.

This consideration will exclude any rating of land currently exempt due to its use for charitable or religious purposes. While it is noted these organisations rely on councils, they provide important social services the community at large depends upon.

The Government also notes the focus on the rateability of Build to Rent dwellings raised during the Inquiry. It is noted that a Build to Rent apartment building provides a council significantly less rate revenue than an equivalent apartment building using strata title. The Government will continue to consult with councils and Build to Rent providers to consider changes to the rating system to account for this anomaly.

Action:

The Government will review IPART's recommendations to ensure the effective distribution of the rating burden across communities.

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Recommendation 2:

That the NSW Government redesign the local government rating system, including reassessing council base rates, and seek to:

- implement measures, such as greater use of the Integrated Planning and Reporting framework and rates benchmarking, to provide local government greater flexibility and latitude to set their own rates
- emphasise the importance of continual evaluation and service delivery
- keep rates affordable and maintain safeguards to ensure rates meet community needs
- examine the use of capital improved value, rather than unimproved land value, to set the variable component of rates.

Government response: Partially Support

The NSW Government agrees with the views of the sector that financial sustainability is a serious concern for many councils, particularly in regional and remote areas. However, residents and ratepayers have also suffered a loss of real income through recent inflationary pressures. The NSW Government must ensure council rates remain affordable. It is also recognised that rates are only one part of the challenge for council financial sustainability, and grants, fees, charges and expenditure also need to be considered.

The Government notes that the rate peg has historically undercalculated the increases in costs borne by councils. While IPART has been setting the rate peg using a cost index formula since 2010, it was only in 2022 that a “population factor” was added to this methodology to adjust the total income that a council may receive by any population increase in that council area. Before this, population increases in an area did not increase a council's revenue from rates.

A redesign of the rate peg methodology was implemented by IPART in 2023 and applies from the 2024-25 financial year onwards. These changes allow IPART to adjust for the individual circumstances of a council rather than apply the same indexation across the state. The Government is confident that the new rate peg methodology is robust. It provides a good starting position for councils in matching revenue to expenditure. If a council and a community agree that current service standards are sufficient to meet community needs, the rate peg should accurately compensate for cost increases beyond a council's control.

However, some communities may agree an increase above indexation is acceptable to provide for better service standards. Other councils may need additional income to maintain existing service standards due to circumstances the rate peg cannot account for. The Special Variation process is not suited for this form of permanent rating uplift. A new pathway is necessary to allow for permanent rate increases above the rate peg.

Action:

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The Government will prepare legislation and regulatory changes to allow the review of council income and expenditure through a Comprehensive Spending Review process which will be separate to the Special Rate Variation process.

The proposed process will enable councils who want to permanently adjust their rates to consult with their community and submit to IPART their proposed revenue and expenditure. The process should build upon a council's Integrated Planning and Reporting.

Guidelines for the Comprehensive Spending Review process will be based on the following principles:

- **Council resourcing based on community need** - It will be up to elected councillors to determine the needs of their community through consultation. Their proposed resourcing strategy and delivery plan must be framed around the community's priorities and the council's ability to deliver on them.
- **Transparency** – Councillors and the public should be aware of which council operations are performing well and within budget, and which are performing poorly. Advice should be provided on how to improve the efficiency of poorly performing council functions.
- **Long-term rate paths** - The Government accepts the view of ratepayers that one-off rate increases of 40-80% lead to "bill shock" and make it difficult for vulnerable groups to pay their rates. Any future rate increases must consider the long-term and spread the impact over time.
- **Intergenerational equity** – It is important that councils in financial distress do not make decisions that have significant long-term implications or push issues 'down the road'. Too often, councils have deferred difficult choices or made short-sighted decisions like reducing maintenance, which can exacerbate future challenges and financial risk.
- **Independence of councils** – The power to make policy decisions like appropriate service standards is a matter for the democratically elected councillors, not the State Government. IPART will play an advisory role, to ensure that all options have been adequately considered and consulted upon.
- **Recoverability of costs** – Councils should be resourced via rates, charges, fees, and grants to adequately fund their statutory functions, responsibilities, and obligations.

The Comprehensive Spending Review process is proposed as follows:

Councils will submit to IPART:

- What they plan to build as infrastructure and provide as services;
- What their estimated rates, grants, fees and charges will be;
- Whether they require additional rating income and how it compares to the rate peg; and,
- Evidence of community engagement.

IPART will consider:

- Whether the council has adequately estimated the cost of delivery;
- Whether the community has the capacity to pay the rates and fees proposed;
- Whether the council is effectively spending their present funds for the betterment of local communities; and,
- Whether the delivery program and resourcing strategy are reasonable.

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IPART will then examine the need for any rates adjustment, consistent with the delegated powers under the *Local Government Act 1993*, and provide guidance to a council about how it can be more efficient.

IPART will continue to index council cost increases and moderate rate increases over time.

The Comprehensive Spending Review will be developed in consultation with IPART and the Expert Advisory Panel.

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Recommendation 3:

That the NSW Government seek to improve the special variation process, should the rate peg be retained in its current form, to:

- make it less resource and time-intensive for local councils
- streamline the process for the assessment of special variation applications

consider alternatives to special variations that allow councils to raise additional rates to maintain existing service levels.

Government Response: Support

The Special Variation framework has been historically used for time-limited special projects that a council needed additional resources to complete. Successful examples include the Gundagai Main Street Upgrade and Randwick's Special Environmental Levy.

Many recent Special Variations are not time-limited or targeted but are used to permanently increase a council's rate base to address broader financial sustainability concerns. As described in the response to Recommendation 2, the Government believes that a Comprehensive Spending Review is necessary before a council applies for higher permanent rating income. However, many councils may still require additional income for special projects or programs on a short-term basis without seeking a permanent increase in their rates.

To meet this need, the current Special Variation process will be retargeted to focus on funding for specific places, projects or programs.

Action:

The Government will review the existing Special Variation Guidelines to ensure these variations are focused on specific, time-limited projects where additional spending is necessary.

The Government agrees that for the Special Variation process to be effective, it must be worthwhile for a council to pursue. Through updates to the guidelines, the Government will remove bureaucratic requirements in the Special Rate Variation process that make the current system onerous for councils.

Communities must also be able to easily determine the benefit of a specific project or improvement when being asked to consider a temporary Special Variation.

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Recommendation 4:

That the NSW Government conduct an audit of, and seek to update, the statutory fees and limits that apply to local government annual charges and user fees and charges to better reflect and account for increases in market costs and pressures, including inflation.

Government Response: Support

The Government accepts the evidence received from the Inquiry that many annual charges and user fees, such as the Stormwater Levy, have legislated caps that have not changed in many years. The Government notes that inflation has reduced the value of these charges over time, limiting councils' ability to use them to fund services. The Government will review these fees so that they better reflect the cost of delivering that service efficiently.

However, the level of other statutory charges, such as the fees relating to development applications, serve important policy goals and may need to be kept low to incentivise efficiency and positive policy outcomes.

Many fees charged by councils to ratepayers are not legally fixed and may be set by the council at its discretion. Through the Comprehensive Spending Review process, the Government will encourage councils to consider whether their discretionary fees and charges reflect the cost-effective delivery of council services, so that any subsidies are deliberate and explicitly considered in the budget-setting process.

Action:

The Government will undertake an audit of statutory fees and charges and user fees to align them, where appropriate, with reasonable service costs and index these costs with CPI (Consumer Price Index) where applicable.

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Recommendation 5:

That the NSW Government advocate to the Australian Government to increase the federal taxation revenue distributed via Federal Financial Assistance Grants from 0.5 per cent to 1 per cent and amend the current commonwealth grant guidelines per capita distribution method, that disproportionately benefits inner city councils.

Government Response: Support

While much of the discussion around financial sustainability focuses on councils' rate base, the councils most exposed to financial pressures are smaller rural and remote councils that cannot adequately fund services through rates alone.

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport adopted an inquiry into local government sustainability on 21 March 2024, following a referral from the Federal Minister for Infrastructure, Transport, Regional Development and Local Government, the Hon Catherine King MP.

The NSW Government Department of Planning, Housing and Infrastructure (DPHI) provided a submission to that inquiry. It noted the reality that the relative value of the Financial Assistance Grants has declined over the last few decades. This has impacted councils, particularly rural and regional councils that have limited capacity to raise their own revenue through fees and charges. The submission also noted the ongoing challenge for the NSW Local Government Grants Commission in allocating a fairer share of the general purpose component of the Financial Assistance Grants to councils with the greatest relative need when a fixed 30% of the general purpose component must be allocated based on population.

That inquiry handed down an interim report in January 2025. While the interim report did not provide any recommendations, it reflected the themes received through submissions and public hearings that the current system, including the per capita distribution method, is perceived to be inadequate by many stakeholders.

Action:

The NSW Government will continue to regularly and strongly advocate to the Australian Government to increase its Financial Assistance Grants to local government to 1% of GDP to assist those smaller councils.

In recognition of the financial challenges faced by smaller rural and remote councils, a continual review of the Federal Assistance Grants distribution model will also be part of the ongoing process of the NSW Local Government Grants Commission in its allocation of grants to NSW councils.

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Recommendation 6:

That the NSW Government consider grant models that:

- provide a more secure and sustainable source of funding to local councils to achieve more equitable distribution of grants funding and provide councils with greater discretion in relation to how funding is spent
- take into account the preference of local councils for predictable grants that are determined in a timely manner and assist councils to receive grants within appropriate timeframes to support the delivery of infrastructure programs.

Government Response: Support

The Government supports continual innovation and improvement to the local government grant framework and has updated the Grant Administration Guidelines to underpin this commitment.

The Government will also examine options to create a greater proportion of needs-driven grants, including Community Service Obligations, with notional allocations, as well as to incorporate whole-of-life costing, where appropriate, including depreciation and maintenance.

Action:

The NSW Government will continue to explore new models for grants to be provided to councils.

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Recommendation 7:

That the NSW Government implement changes to the developer contributions framework to better financially support local councils to fund the ongoing costs at the completion of new infrastructure and works deemed essential to support development including community facilities as determined by the council on behalf of the local community.

Government Response: Noted

The Government encourages councils to plan for the ongoing costs of new infrastructure funded by contributions to ensure whole of life cycle costs are considered when identifying and adopting projects.

Any changes to current policy settings that would lead to increased contributions payable by developers needs to be balanced against feasibility risks and delivery of the Government's housing targets.

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Recommendation 8:

That, as part of the process of redesigning the local government rating system as outlined in Recommendation 2, the NSW Government have regard to the findings and recommendations of Portfolio Committee No. 8 – Customer Service's Pounds in New South Wales report and ensure councils are able to properly fund pounds and companion animal services.

Government Response: Support

The Government responded on 16 January 2025 to the findings and recommendations of the *Pounds in New South Wales* report. In that response, the Government notes it is reviewing the Companion Animals Fund, looking at the most effective ways to utilise revenue from companion animal registrations and annual permits to best support councils in meeting their management responsibilities towards dogs and cats.

Over the past three financial years, an average of \$10 million per year was collected in registration fees through the Companion Animals Fund. Councils, until the end of 2023/24, received 80 per cent of all fees paid for companion animal registrations in their LGA.

One of the prime drivers of this review of the Companion Animals Fund is the inequity in the distribution of fees across councils. For example, in Quarter 4 2022/23, 97 councils (76 per cent) received less than 1 per cent of registration fees. In dollar terms, 75 councils (60 per cent) received less than \$10,000 in quarterly payments.

Action:

The Government will consider how the use of this money can be improved as part of the Government's election commitment to review the *Companion Animals Act 1998*.

OFFICIAL

Recommendation 9:

That the NSW Government continue to improve the timeliness of disaster recovery assistance funding to local councils by utilising funding agreements such as tripartite arrangements which have provided councils with faster access to the funds they require to cover the cost of natural disaster recovery efforts.

Government Response: Support

The principles of the advanced funding model for disaster recovery works developed through new Tripartite Agreements have provided support for councils to deliver recovery works in a timely manner. The advanced funding model is strongly supported at all levels of government and is proposed to continue to ensure councils are not disadvantaged when delivering recovery works and remain cash flow positive throughout delivery.

Action:

The methodology for providing advanced funding is being reviewed as part of the Statewide Review of Disaster Funding. In addition, the Government is investigating additional ways to streamline the administration of funding for essential public asset restoration.

OFFICIAL

Recommendation 10:

That the NSW Government centralise disaster recovery funding within the NSW Reconstruction Authority to assist in improving expenditure on mitigation and preparedness and create dedicated and ongoing funding streams for communities, councils and community organisations to support their work on mitigation and preparedness.

Government Response: Support in Principle

While the Government supports the concept of centralising disaster recovery funding and a dedicated funding stream, this is subject to identifying an appropriate funding source and building capability to deliver.

The Government has recently established the Disaster Recovery Funding Arrangements (DRFA) Management Board to strengthen the oversight of DRFA funded programs. The Board includes senior representatives from the Premier's Department, NSW Treasury, Reconstruction Authority (RA) and key delivery agencies as well as the Office of Local Government (OLG). The Board will recommend options to streamline the management of disaster recovery in NSW.

Disaster Adaptation Plan (DAP) Guidelines are nearing completion, and the RA is delivering pilot DAPs in the Northern Rivers and Hawksbury/Nepean regions to identify and prioritise future investment in mitigation and preparedness.

Action:

The Government will continue to implement the review of Disaster Funding.

OFFICIAL

Recommendation 11:

That the NSW Government continue to advocate to the Commonwealth Government to incorporate betterment funding into disaster recovery funding arrangements.

Government Response: Support

The Government provided input into the independent review of the DRFA (the Colvin Review), as well as a review led by the National Emergency Management Agency (NEMA).

The NSW Government's feedback on both reviews articulated the need for greater opportunity for funding support for the betterment of essential public asset infrastructure under the DRFA.

On 25 October 2024, the Australian Government released the final report of an independent review of Commonwealth Disaster funding, which identified 47 recommendations to improve the existing Commonwealth's disaster funding arrangements.

Action:

The Government will use the Colvin Review and subsequent reform processes being led by NEMA to advocate for betterment funding as part of Disaster Funding arrangements.

OFFICIAL

Recommendation 12:

That the NSW Government seek amendment to the Rural Fires Act 1997 such that Rural Fire Service assets are vested in the Rural Fire Service, with consequential amendment to the duties of councils as public authorities to prevent the occurrence of bushfires on, and to minimise the danger of the spread of a bush fire on or from land under its control or management.

Government Response: Noted

On 30 January 2024 this matter was referred to the NSW Parliament's Public Accounts Committee Inquiry into Assets, premises and funding of the NSW Rural Fire Service. The inquiry has held two public hearings and has received 78 submissions.

The Committee is still considering the matter.

OFFICIAL

Recommendation 13:

That the NSW Government review the depreciation methodology that applies to depreciation rates.

Recommendation 14:

That the NSW Government consider excluding depreciation expenses from the calculation of the Operating Performance Ratio.

Government Response: Support

The Government supports reviewing the depreciation methodology, noting that this methodology stems from the requirements of Accounting Standard AASB 116 - Property, Plant and Equipment. It is noted that other jurisdictions in Australia are also reviewing asset valuation.

The Government supports ensuring that council financial reports provide councillors and the public a workable understanding of a council's assets, liabilities and cash flow to support good budget-setting.

Many of the challenges outlined in submissions and by the Committee relate to the impact of fair value asset accounting, particularly for non-realisable assets in a local government context. The Government will continue to explore options to address these challenges.

Action:

The Government, in consultation with the Expert Advisory Panel, will consider alternative valuation methodologies and how they can be best incorporated into council accounts. The Panel will also provide advice on how councils could create and use asset maintenance/replacement reserves, along with how to account for the increasing risk of natural disasters.

As an interim measure, the Office of Local Government has released the 2024/25 Local Government Code of Accounting Practice and Financial Reporting, including a sub-total in council Income Statements that excludes depreciation expenses. The Office of Local Government has also removed performance ratios from the Code for the 2024/25 financial year while a broader review is conducted.

These reforms will provide councillors and communities with more timely and accurate financial information, offering a clearer understanding of the overall performance of councils, particularly cash flow.

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Recommendation 15:

That the NSW Government:

- identify opportunities to reduce cost shifting to local government
- undertake greater consultation with local government prior to making decisions that may result in cost shifting
- review the practice of discounting infrastructure and other funding applications by border councils due to use by interstate residents
- use its waste levy review to examine how the Waste Levy can better support infrastructure and services that support the transition to a circular economy.

Government Response: Support

The Government stands by its commitment, outlined in the 2024-2027 Intergovernmental Agreement to Guide NSW State-Local Government Relations on Strategic Partnerships, to work with local government to strengthen the sector's financial sustainability and consider councils' financial capability in service delivery.

The Government acknowledges that the effective implementation of its policy agenda relies on an effective and strong partnership with local governments to best achieve policy outcomes. This partnership is based on mutual respect, continuous improvement, and strong and productive consultation.

The financial sustainability of councils is a key priority for the Government, which continues to fund billions of dollars of services and infrastructure for councils across the state every year. As the functions of government evolve over time, it may be most appropriate for local governments to manage new activities rather than State. For these functions to be performed adequately, it is vital that both levels of government work collaboratively and that councils are sufficiently resourced to perform these roles. The involvement of local government through consultation, or co-design of new policies where appropriate, will maximise the chance of successful outcomes for NSW communities.

Action:

The Government reinforces its commitment to the Intergovernmental Agreement with Local Government NSW and will continue to work collaboratively with councils and the sector.

OFFICIAL

Recommendation 16:

That the NSW Government review the financial reporting guidelines and accounting model for local government.

Government Response: Support

The Government supports reviewing the financial reporting guidelines and accounting model for local government.

The Government has asked the Office of Local Government to improve the effectiveness, timeliness and cost of financial reporting processes for councils. However, it is noted that local government financial reporting guidelines and accounting practices are required to meet the requirements of the Australian Accounting Standards Board at this point in time.

On 6 March 2025, the Office of Local Government released revised Quarterly Budget Review Statement (QBRs) Guidelines for consultation, which aim to modernise quarterly budget statements across the local government sector. The changes introduce a standardised reporting template and require councils to report on individual council funds so that councillors and the community can easily assess the performance of each council function independently. The guidelines also introduce a new requirement for councils to provide the Office of Local Government with an electronic QBRs throughout the financial year.

By requiring councils to provide clear, up-to-date financial information, the Government hopes to increase the ability of councillors, the public and the Office of Local Government to oversee council budgets throughout the financial year, not just when the Annual Report is published.

As noted in response to recommendations 13 and 14, the Office of Local Government has removed performance ratios from the Code of Accounting Practice and Financial Reporting for the 2024/25 financial year while they are under review. The Government has also commenced consultation with key stakeholders on the removal of the Special Purpose Financial Statements to reduce duplication.

Previous reform in this space, including the requirement for councils to have an Audit, Risk and Improvement Committee (ARIC) help councillors stay informed about financial challenges and potential risks that require the council's attention, separate to briefings by council staff.

Action:

As previously noted, the Government will consider how alternative valuation methodologies can be best incorporated into council accounting.

The Office of Local Government will also use the 'Your Council' website to share financial data collected from councils through annual returns and QBRs. This will provide the community access to information about their council's income and expenditure, cash reserves, long term financial outlook, and service delivery performance.

OFFICIAL

Recommendation 17:

That the NSW Government review the performance measurement ratios for local councils.

Government Response: Support

Performance ratios should provide a clear understanding of a council's spending priorities and budget decisions. Among other factors, they should be highlighting key measures such as:

- how much money is being spent against how much is being earned
- available cash
- how much money council is spending on the maintenance and renewal of its assets

To enhance public and OLG oversight over the financial performance of councils, ratios should be provided quarterly, rather than only being included in councils' annual audited accounts. More frequent data on a council's liquidity, spending on major projects and service delivery is important for the community to monitor how well their council is performing.

Action:

The Government is reviewing the local government performance ratios to ensure they are fit for purpose. Data from councils' QBRs is being used to develop new performance criteria better suited to local government finances.

The Government has also asked the Office of Local Government to enhance the functionality of the Your Council website so that it is a more effective tool for transparency between councils and their communities.

OFFICIAL

APPENDIX – Expert Advisory Panel

The proposed Expert Advisory Panel will include the following representatives:

- a mix of general managers from metropolitan, regional and rural councils
- a mix of Chief Financial Officers from metropolitan, regional and rural councils
- representatives from NSW local government unions
- representatives from Local Government NSW

The proposed Expert Advisory Panel will also be advised by and have observer status from:

- the Independent Pricing and Regulatory Tribunal
- the NSW Audit Office
- the NSW Grants Commission
- relevant State agencies (as needed to advise on fees and charges or disaster funding arrangements)

Department:	Office of the Director Corporate Services
Submitted by:	Liz Alley, Director Corporate Services
Reference:	ITEM GOV48/25
Subject:	FINANCE AND ACCOUNTS - PERIOD ENDED 31 MAY 2025

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.
CSP Delivery Program	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 2021* 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.

Addition financial information on Water Leakage, 603 Certificates, and financial business units is presented for Councilor and community information.

OFFICER'S RECOMMENDATION:

That Council:

Notes the Finance and Accounts Report for the period ended 31 May 2025.

BACKGROUND

In accordance with Clause 212 of the *Local Government (General) Regulation 2021* 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) Reconciliation of Accounts

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as of 31 May 2025.

Cash Book Balances on this date were as follows: -

General (Consolidated)	\$49,184,915	Credit
General Trust	\$ 69,074	Credit

Our Governance No. 48 Cont...

Council's General Consolidated Account earned an interest rate of 4.1% up to 20th May and 3.85% for the remainder of May on a variable basis resulting in a reasonably high interest return. This is reviewed on a regular basis as part of cash flow monitoring.

(b) Summary of Investments

Council investments as at 31 May 2025 was \$15,000,000.

The attachment to this report is a certified schedule of all Council's investments as of 31 May 2025 showing the various invested amounts and applicable interest rates.

Cash and Investments – Detailed Analysis of External Restrictions

RESTRICTED CASH ANALYSIS	AS AT 30 MAY 2025	AS AT 30 JUNE 2024
TOTAL CASH & INVESTMENTS	\$64,253,989	\$68,483,919
EXTERNALLY RESTRICTED CASH	\$45,970,952	\$52,187,482
<i>INCLUDED IN GRANT RELATED (EXCL DEVELOPER CONTRIBUTIONS)</i>	\$20,755,843	\$29,702,893
GRANT-RELATED - GENERAL (EXCL DEVELOPER CONTRIBUTIONS AND RFS RESERVES)	\$20,720,466	\$29,477,868
GRANT-RELATED - WATER (EXCL DEVELOPER CONTRIBUTIONS)	\$35,377	\$225,025
GRANT-RELATED - SEWER (EXCL DEVELOPER CONTRIBUTIONS)		-
GRANT-RELATED - WASTE (EXCL DEVELOPER CONTRIBUTIONS)		
GRANT-RELATED - STORMWATER (EXCL DEVELOPER CONTRIBUTIONS)		-
BRUXNER WAY WIDENING		-
<i>INCLUDED IN DEVELOPER CONTRIBUTIONS</i>	\$1,737,300	\$1,427,923
DEVELOPER CONTRIBUTIONS - GENERAL	\$1,330,039	\$1,090,779
DEVELOPER CONTRIBUTIONS - WATER	\$148,997	\$130,027
DEVELOPER CONTRIBUTIONS - SEWER	\$98,677	\$84,578
DEVELOPER CONTRIBUTIONS - WASTE	\$148,383	\$113,882
DEVELOPER CONTRIBUTIONS - STORMWATER	\$11,204	\$8,657
<i>INCLUDED IN RFS RESERVES</i>	\$130,990	\$107,261
RFS RESERVES	\$130,990	\$107,261
<i>INCLUDED IN CASH AT BANK AND INVESTMENT LEFTOVERS (AFTER EXCL GRANT RELATED, DC AND RFS ABOVE)</i>	\$23,346,819	\$20,949,405
WATER	\$2,992,865	\$2,347,754
SEWER	\$9,435,953	\$7,723,951
WASTE*	\$9,719,294	\$9,771,060

Our Governance No. 48 Cont...

RESTRICTED CASH ANALYSIS	AS AT 30 MAY 2025	AS AT 30 JUNE 2024
STORMWATER	\$1,129,633	\$1,037,566
TRUST FUND	\$69,074	\$69,074
INTERNAL RESTRICTIONS	\$9,539,840	\$7,595,000
PLANT AND VEHICLE REPLACEMENT	\$2,350,000	\$850,000
EMPLOYEES LEAVE ENTITLEMENTS	\$805,000	\$805,000
FAG (ROAD COMPONENT ADVANCED)	\$496,363	\$1,852,000
SPECIAL PROJECTS – INFRASTRUCTURE FLOOD DAMAGE	\$2,500,000	\$2,500,000
SRV MONEY UNSPENT 2014	\$843,633	\$1,048,000
SRV MONEY UNSPENT 2023	\$384,644	\$439,000
SALEYARD SPECIFIC PURPOSE	\$64,140	\$101,000
INTEREST EARNED FROM RERRF FUNDS INVESTED	\$201,223	
INTEREST EARNED FROM DRFA FUNDS IN TERM DEPOSITS	\$98,864	
IT SYSTEM RENEWAL PROJECT	\$770,000	
FINANCIAL SUPPORT PAYMENT FOR PRELIMINARY LAND CLASSIFICATIONS 2024 (NSW EMERGENCY SERVICES LEVY FUNDING REFORM)	\$25,973	
FUTURE GRANT CO-CONTRIBUTIONS	1,000,000	
UNRESTRICTED FUNDS	\$8,743,197	\$8,701,437

*Waste Fund – The above reserve for the waste fund includes the \$3.3 Million loan approved for Waste Management – Boonoo Boonoo Landfill (Develop Stage 5). Of this \$3.3 Million as at May \$1.517M has been spent, leaving a balance of \$1.783M of loan proceeds in the waste reserve.

Concealed Water Leakage Concession

No concessions were granted in May 2025.

Year to date concessions for concealed water leakage is \$83,855.30.

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 35 applications for 603 Certificates in May 2025.

In the calendar year to date, there have been 113 applications compared to 127 applications for the same period last year.

COUNCIL IMPLICATIONS:

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

2. Policy and Regulation

- Investment Policy (Policy Statement 1.091)

Our Governance No. 48 Cont...

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- Ministerial Investment Order
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Hein Basson
General Manager

Prepared by staff member:	Liz Alley, Director Corporate Services	
Approved/Reviewed by Manager:	Liz Alley, Director Corporate Services	
Department:	Office of the Director Corporate Services	
Attachments:	1 Investment Report for 31 May 2025	1 Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 MAY 2025

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount \$	Percentage Exposure	Source of Invested Funds
NAB	AA-	90 Days	21/Jul/25	4.50%	1,500,000.00	10.00%	Water Fund 66.6%, Stormwater Fund 33.3%
NAB	AA-	91 Days	25/Aug/25	4.30%	1,000,000.00	6.67%	Waste Fund
NAB	AA-	90 Days	07/Jul/25	4.70%	2,000,000.00	13.33%	Regional Emergency Road Repair Grant
NAB	AA-	91 Days	28/Jul/25	4.00%	2,000,000.00	13.33%	Disaster Recovery Funding Arrangement (DRFA)
TOTAL NAB INVESTMENTS					6,500,000.00	43.33%	
Commonwealth Bank	AA-	3 Months	14/Jul/25	4.45%	3,000,000.00	20.00%	Sewer Fund
TOTAL CBA INVESTMENTS					3,000,000.00	20.00%	
Westpac	AA-	5 Months	30/Jun/25	4.83%	1,500,000.00	10.00%	Waste Fund
Westpac	AA-	5 Months	28/Jul/25	4.64%	2,000,000.00	13.33%	Waste Fund
Westpac	AA-	3 Months	12/Aug/25	4.30%	2,000,000.00	13.33%	Regional Emergency Road Repair Grant
TOTAL WESTPAC INVESTMENTS					5,500,000.00	36.67%	
INVESTMENTS TOTAL					15,000,000.00	100.00%	

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:

Liz Alley

NOTES:

In the month of May 2025, no term deposits were made or discontinued. \$3 million of term deposits matured and were reinvested as shown below:

Financial Institution	Date Matured	Amount \$	Actions Taken	Source of Invested Funds
Westpac	12/May/25	2,000,000.00	total amount reinvested for 3 months at 4.30%	Regional Emergency Road Repair Grant
NAB	26/May/25	1,000,000.00	total amount reinvested for 91 days at 4.30%	Waste Fund

Department:	Office of the Director Corporate Services
Submitted by:	Lee Sisson, Governance Officer
Reference:	ITEM GOV49/25
Subject:	MONTHLY OPERATIONAL REPORT FOR MAY 2025

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	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 report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2024/25 Operational Plan. Due to unforeseen staffing circumstances, 10. Livestock Saleyards and 13. Parks, Gardens and Open Space reports are unfortunately unavailable.

OFFICER'S RECOMMENDATION:

That Council:

Notes the status of the Monthly Operational Report for May 2025.

Liz Alley
Director Corporate Services

Prepared by staff member:	Lee Sisson, Governance Officer
Approved/Reviewed by Manager:	Liz Alley, Director Corporate Services
Department:	Office of the Director Corporate Services
Attachments:	1 MONTHLY OPERATIONAL REPORT 46 - MAY Pages

Monthly Operational Report

Tenterfield Shire Council May 2025

Council Meeting 23 June 2025



TENTERFIELD

Monthly Operational Report –May 2025

1. CIVIC OFFICE

Delivery Program:

1.1.1

The individual unique qualities and strong sense of local identity of Tenterfield Shires towns, villages and community groups is respected, recognised and promoted.

Action	Responsibility	Progress Comment
1.1.1.1 Improve and maintain communication methods in accordance with the Community Engagement Strategy.	General Manager	Bi-monthly “Your Local News” has been reinstated, with draft work completed this month towards the June/July 2025 edition of “Your Local News”. It is to also include the parts of the General Managers comments in the Financial reports that were presented at the 26 March Ordinary Council Meeting, this being an Action upon the Councillors’ request at the meeting to share the information with the Community.
1.1.1.2 Provide opportunities for the community to participate in decision making.	General Manager	There were no Pre Council Community Consultation (public access) requests received to speak on any items for the 28 May 2025 meeting. However, the 2025/26 Operational Plan and Budget, together with the four-year Delivery Program, were on public exhibition inviting public submissions.

Delivery Program:

1.1.2

Continue to support and partner with the local Aboriginal communities for improved and inclusive outcomes.

Action	Responsibility	Progress Comment
1.1.2.1 Support and contribute to NAIDOC week.	General Manager	Staff are currently considering having a NAIDOC week theme in the Library in the future.

Monthly Operational Report –May 2025

Delivery Program:

1.1.4

Promote and recognise the work of volunteers in the community.

Action	Responsibility	Progress Comment
1.2.4.1 Promote and recognise the work of volunteers in the community.	General Manager	The new Suite of IP&R documents will address this action in more detail.

Delivery Program:

2.1.3

Improve heavy vehicle access across the shire and improve links to regional transport infrastructure to facilitate and support regional development opportunities.

Action	Responsibility	Progress Comment
2.1.3.1 Investigate, advocate for, and source funding to improve transport infrastructure access across the shire.	General Manager	The Director of Infrastructure is currently focusing on getting existing disaster relief funding expanded. Once achieved, other grant opportunities will be evaluated and planned to assist in Councils maintaining and renewing its infrastructure assets.

Delivery Program:

5.1.1

Ensure the performance of Council as an organisation complies with all statutory guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making.

Action	Responsibility	Progress Comment
5.1.1.9 Influence and advocate support from Federal and State government in	General Manager	The Mayor has recently had discussions with the NSW Premier regarding October & November 2024 Bushfires with a request to the Premier to write to the Prime Minister to change the disaster declaration category from B to C to enable NSW Landowners the same access to assistance as their QLD counterparts. Examples were presented to the Premier of the extent of the damage and how the

Monthly Operational Report –May 2025

relation to promotion of Tenterfield community objectives.		<p>Tenterfield Shire had the bulk of the fires in that period. Also discussed was the condition of the Police Station Street, Janelle Saffin MP has since escalated this to the Police Minister.</p> <p>The Mayor also had a meeting with the NSW Health Minister Ryan Park and Hunter New England Local Health representatives about a number of matters that she is advocating for the community with Janelle Saffin MP. The minister advised he would attend Tenterfield in the near future.</p> <p>The Mayor together with Janelle Saffin MP, had a meeting with the Minister for Police, Yasmin Catley and the NSW Police Assistant Commissioner Brett Greentree to discuss Police numbers in Tenterfield, on the outcome of missing out on a Probationary Constable from the latest Goulburn Police Academy graduates. Assistant Commissioner Greentree advised there is a priority to fill the current vacant positions at Tenterfield with potential to bolster numbers with secondments and to investigate allocating a Probationary Officer from the next class in August 2025. The Police Minister was also advised of the increase in crime related activity following a decrease in Police numbers two years ago, she was also informed of the successes by Tenterfield Police in solving a good number of thefts.</p>
5.1.1.10 Advocate to hand back Bruxner Way and Mt Lindesay Road to State Government.	General Manager	Lobbying of State Government regarding the handing back of the Bruxner Way and Mt Lindesay Road is ongoing.
5.1.1.11 Develop and maintain communications, media and information channels and ensure that all channels are fit for purpose with as broad	Executive Assistant	<p>Extensive community engagement took place in the previous period utilising our social media, print and website holdings as well as in person at community hall meetings throughout the Shire, as part of the Community consultation engagement requirements associated with the development of a new suite of IP&R documents.</p> <p>Departments have been undertaking a review of their area in Councils Website to ensure items are current, with Councillors also reviewing their details including additional information about themselves, this will enhance community engagement, assisting community members to find a Councillor to speak with on certain matters.</p>

Monthly Operational Report –May 2025

reach as is sustainably possible.		Councils website is still under the process of being reviewed, with updates to occur as details are received and approved.
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.	General Manager	A recent example of research, legislative and evidence-based advice relates to the proposal received by Council from Angry Bull Trails (ABT) for Council to act as the “public authority” in terms of the planning legislation in order for ABT not to lodge a development application in terms of Part 4 of the Environmental planning and Assessment Act – where this pathway was determined to be illegal. Further planning development for Councillors is being planned.
Delivery Program:		
5.2.2		
Work with key stakeholders and the community to lobby for adequate health services in our region.		
Action	Responsibility	Progress Comment
5.2.2.1 Advocate for health services throughout the Region and ensure future government planning aligns with community needs.	General Manager	Ongoing – Council representation on the local Health Advisory Committee. The General Manager lodged on behalf of Tenterfield Shire Council a submission to the NSW Parliament, in regard to the NSW Health Services Amendment (Splitting of the Hunter New England Health District) Bill 2025. The submission outlined reasons why Tenterfield Shire Council strongly believes that the current Hunter New England Local Health District does not serve the many regional, rural and remote communities outside of the Newcastle/Hunter region adequately.

Monthly Operational Report – May 2025

2. ORGANISATION LEADERSHIP

Delivery Program: 1.2.3 Recognise and plan for the accessibility needs of our community.		
Action	Responsibility	Progress Comment
1.2.3.1 Deliver and report to the OLG on the Council's Disability Inclusion Action Plan.	General Manager	Complete.
Delivery Program: 5.1.2 Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.		
Action	Responsibility	Progress Comment
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.	General Manager	<p>Asset inspections took place for a sample of Bridges and Sealed Roads with this information being fed back into the maintenance plans for the Budget, Delivery Program and Long-Term Financial Plan with the final version presented to the June Council Meeting.</p> <p>A Contractor has been engaged to develop an Asset Management Plan for Council to feed into future Operational and Delivery Programs and Long-Term Financial Plans.</p>
5.1.2.5 Ensure the continued review of council's	General Manager	Each quarter an extensive review is done as part of the Quarterly Budget Review. Savings and shortfalls are identified with the focus on budget transfers to eliminate increases (apart from Grant funded projects) in the total expenditure of Council.

Monthly Operational Report – May 2025

operations to ensure financial sustainability.		The March quarterly review was presented to the May Council Meeting.
5.1.2.6 Council will divest itself of underperforming assets.	(Director Corporate Services) in consultation with Director Infrastructure	One Council owned property at Clarence Street, Tenterfield (2.19ha block opposite TAFE) remains on the market. Council will have to develop a particular focus on potentially divesting itself from other properties which add to Council's annual depreciation cost, maintenance and renewal burden.

Monthly Operational Report – May 2025

3. ECONOMIC GROWTH

Delivery Program:		
2.1.1		
Develop and facilitate a diversified and growing economy that is a balance of all economic contributors.		
Action	Responsibility	Progress Comment
<p>2.1.1.1</p> <p>Seek opportunities that aligns with the Regional Economic Development Strategy (REDS).</p> <p>Actively encourage and support increased activation of the Memorandum of Understanding between Tenterfield Shire Council and Southern Downs Regional Council (Queensland).</p> <p>Continue to lobby for major public investment for the shire/region including New England Highway upgrades, and the planned Tenterfield Heavy Vehicle Bypass.</p>	<p>General Manager</p> <p>(Economic Development Officer)</p>	<p>As previously reported, On Tuesday 4th February 2025, the Director of Infrastructure Services had discussions with a representative from Transport for NSW regarding what further action had occurred regarding the Tenterfield Heavy Vehicle Bypass. No firm dates have been set by the State Government and as far as can be established no budgetary provisions have been made.</p> <p>Lobbying also took place regarding the realigning of the intersection of Bruxner Way and the New England Highway. These Discussions are ongoing.</p>
Delivery Program:		
5.2.3		
Lobby and support government and local service providers to enhance communications infrastructure across the Tenterfield Shire.		
Action	Responsibility	Progress Comment
<p>5.2.3.1</p> <p>Engage with Federal government representatives, and elected local member, on telecommunications issues in Tenterfield Shire and lobby for upgrades.</p> <p>Engage with representatives of telecommunications service providers on Tenterfield Shire transmission and reception issues, including planned upgrades to improve services.</p>	<p>General Manager</p> <p>(Economic Development Officer)</p>	<p>Council has advocated on behalf of Tenterfield Shire for enhanced communications infrastructure. NBN has developed a Regional Upgrade Program which will benefit the Tenterfield Local Government Area.</p> <p>Many residents in Tenterfield serviced by the NBN network via a Fibre to the Curb (FTTC) can now upgrade to Fibre to the Premises (FTTP) NBN has also started work on upgrading the NBN Fixed Wireless network in the Shire to help those</p>

Monthly Operational Report – May 2025

		customers access faster speeds and once complete will also allow some customers within the NBN Sky Muster footprint to access the NBN Fixed Wireless network.
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Monthly Operational Report – May 2025

4. ARTS, CULTURE & LIBRARY SERVICES

Delivery Program:

1.1.3

Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.

Action	Responsibility	Progress Comment
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.	Library Officer	<p>Online Kid's Art Workshops: The library has teamed up with a private company Artisicats to provide online art workshops for children 8-14 years by professional artists and utilising our new interactive whiteboard. We have 12 children enrolled with a total of 29 in attendance over 5 sessions in the month of May. Each lesson goes for 1 hour after school, during NSW schools' term 2. Participants are learning art techniques such as shape, negative space, clay techniques and design across a range of mediums.</p> <p>Books & Bikkies Bookclub: The inaugural meeting of the Books & Bikkies Bookclub was held on May 14 in the library. 5 members expressed an interest to join and attended the meeting. Books are sourced through the Richmond Tweed Library. Since this initial meeting we have had another 4 members ask to join the book club and have received a copy of the second book.</p>
1.1.3.2 Provide inclusive library services and programs that reflect contemporary needs for all age groups.	Library Officer	<ol style="list-style-type: none"> 1. During the May reporting period the library recorded 1493 visitors through the doors. 2. During May the library services provided included 1635 physical loans and 317 digital items borrowed with 140 individuals spending 147.25 hours using the public computers. 3. The home Library service delivered 55 items to 11 home Library members and Tenterfield Hospital. 4. Storytime was attended by 32 children and 22 parents across 5 sessions and continues to be presented in partnership with Make-It Tenterfield who develop exciting new creative activities for each session. 5. 17 new members signed up in May bringing our total membership to 2583 members (38% of Tenterfield Shire population based on 2021 census).

Monthly Operational Report – May 2025

5. WORKFORCE DEVELOPMENT

Delivery Program:

5.1.1

Ensure the performance of Council as an organisation complies with all statutory guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making.

Action	Responsibility	Progress Comment
5.1.1.4 Develop, manage and deliver the Workforce Management Strategy.	Manager Workforce, Safety, Risk & Records	<p>Council's organisational structure Full Time Equivalent (FTE) is 82, which is comprised of 79 full time positions and 9 part time positions in Council (this figure does not include casuals or traineeships/apprenticeships). Current number of staff on the ground working within these roles is 73.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by current financial constraints.</p> <p>Challenges facing recruitment for technical skilled positions in Council is still being impeded by the current market and economic climate which is impeding talent acquisition. Further recruitment strategies are being made to further provide additional networking and advertising resources.</p>
5.1.1.5 Facilitate worker health and wellbeing consultation, communication, and participation processes.	Manager Workforce, Safety, Risk & Records	<p>Management and supervisors are providing regular onsite workplace health and safety discussions/ meetings with staff/crews, along with the WHS Officer adhering to their responsibilities under the Workplace Health & Safety legislation and Council Policy.</p> <p>Meetings continue with StateCover relating to workers compensation and insurance. Meetings held with StateWide Mutual continue, relating to Public Liability and Council's Insurances. Council's employee assistance program (EAP) continues with ongoing onsite counselling sessions being provided monthly, provided to all employees and is available to Councillors.</p> <p>Influenza vaccinations were organized for May 2025 with some to receive in June 2025. Mental Health Awareness Training for all staff and Mental Health First Aid Training is being explored.</p> <p>Health and Wellbeing initiatives continue being sought for 2025.</p>

Monthly Operational Report – May 2025

5.1.1.6 Develop, manage and deliver skills targeted training plans.	Manager Workforce, Safety, Risk & Records	<p>Certificate III in Civil Construction Plant Operations ongoing. Diploma in Facilities Management ongoing. Traineeship – Certificate IV in Library & Information Services ongoing. Working Near Overhead Powerlines Training – completed in April/May Traineeship - Certificate III in Water Industry Operations – ongoing Code of Conduct and Dignity & Respect training for all staff is being delivered in June. WHS roles and responsibilities for managers and supervisors is being organised. Mental Health Awareness training for all staff and Mental Health First Aid training is being organised. Dogman (DG), Franner Crane (CN) and Crane (C6) High Risk Work Licence Training is being organised. Regulatory training is being reviewed with various training being organized for 2025, some of which includes Working at Heights, Confined Spaces, Asbestos Awareness, Silica Awareness, Sharps Training. Government incentives and initiatives are being investigated for future learning and development programs and is ongoing.</p>
5.1.1.7 Develop, manage and deliver Employer of choice recruitment and retention services.	Manager Workforce, Safety, Risk & Records	<p>Recruitment was arranged for the following positions in Council: during this reporting period</p> <ul style="list-style-type: none"> • Administration Officer (Fleet, Works, Water & Waste) – Final stages of recruitment. • Plant Mechanic – Final stages of recruitment. • Fleet Coordinator – Selected incumbent declined offer. To be readvertised. • Manager Asset & Program Planning – No suitable candidates. To be readvertised. • Trainee: Services Operator (Tenterfield) x1 – currently readvertised. One candidate out of 2 positions appointed. • Plant Operator (Water Cart) x 2 – First stages of recruitment. Still advertised and open. • Team Leader (Grader) – Currently advertised. • Casual Waste Disposal Officer (Tenterfield) – Final stages of recruitment. • Casual Transfer Station Operator/s (Drake, Liston, Legume, Urbenville, Torrington) – Currently advertised. <p>Further recruitment strategies are being made to further provide additional networking and advertising resources.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by budgetary and organisational financial constraints.</p>

Monthly Operational Report – May 2025

5.1.1.8 Manage and report on Council's Enterprise Risk Management Framework and Risk Register.	Manager Workforce, Safety, Risk & Records	A Risk Management Framework Workshop was delivered to staff in May 2025, with discussions on implementation and continuous improvement strategies. Council's Risk Register is being reviewed. Further development and changes will be made following consultation with various staff over the coming months. Audit and Risk Committee meeting is scheduled to be held in June 2025. Public Liability Claims continue to be managed in conjunction with Statewide Mutual. Northern Inland Risk Management Group meeting scheduled for May 2025.
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Monthly Operational Report – May 2025

6. EMERGENCY SERVICES

Delivery Program:

3.1.6

We are prepared, resourced and educated as a community to deal with natural disasters such as bushfires, storm and flood events.

Action	Responsibility	Progress Comment
3.1.6.1 Develop, manage and deliver Emergency Management functions and facilities.	Manager Workforce, Safety, Risk & Records	Local Emergency Management Committee (LEMC) meeting is scheduled to be held in June 2025. RFS Service Level Agreement (SLA) meeting scheduled for October 2025. Scheduled work is being undertaken to maintain emergency services assets/buildings and is continuing.

Monthly Operational Report – May 2025

7. FINANCE & TECHNOLOGY

Delivery Program:

5.1.2

Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.

Action	Responsibility	Progress Comment
5.1.2.1 Manage and deliver finance services.	Manager Finance & Technology	<p>Council continues to seek to provide affordable services whilst ensuring finances are managed effectively.</p> <p>Financial Management The additional \$1.8 million in ordinary rates revenue forms part of Council revenue into the future. Council continues to work on the recommendations set out by IPART as part of its SRV determination for Council's earlier SRV application.</p> <p>Council continues to receive a higher interest on investment income compared to previous years which is attributed to an increase in interest rates. This is assisting Council finances and cash flow.</p> <p>Corporate Market Loan (\$2,670,000) The Corporate Market Loan was not drawn down during May 2025. At the May Council Meeting it was resolved to close this facility and has since been actioned. This will result in savings of over \$20k per year in bank fees and charges.</p> <p>Unrestricted Cash Position Council was positive unrestricted cash as at end of May 25.</p> <p>Quarterly Budget Review The Quarterly Budget Review for March 2025 was presented at this May 2025 Council Meeting.</p>
5.1.2.2 Manage and report on Council's Long-Term Financial Plan and facilitate	Manager Finance & Technology	<p>Council's Long Term Financial Plan was adopted by Council June 2024 as part of the adopted Budget 2024/25 with the new FINAL 2025-2036 Long Term Financial Plan going to the June 2025 Council Meeting.</p>

Monthly Operational Report – May 2025

and support internal and external audits.		<p>As Council continuously works on its Fiscal Repair Strategy and updated Asset Management Plans, the decisions Council makes will continue to be reflected in the LTFP on a rolling basis across the years.</p> <p>The FINAL Budget 2024/25 and FINAL Long -Term Financial Plan incorporate the new asset condition reports giving a realistic indication of the ongoing costs required to maintain Council assets.</p> <p>Interim Audit 2025 site visit is complete.</p>
5.1.2.3 Manage investments – Plan develop and manage Council's investment portfolio.	Manager Finance & 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 May 2025.</p> <p>Council staff aim to invest in liquid funds for short-time periods to gain maximum investment returns without compromising working capital.</p> <p>Council currently has a significant amount of cash in our on-call account due to the interest rate being comparative to the short-term investments.</p> <p>Total Investment Balance as at 30 May 2025 was \$15 million. Cash at Bank account had an interest rate of 3.85% in May 2025.</p>
Delivery Program: 5.1.4 Deliver continuous improvements in Council's business, processes and systems.		
Action	Responsibility	Progress Comment
5.1.4.1 Develop, manage and deliver Council's Technology Strategic Plan.	Manager Finance & Technology	<p>Council's Cyber Security Framework has been drafted, ready for review. The focus is cyber security and threats originating from external sources. Council IT staff are in continuous training and development to stay updated on the emerging threats.</p> <p>Council IT staff are currently investigating a new enterprise resource planning (ERP) system which will enable Council to move towards a cloud-based solution. One of the reasons for this transition is to release pressure from Council's server which is approaching its useful life and presents a high risk to Council IT infrastructure and business continuity if it encounters any issues. The other reason is to</p>

Monthly Operational Report – May 2025		
		replace our Financial System that is nearing its end of support phase due to being superseded by another system.
		No IT related issues or breaches were reported in May 2025.

Monthly Operational Report – May 2025

8. CORPORATE & GOVERNANCE

Delivery Program:

1.1.3

Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.

Action	Responsibility	Progress Comment
1.1.3.3 Manage all corporate art, artefacts, honour boards and memorabilia (including audit and security).	Manager Workforce, Safety, Risk & Records	During May the Museum Advisor visited Tenterfield to meet with all the Museum committees within the area. Discussions resolved around the new School of Arts Tenterfield Incorporated and how negotiations were going in regard to the Agreements with Council.

Delivery Program:

5.1.1

Ensure the performance of Council as an organisation complies with all statutory guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making.

Action	Responsibility	Progress Comment
5.1.1.1 Develop, manage and deliver Customer Services, in accordance with the Customer Service Charter.	Manager Finance	Compliments for May 2024/25 – 2 Complaints for May 2024/25 – 1
5.1.1.2 Develop, manage and deliver Governance Services, in accordance with OLG Compliance Guide, IP&R Framework and Reporting including	Director Corporate Services	The FINAL Operational Plan/Delivery Program, FINAL Revenue Policy, FINAL Fees and Charges and FINAL Long-Term Financial Plan will be included in this June Council Meeting with the recommendation to adopt. The Audit, Risk and Improvement (ARIC) quarterly meeting will be held in June. No Public Interest Disclosures were made during May 2025.

Monthly Operational Report – May 2025

the Monthly Operational Report, GIPA and PIDS and facilitate and support the ARIC.		
5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.	Manager Workforce, Safety, Risk & Records	<p>Records staff continue to deliver compliant records management in line with legislative requirements.</p> <p>Council's digitization program continues with scanning of the Planning Department's Records, historical maps, plans and legal documents.</p> <p>Other areas of records compliance are:</p> <ul style="list-style-type: none"> • Registration of Council emails and distribution to Council officer's • Records compliance reporting • Records security profiling • Historical Registers and Records have been identified for transfer to State Records Repository in Armidale and added to the Records Transfer Plan, as there is no facility in Council to store these records permanently. <p>Over recent months, Council's Inbox has seen an increase in email traffic, reporting high levels in the beginning of a week. Monday's activities seem to be the highest due to the weekend's worth of traffic to be processed, which also includes the processing of Monday's records.</p>
Delivery Program: 5.2.1 Services to our community are provided in an equitable, safe, professional, friendly and timely manner consistent with our corporate values.		
Action	Responsibility	Progress Comment
5.2.1.1 Deliver independent bi-annual Customer Satisfaction Survey.	Director Corporate Services	A Community Satisfaction Survey was conducted in March 2025 by Taverner Research Group. The telephone fieldwork collected 255 completed responses from all available phone numbers of adult residents in the Tenterfield LGA. The results confirmed the community consultation sessions held as part of the development of the new suite of Community Strategic Plan, Delivery Program and Operational Plan documents identifying Council's Road infrastructure network (maintenance and improvement) as being the number one priority and challenge for Council to pursue into the future.

Monthly Operational Report – May 2025

9. ENVIRONMENTAL MANAGEMENT

Delivery Program:

3.1.2

Our community is educated, encouraged and supported to implement sustainable strategies for the management and protection of our natural resources.

Action	Responsibility	Progress Comment
3.1.2.1 Enforce Companion Animals, Illegal Dumping and Parking Control regulations.	Manager Parks, Gardens & Open Spaces	<p>4 x Barking dog complaints - owners spoken to and barking dog letters issued to owners. Barking dog diaries sent to complainants.</p> <p>2 x Untidy/overgrown premises complaints – clean up letter issued.</p> <p>3 x Roaming dog complaints– owners of roaming dogs spoken to and issued nuisance orders.</p> <p>2 x Straying stock on roads complaints – roaming stock letters issued to landowner.</p> <p>2 x Illegal Camping complaints – both groups of campers spoken to and asked to move on.</p> <p>Complaints regarding bats</p> <p>2 x abandon vehicle – organizing vehicles to be removed.</p> <p>2 x dogs seized roaming and impounded, both dogs released to rescue organization once their holding period was up.</p> <p>Tenterfield Shire Council in conjunction with Tenterfield Veterinary Clinic & Tenterfield Mobile Vets offered the Tenterfield Shire Community discounted desexing for both cats and dogs for the month of May in total 21 dogs and 9 cats were desexed.</p> <p>5 x infringements issued being for 2 x companion animal (other) not registered as prescribed, 2x park continuously longer than indicated, 1 x development without development consent – individual.</p> <p>Daily/Weekly patrols done in Tenterfield, Urbenville, Drake, Liston, Legume, Jennings and surrounding areas for roaming stray animals/ stock and parking.</p>

Monthly Operational Report – May 2025

3.1.2.2 Manage and deliver the Weeds Management Program, Council's Weeds Action Plan and regional weeds management plans.	Manager Parks, Gardens & Open Spaces	<p><u>Weed Officer Report for May</u></p> <ul style="list-style-type: none"> • <u>Black Knapweed</u> – Inspections and control works on Private properties and along Bellevue and Aldershot Rds. • <u>Tropical Soda Apple</u> – Urbenville, inspections and control where required. A control pass of Bryant's Plantation in Urbenville with the assistance of Forestry, Contractors and the Lessee of the Block was completed in Mid-May over a week long period. This work was funded by the New Incursion funding program. • <u>Groundsel Bush</u> – Mt Lindsey highway Legume. • <u>Chinese lantern</u> – Bondi Rd Liston. • <u>Giant Reed Grass</u> – Follow up treatment on Paddy's Flat Rd. • <u>Giant Rats Tail Grass</u> – Follow up treatment on Plain Station Rd. • <u>Property inspections and High-Risk site Inspections</u> – 12 inspections done on Black knapweed and Tropical Soda Apple sites. • <u>High Risk Pathway inspections</u> - completed along the New England Highway, Bruxner Way, Bruxner Highway. No new incursions were found. • <u>High risk Waterway inspections</u> – Tooloom Creek no new incursions found. • <u>Meetings</u> – Regional Weeds Committee meeting and weed officer meeting in Inverell. • <u>Grants/Funding</u> - Received \$84,822 in Weeds Action Plan Funding for the 2024/25 financial years. This application was prepared and submitted in February.
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 Parks, Gardens & Open Spaces	3 x nuisance orders issued, 1 for nuisance barking 2 for roaming dogs

Monthly Operational Report – May 2025

11. PLANNING & REGULATION

Delivery Program:

3.1.1

Town and Village planning supports and enhances local place making principles to deliver sustainable land use management practices for our natural environment.

Action	Responsibility	Progress Comment
3.1.1.1 Monitor and deliver the Tenterfield Local Environmental Plan 2013 and Development Control Plan 2014 (as amended).	Manager Planning & Regulation	All applications assessed in accordance with Tenterfield LEP and DCP. Fifteen (15) Development Applications lodged, fourteen (14) approved. Forty (40) 10.7 certificates, four (4) 735A certificates issued. Limitations of 1 planner and 1 health and building surveyor mean that assessment, processing and issuing of development consents, construction certificates, S68 on site sewage management applications, Occupation Certificates, undertaking of all inspections are experiencing longer than usual timeframes.
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Regulation	Ongoing advice for Minor Works to heritage items and development proposals involving listed items. Final acquittal for the 2023-2025 advisor and local fund submitted.
3.1.1.3 Manage and deliver development, building and construction regulatory services.	Manager Planning & Regulation	Construction certificates, S68 on site sewage management approvals and inspections, mandatory inspections for construction work. Complaints being dealt with on basis of potential impact - priority given to any public health or environmental matters. Food premises inspections – majority completed and follow ups being undertaken.

Applications Lodged May 2025

DA Number	Applicant	Address	Description of Work
2025.044	Papa International	12 Duke Street, Jennings	2 Lot Subdivision
2025.045	E. Page	11 Riley Street, Tenterfield	Temporary Structure
2025.046	A. Ferriman	115 Rouse Street Tenterfield	Secondary Dwelling- Dual Occupancy
2025-047	Tenterfield Surveys	21 Logan Street Tenterfield	4 Lot Subdivision
2025-048	Tenterfield Surveys	Smiths Lane Tenterfield	3 Lot Subdivision
2025.049	Wes Smith Building	104 Mt Mckenzie Road Tenterfield	Dwelling
2025.050	Wes Smith Building	1424 Amosfield Road Amosfield	Dwelling & Shed
2025.051	Uniplan	6289 Mt Lindesay Rd Wylie Creek	Manufactured Dwelling
2025.052	S. Beynon	26 Polworth Street Tenterfield	Shed
2025.053	J. Adams	148A Sunnyside Loop Road Tentefield	Shed
2025-021/1	Killarney State School	Multiple Addresses	Modification- Temporary Use – Trail Ride
2025-054	New England Surveying & Engineering	1021B Long Gully Road Drake	2 Lot Subdivision
2025.055	Tenterfield Surveys	1225 Kildare Road Tenterfield	3 Lot Subdivision
2025.056	J. Alexander	53 High Street, Tenterfield	Alterations to existing Dwelling
2025.057	J. Rogers	101-103 Duncan Street Tenterfield	Dwelling

Applications Determined May 2025

DA Number	Applicant	Address	Description of Work
2024.094 WITHDRAWN BY APPLICANT	S. & C. Crawford	Mole River Road Mole River	Temporary Use - Events & Camping Ground
2024.091	J. Bolger	102 Rouse Street Tenterfield	Redevelopment of Caravan Park
2025.025	M. Lieberman	285 Wellington Lookout Road Tenterfield	Dwelling
2025.028	Tenterfield Surveys	1176 Reedy Creek Road Mole River	Subdivision (5) Five lot Rural subdivision
2025.029	I. Fyfe	27 Holleys Road Tenterfield	Alterations to Existing Dwelling
2025.031	M. Rocks	436 Woodside Road Woodside	Dwelling
2025.033	A. Dow	247 Leeches Gully Road Tenterfield	Dwelling
2025.038	S .Wallace	Mole River Road, Mole River	Dwelling
2025.039	C. Woodward	23 Parkes Drive, Tenterfield	Shed
2025.041	Tenterfield Surveys	24 Sunnyside Loop Road, Tenterfield	Three (3) lot rural subdivision
2025.043	P. Walker	9227 Mt Lindesay Road Legume	Relocatable Dwelling Installation of previously Used Dwelling
2025.044	Papa International	12 Duke Street, Jennings	2 Lot Subdivision
2025.045	E. Page	11 Riley Street, Tenterfield	Temporary Structure
2025.051	Uniplan	6289 Mt Lindesay Rd Wylie Creek	Manufactured Dwelling
2025.042	M. Bradley	138 Douglas Street Tenterfield	Relocatable dwelling & New Deck

Applications Outstanding –May 2025

DA Number	Applicant	Property Address	Description of Work	Status of Application/Comment
2021.012	Corbett	Bluff River Road, Tenterfield	Primitive Camp Ground	Insufficient Information provided to complete assessment -Awaiting response from applicant to determine if they wish to proceed
2022.068	Tenterfield Surveys	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant Jan 25 -Applicant addressing RFS requirements for compliance
2024.104	Casson Planning & Development Services	44 Francis Street Tenterfield	Caravan Park	To Council June 2025
2025.023	G. Robben	1924 Billirimba Road Tenterfield	Dwelling Additions	Awaiting information from applicant
2025.032	Newton Denny Chapelle	Tooloom Road, Urbenville	Three (3) Lot Rural Subdivision	Under Assessment
2025.034	L. McDonald	889 Acacia Plateau Road, Legume	Relocatable Dwelling	Awaiting amended plans
2025.036	M. Buchanan	94a Wood Street, Tenterfield	Dwelling	Awaiting BASIX certificate
2025.037	S. Manadue	New England Highway, Sandy Flat	Dwelling	Under Assessment
2025.040	Tenterfield Surveys	37 Neagles Lane, Tenterfield	Five (5) lot rural subdivision	Under Assessment/Water NSW referral

2025.046	A. Ferriman	115 Rouse Street Tenterfield	Secondary Dwelling- Dual Occupancy	Under Assessment
2025-047	Tenterfield Surveys	21 Logan Street Tenterfield	4 Lot Subdivision	Under Assessment
2025-048	Tenterfield Surveys	Smiths Lane Tenterfield	3 Lot Subdivision	Under Assessment
2025.049	Wes Smith Building	104 Mt Mckenzie Road Tenterfield	Dwelling	Under Assessment
2025.050	Wes Smith Building	1424 Amosfield Road Amosfield	Dwelling & Shed	Under Assessment
2025.052	S. Beynon	26 Polworth Street Tenterfield	Shed	Under Assessment
2025.053	J. Adams	148A Sunnyside Loop Road Tenterfield	Shed	Under Assessment
2025-021/1	Killarney State School	Multiple Addresses	Modification- Temporary Use – Trail Ride	Under Assessment -event postponed due to weather
2025-054	New England Surveying & Engineering	1021B Long Gully Road Drake	2 Lot Subdivision	Under Assessment/RFS
2025.055	Tenterfield Surveys	1225 Kildare Road Tenterfield	3 Lot Subdivision	Under Assessment /RFS
2025.056	J. Alexander	53 High Street, Tenterfield	Alterations to existing Dwelling	Under Assessment
2025.057	J. Rogers	101-103 Duncan Street Tenterfield	Dwelling	Under Assessment

- Reference to RFS (NSW Rural Fire Service)– Integrated Development requires the concurrence of the RFS before Council can issue a determination or is referred to RFS due to variations from *Planning for Bushfire Protection 2019*.

FY 24/25 Development Statistics									
		Dwellings	Additions/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 24/25 Monthly Total	FY 23/24 Monthly Total
Jul-24	No.	3	0	2	1	1	0	7	7
	Value	\$1,023,429.00	\$0.00	\$60,036.00	\$150,000.00	\$0.00	\$0.00	\$1,233,465.00	\$482,000.00
Aug-24	No.	3	1	4	1	3	1	13	11
	Value	\$1,083,500.00	\$10,000.00	\$161,457.00	\$25,000.00	\$0.00	\$35,000.00	\$1,314,957.00	\$1,597,830.00
Sep-24	No.	3	0	9	0	1	2	15	11
	Value	\$850,000.00	\$0.00	\$379,755.00	\$0.00	\$0.00	\$1,634,320.00	\$2,864,075.00	\$2,131,381.37
Oct-24	No.	3	1	3	0	5	2	14	7
	Value	\$1,468,694.00	\$10,000.00	\$51,500.00	\$0.00	\$0.00	\$325,091.00	\$1,855,285.00	\$1,394,000.00
Nov-24	No.	3	0	2	0	4	0	8	6
	Value	\$1,020,580.00	\$0.00	\$26,670.00	\$0.00	\$0.00	\$0.00	\$1,047,250.00	\$285,070.00
Dec-24	No.	5	2	1	0	0	0	8	7
	Value	\$1,222,290.00	\$110,000.00	\$64,000.00	\$0.00	\$0.00	\$0.00	\$1,396,290.00	\$2,845,023.00
Jan-25	No.	7	0	1	0	4	0	12	13
	Value	\$2,233,113.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$2,293,113.00	\$677,000.00
Feb-25	No.	5	0	1	2	1	1	10	9
	Value	\$1,085,000.00	\$0.00	\$120,950.00	\$42,000.00	\$0.00	\$0.00	\$1,247,950.00	\$533,115.00
Mar-25	No.	4	2	2	0	2	0	10	13
	Value	\$1,226,000.00	\$299,000.00	\$98,500.00	\$0.00	\$0.00	\$0.00	\$1,623,500.00	\$628,290.00
Apr-25	No.	8	0	1	0	4	0	13	10
	Value	\$2,161,067.00	\$0.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$2,189,067.00	\$2,196,670.00
May-25	No.	5	1	2	1	5	1	15	11
	Value	\$1,839,426.00	\$168,245.00	\$118,000.00	\$10,000.00	\$0.00	\$0.00	\$2,135,671.00	\$610,971.00
Jun-25	No.								8
	Value							\$0.00	\$863,000.00
No. (Year to Date)		49	7	28	5	30	7	126	113
FY 24/25 Total Value (Year to Date)		\$15,213,099.00	\$597,245.00	\$1,168,868.00	\$227,000.00	\$0.00	\$1,994,411.00	\$19,200,623.00	
FY 23/24 Total Value		\$10,640,140.00	\$329,930.00	\$1,179,810.37	\$1,227,790.00	\$0.00	\$866,680.00		\$14,244,350.37

Monthly Operational Report – May 2025

12. BUILDINGS & AMENITIES

Delivery Program: 1.2.1 Provide safe and accessible public spaces and places that are well maintained, clean and fun.		
Action	Responsibility	Progress Comment
1.2.1.4 Develop and deliver the Property Management Strategy.	Manager Planning & Development	<p>Property Strategy - Under review – review will be finalised following appointment of the Asset Manager.</p> <p>Council Buildings</p> <ul style="list-style-type: none"> Repairs are continuing to be being carried out on Council properties to ensure maintenance schedules of Council buildings are kept up to date. Signs have been installed for public toilets and Jennings Park with NO CAMPING signs to be installed under the Park signs in June, discussions are being had relating to the bollards. Verbal Quotes have been received to be able to budget for the bollards at Jennings Park and for repairs and painting of Jubilee Park Rotunda. Developing a Request for quote for an accessible toilet to be constructed at the Youth Precent. Air Conditioner at Library is continually needing repair, currently a 20 year old asset and may need to start looking to add to budget to replace. NRMA have commenced design of 2 further charge stations behind 157 Rouse Street, Tenterfield – Council is waiting for final design. Medical Centre gardening has been arranged with Parks staff to go up and remove as it is now overgrown and becoming an issue.

Monthly Operational Report – May 2025

		<ul style="list-style-type: none"> Discussions with Chubb about inspection emergency lighting, getting evacuation plans developed and Fire Safety Certificates for all Council owned/managed buildings – waiting for a quote from Chubb. Discussions with the Tenterfield RSL and Councils Heritage Advisor about replacement of the Memorial Hall fence around the Boar War Memorial and repointing the brick fence at the front of the property. <p><u>Current Capital Works</u></p> <ul style="list-style-type: none"> Band Hall scope of work has been drafted in line with the Council Resolution – been put on hold, small amount remaining to be sold in next auction - ongoing. Memorial Hall Scope of Works to replace heritage roofing and install overflows to the box guttering, has been drafted ready to be sent out in next financial year.
1.2.1.5 Manage and update Land and Property Register.	Manager Planning & Development	<ul style="list-style-type: none"> Land and Property register is currently being managed as required. Spreadsheets are being updated as needed. Finalising the Bolivia Communication Tower agreement between Council and C & P McCowen. Assisting Acting Manager Asset & Program with information required to complete plans. Plans of Management (PoMs) are continuing to be completed; final changes have been received by the Crown in December. Need to be endorsed by Council, exhibited, and approved by the Crown - ongoing.
1.2.1.6 Develop and deliver the Buildings and Amenities Asset Management Plan.	Manager Planning & Development	<p><u>Licences & Agreements on Council owned/managed Land</u></p> <ul style="list-style-type: none"> Tenterfield Total Care draft lease for 136-138 Manners Street, Tenterfield – Survey Plan has now been registered ready to commence negotiations in July.

Monthly Operational Report – May 2025

		<u>GRANT FUNDING</u> Investigations into funding for amenities for Federation Park kiosk and Swimming Pool – continued.
1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.	Manager Planning & Development	Aboriginal Land Claims – 28 Aboriginal Land Claims have been received.

Monthly Operational Report – May 2025

14. SWIMMING COMPLEX

Delivery Program:

1.2.2

Provide a choice of sporting facilities that cater for the diverse needs of the community.

Action	Responsibility	Progress Comment																																																
1.2.2.1 Manage the Tenterfield War Memorial Baths (TWMB) Management Plan and contribute to service delivery.	Manager Planning & Development	<u>Management Plan</u> <ul style="list-style-type: none">Management Plan, Scope of Work and Pool Agreement has now been drafted and currently being reviewed - contract to be advertised in May/June 2025.Conversations with an Aquatic Engineer has commenced to complete report and determine future actions for the pool to be engaged in July 2025Staff are pursuing opportunities for Grant Funding to upgrade the facility – ongoing. <u>2024/25 Season Review</u> Pool has now closed to the public for the 24/25 season and will open again in October 2025. Season Pass Purchases for the 24/25 season. <table><tr><th></th><th>24/25</th><th>23/24</th><th>22/23</th><th>21/22</th><th>20/21</th><th>19/20</th><th>18/19</th></tr><tr><td>Full Season Family</td><td>42</td><td>30</td><td>26</td><td>27</td><td>26</td><td>49</td><td>39</td></tr><tr><td>Half Season Family</td><td>10</td><td>15</td><td>12</td><td>5</td><td>9</td><td>9</td><td>13</td></tr><tr><td>Full Season Single</td><td>31</td><td>29</td><td>16</td><td>14</td><td>17</td><td>25</td><td>10</td></tr><tr><td>Half Season Single</td><td>6</td><td>29</td><td>18</td><td>3</td><td>9</td><td>7</td><td>13</td></tr><tr><td>Total</td><td>89</td><td>103</td><td>72</td><td>49</td><td>61</td><td>90</td><td>75</td></tr></table>		24/25	23/24	22/23	21/22	20/21	19/20	18/19	Full Season Family	42	30	26	27	26	49	39	Half Season Family	10	15	12	5	9	9	13	Full Season Single	31	29	16	14	17	25	10	Half Season Single	6	29	18	3	9	7	13	Total	89	103	72	49	61	90	75
	24/25	23/24	22/23	21/22	20/21	19/20	18/19																																											
Full Season Family	42	30	26	27	26	49	39																																											
Half Season Family	10	15	12	5	9	9	13																																											
Full Season Single	31	29	16	14	17	25	10																																											
Half Season Single	6	29	18	3	9	7	13																																											
Total	89	103	72	49	61	90	75																																											

Monthly Operational Report – May 2025

		Total Attendances for the 24/25 season							
			October	November	December	January	February	March	YTD
	2018/19		1,037	2,372	2,972	4,196	2,904	1,275	14,756
	2019/20		732	3,984	1,318	5,006	2,560	930	14,530
	2020/21		1,459	4,144	2,568	4,383	2,759	1,064	16,377
	2021/22		1,684	1,456	2,673	3,291	2,523	1,779	13,406
	2022/23		1,573	2,770	2,693	3,366	3,577	2,171	16,150
	2023/24		2,007	2,916	3,916	3,493	3,819	2,248	18,399
	2024/25		1,927	2,644	4,011	3,523	3,054	1,382	16,541

Monthly Operational Report – May 2025

15. ASSET MANAGEMENT & RESOURCING

Delivery Program:

5.1.3

Management of Council's assets will be long term and focused on meeting the needs of the community now, and into the future.

Action	Responsibility	Progress Comment
5.1.3.1 Develop and implement the Asset Management Strategy and associated systems.	Manager Works/Director Infrastructure (Manager Asset & Program Planning)	Transport asset revaluation is completed. Condition rating data is complete. Council officers are conducting calculations for LTFP. A contract Asset Manager is in place for a short period of time to assist with evaluating and formulating this data.
5.1.3.2 Deliver and manage the Pedestrian Access and Mobility Plan (incorporating the Disability Action Plan) and Bike Plan.	Manager Works/Director Infrastructure (Manager Asset & Program Planning)	The PAMP is under review for generic information within the document and a review of action list priorities – awaiting resourcing.
5.1.3.3 Infrastructure and assets inspections.	Manager Works/Director Infrastructure (Manager Asset & Program Planning)	Routine asset inspections are impacted by the vacancy of the Asset Inspector (AI) position. The AI position will be advertised following the appointment of an Asset Manager. Council is conducting limited/ reactive inspections as required. Inspections on the sealed road network and some bridges are completed by specialist contractors.

Monthly Operational Report – May 2025

5.1.3.4 Review and update Council's Risk Register and Intervention programs on an ongoing basis in accordance with inspection schedules.	Manager Works/Director Infrastructure Manager Asset & Program Planning	Risk Register will be updated to reflect the key risk of limited technical support and supervision of major construction works is reduced due to the appointment of a Project Manager, Project Engineer, Project Officer and a Surveillance Officer via Professional Services Contract that reported to Council.
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Monthly Operational Report – May 2025

16. COMMERCIAL WORKS

Delivery Program:

5.1.3

Management of Council's assets will be long term and focused on meeting the needs of the community now, and into the future.

Action	Responsibility	Progress Comment
5.1.3.7 Undertake commercial works in a financially responsible manner, within the limitations of Council's resource pool according to Fees and Charges rates.	Manager Works	Council continues to undertake commercial works in a financially responsible manner, within the limitations of Council's resource pool. Most private works is sealing driveways while adhering to Council's adopted fees and charges rates.

Monthly Operational Report – May 2025

17. STORMWATER DRAINAGE

Delivery Program:

4.1.2

Deliver an adequate storm water and drainage, infrastructure is provided, maintained and renewed.

Action	Responsibility	Progress Comment
4.1.2.1 Implement the Stormwater Asset Management Plan.	Manager Asset & Program Planning	Further detail and planning required for stormwater infrastructure - awaiting resource allocation. The Asset Manager's position is readvertised.

Monthly Operational Report – May 2025

18. TRANSPORT NETWORK

Delivery Program:

4.1.1

Deliver a well-designed, safe road network, including carparking, footpaths and cycleways, that is suitable for all users now and take into consideration future network demand.

Action	Responsibility	Progress Comment
4.1.1.1 To maintain Council's road network, including carparking, footpaths and cycleways to the standards set out in Council's Road Asset Management Plan (RAMP).	Manager Asset & Program Planning	<p>Works have commenced on the five small bridges to be delivered by TfNSW. Inclement weather has delayed progress and washed out side tracks. Side tracks are re-instated.</p> <p>Mole River bridge on Springfield Rd anticipates the sub structure to be completed in the coming weeks.</p> <p>White Swamp – one abutment almost complete, abutment B is under construction; Paterson's Bridge – sidetrack is in place, old bridge still in place, pilings are complete; Tooloom St - pilings are in place with a temp bridge for traffic; Billirimba Ck Bridge - pilings are complete, InQuik bridge is on site ready for construction.</p> <p>Molesworth Street Bridge is currently being developed with the geotechnical investigation complete.</p> <p>Tenterfield Creek Bank Stabilization is 100% complete as per deed scope. Council has received approval for an extension of the works area from the funding body and works have commenced. Work is in such a manner that inclement weather is mitigated.</p> <p>Mt Lindesay Rd from New England Highway to Washpool Ck is under way. Pavement and road design is complete. Drainage structure upgrades will commence soon. Project is under scope review.</p> <p>Council is preparing documentation and tenders for upcoming works including slips, pavement repairs, bridge replacements, pavement stabilisations and causeway replacements.</p> <p>Council is reviewing evidence from the recent rain event (ex Tropical Cyclone Alfred), request for quote is under review from consultants to assist with submitting a DRFA claim, administering delivery of the claim and claiming spent money.</p>

Monthly Operational Report – May 2025

		<p>Torrington Road reconstruction is 100% complete for drainage. Sub Base preparation is 98% complete and Base is 85% complete. Another section was sealed before the end of May.</p> <p>Linemarking is delayed due to ongoing inclement weather. Expect to be completed by June 30 2025, weather permitting.</p> <p>Plains Stn Rd Slips are at 85% design approval stage. Some areas have been affected by ex Tropical Cyclone Alfred.</p> <p>Long Gully Road Slips – Contract is awarded.</p> <p>Mount Lindesay Rd just south of Legume will be reconstructed for 1.7km. Shoulder work, drainage and sub base are completed, ready for stabilisation before the end of June.</p> <p>Urbenville Rd from the bridge in Urbenville to the intersection with Beaury Ck Rd has drainage and sub base completed ready for stabilisation before the end of June.</p>
4.1.1.2 Manage and deliver maintenance services for transport infrastructure.	Manager Works	<p><u>April 2025 Grading & Works Report</u> Grading Schedule</p> <p>Northern Area: Graded sections of Beaury Ck Rd. Graded Rivertree Rd, Razorback Rd, Border Gate Rd, Border Lane Rd, Herding Yard Rd & Barlows Gate Rd.</p> <p>Central Area: Koch's Rd formation and resheeting is under construction with millings from New England Highway. Culvert works are under way on Koch's Rd. Mt Mackenzie Rd, Gunyah Rd and Geyers Rd resheeted and graded.</p> <p>Western Area: Torrington Rd reconstruction is nearing completion. Sandy Flat Rd, Mt Speribo Rd, Scott's Gully Rd, Currs Rd are graded as well as a touch up grade to Roos Rd, .</p> <p>Eastern Area: Graded and resheeted Paddy's Flat Rd South. This crew will attend to Chauvel and Dougherty Roads and return to commence on Billirimba Rd for a full grade.</p>

Monthly Operational Report – May 2025

		Council's 25t excavator: Pipe replacement and drainage on Torrington Rd between Castlerag Rd and Deepwater completed; and win and load gravel for Paddy's Flat Rd South completed. To the Boonoo Boonoo Tip for tip works.
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Monthly Operational Report – May 2025

19. PLANT, FLEET & EQUIPMENT

Delivery Program:

5.1.3

Management of Council's assets will be long term and focused on meeting the needs of the community now, and into the future.

Action	Responsibility	Progress Comment
5.1.3.5 Implementation and delivery of the Fleet Asset Management Plan and the Plant Replacement Program.	Manager Asset & Program Planning	Both plans are due for review – pending the appointment of a Manager Assets (MA). Council has appointed an interim MA (contractor) until appointment of a full time incumbent. Council is reviewing grader & mower replacements for tendering. These tenders and Request for Quote will be released in the coming months
5.1.3.6 Develop and implement the Depot Master Plan.	Manager Asset & Program Planning	Plan is under development – pending the appointment of a Manager Assets.

Monthly Operational Report – May 2025

20. WASTE MANAGEMENT

Delivery Program:

3.1.4

Deliver an affordable waste management solution for the community to best manage waste and recycling opportunities.

Action	Responsibility	Progress Comment
3.1.4.1 Deliver and manage Waste and Recycling services.	Manager Water & Waste	<p>Cell 5, RFT and RFQ awarded with weekly progress meetings with Council's QA consultants Tonkin and Councils construction contractor Towns Contracting. Monthly EPA progress reports continue. New leachate pond has commenced construction in September 2024 expected completion in November, due to wet weather 1,296mm received in March with additional 110mm received in April, potential completion in July 2025. New stormwater pond and site drainage has commenced in October and is expected to be completed in November, due to wet weather completed in May 2025.</p> <p>Note due to the weather and delays in construction for cell 5, potential safety issues with waste may require storage of waste until Cell 5 is operational. This is currently being investigated, and discussed with EPA.</p> <p>Replacement side loader STG delivered August 2024. The truck naming competition expected to commence in June 2025.</p> <p>Truck rollover occurred in March 2024, insurance investigations/negotiations completed, expected settlement in September, RFT for replacement truck completed and released in November 2024 Tender to closed in February 2025, review completed in April and approved by Council, Awarded in May.</p>

Monthly Operational Report –May 2025

21. WATER SUPPLY

Delivery Program:

3.1.3

Deliver total water cycle management approach including water conservation and complying with relevant acts and legislation.

Action	Responsibility	Progress Comment
3.1.3.1 Implement Water Service Strategic Plan in accordance with NSW Office of Water Guidelines.	Manager Water & Waste	<p>Urbenville -new grid grant lagoon RFT award completed June 2024. New track and pad, to lift structure completed in June 2024. Cage completed in August with installation completed in October 2024. Lagoon construction commenced in August 2024 First lagoon (lagoon 2) completed in October. Commissioning Lagoon 2 completed in November; performance of Lagoon 2 has improved quality of feed water to the plant testing continues. Commencement of lagoon 1 in November some issues with rock and previous explosive construction methods, notably wet weather has had some minor delays, however practical completion appears to on track for December 2024, wet weather over the period delayed completion of Lagoon 1. Clay lining completed in January 2025, with final cut-ins for commissioning completed in February additional clay testing of lagoons undertaken in March. Chemical dosing lines and equipment installed in April. Telemetry and control functions to be nearing completion, with initial commissioning undertaken in May, final commissioning expected in June. Water plant lagoons, systems, tank, bore and cage structure Official Opening to be held at the Urbenville Water Treatment Plant Tooloom Falls Road, Urbenville, Thursday, 3 July 2025, 10.00am 2025.</p> <p>Highway main replacement, (Cowper Street) commenced in February 2024 now completed.</p> <p>Water supply is provided to the community under Australian Drinking Water Guidelines (ADWG), current usage at Tenterfield's new Water Filtration Plant is currently 668.67KL/day decreasing by 36.73KL/day. Current usage at Urbenville is 223.83KL/day providing a increase in consumption of 18.26KL/day for the 3 communities.</p> <p>Tenterfield Dam Level is 97%-new data loggers place level at 100% receiving 94mm for the period of May 2025; Urbenville Tooloom Creek Level is 100% rainfall not recorded for the period of May 2025.</p> <p>Meter Reading commenced in May expected to be completed in May.</p> <p>Tenterfield</p>

Monthly Operational Report –May 2025

		<p>0 major main; 0 main; 0 new meter; 0 new service connections; 0 water limiters installed; 0 water limiters removed/disconnection; 0 disconnection, 0 broken services repaired/replaced; 3 services leaks repaired; 0 valve replacements; mains flushing occurred in 6 location and 0 hydrant replacements. Note. 0 section 67 private works jobs completed. 0 interim meter reads/testing. Operator training continuing at New WTP. Hydrant and service valve raising along Pelham Street. 0 Scour valve operated. Dam Safety NSW, legislative requirement with a 5 year live scenario held in Tenterfield in April 2024. Major reservoir new pipe-work extension 1.5m. Note multiple dirty water complaints, East Street reservoir cleaned by divers. Dam Turnover air scour contractors engaged, completed in December 2024. Sour Valve exercised at Dam. Water Complaints 0. Samples for NSW Health 4</p> <p>Jennings</p> <p>0 including meter; 0 meter replacements; 0 broken services repaired; 0 Major main break. New main installed 120m Carpenter Lane.</p> <p>Urbenville</p> <p>0 major main broken main repairs, mains flushing occurred in 8 location, 0 new meter, 0 meter repair/replacements, 0 water limiters installed and 0 broken service repaired 0, SCADA Requires upgrade-Note Failure of telemetry (radio equipment) requiring replacement in December 2023 and January2024. Hydrants marked and painted. Air scour contractors engaged, completed in December 2024. WTP repairs.</p> <p>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 Water & Waste	<p>Tenterfield update of the flood risk study awarded in March 2024. Initial meetings completed. Consultation undertaken on May 20th 2024, data handover completed. Review and data assessment completed, milestones 1 and 2 completed.</p> <p>Council was awarded \$92,522 DPE-Water Regional Leakage Reduction Program, installation completed final reports completed October 2024.</p> <p>The Integrated water catchment management grant (IWCM) engagement of consultants completed in June 2024, data handover completed including asset inspection component completed in September</p>

Monthly Operational Report –May 2025

		<p>2024. Scheduling of issues paper workshop for the Agency reference group occurred on the 25th with a Council workshop held on the 26th March 2025 completed.</p> <p>The Tenterfield Sustainable and Disaster Resilient Communities program, for the villages of Drake, Liston, Legume, and Torrington. Note approvals received to drill from NRAR (over 22 months) Legume licence obtained. Council's contractors Slade Drilling have completed drilling for water at Legume in water has been found at 0.5L/s. Bore fit for Legume bore commenced in January completed February 2025 with final fenced compound. Approval has been granted in September 2024 to drill Council's primary site at Liston, drillers commenced in October 2024, bore depth at 312m casing and proofing bore will commence in December 2024. Liston bore testing completed including bore pad and road intersection completed in January 2025. Liston site fit out with fencing in completed May 2025. Drake commenced in April 2025 with drilling to 155m, water was found with 6.5L/s of flow, the bore cased in May. Final draw down testing and laboratory water quality analysis expected to be completed in May awaiting results in June 2025. Torrington is expected to commence in June 2025.</p> <p>Fit-out of the gifted Rugby Park bore is now complete with fencing completed in March 2025.</p> <p>Training for 2 water staff completed Part 1.</p>
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Monthly Operational Report – May 2025

22. SEWERAGE SERVICES

Delivery Program:

3.1.5

Deliver affordable and effective wastewater management solution for the community.

Action	Responsibility	Progress Comment
3.1.5.1 Maintain and operate the sewerage network, in line with the Asset Management Strategy.	Manager Water & Waste	<p>Molesworth/Miles Street pumping station review and design amendment under development, engaged Tonkin to develop designs including initial site visit completed in October 2024 designs for options provided in March finalised designs expected June 2025.</p> <p>RFQ's for sewer relining under development, and single quotation received for manhole relining will be required to undertake a RFQ, expected to be released in June 2025.</p> <p>Refurbishment program for the Tenterfield STP, handrails (measured and orders pending) and cable trays scheduled.</p> <p>PS2 at Urbenville, failure of duty and standby pumps, installation completed in June 2024. Refurbishment specifications under development expected completion July 2025.</p> <p>Urbenville and Tenterfield, SCADA development planning for upgrades quotations and assessments received under review November 2024.</p> <p>IWCM (Part 2) underway, asset inspections completed September 2024. Scheduling of issues paper workshop for the Agency reference group occurred on the 25th with a Council workshop held on the 26th March 2025 completed. Work continues with sewer treatment plant assessment and review including 72 hour testing completed in May 2025.</p> <p>Infiltration workshop held in January for Ghost software, initially part of a trial for pump station upgrades to incorporate IOT (internet of things) devices as level sensors, pump hours and velocity meters to improve diagnostics for predictive failures, assess capacities of sewer system (essential in design) and evaluate system integrity. It's expected the system will integrate with SCADA control systems (yet to be deployed) with resource saving expected. Delivery of equipment delayed, completed in May 2025, data acquisition occurring program to be applied June 2025.</p> <p>Tenterfield</p> <p>Sewer connections 0; New sewer pump out line 0; Major pump station clearing 0; Blockages were reported and cleared at 3 locations; 0 broken main repair; with 0 mains visually checked with new CCTV, 0 major manhole repair</p>

Monthly Operational Report – May 2025

		<p>manhole damage by RMS transport, 0 broken main repairs 0 manholes raised, and 0 section 67 private works jobs completed in this reporting period. Pump refurbishment/repair 0 at STP, Major pumpstation maintenance 4. Surcharge event 0. STP Repairs 0. New Water tank at STP 1</p> <p>Urbenville</p> <p>Sewer connections 0; Major pump station clearing 0; Major pump station repair/maintenance 0; Blockages were reported and cleared at 0 locations; 0 broken main repair; with 0 mains visually, 0 major manhole repair, 0 effluent line repair, 0 effluent pump repair and 0 section 67 private works jobs completed, in this reporting period. Storm flow at STP 0 hrs. Installed padlocks on Historical Park toilets due to vandalism ongoing, open at 07:30 close toilets at 15:30.</p> <p>Average time for response to sewer chokes remained at 30 minutes while the median response time is at 25 minutes.</p>
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Department:	Office of the Director Corporate Services
Submitted by:	Liz Alley, Director Corporate Services
Reference:	ITEM GOV50/25
Subject:	TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026 INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	Ensure Council operates in an effective and financially sustainable manner to deliver affordable services.
CSP Delivery Program	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.

SUMMARY

The purpose of this report is for Council to adopt the Tenterfield Shire Council Delivery Program 2025–2029 and Operational Plan 2025/2026, including the:

- Statement of Revenue Policy,
- List of Fees and Charges,
- Long-Term Financial Plan 2025-2036, and
- Annual Budget.

OFFICER'S RECOMMENDATION:

That Council:

- Adopts the Tenterfield Shire Council updated Operational Plan 2025/2026.**
- Adopts the following updated documents as part of the Tenterfield Shire Council Operational Plan 2025/2026:**
 - Tenterfield Shire Council updated Annual Budget for 2025/2026,**
 - Tenterfield Shire Council updated Delivery Program for 2025-2029,**
 - Tenterfield Shire Council updated Statement of Revenue Policy for 2025/2026,**
 - Tenterfield Shire Council updated Fees and Charges for 2025/2026, and**
 - Tenterfield Shire Council updated Long-Term Financial Plan for 2025-2036.**
- Rates** - In accordance with the provisions of Sections 494 & 535 of the *Local Government Act 1993*, makes, fixes and levies the rates for the year ending 30 June 2026 for the following rating categories:

Farmland:

Our Governance No. 50 Cont...

A Farmland rate of 0.236224 of a cent in the dollar (shown as 0.236224% on rates notice) on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$581.00 per annum (the total revenue collected from this base amount represents 23.85% of the total revenue collected from this category of land).

Residential – Tenterfield:

A Residential – Tenterfield rate of 0.500398 of a cent in the dollar (Shown as 0.500398% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$450.00 per annum (the total revenue collected from this base amount represents 45.76% of the total revenue collected from this category of land).

Residential – Tenterfield (Urban):

A Residential – Tenterfield rate of 0.458939 of a cent in the dollar (Shown as 0.458939% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$445.00 per annum (the total revenue collected from this base amount represents 20.34% of the total revenue collected from this category of land).

Residential – Urbenville:

A Residential – Urbenville rate of 0.672723 of a cent in the dollar (Shown as 0.672723% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base amount represents 43.96% of the total revenue collected from this category of land).

Residential – Jennings:

A Residential – Jennings rate of 0.871543 of a cent in the dollar (Shown as 0.871543% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base amount represents 44.39% of the total revenue collected from this category of land).

Residential – Drake:

A Residential – Drake rate of 1.029134 of a cent in the dollar (Shown as 1.029134% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base represents 44.71% of the total revenue collected from this category of land).

Residential – Other:

A Residential – Other rate of 0.376928 of a cent in the dollar (Shown as 0.376928% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$250.00 per annum (the total revenue collected from this base amount represents 48.90% of the total revenue collected from this category of land).

Residential – Rural:

A Residential – Rural rate of 0.376928 of a cent in the dollar (Shown as 0.377390% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$299.00 per annum (the total

Our Governance No. 50 Cont...

revenue collected from this base amount represents 26.27% of the total revenue collected from this category of land).

Business – Tenterfield:

A Business – Tenterfield rate of 1.658352 of a cent in the dollar (Shown as 1.658352% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$790.00 per annum (the total revenue collected from this amount represents 33.53% of the total revenue collected from this category of land).

Business – Urbenville:

A Business – Urbenville rate of 0.641413 of a cent in the dollar (Shown as 0.641413% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 41.17% of the total revenue collected from this category of land).

Business – Jennings:

A Business – Jennings rate of 0.690286 of a cent in the dollar (Shown as 0.690286% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 49.71% of the total revenue collected from this category of land).

Business – Drake:

A Business – Drake rate of 0.963964 of a cent in the dollar (shown as 0.963964% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 40.11% of the total revenue collected from this category of land).

Business – Other:

A Business – Other rate of 0.689396 of a cent in the dollar (shown as 0.689396% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$389.00 per annum (the total revenue collected from this base amount represents 49.96% of the total revenue collected from this category of land).

Business – Industrial:

A Business – Industrial rate of 1.658352 of a cent in the dollar (Shown as 1.658352% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$790.00 per annum (the total revenue collected from this base amount represents 25.80% of the total revenue collected from this category of land).

Mining:

A Mining rate of 2.247212 of a cent in the dollar (Shown as 2.247212% on rates notice) on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$642.00 per annum (the total revenue collected from this base amount represents 41.04% of the total revenue collected from this category of land).

4. Water - In accordance with the provisions of Section 552 of the *Local Government Act 1993*, Council makes, fixes and levies a Water Supply Availability Charge on all land rateable to the Water Supply Charge and other water charges for the year ending June 2026, as follows:

- (a) Residential - \$653.00 per property and/or connection per annum;
- (b) Residential Strata - \$491.00 per property and/or connection per annum;
- (c) Mt Lindesay Private Line - \$814.00 per property and/or connection per annum;
- (d) Rural Other - \$653.00 per property and/or connection per annum;
- (e) Non-Residential - Meter connection: 20mm - \$653.00 per property and/or connection per annum;
- (f) Non-Residential - Meter connection: 25mm - \$653.00 per property and/or connection per annum;
- (g) Non-Residential - Meter connection: 32mm - \$653.00 per property and/or connection per annum;
- (h) Non-Residential - Meter connection: 40mm - \$985.00 per property and/or connection per annum;
- (i) Non-Residential - Meter connection: 50mm - \$1,532.00 per property and/or connection per annum;
- (j) Non-Residential - Meter connection: 80mm - \$3,929.00 per property and/or connection per annum;
- (k) Non-Residential - Meter connection: 100mm - \$6,139.00 per property and/or connection per annum;
- (l) Non-Residential - Meter connection: 150mm - \$13,804.00 per property and/or connection per annum;
- (m) Voluntary & Charitable Organisations - \$126.00 per property and/or connection per annum;
- (n) Services installed solely for the purpose of firefighting - No Charge.

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a stepped tariff for the charge for water consumed by Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kiloliters per annum, and \$8.40 per kilolitre for water consumed over 450 kilolitres per annum.

In accordance with Section 502 of the *Local Government Act 1993*, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/Mt Lindesay customers (to be by measure of metered water consumption) at the rate of \$6.20 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$9.60 per kilolitre for water consumed over 450 kilolitres per annum.

Our Governance No. 50 Cont...

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 1,000 kilolitres per annum, and \$8.40 per kilolitre for water consumed over 1,000 kilolitres per annum.

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a minimum water consumption account charge of \$25.00 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.

- 5. Sewer** - In accordance with the provisions of Section 501(1) and 502 of the *Local Government Act 1993*, makes, fixes and levies a Sewerage Service Availability Charge of \$1,314.00 on all Residential land in the Tenterfield and Urbenville Town Areas and is:
- (a) connected to the Council's sewer main, or
 - (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and
 - (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2026.

Further, that in respect of Residential Flat Buildings a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection.

Annual Access Charge - In accordance with the provisions of Sections 501(1) and 552 of the *Local Government Act 1993*, Council makes, fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2026, as follows:

- a) A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay-for-use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:
 - (a) Non-Residential - Meter connection: 20mm - \$1,314.00 per occupancy per property per annum;
 - (b) Non-Residential - Meter connection: 25mm - \$1,314.00 per occupancy per property per annum;
 - (c) Non-Residential - Meter connection: 32mm - \$1,701.00 per occupancy per property per annum;
 - (d) Non-Residential - Meter connection: 40mm - \$2,646.00 per occupancy per property per annum;
 - (e) Non-Residential - Meter connection: 50mm - \$4,127.00 per occupancy per property per annum;
 - (f) Non-Residential - Meter connection: 80mm - \$10,562.00 per occupancy per property per annum;

Our Governance No. 50 Cont...

- (g) Non-Residential - Meter connection: 100mm - \$16,502.00 per occupancy per property per annum;
- (h) Non-Residential - Meter connection: 150mm - \$37,134.00 per occupancy per property per annum;
- (i) Voluntary & Charitable Organisations - \$253.00 per occupancy per property per annum;
- (j) Services installed solely for the purpose of firefighting – No Charge.

The formula to calculate Non-Residential Sewerage Charges is:

$$AC + SDF \times (C + UC)$$

Where:

AC = Access Charge

SDF = Sewerage Discharge Factor (determined by type/use)

C = Customers Annual Water Consumption in kilolitres

UC = Sewerage Usage Charge

- Makes, fixes and levies a Sewerage Usage Charge of \$3.50 per kilolitre in 2025/2026.
- Makes, fixes and levies Trade Waste Annual Charges for the year ending June 2026, as follows:
 - (a) Non-Residential Trade Waste Fee: Category 1 - \$184.00 per property per annum;
 - (b) Non-Residential Trade Waste Fee: Category 2 - \$184.00 per property per annum;
 - (c) Non-Residential Trade Waste Fee: Category 3 - \$877.00 per property per annum.
- Makes, fixes and levies Trade Waste Usage Charges for the year ending June 2026, as follows:
 - (a) Non-Residential Trade Waste Usage Charge: Compliant - \$2.05 per kilolitre;
 - (b) Non-Residential Trade Waste Usage Charge: Non-Compliant - \$21.00 per kilolitre.

- A) **Waste Management Charges** - In accordance with section 501 of the *Local Government Act 1993* makes, fixes and levies the Waste Management Facility Charge of \$321.00 per property per annum for the year ending June 2026.

Waste Collection Charges - In accordance with sections 496 and 501 of the *Local Government Act 1993* makes, fixes and levies Waste Collection Charges for the year ending June 2026, as follows:

- (a) Residential Waste Collection: 120L Bin - \$517.00 per service per annum;

Our Governance No. 50 Cont...

- (b) Residential Waste Collection: 240L Bin - \$665.00 per service per annum;
- (c) Non-Residential Waste Collection: 120L Bin - \$517.00 per service per annum;
- (d) Non-Residential Waste Collection: 240L Bin - \$665.00 per service per annum.

Recycling Collection Charges - In accordance with sections 496 and 501 of the *Local Government Act 1993* makes, fixes and levies Recycling Collection Charges for the year ending June 2026, as follows.

- (a) Residential Recycling Collection - \$98.50 per service per annum
- (b) Non-Residential Recycling Collection - \$98.50 per service per annum

B) Stormwater Management Charges - In accordance with section 496A of the *Local Government Act 1993* makes, fixes and levies Stormwater Management Charges for the year ending June 2026, for properties within the Tenterfield, Urbenville and Jennings town areas where there is a structure.

- (a) Residential – \$25.00 per annum;
- (b) Residential Strata Title Per Unit - \$12.50 per annum;
- (c) Non-Residential: <350m square - \$25.00 per annum;
- (d) Non-Residential: 350m square-1200m square - \$50.00 per annum;
- (e) Non-Residential: 1200m square-5000m square - \$221.00 per annum;
- (f) Non-Residential: >5000m square - \$357.00 per annum.

Waste Vouchers - Provides three (3) waste vouchers that will be issued with the annual rate notices. Under amendments to NSW Treasury laws and regulations, Council is extending the expiry date for vouchers. Vouchers for 2024/2025 will be current for three (3) financial years, up to and including 2026/2027 financial year. Previously issued vouchers for 2023/2024 will remain valid for two (2) financial years, up to and including 2025/2026.

Borrowings:

Nil borrowings – subject to service level reductions and further amendments proposed in the amended Operational Plan for 2025/2026.

Interest rates on overdue rates and charges - In accordance with the provisions of Section 566(3) of the *Local Government Act 1993*, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government (10.5%) on a daily simple interest basis for the financial year ending 30 June 2026.

8. Adopt changes to DRAFT Operational Plan 2025/2026 with the two new Operational Plan Activities listed below:

Our Governance No. 50 Cont...

Strategy	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.4.3 Advocate for better community services and facilities within the shire including aged care	1.4.3.2 Work towards the Sir Henry Parkes Memorial School of Arts becoming functional, delivering museum, cinema, theatre and tourism functions in a cost-effective manner	X	X	X	X	Feedback from user groups and the community	Director Corporate Services
4.1.2 Maintain the local and regional road network	4.1.2.2 Investigate options to address parking availability within Tenterfield CBD, develop an action plan and cost estimations of implementation.		X	X	X	Determine the parking mix needs and to assess non-asset solutions	Manager Asset & Program Planning

9. Adopt the following changes to the original DRAFT Operational Plan 2025/2026 that was presented to Council at the April 2025 Meeting:

- a. Increased operational expenditure in Mayoral Allowance and Councillor fees in-line with OLG Remuneration Tribunal decision – increase of \$823;
- b. Increased Capital expenditure for:
 - i. Saleyards – Livestock Scanner Replacement - \$30,000;
 - ii. Legume Park Playground Fencing – \$30,000;
 - iii. Urbenville Park Playground Fencing - \$30,000;
 - iv. Jubilee Park Rotunda Renewal - \$55,000;
 - v. Fuel Tank replacement at Depot - \$150,000 (was budgeted for 2024/25 with work pushed into 2025/26 year);
 - vi. Waste Truck purchase (Resolution 50/25 April) - \$560,045;
 - vii. Betterment of Molesworth Street Sewer Line (grant funded) - \$250,000.
- c. Reduction in Capital expenditure:

Our Governance No. 50 Cont...

i. Shirley Park Amenities Block ceiling and roofing works (not required following further investigation - \$30,000.

d. Increase in Capital Income;

i. Betterment of Molesworth Street Sewer Line - \$250,000.

- 10. Notes that three (3) public submissions were received during the exhibition period, two (2) of which were of general curiosity nature and seeking clarification, and another one (1) which was mainly in opposition to the rating category changes and the reduction in Water, Sewer and Waste charges based on the opinion that residential properties were being subsidised.**

BACKGROUND

In accordance with the *NSW Local Government Act 1993*, as part of the NSW State Government's Integrated Planning and Reporting Framework, Council must prepare a number of plans that detail how Council intends to deliver services and infrastructure in the short and long term. These plans are to be based on priorities that have been identified through community engagement in the planning process and established in a Community Strategic Plan.

Council must have a:

- Delivery Program – a four-year plan detailing the principal activities it will undertake to achieve the objectives of the Community Strategic Plan;
- Operational Plan – an annual plan that identifies the individual actions and activities that will be then undertaken in a specific year, to achieve the commitments made in the Delivery Program. It includes the following:
 - An Annual Budget;
 - A Revenue Policy – this document sets out the Rating Sub-Categories, and Water, Sewer, Waste and Stormwater annual and user charges;
 - A List of Fees and Charges – identifying all fees and charges of Council.
- Long-Term Financial Plan – a 10-year financial plan.

REPORT:

Section 8C of the Local Government Act 1993 provides the following principles for Integrated Planning and Reporting that apply to Councils:

- a) Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.*
- b) Councils should identify strategic goals to meet those needs and aspirations.*
- c) Councils should develop activities, and prioritise actions, to work towards the strategic goals.*
- d) Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.*
- e) Councils should regularly review and evaluate progress towards achieving strategic goals.*
- f) Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.*

Our Governance No. 50 Cont...

- g) Councils should collaborate with others to maximize achievement of strategic goals.*
- h) Councils should manage risks to the local community or area or to the council effectively and proactively.*
- i) Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.*

Council's current Delivery Program 2022/2026 incorporates the Community Strategic Plan and an annual Operational Plan that communicates to the residents of Tenterfield Shire the priorities for that year. The exhibited Operational Plan 2025/2026 details the actions and programs to be undertaken to support the Delivery Program and the Community Strategic Plan.

This FINAL version of the Operational Plan has two new Operational Plan Activities:

1. Community - Work towards the Sir Henry Parkes Memorial School of Arts becoming functional, delivering museum, cinema, theatre and tourism functions in a cost-effective manner, and
2. Infrastructure – Investigate options to address parking availability within Tenterfield CBD, develop an action plan and cost estimations for implementation.

A net increase, from the DRAFT version, on Council's Cash Deficit for the 2025/2026 year of \$825,868 with increases in:

- Operational Expenditure of \$823 – being for Mayoral and Councillor Fee increases in-line with OLG Remuneration Tribunal recommendations
- Capital Expenditure of \$1,075,045 for Livestock Scanner, Legume and Urbenville Park playground fencing, Jubilee Park rotunda renewal work, Fuel Tank replacement at the depot, new Waste Truck, and betterment of Molesworth Street Sewer line (grant funded) with a small offset saving with Shirley Park amenities block no longer needing ceiling or roofing works.
- Capital Income of \$250,000 grant funding for the betterment of Molesworth Street Sewer line work.

FEES AND CHARGES

The major change to these fee areas has been a consolidation of the Hall Bonds into one overall charge, update to the planning legislative fees and the inclusion of the Interest allowable charge of 10.5%.

Updated Fees and Charges for 2025/2026 have been provided, as part of the Delivery Program and Operational Plan review.

SUBMISSIONS

Three (3) public submissions were received during the exhibition period. Two (2) were of general curiosity and seeking clarification. One (1) was mainly in opposition to the rating category changes and the reduction in Water, Sewer and Waste charges based on the opinion that residential properties were being subsidised.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The draft Operational Plan 2025/2026 was on public exhibition for a period of 28 days, for community review and comment, with 3 submissions received.

Our Governance No. 50 Cont...

2. Policy and Regulation

- *Local Government Act 1993*
- *NSW Local Government (General) Regulations 2021*
- *NSW Local Government Integrated Planning and Report Guidelines 2021.*

3. Financial (Annual Budget & LTFP)

The Operational Plan 2025/2026 includes Council's detailed annual financial budget, along with the Council's Statement of Revenue Policy, which includes the rates, fees and charges for the financial year 2025/2026 and the 10-year Long-Term Financial Plan.

4. Asset Management (AMS)

Commentary – General Manager:

Asset management implications in the delivery of the activities included with the 2025/2026 Operational Plan and Budget, and for subsequent years, will have to be addressed as part of the Integrated Planning and Reporting Framework suite of documents. Although Council has achieved the collection of high quality and robust data pertaining to its sealed roads network and 52 of its bridges, this information still needs to be incorporated in updated Asset Management Plans.

5. Workforce (WMS)

Commentary – General Manager:

Council's workforce is its most important asset. As is discussed elsewhere in this report, Council's workforce needs to be rebuilt, and the draft 2025/2026-Operational Plan and Budget recognises this need with the inclusion of nine additional positions.

Even with this number added to the total full-time staff number, it will not provide for any excess capacity within the organisation. However, the current workload, without any additional service provision, should be better dealt with if all positions are filled.

The staffing situation will have to be monitored on an ongoing basis, to ensure that Council reaches the magic balance point between effective and efficient service provision, community expectations, financial affordability and human capital (i.e. the organisation's capacity to keep on delivering services without reaching burn-out point, or unnecessarily being exposed to psychosocial injuries).

6. Legal and Risk Management

In accordance with the *NSW Local Government Act 1993, Sections 405 and 406*, Council publicly exhibited the draft Operational Plan 2025/2026 for 28 days, for public review and community comments.

Commentary – General Manager:

This 2025/2026-Operational Plan and Budget is starting to address Council's risk as far as its psychosocial risk is concerned.

Our Governance No. 50 Cont...

Obviously, if Council is unable to increase its revenue sources within the General Fund in the foreseeable future, its longer-term financial sustainability remains to be a significant risk.

However, as is discussed elsewhere in this report, timing is also of the essence, and it is important for Council to also take into account the important concepts of social and human capital as part of its strategy to achieve its overarching goal of achieving financial sustainability. If no attention is paid to these “softer” issues, Council runs the risk of not taking its staff and the community with it on this journey – which will not achieve any positive outcome in the longer term.

7. Performance Measures

Commentary – General Manager:

Council’s draft CSP and DP/OP documents make provision for performance measures against which Council’s achievements would be able to be assessed against going forward. Although not perfect, it provides for a foundation which can be improved upon in future.

8. Project Management

Commentary – General Manager:

The way that the Integrated Planning and Reporting Framework is designed, makes provision for the four-year Delivery Program and annual Operation Plans to be “project management” documents to achieve the strategic goals enshrined within the Community Strategic Plan, coupled with the Council’s objectives and strategies included with the Delivery Program.

Hein Basson
General Manager

Prepared by staff member:	Liz Alley, Director Corporate Services								
Approved/Reviewed by Manager:	Hein Basson, General Manager								
Department:	Office of the Director Corporate Services								
Attachments:	<table> <tbody> <tr> <td>1 FINAL Delivery Program and Operational Plan</td> <td>95 Pages</td> </tr> <tr> <td>2 FINAL Long Term Financial Plan</td> <td>31 Pages</td> </tr> <tr> <td>3 FINAL Statement of Revenue Policy</td> <td>23 Pages</td> </tr> <tr> <td>4 FINAL Fees and Charges 2025-2026</td> <td>56 Pages</td> </tr> </tbody> </table>	1 FINAL Delivery Program and Operational Plan	95 Pages	2 FINAL Long Term Financial Plan	31 Pages	3 FINAL Statement of Revenue Policy	23 Pages	4 FINAL Fees and Charges 2025-2026	56 Pages
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4 FINAL Fees and Charges 2025-2026	56 Pages								

TENTERFIELD SHIRE COUNCIL

Delivery Program

2025 - 2029

Operational Plan

2025 - 2026

ADOPTED XX XXXX 2025



CONTACT

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* This document has been prepared and reviewed for accessibility.

TABLE OF CONTENTS

Introduction from our Mayor.....	4
General Manager's Message.....	5
Our Council Representatives.....	7
Our Mission, Our Values, Our Corporate Values.....	8
Getting Involved.....	9

DELIVERY PROGRAM & OPERATIONAL PLAN

Integrated Planning and Reporting.....	10
Our Executive Team & Organisational Structure.....	12
Future Directions.....	13
How to read these plans.....	15
Future Direction One: Community.....	16
Future Direction Two: Economy.....	20
Future Direction Three: Environment.....	26
Future Direction Four: Infrastructure.....	30
Future Direction Five: Leadership.....	34
Operational Plan Budget.....	39
Delivery Program Budget.....	43
Section Budgets.....	56
Capital Expenditure.....	78
Stormwater Levy.....	88
Long Term Financial Plan Summary.....	90

APPENDICES

Appendix 1 - Statement of Revenue Policy
Appendix 2 - TSC Fees and Charges 2025/2026

Acknowledgement of Country

We acknowledge the Ngarabal, Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people as the traditional custodians of various parts of the Tenterfield Shire.



Mayor Bronwyn Petrie

INTRODUCTION FROM OUR MAYOR

This Delivery Program and the associated Operational Plans will continue to focus on the delivery of services in a financially responsible and sustainable manner as we seek to ensure Council's future financial sustainability. This plan is where we work to turn the community's vision into on-the-ground actions that will be delivered during this term of Council, and more specifically what will be delivered during the 2025-26 financial year.

It is a critical component of Council's obligation to the community and has been developed by taking into account what you, the community, told us were your priorities, and in consideration of Council's financial situation. Additionally we continue to advocate on behalf of the community for increased funding, reduction in government cost-shifting, and to support safety, law and order, health, equitable disaster funding, liveability, tourism and business economic sustainability.

Although the Council financial situation remains challenging we have been fortunate to have achieved some significant improvements that reduce the impact on ratepayers, and Councillors were able to defer any application for a further Special Rate Variation for the 2024-26 financial years, as well as reducing the \$5 million overdraft facility to \$2.67 million.

The Tripartite Agreement we secured with the State and Federal governments mid-2024 has been one of the biggest positives ever for this Shire. Council now receives funding in stages for approved disaster repair works instead of having to pay upfront and await reimbursement, dramatically improving the cash flow. Investment of some grant funds on short term deposits has increased income, as has the increase in Roads to Recovery Funding. Staff reductions have also contributed to an improved financial position, however the reductions in some areas are showing a reduced level of service and increased staff pressure.

After considerable delays in assessments and approvals, Council has received the go-ahead for most of our road infrastructure disaster claims from March 2021 to May 2022. Delays in the approvals have been frustrating to both Council and the community, however we can now move forward with certainty. A third of the bridges and the whole bitumen road network have also undergone technical assessment. Many grant projects have been completed or are near completion including the Urbenville Water Augmentation, Drake Village infrastructure revitalisation, village bores, Tenterfield saleyard and sporting facilities and the Boonoo Boonoo land fill additional cell. Additional non-disaster grant works are underway.

There is always considerable work to do by Council and within the community, but we have dedicated staff, committed Councillors, and a community that has been relatively supportive and patient as we have grappled with multiple disasters and financial pressures. Together we can work towards the goal of maintaining and improving our Shire for the good of our residents and visitors, and ensure a financially sustainable Tenterfield Shire Council for the future.

Mayor Bronwyn Petrie

GENERAL MANAGER'S MESSAGE

The Tenterfield Shire Council (TSC), like many other local authorities in NSW and indeed nationwide, finds itself in an unfortunate financial position.

The NSW State Government's policy of rate pegging over a sustained period of 48 years (since 1977), the Commonwealth Government's refusal to increase Financial Assistance Grants (FAGs) to its initial 1% of all federal revenues (currently sitting at 0.51%), continued cost shifting from the other spheres of

Government onto the Local Government Sector (calculated to be \$1.9million for the 2024/25 Financial Year alone for TSC), constant rises in the cost of commodities like materials, plant, equipment, and labour - with increases above the consumer price index (CPI) especially within the construction industry (roads, bridges, culverts, causeways) - make it impossible for the local government sector to sustainably survive. Focusing only on the aspect of rate pegging, the compounding effect of property rate rises at percentages markedly lower than the CPI for a period of 45 years, has had a devastating effect on this sector.

Therefore, TSC is not alone in this financial dilemma.

The following is a short extract of the NSW Auditor General's most recent report regarding the financial sustainability of councils:

At 30 June 2024, 35 councils (10 metropolitan, 10 regional and 15 rural) met just one or none of the three key financial sustainability benchmarks. Fifty-two councils (40%) did not meet the operating performance benchmark and 59 councils (46%) did not meet the infrastructure renewal benchmark. Two councils - Bathurst Regional and Shoalhaven City - have not met any of the benchmarks for at least three years. In addition, the cash and investments of these two councils (not subject to external restrictions) were insufficient to meet three months of their expenses [within their General Funds only] (excluding depreciation and borrowing costs). This indicates more serious risks to their continued financial sustainability. A further 14 councils did not have cash and investments (not subject to external restrictions) to meet three months of their expenses (excluding depreciation and borrowing costs).

The above extract paints a stark picture of the industry, especially if one considers that 85% of the FAGs has been received in the previous financial year; skewing the financial year-end results of Councils significantly and making Councils appear more financially sustainable than what they really are.

TSC has over the last number of years pro-actively tried to address its financial decline - which has unfortunately resulted in significant ramifications and collateral damage for this Council. The policy of a blanket moratorium on the filling of positions that have become vacant, reducing staffing numbers from 112 full time equivalent positions to 82 over a period of approximately three years, has decimated the organisation's access to corporate knowledge and capacity to deliver services in an effective and efficient manner. At the time of writing this commentary, TSC also had 14 vacant positions - compounded by difficulties in the sector to attract and retain competent staff, Tenterfield's perceived remote location, comparatively high real estate prices and lack of rental properties.



General Manager Hein Basson

Employees are, generally speaking, over-burdened and overwhelmed with trying to meet compliance requirements, expending large amounts of grant funding (including disaster relief funding) carried forward from previous financial years, and trying to deal with what is perceived to be relentless, unrealistic service expectations - resulting in a demoralized workforce with low morale.

As a result, I have considerable concerns about the organisation's ability and capacity to adhere to Work Health and Safety requirements and considerations, and the psychosocial risk this Council is now exposed to.

This Delivery Program (DP) for the next four years, including the Operational Plan (OP) and Budget for the 2025/26 financial year, is an honest attempt to start addressing these above-mentioned issues, whilst also consolidating these efforts with valid community expectations and aspirations contained in the Community Strategic Plan.

The DP and OP (and Budget), amongst many other things, address the following:

- Identification of nine key positions that are necessary to start building the capacity of the organisation again;
- Identification of 12 trainee positions, making use of the State Government's initiative to fund these trainee positions;
- Questioning the existing fees and charges associated with the water, sewer and waste funds - with either no increases or decreases recommended for these service areas for the next financial year;
- Bringing into the equation robust asset management data pertaining to Council's sealed and unsealed road network, 52 bridges and properties - which information is crucial in determining TSC's true infrastructure backlog and financial position;
- Adjusting Council's rating model to achieve a higher level of equity across the different rating categories, e.g. better aligning the Rural Residential rating category (formerly called Residential Other) with the other Residential and Farmland categories - planned to be phased in over a two-year period;
- Flagging the need for council to pursue a Special Rate Variation to ideally increase funding availability for its local roads network and remove its ongoing operational budget deficits as shown in the Long Term Financial Plan in future years, however, for the timing of this exercise to be properly thought-through.

I extend my thanks and appreciation to the other members of the Leadership Executive Team, all other staff who are working hard and doing their best under taxing circumstances, and to the Mayor and Councillors for working together to produce this fresh start.

Hein Basson - General Manager

OUR COUNCIL REPRESENTATIVES

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

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

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

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

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

Our Councillors and the wards they represent are:



Mayor Bronwyn Petrie
B Ward



Deputy Mayor Greg Sauer
E Ward



Cr Tim Bonner
A Ward



Cr Greg Purcell
A Ward



Cr Roger Turner
B Ward



Cr Peter Petty
C Ward



Cr Peter Murphy
C Ward



Cr Kim Rhodes
D Ward



Cr Owen Bancroft
D Ward



Cr Tom Peters
E Ward

OUR MISSION



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

OUR VISION

To be a financially sustainable Council fostering community connection through transparent decision-making and open communication; nurturing our natural environment, heritage and community lifestyle through balanced, sustainable strategic planning and management practices.



OUR CORPORATE VALUES

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

Our five corporate values are:

INTEGRITY - ensuring openness and honesty in all our activities

COMMUNITY FOCUS - delivering prompt, courteous and helpful advice

ACCOUNTABILITY - accepting responsibility for providing quality services and information

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

EXCELLENCE - being recognised for providing high-quality services and programs that aim for best practice

GETTING INVOLVED

There are a number of ways you can get involved and help shape decisions for our community by:

- Attending Council meetings to develop an understanding of how Council functions
- Requesting to address Council in relation to a matter in the Council meeting agenda
- Making an appointment to speak with the Mayor and Councillors
- Making an appointment to speak with the General Manager or relevant Director
- Writing to Council about the issues important to you

COUNCIL MEETINGS

Council and committee meetings are held in Council's meeting rooms, situated at 247 Rouse Street, Tenterfield. Ordinary Council Meetings are generally held on the fourth Wednesday of each month commencing at 9.30am. You have the opportunity to participate in the Council Meetings by:

- Viewing the Council Meetings via the livestream on Council's website and YouTube Channel
- Making a deputation on an agenda item. Deputations are allocated five minutes to address Council and are limited to one speaker in the affirmative and one in the negative for each agenda item. Deputations can also be made online. Deputation requests must be lodged with the General Manager by 5.00pm on the Monday preceding the meeting. Deputations are held at 9am.

AVAILABILITY OF BUSINESS PAPERS

Business papers are available on the Friday 12pm preceding the Council meeting on Council's website:

tenterfield.nsw.gov.au/your-council/council-committee-meetings/council-business-papers

LIVESTREAMING COUNCIL MEETINGS

Meetings are live-streamed to Council's YouTube channel. Live streaming or recording of Council meetings increases the transparency of Council decision making and allows access to all members of the community who may not be physically able to attend meetings.

NEWS AND INFORMATION

We aim to better inform our community about Council's activities. We do this through a number of platforms. Tenterfield Shire Council proactively uses traditional and digital media to relay information and seek information from the community.

COUNCIL NOTICES

Are published in the local newspaper "Town & Country" and council website:

tenterfield.nsw.gov.au

SOCIAL MEDIA

Tenterfield Shire Council's Facebook page

MEDIA RELEASES, ADVERTISEMENTS AND DOCUMENTS ON EXHIBITION

Are available on Council's website tenterfield.nsw.gov.au

INTEGRATED PLANNING & REPORTING

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

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

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

The key documents required under the legislation are:

The **Community Strategic Plan (CSP)** - identifies long term (minimum 10 years) goals and priorities for the community and local government area. The CSP outlines the strategies and measures to achieve the goals

The **Delivery Program (DP)** - identifies what Council is responsible for delivering to support the Community Strategic Plan. The DP allows Council to set priorities for its elected term.

The **Operational Plan (OP)** - details the programs, projects and activities Council will undertake during the financial year to implement the Delivery Program.

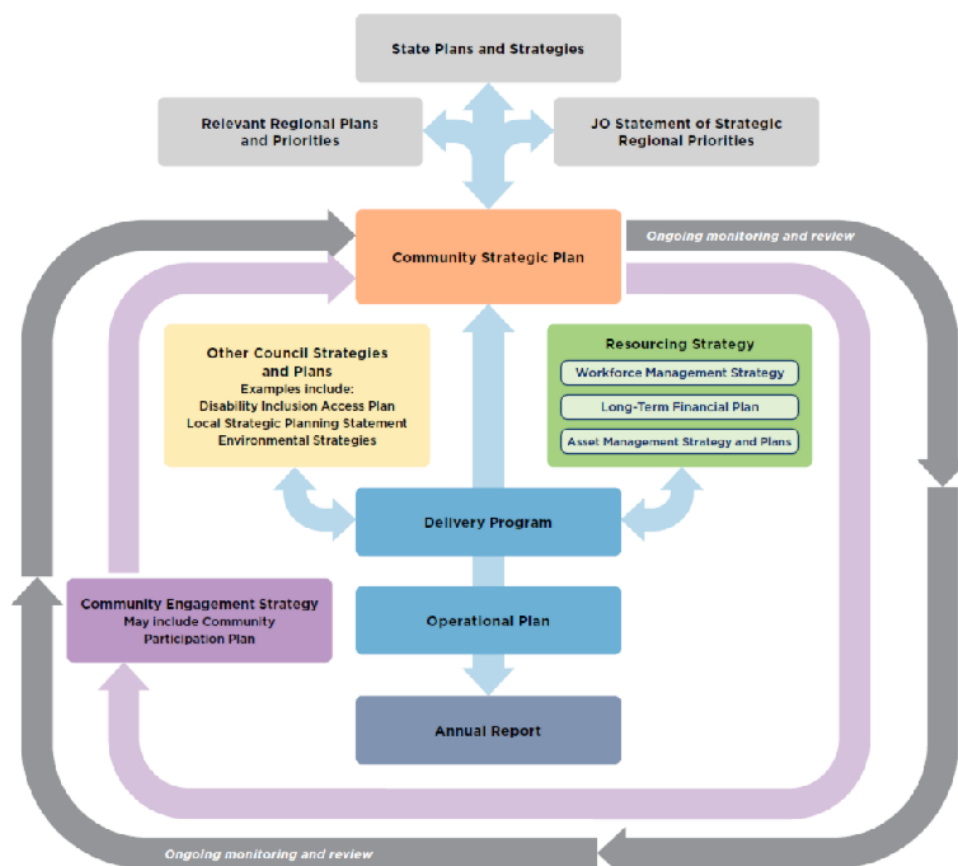
These plans are underpinned by a resourcing strategy which is made up of:

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

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

INTEGRATED PLANNING & REPORTING

The Framework:



Why is IP&R important?

Local councils operate in an increasing complex environment, with responsibilities under more than 50 different pieces of legislation and direct relationships with over 20 NSW and Commonwealth Government agencies. The IP&R Framework allows local councils to navigate these complexities in a meaningful and purposeful way and to:

- integrate community priorities into council strategies and plans
- support community and stakeholders to play an active role in shaping the future of their community
- articulate the community's vision and priorities
- assign resourcing to support delivery of the vision and priorities, while also balancing aspirations with affordability
- maintain accountability and transparency by regular monitoring and reporting.

OUR EXECUTIVE TEAM & ORGANISATIONAL STRUCTURE

The organisation is comprised of two distinct divisions, Infrastructure Services and Corporate Services headed by the Director Infrastructure Services and Director of Corporate Services. Both report directly to the General Manager.



General Manager
Hein Basson



Director Infrastructure Services
Matthew Francisco

Environmental Management
Livestock Saleyards
Building & Amenities
Parks, Gardens & Open Space
Swimming Complex
Asset Management &
Resourcing
Commercial Works
Stormwater Drainage
Transport Network
Plant, Fleet & Equipment
Water Supply
Sewerage Services



Director Corporate Services
Liz Alley

Civic Office
Organisation Leadership
Workforce Development
Economic Development
Communications

Finance & Technology
Corporate & Governance
Library Services
Planning & Regulation
Emergency Services

FUTURE DIRECTIONS

What Our Community Wants – our outcomes

Our Community Strategic plan sets out community aspirations which have been grouped under five themes, referred to as Future Directions. The Future Directions apply the Quadruple Bottom Line (community, economic, environmental and civic leadership) with the added Future Direction of Infrastructure (roads, drainage, communications, water and sewer) as this reflects the community's aspiration of having infrastructure that is well maintained and reliable. Whilst Council is not responsible for all of the mentioned services, Council advocates on behalf of the community for improved services.

FUTURE DIRECTION 1 - COMMUNITY

Accessible, Caring and Inclusive



- 1.1 We can access the medical care we need
- 1.2 State and local borders do not prevent us from accessing support and services
- 1.3 Our pool, library, parks and sporting facilities are available to everyone
- 1.4 Younger and older people are valued and supported



FUTURE DIRECTION 2 - ECONOMY

Good Opportunities



- 2.1 We actively promote all the tourism assets throughout our shire
- 2.2 We promote and support progress in our shire
- 2.3 We support our viable and productive agricultural sector
- 2.4 We are nurturing our environment both built and natural attractions for residents and visitors



FUTURE DIRECTION 3 - ENVIRONMENT

Well Looked After



- 3.1 We are proactive in preventing the spread of weeds and advocating control of feral pest animals
- 3.2 Our waste collection services are managed well
- 3.3 Our towns and villages are tidy and welcoming
- 3.4 Local volunteers, Council and Emergency Service agencies work together to prepare for natural disasters such as fire and floods



FUTURE DIRECTION 4 - INFRASTRUCTURE

Well Maintained And Reliable



- 4.1 Our roads are safe and sustainably maintained
- 4.2 Water flows away through our drains after rain
- 4.3 We have reliable mobile and internet access
- 4.4 Our water and sewer services are managed well



FUTURE DIRECTION 5 - LEADERSHIP

A Sustainable Future



- 5.1 People are supported to work as volunteers in our community
- 5.2 We understand and agree with how public money is spent
- 5.3 Our local leaders are respected and trusted to make our shire a better place



Delivery Program 2025 - 2029

Operational Plan 2025 - 2026

HOW TO READ OUR PLANS

Council has developed the Delivery Program and Operational Plan to achieve the Future Directions and Outcomes identified in our Community Strategic Plan.



1. Community



3. Environment



5. Leadership



2. Economy



4. Infrastructure

In the top band on the table below you will see one of our colour coded Future Directions as developed in our Community Strategic Plan (CSP)

This is where we show the Community Outcome that we would like to see achieved over the 4 year Delivery Program Cycle

Future Direction Four: Infrastructure Well maintained and reliable							
Community Outcome		4.1 Our roads are safe and sustainably maintained					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
4.1.1 Update and implement the Road Asset Management Plan (RAMP)	4.1.1.1 Update RAMP with newly acquired robust asset data pertaining to sealed and unsealed road network	X				AMPs for all asset classes in place and up to date	Manager Asset & Program Planning
	4.1.1.2 Develop a new Bridge Asset Management Plan	X				New Bridge Asset Management Plan complete	Manager Asset & Program Planning
	4.1.1.3 Identify additional revenue sources to maintain and renew transport infrastructure	X	X	X	X	Additional revenue sources identified	General Manager
4.1.2 Maintain the local and regional road network	4.1.2.1 As per Operational Plan based on need and within financial constraints	X	X	X	X	Pavement condition indices same or better than 2024	Manager Asset & Program Planning
4.1.3 Maintain and renew footpaths and cycleways as per adopted Asset Management Plans	4.1.3.1 Update Pedestrian and Mobility Access Plan (PMAP)		X			Plan updated	Manager Asset & Program Planning
	4.1.3.2 Update the Tenterfield Bike Plan		X			Plan updated	Manager Asset & Program Planning
	4.1.3.3 Implement the PMAP and Tenterfield Bike Plan to maintain and renew assets		X	X	X	As per Operational Plan maintenance and renewal budget	Manager Asset & Program Planning

Our Strategy (Delivery Program (DP)) is how we intend to deliver the Community Outcome over the 4 year Delivery Program Cycle

The Operational Plan Activity describes the actions that will take place to support the Strategy (Delivery Program) yearly over the following 4 year Delivery Program cycle and which year these activities are scheduled. The Operational Plan is updated yearly.

Our Measures and Targets, and Responsibility give us a clear understanding to whether our activity have been achieved, and which service unit of Council is responsible.

Our success in achieving the activities identified for 2025/26 will be reported to Council on a quarterly basis - October 2025, February 2026, April 2026 and June 2026.

To encourage continuous improvement, Council undertakes an independent community satisfaction survey every two years. This information helps inform the priorities of Council. Our Audit, Risk and Improvement Committee, which consists of three independent representatives, also helps to support our on-going improvement.

Future Direction One: Community *Accessible, Caring and Inclusive*



Community Outcomes

1.1 We can access the medical care we need

1.2 State and local borders do not prevent us from accessing support and services

1.3 Our pool, library parks and sporting facilities are available to everyone

1.4 Younger and older people are valued and supported

How will we get there?

1.1.1 Work with relevant stakeholders to increase the number of local doctors

1.1.2 Advocate for better access to hospitals in QLD for local NSW people

1.2.1 Work with Progress Associations, Cross Border Commissioner, neighbouring Councils and Local Members to improve access to services across borders

1.3.1 Update masterplans for sport and recreation facilities

1.3.2 Support local volunteers to maintain village parks and facilities

1.4.1 Provide children, youth and aged programs in the library

1.4.2 Support community events for younger and older people

1.4.3 Advocate for better community services and facilities within the shire including aged care

1.4.4 Advocate with Police on improving community safety and install CCTV

Future Direction One: Community

Accessible, Caring and Inclusive



Community Outcome	1.1 We can access the medical care we need.						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.1.1 Work with relevant stakeholders to increase the number of local doctors	1.1.1.1 Increase advocacy meetings with Hunter New England Local Health District and Cross Border Commissioner which are reported to Council	X	X	X	X	Increase in advocacy meetings attended from current levels	Mayor
1.1.2 Advocate for better access to hospitals in QLD for local NSW people	1.1.2.1 Increase advocacy meetings with Hunter New England Local Health District and Cross Border Commissioner which are reported to Council	X	X	X	X	Decrease in number of cases of inability to access Qld hospitals	Mayor
Community Outcome	1.2 State and local borders do not prevent us from accessing support and services						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.2.1 Work with Progress Associations, Cross Border Commissioner, neighbouring Councils and Local Members to improve access to services across borders	1.2.1.1 Report to Council advocacy with Progress Associations, Cross Border Commissioner, neighbouring Councils and Local Members to improve access to services across borders	X	X	X	X	Decrease in community complaints	Mayor

Future Direction One: Community

Accessible, Caring and Inclusive



Community Outcome	1.3 Our pool, library, parks and sporting facilities are available to everyone						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.3.1 Update masterplans for sport and recreation facilities	1.3.1.1 Draft and update plans where required		X			Community Satisfaction Survey improved score from last survey	Manager Parks, Gardens and Open Space
	1.3.1.2 Manage the Tenterfield War Memorial Baths (TWMB) Management Plan, and contribute to service delivery	X	X	X	X	Community Satisfaction Survey improved score from last survey	Buildings & Amenities Coordinator
	1.3.1.3 Refine the existing TWMB Masterplan to reach a position where both Capital and Operational Expenditures are affordable and sustainable into the future	X	X			Completed refinement and update of TWMB Masterplan	Buildings & Amenities Coordinator
1.3.2 Support local volunteers to maintain village parks and facilities	1.3.2.1 Provide equipment and support for local volunteers to maintain village roadsides, parks and gardens	X	X	X	X	Community Satisfaction Survey improved score from last survey	Manager Parks, Gardens and Open Space

Future Direction One: Community
Accessible, Caring and Inclusive



Community Outcome		1.4 Younger and older people are valued and supported					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.4.1 Provide children, youth and aged programs in the library	1.4.1.1 Provide inclusive library services and programs that reflect contemporary needs for all age groups	X	X	X	X	Increase in formal and informal consultation processes each year	Librarian
1.4.2 Support community events for younger and older people	1.4.2.1 Provide and support access to arts and culture activities and opportunities that are inclusive and for all age groups	X	X	X	X	Number of community events for younger and older people	Librarian
1.4.3 Advocate for better community services and facilities within the shire including aged care	1.4.3.1 Advocate for villages to have access to community services where they are outside of service boundaries	X	X	X	X	Feedback from village communities that they have gained access	Mayor
	1.4.3.2 Work towards the Sir Henry Parkes Memorial School of Arts becoming functional, delivering museum, cinema, theatre and tourism functions in a cost effective manner	X	X	X	X	Feedback from user groups and the community	General Manager and Director Corporate Services.
1.4.4 Advocate with Police on improving community safety and installing CCTV	1.4.4.1 Advocacy meetings attended with Police and reported to Council	X	X	X	X	Increases in advocacy meetings from last term	Mayor
	1.4.4.2 Develop a plan where the crime hotspots in Tenterfield are, in collaboration with Police	X				Plan completed	Mayor
	1.4.4.3 Seek funding for CCTV installation in the CBD		X			Funding awarded	Mayor

Future Direction Two: Economy

Good opportunities



Community Outcomes

2.1 We actively promote all the tourism assets throughout our shire

2.2 We promote and support progress in our shire

2.3 We support our viable and productive agricultural sector

2.4 We are nurturing our environment, both built and natural attractions for residents and visitors

How will we get there?

2.1.1 Continue to financially support the Tenterfield Chamber Tourism Group (TCTG) to deliver tourism services

2.2.1 Work in collaboration to implement the Regional Economic Development Strategy (REDS)

2.3.1 We support a viable agricultural sector through sustainable roads infrastructure

2.3.2 Operate the local saleyards safely and efficiently

2.4.1 Improve interpretive signage at key sites

2.4.2 Improve Mt Mackenzie Lookout for visitors with grant funding

2.4.3 Implement Tree Management Plan

2.4.4 Provide safe and accessible public spaces and places that are well maintained.

2.4.5 Our community is educated, encouraged and supported to implement sustainable strategies for management and protection of our natural resources

Future Direction Two: Economy

Good opportunities



Community Outcome	2.1 We actively promote all the tourism assets throughout our shire						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.1.1 Continue to financially support the Tenterfield Chamber Tourism Group (TCTG) to deliver tourism services	2.1.1.1 Provide financial support on an annual basis to Tenterfield Chamber Tourism Group (TCTG)	X				Improvement in Social Media analytics and other available data, reported to Council by TCTG	General Manager
	2.1.1.2 Review and renew Council agreement with Tenterfield Chamber Tourism Group (TCTG)		X			Improvement in all Tourism statistics yearly, reported to Council by TCTG	General Manager
Community Outcome	2.2 We promote and support progress in our shire						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.2.1 Work in collaboration to implement the Regional Economic Development Strategy (REDS)	2.2.1.1 Regular contact with Regional Economic body.	X	X	X	X	Reports to Council on Strategies linked to Regional Economic Development	Economic Development Officer
	2.2.1.2 Seek funding for high priority asset renewal projects		X			Funding awarded	Economic Development Officer

Future Direction Two: Economy

Good opportunities



Community Outcome		2.3 We support our viable and productive agricultural sector						
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.3.1 We support a viable agricultural sector through sustainable roads infrastructure		2.3.1.1 Adequate provision is made in annual budget for sealed & unsealed roads so Primary Producers and businesses can get their produce to market	X	X	X	X	Greater Expenditure on local roads through increase in grants funding	Manager Assets & Resourcing
2.3.2 Operate the local saleyards safely and efficiently		2.3.2.1 Manage and deliver commercial saleyards services	X	X	X	X	Number of livestock sold, consistent numbers - no deficit	Manager Parks, Gardens & Open Space
Community Outcome		2.4 We are nurturing our environment, both built and natural attractions for residents and visitors						
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.4.1 Improve interpretive signage at key sites		2.4.1.1 In collaboration with TCTG and Heritage groups in identifying sites where signage can be improved and investigate funding opportunities		X	X		Number of signs improved or replaced each year	Manager Planning & Regulation

Future Direction Two: Economy

Good opportunities



Community Outcome		2.4 We are nurturing our environment, both built and natural attractions for residents and visitors					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.4.2 Improve Mt Mackenzie Lookout for visitors	2.4.2.1 Improve signage, parking and guardrails at Mt Mackenzie Lookout with funding from Crown Lands	X	X			Improvements in signage, parking and guardrails complete	Manager Asset & Program Planning
2.4.3 Implement Tree Management Plan	2.4.3.1 Engage Arborist report for at risk and unsafe trees	X				Arborist report to Council	Manager Parks, Gardens & Open Space
	2.4.3.2 Obtain community feedback on the Tree Management Plan and tree selection	X				Community Feedback report to Council	Manager Parks, Gardens & Open Space
2.4.4 Provide safe and accessible public spaces and places that are well maintained	2.4.4.1 Implement and deliver maintenance and beautification programs for Parks, Gardens and Open Spaces	X	X	X	X	Community Satisfaction Survey improvements from 2025	Manager Parks, Gardens & Open Space
	2.4.4.2 Develop, maintain and deliver the Property Management Strategy	X	X	X	X	Development of new Property Management Strategy 2025/26	Buildings and Amenities Coordinator
	2.4.4.3 Manage and update Land and Property Register	X	X	X	X	Updated Land and Property Register Yearly	Buildings and Amenities Coordinator

Future Direction Two: Economy

Good opportunities



Community Outcome	2.4 We are nurturing our environment, both built and natural attractions for residents and visitors						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
	2.4.4.4 Develop and deliver the Buildings and Amenities Asset Management Plan	X	X	X	X	Buildings and Amenities Asset Management Plan developed 2025/26	Manager Asset & Program Planning
	2.4.4.5 Manage Crown Lands and prepare designated Native Title Advice	X	X	X	X	Manage as required and report to Council	Director Infrastructure Services
2.4.5 Our community is educated, encouraged and supported to implement sustainable strategies for the management and protection of our natural resources	2.4.5.1 Enforce Companion Animals, Illegal Dumping and Parking Control regulations	X	X	X	X	Enforcement as required	Manager Parks, Gardens & Open Space
	2.4.5.2 Notices and Orders to be issued or served where necessary as per the NSW Local Government Act 1993, Environmental Protection Act 1979 and Protection of the Environment Operations Act 1997 and Associated Regulations	X	X	X	X	Issuance of Notices and Orders when required	Manager Parks, Gardens & Open Space

Future Direction Two: Economy

Good opportunities



Community Outcome		2.4 We are nurturing our environment, both built and natural attractions for residents and visitors					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
2.4.6 Implement Plans that balance the built environment with the natural environment	2.4.6.1 Monitor and deliver the Tenterfield Local Environment Plan 2013 and Development Control Plan 2014 (as amended)	X	X	X	X	Reporting DA statistics to Council and the Annual Report	Manager Planning & Regulation
	2.4.6.2 Manage and deliver heritage advisory and local grant services	X	X	X	X	Report on Heritage advice given and oversee grant acquittal	Manager Planning & Regulation
	2.4.6.3 Manage and deliver development, building and construction assessment and regulatory services	X	X	X	X	Report construction assessment and regulatory service numbers quarterly to Council.	Manager Planning & Regulation
	2.4.6.4 Develop and implement new development contribution plan	X	X	X	X	Develop in 2025/2026 implement across remaining years.	Manager Planning & Regulation

Future Direction Three: Environment

Well looked after



Community Outcomes

3.1 We are proactive in preventing the spread of weeds and advocating control of feral pest animals

3.2 Our waste collection services are managed well

3.3 Our towns and villages are tidy and welcoming

3.4 Local volunteers, Council and Emergency Service agencies work together to prepare for natural disasters such as fire and floods

How will we get there?

3.1.1 Educate and collaborate to achieve early reporting and management of weed infestations

3.1.2 Participate in the Northern Tablelands Strategic Weeds Management Plan 2023-2027 and sub plans

3.1.3 Advocate to improve weed and feral pest animal control in the Local Government Area

3.2.1 Operate waste management services that are efficient and appropriate for user needs

3.3.1 Maintain and renew infrastructure on village public spaces

3.3.2 Continue to implement village concept plans as far as is possible within budget restrictions

3.4.1 Review and update natural disaster plans including drought, fire and flood management

3.4.2 Council's Local Emergency Management Officer (LEMO) represents Council on the Local Emergency Management Committee (LEMC)

Future Direction Three: Environment

Well looked after



Community Outcome	3.1 We are proactive in preventing the spread of weeds and advocating control of pest feral animals						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
3.1.1 Educate and collaborate to achieve early reporting and management of weed infestations	3.1.1.1 Deliver education and awareness in collaboration with Granite Borders Landcare and Local Land Services via field days, weed awareness signage, Your Local News and Tenterfield Show	X	X	X	X	Increase in education and awareness activities from previous year	Manager Parks, Gardens & Open Space
3.1.2 Participate in the Northern Tablelands Regional Strategic Weed Management Plan 2023 - 2027 and sub plans	3.1.2.1 Deliver proactive weed prevention and control through inspections of high risk sites, pathways and waterways as per the Northern Tablelands Regional High Risk Weeds, Sites and Pathways Inspection Program 2023-2027	X	X	X	X	Reported to Council as per the inspection program, aligned with the Northern Tablelands Regional Strategic Weed Management Plan 2023-2027	Manager Parks, Gardens & Open Space
3.1.3 Advocate to improve weed and feral pest animal control in the Local Government Area	3.1.3.1 Advocate for further funding for weed control	X	X	X	X	Increase in funding	Mayor
	3.1.3.2 Advocate to the Local Land Services to improve feral animal management	X	X	X	X	Submission to LLS report to Council	Mayor

Future Direction Three: Environment

Well looked after



Community Outcome	3.2 Our waste collection services are managed well						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
3.2.1 Operate waste management services that are efficient and appropriate for user needs	3.2.1.1 Review Waste Service Unit to ensure the delivery model and staffing levels are appropriate	X	X			Service Review completed	Manager Water & Waste
	3.2.1.2 Deliver and manage waste and recycling services	X	X	X	X	Cost per ratepayer reduction from 24/25 levels	Manager Water & Waste
Community Outcome	3.3 Our towns and villages are tidy and welcoming						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
3.3.1 Maintain and renew infrastructure on village public spaces	3.3.1.1 Review and maintain village infrastructure and public spaces according to the Building Condition Assessment Plan and available budget	X	X	X	X	As per Building Condition Assessment Plan and budget	Buildings & Amenities Coordinator
3.3.2 Continue to implement village concept plans as far as is possible within budget restrictions	3.3.2.1 Review and update Village Concept Plans and investigate funding opportunities			X		Village Concept Plans with no Capital spend	Buildings & Amenities Coordinator

Future Direction Three: Environment

Well looked after



Community Outcome		3.4 Local volunteers, Council and Emergency Service agencies work together to prepare for natural disasters such as fire and floods					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
3.4.1 Review and update natural disaster plans including drought, fire and flood management	3.4.1.1 Implement Drought Management Plan, Monitor Flood Studies and Plans in place and liaise with Rural Fire Service around Fire Plans	X	X	X	X	Plans to be updated and implemented when required	Manager Planning & Regulatory
3.4.2 Council's Local Emergency Management Officer (LEMO) and Deputy LEMO represent Council on the Local Emergency Management Committee (LEMC)	3.4.2.1 Conduct and coordinate Local Emergency Management Committee meetings	X	X	X	X	100% attendance at Emergency Operations Centre as required	Manager Planning & Regulatory
	3.4.2.2 Enact Emergency Management Plan (EMPLAN) and associated documents as directed by State Emergency Management Committee (LEMC)	X	X	X	X	Respond as required	Manager Planning & Regulatory

Future Direction Four: Infrastructure

Well maintained and reliable



Community Outcomes

4.1 Our roads are safe and sustainably maintained

4.2 Water flows away through our drains after rain

4.3 We have reliable mobile and internet access

4.4 Our water and sewer services are managed well

How will we get there?

4.1.1 Update and implement the Road Asset Management Plan (RAMP)

4.1.2 Maintain the local and regional road network

4.1.3 Maintain and renew footpaths and cycleways as per adopted Asset Management Plans

4.2.1 Update the Stormwater Asset Management Plan focusing on priority problem areas

4.3.1 Advocate to State and Federal Governments for improvements to mobile and internet network coverage

4.4.1 Deliver integrated and sustainable urban water and sewer services

Future Direction Four: Infrastructure

Well maintained and reliable



Community Outcome	4.1 Our roads are safe and sustainably maintained						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
4.1.1 Update and implement the Road Asset Management Plan (RAMP)	4.1.1.1 Update RAMP with newly acquired robust asset data pertaining to sealed and unsealed road network	X				AMPs for all asset classes in place and up to date	Manager Asset & Program Planning
	4.1.1.2 Develop a new Bridge Asset Management Plan	X				New Bridge Asset Management Plan complete	Manager Asset & Program Planning
	4.1.1.3 Identify additional revenue sources to maintain and renew transport infrastructure	X	X	X	X	Additional revenue sources identified	General Manager
4.1.2 Maintain the local and regional road network	4.1.2.1 As per funding provisions made in Operational and Capital annual budgets	X	X	X	X	Pavement condition indices same or better than 2024	Manager Asset & Program Planning
	4.1.2.2 Investigate options to address parking availability within Tenterfield CBD, develop an action plan and cost estimations for implementation		X	X	X	Determination of the parking mix needs and to assess non-asset solutions	Manager Asset & Program Planning
4.1.3 Maintain and renew footpaths and cycleways as per adopted Asset Management Plans	4.1.3.1 Update Pedestrian Access and Mobility Plan (PAMP)		X	X		Plan updated	Manager Asset & Program Planning
	4.1.3.2 Update the Tenterfield Bike Plan			X		Plan updated	Manager Asset & Program Planning
	4.1.3.3 Implement the PMAP and Tenterfield Bike Plan to maintain and renew assets				X	As per Operational Plan maintenance and renewal budget	Manager Asset & Program Planning
Component 1 - FINAL Delivery Program and Operational Plan							

Future Direction Four: Infrastructure

Well maintained and reliable



Community Outcome		4.2 Water flows away through our drains after rain						
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
4.2.1 Update the urban Stormwater Asset Management Plan and Masterplan focusing on priority problem areas		4.2.1.1 Provide funding in year 1 to Develop Masterplan and continued funding in future years for high priority targeted projects	X	X	X	X	Spend levy income to develop a priority strategy year on year, as per the updated Stormwater Asset Management Plan and Masterplan	Manager Asset & Program Planning
Community Outcome		4.3 We have reliable mobile and internet access						
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
4.3.1 Advocate to State and Federal Governments for improvements to mobile and internet network coverage		4.3.1.1 Liaise with NBNco, Telstra and other providers for improvements to mobile and internet network coverage	X	X	X	X	Presented to Council annually. Upgrades to mobile and internet coverage resulting in 5G network as effective as 3G network	Mayor

Future Direction Four: Infrastructure

Well maintained and reliable



Community Outcome		4.4 Our water and sewer services are managed well					
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
4.4.1 Deliver integrated and sustainable urban water and sewer services	4.4.1.1 Implement Water Service Strategic Plan in accordance with NSW Office of Water Guidelines and delivered as per the Integrated Water Cycle Management Plan (IWCM)	X	X	X	X	Reduction in complaints in water quality and service provision	Manager Water & Waste
	4.4.1.2 Report on number of kilometres of water line and sewer line in condition 4 and condition 5	X	X	X	X	Reduction each year - target 0	Manager Water & Waste
	4.4.1.3 Review Water Service Unit to ensure delivery model and staffing levels are appropriate			X		Service Review Complete	Manager Water & Waste

Future Direction Five: Leadership

A sustainable future



Community Outcomes

5.1 People are supported to work as volunteers in our community

5.2 We understand and agree with how public money is spent

5.3 Our local leaders are respected and trusted to make our shire a better place

How will we get there?

5.1.1 Annual Mayoral luncheon for volunteers

5.2.1 Continue to provide financial reports to Council

5.3.1 Advocate community issues to State and Federal Government

5.3.2 Adopt a networked and collaborative approach to regional challenges

5.3.3 Ensure the performance of Council as an organisation complies with all statutory guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making

5.3.4 Deliver continuous improvements in Council's business, processes and systems

Future Direction Five: Leadership

A sustainable future



Community Outcome	5.1 People are supported to work as volunteers in our community							
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
5.1.1 Annual Mayoral luncheon for volunteers		5.1.1.1 Provide an Annual Mayoral luncheon for the recognition of volunteers in our community	X	X	X	X	Annual Mayoral volunteer luncheon	Mayor
Community Outcome	5.2 We understand and agree with how public money is spent							
Strategy (DP)		Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
5.2.1 Continue to provide financial reports to Council		5.2.1.1 Financial data reported monthly, quarterly and annually to Council	X	X	X	X	Reports completed and adopted by Council	Manager Finance & Technology
		5.2.1.2 Manage the Long-term Financial Plan, aligned with the Asset Management Plan, and Workforce Management Plan	X	X	X	X	Reports completed and adopted by Council	Manager Finance & Technology
		5.2.1.3 Manage Investments - Plan, develop and manage Council's investment portfolio	X	X	X	X	Reports completed and adopted by Council	Manager Finance & Technology
		5.2.1.4 Facilitate and support internal and external audits	X	X	X	X	Internal and external audits completed as per plans and reported to ARIC and Council	Manager Finance & Technology

Future Direction Five: Leadership

A sustainable future



Community Outcome	5.3 Our local leaders are respected and trusted to make our shire a better place						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
5.3.1 Advocate community issues to State and Federal Government	5.3.1.1 Communications to politicians advocating community issues to state and federal government	X	X	X	X	Communications to politicians reported 6 monthly to Council	Mayor
5.3.2 Adopt a networked and collaborative approach to regional challenges	5.3.2.1 Continue Membership and participation of Border Regions Organisation of Councils (BROC)	X	X	X	X	Reported to Council Quarterly	Mayor and Deputy Mayor
5.3.3 Ensure the performance of Council as an organisation complies with all statutory guidelines, supported by effective corporate management, sound integrated planning and open, transparent and informed decision making	5.3.3.1 Develop, manage and deliver Customer Service, in accordance with the Customer Service Charter	X	X	X	X	Customer Satisfaction Survey improvement from 2025	Manager Finance & Technology
	5.3.3.2 Adjust Council's rating model to achieve a higher level of equity across rating categories	X	X			Alignment between rating categories	Manager Finance & Technology
	5.3.3.3 Develop SRV scenarios to flag the need to increase funding availability for Council's local roads network to remove deficits as shown in the Long Term Financial Plan	X	X			Special Rate Variation Scenarios reported to Council	Manager Finance & Technology
	5.3.3.4 Develop, manage and deliver Governance Services, in accordance with the DLG Compliance Guide	X	X	X	X	Compliance reported in the Annual Report	Governance Officer

Future Direction Five: Leadership

A sustainable future



Community Outcome	5.3 Our local leaders are respected and trusted to make our shire a better place						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
5.3.3 continued	5.3.3.5 Develop, manage and deliver the Workforce Management Strategy	X	X	X	X	Reported quarterly to ARIC and Council	Manager Workforce, Safety, Risk & Records
	5.3.3.6 Facilitate worker health and wellbeing consultation communication, and participation processes	X	X	X	X	Reported quarterly to ARIC and Council	Manager Workforce, Safety, Risk & Records
	5.3.3.7 Manage and report on Council's Enterprise Risk Management Framework and Risk Register	X	X	X	X	Reported quarterly to ARIC and Council	Manager Workforce, Safety, Risk & Records
	5.3.3.8 Identify and recruit key positions to build capacity within the organisation in accordance with funding provision	X	X	X	X	Filling of vacant positions from 2024/2025 onwards	Manager Workforce, Safety, Risk & Records
	5.3.3.9 Identify and recruit 12 trainee positions funded by the State Government's initiative	X	X	X		Recruitment of 12 trainee's	Manager Workforce, Safety, Risk & Records
	5.3.3.10 Deliver councillor services and provide support to all councillors in a transparent and non-discriminatory manner including training, research, legislative and evidence based advice	X	X	X	X	Training for Councillors as reported in the Annual report and evidence based advice and research provided in Council reports	Executive Assistant & Media and Senior Staff

Future Direction Five: Leadership

A sustainable future



Community Outcome	5.3 Our local leaders are respected and trusted to make our shire a better place						
Strategy (DP)	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
5.3.4 Deliver continuous improvements in Council's business, processes and systems	5.3.4.1 Develop and implement new integrated Enterprise Resource Planning System	X	X	X	X	Implementation of Integrated Enterprise Resource Planning System	Director Corporate Services

Operational Plan Budget 2025 - 2026

Income Statement Consolidated

2025-2026

Revenue from Continuing Operations	Consolidated
Rates & Annual Charges	\$14,905,055
User Fees & Charges	\$2,651,060
Interest & Investment Revenue	\$885,000
Other Revenues	\$793,654
Grants & Contributions provided for Operating Purposes	\$35,896,568
Grants & Contributions provided for Capital Purposes	\$14,083,581
Net gains from the disposal of assets	\$0
Total Income	\$69,214,918
Expenses from Continuing Operations	
Employee Benefits & On-Costs	\$9,617,994
Borrowing Costs	\$831,956
Materials & Contracts	\$37,562,844
Depreciation & Amortisation	\$9,890,898
Impairment	\$0
Other Expenditure	\$2,767,366
Interest & Investment Losses	\$0
Net Losses from the Disposal of Assets	\$312,830
Total Expenditure	\$60,983,888
Operating Result from Continuing Operations	\$8,231,030
Operating Result from Continuing Operations - excluding capital income	(\$5,852,551)

Income Statement by Funds 2025-2026

	General	Water	Sewer	Waste	Stormwater
Revenue from Continuing Operations					
Rates & Annual Charges	\$7,517,463	\$1,435,155	\$2,651,371	\$3,228,292	\$72,774
User Fees & Charges	\$727,936	\$1,364,412	\$222,204	\$336,508	
Interest & Investment Revenue	\$680,000	\$35,000	\$110,000	\$60,000	
Other Revenues	\$736,336	\$3,917	\$9,846	\$43,555	
Grants & Contributions provided for Operating Purposes	\$35,681,933	\$121,261	\$27,821	\$65,553	
Grants & Contributions provided for Capital Purposes	\$11,608,366	\$10,506	\$2,460,506	\$4,203	
Net gains from the disposal of assets					
Total Income	\$56,952,034	\$2,970,251	\$5,481,748	\$3,738,111	\$72,774
Expenses from Continuing Operations					
Employee Benefits & On-Costs	\$7,685,067	\$615,602	\$496,660	\$804,562	\$16,103
Borrowing Costs	\$376,222	\$223,840	\$102,581	\$129,313	
Materials & Contracts	\$33,243,811	\$1,321,856	\$1,276,087	\$1,421,090	\$300,000
Depreciation & Amortisation	\$7,587,039	\$1,177,046	\$660,140	\$345,435	\$121,238
Impairment					
Other Expenditure	\$2,453,260	\$169,811	\$134,111	\$10,184	
Interest & Investment Losses					
Net Losses from the Disposal of Assets	\$312,830				
Total Expenditure	\$51,658,229	\$3,508,155	\$2,669,579	\$2,710,584	\$437,341
Operating Result from Continuing Operations	\$5,293,805	(\$537,904)	\$2,812,169	\$1,027,527	(\$364,567)
Operating Result from Continuing Operations - excluding capital income	(\$6,314,561)	(\$548,410)	\$351,663	\$1,023,324	(\$364,567)
Cash Result - Surplus/(Deficit) - Less Cash expenditure from Reserve funds and Expected Grants	(\$2,292,846)				

Summary Cash Results 2025-2026

Service Units	Revenue	Operating Expenses	Capital Expenditure	Liabilities	Net Profit/ (Loss)
General Manager					
Civic Office		378,257			(378,257)
Organisation Leadership		1,132,948			(1,132,948)
Workforce Development	460,235	1,768,564			(1,308,329)
Economic Growth	100,000	212,488	100,000		(212,488)
Director of Corporate Services					
Finance & Technology <i>This includes all rates for Council</i>	12,051,717	1,203,438	30,000	79,198	10,739,081
Corporate & Governance	1,740	748,415			(746,675)
Arts, Culture & Library	117,293	803,647	230,705	6,400	(923,459)
Planning & Regulation	390,317	618,232			(227,915)
Emergency Services	147,846	713,529			(565,683)
Director of Infrastructure Services					
Environmental Management	88,237	414,062			(325,825)
Livestock Saleyards	113,773	171,280	65,000		(122,507)
Buildings & Amenities	208,185	1,565,940	849,446		(2,207,201)
Parks, Gardens & Open Space	134,097	1,575,814	124,000		(1,565,717)
Swimming Complex		477,880	60,000		(537,880)
Asset Management & Resourcing	10,506	1,095,628	150,000	13,900	(1,249,022)
Commercial Works	163,517	131,213			32,304
Stormwater Drainage	72,774	437,341			(364,567)
Transport Network	42,913,139	38,476,768	18,091,363	366,100	(14,021,092)
Plant, Fleet & Equipment	51,432	170,126	1,980,000		(2,098,694)
Waste Management Services	3,738,111	2,710,584	1,749,150	120,556	(842,179)
Water Supply	2,970,251	3,508,155	482,256	233,316	(1,253,476)
Sewerage Services	5,481,748	2,669,579	3,690,381	126,562	(1,004,774)
Totals	69,214,918	60,983,888	27,602,301	946,032	(20,317,303)

Delivery Program Budget

2025 - 2029

Income Statement - Consolidated 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	14,905,055	14,851,119	14,883,879	15,250,591
User Charges & Fees	2,651,060	2,650,084	2,706,523	2,793,477
Other Revenues	793,654	1,193,806	1,230,075	1,268,765
Grants & Contributions provided for Operating Purposes	35,896,568	14,677,768	10,061,276	10,228,607
Grants & Contributions provided for Capital Purposes	14,083,581	149,569	153,309	157,142
Interest & Investment Revenue	885,000	685,000	485,000	335,000
Total Income	69,214,918	34,207,346	29,520,062	30,033,582
Expenses from Continuing Operations				
Employee Benefits & On-Costs	9,617,994	10,454,247	10,816,138	11,190,522
Borrowing Costs	831,956	791,934	750,148	703,560
Materials & Contracts	37,562,844	15,389,947	8,222,109	8,116,020
Depreciation & Amortisation	9,890,898	10,359,447	10,851,194	11,370,376
Other Expenses	2,767,366	2,935,076	3,115,770	3,369,052
Net Losses from the Disposal of Assets	312,830	322,215	331,881	341,837
Total Operating Expenses	60,983,888	40,252,866	34,087,240	35,091,367
Surplus/(Deficit) - Including Capital Grants & Contributions	8,231,030	(6,045,520)	(4,567,178)	(5,057,785)
Surplus/(Deficit) - Before Capital Grants & Contributions	(5,852,551)	(6,195,089)	(4,720,487)	(5,214,927)

Cash Result by Fund - Consolidated 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	55,131,337	34,057,777	29,366,753	29,876,440
Less: Operating Expenditure	60,983,888	40,252,866	34,087,240	35,091,367
Operating Result before Capital Income - Surplus/(Deficit)	(5,852,551)	(6,195,089)	(4,720,487)	(5,214,927)
Capital				
Capital Income	14,083,581	149,569	153,309	157,142
Less: Capital Expenditure	27,602,301	9,409,150	8,686,830	8,687,001
Less: Loan & Lease Repayments	946,032	987,737	1,031,257	1,079,631
Capital Result Surplus/(Deficit)	(14,464,752)	(10,247,318)	(9,564,778)	(9,609,490)
Add: Non Cash Expenses - Depreciation & Amortisation	9,890,898	10,359,447	10,851,194	11,370,376
Cash Result Surplus/(Deficit)	(10,426,405)	(6,082,960)	(3,434,071)	(3,454,041)

Income Statement - General Fund 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	7,517,463	7,705,399	7,898,034	8,095,485
User Charges & Fees	727,936	745,209	762,914	781,061
Other Revenues	736,336	1,136,384	1,172,265	1,209,329
Grants & Contributions provided for Operating Purposes	35,681,933	14,465,805	9,846,855	10,008,125
Grants & Contributions provided for Capital Purposes	11,608,366	123,723	126,817	129,988
Interest & Investment Revenue	680,000	480,000	280,000	130,000
Total Income	56,952,034	24,656,520	20,086,885	20,353,988
Expenses from Continuing Operations				
Employee Benefits & On-Costs	7,685,067	8,424,449	8,715,299	9,016,144
Borrowing Costs	376,222	361,021	345,184	326,730
Materials & Contracts	33,243,811	11,551,849	4,122,922	3,981,326
Depreciation & Amortisation	7,587,039	7,950,433	8,331,767	8,735,016
Other Expenses	2,453,260	2,597,321	2,752,472	2,978,155
Net Losses from the Disposal of Assets	312,830	322,215	331,881	341,837
Total Operating Expenses	51,658,229	31,207,288	24,599,525	25,379,208
Surplus/(Deficit) - Including Capital Grants & Contributions	5,293,805	(6,550,768)	(4,512,640)	(5,025,220)
Surplus/(Deficit) - Before Capital Grants & Contributions	(6,314,561)	(6,674,491)	(4,639,457)	(5,155,208)

Cash Result by Fund - General Fund 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	45,343,668	24,532,797	19,960,068	20,224,000
Less: Operating Expenditure	51,658,229	31,207,288	24,599,525	25,379,208
Operating Result before Capital Income - Surplus/(Deficit)	(6,314,561)	(6,674,491)	(4,639,457)	(5,155,208)
Capital				
Capital Income	11,608,366	123,723	126,817	129,988
Less: Capital Expenditure	21,680,514	7,071,584	6,851,692	5,867,836
Less: Loan & Lease Repayments	465,598	482,484	500,053	520,294
Capital Result Surplus/(Deficit)	(10,537,746)	(7,430,345)	(7,224,928)	(6,258,142)
Add: Non Cash Expenses - Depreciation & Amortisation	7,587,039	7,950,433	8,331,767	8,735,016
Cash Result Surplus/(Deficit)	(9,265,268)	(6,154,403)	(3,532,618)	(2,678,334)
Cash Result - Surplus/ (Deficit) - Less Cash expenditure from Reserve funds and Expended Grant/DRFA Funding	(2,292,846)	(2,452,427)	(2,743,726)	(2,678,334)

Income Statement - Water 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	1,435,155	1,439,073	1,500,446	1,564,345
User Charges & Fees	1,364,412	1,367,793	1,426,054	1,487,065
Other Revenues	3,917	3,917	4,074	4,237
Grants & Contributions provided for Operating Purposes	121,261	121,261	126,111	131,155
Grants & Contributions provided for Capital Purposes	10,506	10,769	11,038	11,314
Interest & Investment Revenue	35,000	35,000	35,000	35,000
Total Income	2,970,251	2,977,813	3,102,723	3,233,116
Expenses from Continuing Operations				
Employee Benefits & On-Costs	615,602	638,593	660,942	684,079
Borrowing Costs	223,840	214,463	204,462	195,056
Materials & Contracts	1,321,856	1,334,039	1,353,189	1,392,220
Depreciation & Amortisation	1,177,046	1,235,898	1,297,693	1,362,578
Other Expenses	169,811	181,817	194,752	208,691
Net Losses from the Disposal of Assets				
Total Operating Expenses	3,508,155	3,604,810	3,711,038	3,842,624
Surplus/(Deficit) - Including Capital Grants & Contributions	(537,904)	(626,997)	(608,315)	(609,508)
Surplus/(Deficit) - Before Capital Grants & Contributions	(548,410)	(637,766)	(619,353)	(620,822)

Cash Result by Fund - Water 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	2,959,745	2,967,044	3,091,685	3,221,802
Less: Operating Expenditure	3,508,155	3,604,810	3,711,038	3,842,624
Operating Result before Capital Income - Surplus/(Deficit)	(548,410)	(637,766)	(619,353)	(620,822)
Capital				
Capital Income	10,506	10,769	11,038	11,314
Less: Capital Expenditure	482,256	1,072,044	383,369	511,038
Less: Loan & Lease Repayments	233,316	242,691	252,694	262,099
Capital Result Surplus/(Deficit)	(705,066)	(1,303,966)	(625,025)	(761,823)
Add: Non Cash Expenses - Depreciation & Amortisation	1,177,046	1,235,898	1,297,693	1,362,578
Cash Result Surplus/(Deficit)	(76,430)	(705,834)	53,315	(20,067)

Income Statement - Sewer 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	2,651,371	2,395,320	2,163,811	2,258,912
User Charges & Fees	222,204	200,574	181,047	188,843
Other Revenues	9,846	8,861	7,975	8,294
Grants & Contributions provided for Operating Purposes	27,821	25,039	22,535	23,437
Grants & Contributions provided for Capital Purposes	2,460,506	10,769	11,038	11,314
Interest & Investment Revenue	110,000	110,000	110,000	110,000
Total Income	5,481,748	2,750,563	2,496,406	2,600,800
Expenses from Continuing Operations				
Employee Benefits & On-Costs	496,660	541,818	560,780	580,410
Borrowing Costs	102,581	92,500	81,833	69,885
Materials & Contracts	1,276,087	1,040,520	1,248,446	1,204,234
Depreciation & Amortisation	660,140	693,147	727,805	764,195
Other Expenses	134,111	144,864	156,502	169,102
Net Losses from the Disposal of Assets				
Total Operating Expenses	2,669,579	2,512,849	2,775,366	2,787,826
Surplus/(Deficit) - Including Capital Grants & Contributions	2,812,169	237,714	(278,960)	(187,026)
Surplus/(Deficit) - Before Capital Grants & Contributions	351,663	226,945	(289,998)	(198,340)

Cash Result by Fund - Sewer 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	3,021,242	2,739,794	2,485,368	2,589,486
Less: Operating Expenditure	2,669,579	2,512,849	2,775,366	2,787,826
Operating Result before Capital Income - Surplus/(Deficit)	351,663	226,945	(289,998)	(198,340)
Capital				
Capital Income	2,460,506	10,769	11,038	11,314
Less: Capital Expenditure	3,690,381	704,192	736,799	793,178
Less: Loan & Lease Repayments	126,562	136,643	147,310	159,258
Capital Result Surplus/(Deficit)	(1,356,437)	(830,066)	(873,071)	(941,122)
Add: Non Cash Expenses - Depreciation & Amortisation	660,140	693,147	727,805	764,195
Cash Result Surplus/(Deficit)	(344,634)	90,026	(435,264)	(375,267)

Income Statement - Waste 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	3,228,292	3,238,403	3,248,514	3,258,625
User Charges & Fees	336,508	336,508	336,508	336,508
Other Revenues	43,555	44,644	45,761	46,905
Grants & Contributions provided for Operating Purposes	65,553	65,663	65,775	65,890
Grants & Contributions provided for Capital Purposes	4,203	4,308	4,416	4,526
Interest & Investment Revenue	60,000	60,000	60,000	60,000
Total Income	3,738,111	3,749,526	3,760,974	3,772,454
Expenses from Continuing Operations				
Employee Benefits & On-Costs	804,562	832,721	861,867	892,035
Borrowing Costs	129,313	123,950	118,669	111,889
Materials & Contracts	1,421,090	1,463,539	1,497,552	1,538,240
Depreciation & Amortisation	345,435	352,669	360,264	368,239
Other Expenses	10,184	11,074	12,044	13,104
Net Losses from the Disposal of Assets				
Total Operating Expenses	2,710,584	2,783,953	2,850,396	2,923,507
Surplus/(Deficit) - Including Capital Grants & Contributions	1,027,527	965,573	910,578	848,947
Surplus/(Deficit) - Before Capital Grants & Contributions	1,023,324	961,265	906,162	844,421

Cash Result by Fund - Waste 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	3,733,908	3,745,218	3,756,558	3,767,928
Less: Operating Expenditure	2,710,584	2,783,953	2,850,396	2,923,507
Operating Result before Capital Income - Surplus/(Deficit)	1,023,324	961,265	906,162	844,421
Capital				
Capital Income	4,203	4,308	4,416	4,526
Less: Capital Expenditure	1,749,150	461,330	611,970	1,408,859
Less: Loan & Lease Repayments	120,556	125,919	131,200	137,980
Capital Result Surplus/(Deficit)	(1,865,503)	(582,941)	(738,754)	(1,542,313)
Add: Non Cash Expenses - Depreciation & Amortisation	345,435	352,669	360,264	368,239
Cash Result Surplus/(Deficit)	(496,744)	730,993	527,672	(329,653)

Income Statement - Stormwater 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Income from Continuing Operations				
Rates & Annual Charges	72,774	72,924	73,074	73,224
User Charges & Fees				
Other Revenues				
Grants & Contributions provided for Operating Purposes				
Grants & Contributions provided for Capital Purposes				
Interest & Investment Revenue				
Total Income	72,774	72,924	73,074	73,224
Expenses from Continuing Operations				
Employee Benefits & On-Costs	16,103	16,666	17,250	17,854
Borrowing Costs				
Materials & Contracts	300,000			
Depreciation & Amortisation	121,238	127,300	133,665	140,348
Other Expenses				
Net Losses from the Disposal of Assets				
Total Operating Expenses	437,341	143,966	150,915	158,202
Surplus/(Deficit) - Including Capital Grants & Contributions	(364,567)	(71,042)	(77,841)	(84,978)
Surplus/(Deficit) - Before Capital Grants & Contributions	(364,567)	(71,042)	(77,841)	(84,978)

Cash Result by Fund - Stormwater 2025-2029

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Operational				
Operating Income	72,774	72,924	73,074	73,224
Less: Operating Expenditure	437,341	143,966	150,915	158,202
Operating Result before Capital Income - Surplus/(Deficit)	(364,567)	(71,042)	(77,841)	(84,978)
Capital				
Capital Income				
Less: Capital Expenditure		100,000	103,000	106,090
Less: Loan & Lease Repayments				
Capital Result Surplus/(Deficit)		(100,000)	(103,000)	(106,090)
Add: Non Cash Expenses - Depreciation & Amortisation	121,238	127,300	133,665	140,348
Cash Result Surplus/(Deficit)	(243,329)	(43,742)	(47,176)	(50,720)

1. CIVIC OFFICE - Section Budget

Service Description:

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

Key Outputs:

Community Engagement, Representations to other tiers of Government, Resolutions and Council Minutes

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
CIVIC OFFICE				
INCOME				
TOTAL OPERATING INCOME				
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME				
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	378,257	388,252	398,523	467,538
TOTAL DEPRECIATION				
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	378,257	388,252	398,523	467,538
NET RESULT *	(378,257)	(388,252)	(398,523)	(467,538)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(378,257)	(388,252)	(398,523)	(467,538)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

2. ORGANISATION LEADERSHIP - Section Budget

Service Description:

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

Key Outputs:

Resourcing Strategy, Governance Framework, Code of Meeting Practice, Register of Committees, Organisation Performance Framework, Annual Operational Plan, Business Papers - Council, Committees and Public Documents, Communications, Disability Action Plan, Interagency Management

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
ORGANISATION LEADERSHIP				
INCOME				
TOTAL OPERATING INCOME				
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME				
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	1,132,948	1,105,972	1,116,331	1,183,413
TOTAL DEPRECIATION				
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	1,132,948	1,105,972	1,116,331	1,183,413
NET RESULT *	(1,132,948)	(1,105,972)	(1,116,331)	(1,183,413)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(1,132,948)	(1,105,972)	(1,116,331)	(1,183,413)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

3. ECONOMIC GROWTH - Section Budget

Service Description:

Support for the Tenterfield Local Government Area and larger region as a place to visit, live, work, play and invest, capitalising on the region's tourism potential as an iconic Australian destination through coordinated marketing activities with the Tenterfield Chamber Tourism Group (TCTG) and School of Arts Tenterfield Incorporated (SOATI).

Key Outputs:

Regional Tourism Marketing Programs, Supporting Existing Businesses, Establishing a Face-to-Face visitor Welcoming Space in the School of Arts

ECONOMIC GROWTH	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME				
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	100,000			
TOTAL INCOME	100,000			
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	130,199	134,417	138,776	143,282
TOTAL DEPRECIATION	82,289	86,404	90,724	95,260
TOTAL CAPITAL EXPENDITURE	100,000			
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	312,488	220,821	229,500	238,542
NET RESULT *	(212,488)	(220,821)	(229,500)	(238,542)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(212,488)	(220,821)	(229,500)	(238,542)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

4. ARTS, CULTURE & LIBRARY SERVICES - Section Budget

Service Description:

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

Key Outputs:

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

LIBRARY SERVICES	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	96,588	98,853	101,175	103,555
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	20,705	21,223	21,754	22,298
TOTAL INCOME	117,293	120,076	122,929	125,853
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	753,380	775,956	801,458	826,995
TOTAL DEPRECIATION	50,267	50,355	52,166	54,067
TOTAL CAPITAL EXPENDITURE	230,705	21,223	21,754	22,298
TOTAL LOAN PRINCIPAL REPAYMENTS	6,400	6,592	6,790	6,994
TOTAL EXPENDITURE	1,040,752	854,126	882,168	910,354
NET RESULT *	(923,459)	(734,050)	(759,239)	(784,501)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(707,059)	(727,458)	(752,449)	(777,507)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

5. WORKFORCE DEVELOPMENT – Section Budget

Service Description:

The provision of systems and procedures to coordinate internal organisational services including: Recruitment and Retention, Workforce planning, Employee development and training, Corporate inductions, Workplace Safety, and Staff health and wellbeing.

Key Outputs:

Workforce Development, Training and Development, Enterprise Risk Management, Human Resource Operation, Work Health and Safety, Records Management

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
WORKFORCE DEVELOPMENT				
INCOME				
TOTAL OPERATING INCOME	460,235	853,850	883,137	913,430
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	460,235	853,850	883,137	913,430
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	1,768,564	1,852,399	1,907,344	1,963,867
TOTAL DEPRECIATION				
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	1,768,564	1,852,399	1,907,344	1,963,867
NET RESULT *	(1,308,329)	(998,549)	(1,024,207)	(1,050,437)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(1,308,329)	(998,549)	(1,024,207)	(1,050,437)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

6. EMERGENCY SERVICES - Section Budget

Service Description:

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

Key Outputs:

Natural Disaster Management and Planning (EMPLAN), Rural Fire Service Operations and Emergency Response, Development and review of the Tenterfield Shire Emergency Management Plan, Tenterfield Shire Council Local Emergency Management Committee, State Emergency Service Operations and Emergency Response

EMERGENCY SERVICES	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	147,846	151,542	155,331	159,214
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	147,846	151,542	155,331	159,214
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	703,271	721,172	754,451	773,366
TOTAL DEPRECIATION	10,258	9,804	9,573	9,573
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	713,529	730,976	764,024	782,939
NET RESULT *	(565,683)	(579,434)	(608,693)	(623,725)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(565,683)	(579,434)	(608,693)	(623,725)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

7. FINANCE & TECHNOLOGY - Section Budget

Service Description:

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

Key Outputs:

Revenue Management, Credit Management (Staff and Suppliers), Financial accounting and Compliance, Annual and Quarterly Budget Reviews, Investment Management Business Support, Provision of Information Technology and Support Services, Management Accounting, Long-Term Financial Plan, Financial Statements and Grant Acquittals, Statistical Returns, Customer Service,

Includes Rates Income

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
FINANCE & TECHNOLOGY				
INCOME				
TOTAL OPERATING INCOME	12,051,717	12,135,260	2,225,892	12,373,790
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	12,051,717	12,135,260	12,225,892	12,373,790
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	1,175,872	1,697,663	1,601,013	1,249,074
TOTAL DEPRECIATION	27,566	27,566	27,566	27,566
TOTAL CAPITAL EXPENDITURE	30,000	30,900	31,827	32,782
TOTAL LOAN PRINCIPAL REPAYMENTS	79,198	81,475	83,829	86,362
TOTAL EXPENDITURE	1,312,636	1,837,604	1,744,235	1,395,784
NET RESULT *	10,739,081	10,297,656	10,481,657	10,978,006
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	10,848,279	10,410,031	10,597,313	11,097,150

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

8. CORPORATE & GOVERNANCE - Section Budget

Service Description:

The provision of functions to internal and external customers of Council including Statutory Reporting.

Key Outputs:

Integrated Planning & Reporting, Audit & Risk Improvement Committee, Statutory Reporting, Government Information Public Access, Reviews and Investigation, Delegations Register, Governance Framework, Annual Operational Plan

CORPORATE & GOVERNANCE	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	1,740	1,784	1,829	1,875
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	1,740	1,784	1,829	1,875
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	678,784	777,591	803,634	830,551
TOTAL DEPRECIATION	69,631	73,054	76,649	80,423
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	748,415	850,645	880,283	910,974
NET RESULT *	(746,675)	(848,861)	(878,454)	(909,099)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(746,675)	(848,861)	(878,454)	(909,099)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

9. ENVIRONMENTAL MANAGEMENT - Section Budget

Service Description:

To protect the natural environment, agricultural activities, the economy and community from the impacts of noxious and invasive weeds within the Tenterfield Shire Council.

Key Outputs:

Weed Management and Control Service, Ranger Operations, Parking Compliance, Companion Animals, Community Education

ENVIRONMENTAL MANAGEMENT	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	88,237	90,443	92,704	95,021
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	88,237	90,443	92,704	95,021
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	413,132	457,401	472,543	488,592
TOTAL DEPRECIATION	930	930	930	930
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	414,062	458,331	473,473	489,522
NET RESULT *	(325,825)	(367,888)	(380,769)	(394,501)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(325,825)	(367,888)	(380,769)	(394,501)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

10. LIVESTOCK SALEYARDS - Section Budget

Service Description:

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

Key Outputs:

Management of Saleyards Assets, Scanning and Weighing of Cattle

LIVESTOCK SALEYARDS	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	113,773	116,617	119,533	122,522
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	113,773	116,617	119,533	122,522
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	86,838	87,128	92,359	95,821
TOTAL DEPRECIATION	84,442	88,664	93,097	97,752
TOTAL CAPITAL EXPENDITURE	65,000		216,260	16,280
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	236,280	175,792	401,716	209,853
NET RESULT *	(122,507)	(59,175)	(282,183)	(87,331)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(57,507)	(59,175)	(65,923)	(71,051)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

11. PLANNING & REGULATION - Section Budget

Service Description:

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

Key Outputs:

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

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
PLANNING & REGULATION				
INCOME				
TOTAL OPERATING INCOME	290,317	297,237	304,642	312,232
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	100,000	102,500	105,063	107,690
TOTAL INCOME	390,317	399,737	409,705	419,922
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	590,327	732,258	655,950	678,131
TOTAL DEPRECIATION	27,905	27,905	27,905	27,905
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	618,232	760,163	683,855	706,036
NET RESULT *	(227,915)	(360,426)	(274,150)	(286,114)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(327,915)	(462,926)	(379,213)	(393,804)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

12. BUILDINGS & AMENITIES - Section Budget

Service Description:

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

Key Outputs:

Administration Buildings, Council Property Management, Community Buildings, Commercial and Residential Properties, Public Halls, Public Amenities

BUILDINGS & AMENITIES	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	208,185	212,915	217,772	222,757
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	208,185	212,915	217,772	222,757
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	1,195,965	832,555	979,505	1,019,624
TOTAL DEPRECIATION	369,975	381,205	390,801	403,482
TOTAL CAPITAL EXPENDITURE	849,446	948,892	488,892	20,000
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	2,415,386	2,162,652	1,859,198	1,443,106
NET RESULT *	(2,207,201)	(1,949,737)	(1,641,426)	(1,220,349)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(1,357,755)	(1,000,845)	(1,152,534)	(1,200,349)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

13. PARKS, GARDENS & OPEN SPACE - Section Budget

Service Description:

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

Key Outputs:

Parks and Gardens Management, Open Space Management, Cemeteries, Sporting Grounds

PARKS, GARDENS & OPEN SPACE	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	134,097	137,449	140,885	144,407
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	134,097	137,449	140,885	144,407
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	1,291,599	1,315,718	1,290,104	1,347,307
TOTAL DEPRECIATION	284,215	298,119	312,719	328,049
TOTAL CAPITAL EXPENDITURE	124,000	315,920	67,898	69,935
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	1,699,814	1,929,757	1,670,721	1,745,291
NET RESULT *	(1,565,717)	(1,792,308)	1,529,836	(1,600,884)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(1,441,717)	(1,476,388)	(1,461,938)	(1,530,949)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

14. SWIMMING COMPLEX - Section Budget

Service Description:

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

Key Outputs:

Ensure Water Quality Standards, 33m Outdoor Pool, Management of Swimming Pool Operations, Toddler's Pool, Kiosk Facility

SWIMMING COMPLEX	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME				
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME				
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	425,671	356,192	383,652	398,307
TOTAL DEPRECIATION	52,209	53,995	55,870	57,839
TOTAL CAPITAL EXPENDITURE	60,000	65,750	106,523	40,000
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	537,880	475,937	546,045	496,146
NET RESULT *	(537,880)	(475,937)	(546,045)	(496,146)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(477,880)	(410,187)	(439,522)	(456,146)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

15. ASSET MANAGEMENT & RESOURCING - Section Budget

Service Description:

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

Key Outputs:

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

ASSET MANAGEMENT & RESOURCING	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	10,506	10,769	11,038	11,314
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	10,506	10,769	11,038	11,314
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	978,600	1,185,778	1,197,629	1,381,416
TOTAL DEPRECIATION	117,028	122,398	128,037	133,958
TOTAL CAPITAL EXPENDITURE	150,000	65,300	555,000	250,000
TOTAL LOAN PRINCIPAL REPAYMENTS	13,900	14,317	14,747	15,189
TOTAL EXPENDITURE	1,259,528	1,387,793	1,895,413	1,780,563
NET RESULT *	(1,249,022)	(1,377,024)	(1,884,375)	(1,769,249)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(1,085,122)	(1,297,407)	(1,314,628)	(1,504,060)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

16. COMMERCIAL WORKS - Section Budget

Service Description:

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

Key Outputs:

Commercial works in accordance with Private Works Policy

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
COMMERCIAL WORKS				
INCOME				
TOTAL OPERATING INCOME	163,517	167,605	171,795	176,090
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	163,517	167,605	171,795	176,090
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	131,213	135,217	139,344	143,600
TOTAL DEPRECIATION				
TOTAL CAPITAL EXPENDITURE				
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	131,213	135,217	139,344	143,600
NET RESULT *	32,304	32,388	32,451	32,490
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	32,304	32,388	32,451	32,490

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

17. STORMWATER DRAINAGE - Section Budget

Service Description:

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

Key Outputs:

Stormwater Infrastructure, Gross Pollutant Traps

STORMWATER DRAINAGE	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	72,774	72,924	73,074	73,224
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	72,774	72,924	73,074	73,224
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	316,103	16,666	17,250	17,854
TOTAL DEPRECIATION	121,238	127,300	133,665	140,348
TOTAL CAPITAL EXPENDITURE		100,000	103,000	106,090
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	437,341	243,966	253,915	264,292
NET RESULT *	(364,567)	(171,042)	(180,841)	(191,068)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(364,567)	(71,042)	(77,841)	(84,978)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

18. TRANSPORT NETWORK - Section Budget

Service Description:

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

Key Outputs:

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

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
TRANSPORT NETWORK				
INCOME				
TOTAL OPERATING INCOME	31,525,478	10,205,755	5,480,299	5,532,406
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	11,387,661			
TOTAL INCOME	42,913,139	10,205,755	5,480,299	5,532,406
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	32,566,862	10,921,748	3,732,846	3,825,913
TOTAL DEPRECIATION	5,909,906	6,204,595	6,514,019	6,838,915
TOTAL CAPITAL EXPENDITURE	18,091,363	5,323,599	5,063,538	5,116,541
TOTAL LOAN PRINCIPAL REPAYMENTS	366,100	380,100	394,687	411,749
TOTAL EXPENDITURE	56,934,231	22,830,042	15,705,090	16,193,118
NET RESULT *	(14,021,092)	(12,624,287)	(10,224,791)	(10,660,712)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(6,951,290)	(6,920,588)	(4,766,566)	(5,132,422)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

19. PLANT, FLEET & EQUIPMENT - Section Budget

Service Description:

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

Key Outputs:

Plant and Fleet Management, Stores Management, Depot Management

PLANT, FLEET & EQUIPMENT	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	51,432	52,718	54,036	55,387
TOTAL CAPITAL GRANTS & CONTRIBUTIONS				
TOTAL INCOME	51,432	52,718	54,036	55,387
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	(330,292)	(220,562)	(197,704)	(172,605)
TOTAL DEPRECIATION	500,418	525,439	551,711	579,297
TOTAL CAPITAL EXPENDITURE	1,980,000	300,000	300,000	300,000
TOTAL LOAN PRINCIPAL REPAYMENTS				
TOTAL EXPENDITURE	2,150,126	604,877	654,007	706,692
NET RESULT *	(2,098,694)	(552,159)	(599,971)	(651,305)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(118,694)	(252,159)	(299,971)	(351,305)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

20. WASTE MANAGEMENT - Section Budget

Service Description:

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

Key Outputs:

Tenterfield Landfill, Commercial Waste Management, Recycling and Community Education, Domestic Waste Management, Waste Transfer Stations (WTS).

	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
WASTE MANAGEMENT				
INCOME				
TOTAL OPERATING INCOME	3,733,908	3,745,218	3,756,558	3,767,928
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	4,203	4,308	4,416	4,526
TOTAL INCOME	3,738,111	3,749,526	3,760,974	3,772,454
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	2,365,149	2,431,284	2,490,132	2,555,268
TOTAL DEPRECIATION	345,435	352,669	360,264	368,239
TOTAL CAPITAL EXPENDITURE	1,749,150	461,330	611,970	1,408,859
TOTAL LOAN PRINCIPAL REPAYMENTS	120,556	125,919	131,200	137,980
TOTAL EXPENDITURE	4,580,290	3,371,202	3,593,566	4,470,346
NET RESULT *	(842,179)	378,324	167,408	(697,892)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	1,023,324	961,265	906,162	844,421

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

21. WATER SUPPLY - Section Budget

Service Description:

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

Key Outputs:

Water Supply - Tenterfield and Urbenville, Water Sales - Woodenbong and Muli Muli, Reticulation System - Jennings

WATER SUPPLY	2025/26	2026/27	2027/28	2028/29
	(\$)	(\$)	(\$)	(\$)
INCOME				
TOTAL OPERATING INCOME	2,959,745	2,967,044	3,091,685	3,221,802
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	10,506	10,769	11,038	11,314
TOTAL INCOME	2,970,251	2,977,813	3,102,723	3,233,116
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	2,331,109	2,368,912	2,413,345	2,480,046
TOTAL DEPRECIATION	1,177,046	1,235,898	1,297,693	1,362,578
TOTAL CAPITAL EXPENDITURE	482,256	1,072,044	383,369	511,038
TOTAL LOAN PRINCIPAL REPAYMENTS	233,316	242,691	252,694	262,099
TOTAL EXPENDITURE	4,223,727	4,919,545	4,347,101	4,615,761
NET RESULT *	(1,253,476)	(1,941,732)	(1,244,378)	(1,382,645)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	(548,410)	(637,766)	(619,353)	(620,822)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

22. SEWERAGE SERVICES - Section Budget

Service Description:

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

Key Outputs:

Sewerage services Tenterfield and Urbenville, Asset maintenance, Renewal and upgrade program (sewer mains, valves and hydrants), Compliance with EFA and DPI Water licence conditions.

SEWERAGE SERVICES	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
INCOME				
TOTAL OPERATING INCOME	3,021,242	2,739,794	2,485,368	2,589,486
TOTAL CAPITAL GRANTS & CONTRIBUTIONS	2,460,506	10,769	11,038	11,314
TOTAL INCOME	5,481,748	2,750,563	2,496,406	2,600,800
EXPENDITURE				
TOTAL OPERATING EXPENDITURE (Excluding Depreciation)	2,009,439	1,819,702	2,047,561	2,023,631
TOTAL DEPRECIATION	660,140	693,147	727,805	764,195
TOTAL CAPITAL EXPENDITURE	3,690,381	704,192	736,799	793,178
TOTAL LOAN PRINCIPAL REPAYMENTS	126,562	136,643	147,310	159,258
TOTAL EXPENDITURE	6,486,522	3,353,684	3,659,475	3,740,262
NET RESULT *	(1,004,774)	(603,121)	(1,163,069)	(1,139,462)
NET RESULT (Excluding Capital Income & Expenditure, & Loan Repayments)	351,663	226,945	(289,998)	(198,340)

*Matches Net Profit/ (Loss), last column in Cash Results by Service Area Page # 42

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Economic Growth						
SCCF5 - Tenterfield Youth Precinct Infrastructure Upgrade, Stage 2	100,000				New	Stronger Communiti es Fund - Round 5 grant
Total Economic Growth	100,000					
Arts, Culture & Library Services						
Local Priority Grant - Capital Assets	20,705	21,223	21,754	22,298	Renewal	NSW Public Library Funding
School of Arts - Roofing Works	210,000				Renewal	General Fund
Total Arts, Culture & Library Services	230,705	21,223	21,754	22,298		
Finance & Technology						
Computer Equipment	30,000	30,900	31,827	32,782	Renewal	General Fund
Total Finance & Technology	30,000	30,900	31,827	32,782		
Livestock Saleyards						
Saleyards - Upgrade Agents Cattle Crush x 3	35,000				Renewal	General Fund - Internal Reserve - Livestock Saleyards
Saleyards - Livestock Scanner Replacement	30,000				Renewal	General Fund - Internal Reserve - Livestock Saleyards
Saleyards - Hardstand & Parking Area Renewal			216,260		Renewal	General Fund
Saleyards - Boundary Fence				9,280	Renewal	General Fund
Saleyards - Entry Post, Rail Fence & Gate				7,000	Renewal	General Fund
Total Livestock Saleyards	65,000		216,260	16,280		

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Parks, Gardens & Open Space						
Parks & Gardens - Walking Paths Solar Lighting	30,000	30,900	31,827	32,782	New	General Fund
Parks & Gardens - Fixtures Replacement	30,000	30,900	31,827	32,782	Renewal	General Fund
Legume Park - Playground Fencing	30,000				New	General Fund
Urbenville Park - Playground Fencing	30,000				New	General Fund
Tenterfield Cemetery - New Slabs	4,000	4,120	4,244	4,371	New	General Fund
Federation Park - Renewal of Floodlights to New Technology - to apply for grant funding \$300,000		150,000			Renewal	General Fund 50% / Apply for Grant Funding 50%
Shirley Park - Renewal of Floodlights to New Technology - to apply for grant funding \$200,000		100,000			Renewal	General Fund 50% / Apply for Grant Funding 50%
Total Parks, Gardens & Open Space	124,000	315,920	67,898	69,935		
Buildings & Amenities						
Admin Building - Roof Replacement	450,000				Renewal	General Fund
CCTV for Town Centre	100,000				Renewal	General Fund
Federation Park - Amenities Block Replacement (SRV 2023)	244,446	488,892	488,892		Renewal	General Fund - Internal Reserve - SRV 2023
Jubilee Park - Rotunda Renewal	55,000				Renewal	General Fund
Bruxner Park - Toilet Block Replacement (SRV 2023)		200,000			Renewal	General Fund - Internal Reserve - SRV 2023

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Market Square - Toilet Block Replacement (SRV 2023)		200,000			Renewal	General Fund - Internal Reserve - SRV 2023
Memorial Hall Tenterfield - Renew Old Bathrooms		60,000			Renewal	General Fund
RSL Hall Verandah - Renewal				20,000	Renewal	General Fund
Total Buildings & Amenities	849,446	948,892	488,892	20,000		
Swimming Complex						
Swimming Pool - Equipment Replacement	25,000	25,750	26,523	40,000	Renewal	General Fund
Swimming Pool - Acid Tank	35,000				Renewal	General Fund
Swimming Pool - Grandstand - Roof & Rear Cladding Replacement		40,000			Renewal	General Fund
Swimming Pool - Cantilever Shade Sail Replacement			15,000		Renewal	General Fund
Swimming Pool - Toddler Pool Shade Sail Replacement			65,000		Renewal	General Fund
Swimming Pool - Replacement - to apply for grant funding \$15 million					Renewal	Apply for Grant Funding
Total Swimming Complex	60,000	65,750	106,523	40,000		
Asset Management & Resourcing						
Tenterfield Depot - Fuel Tank Replacement/Remediation (SRV 2014)	150,000				Renewal	General Fund & Internal Reserve - SRV 2014 (85,753)
Tenterfield Depot - WHS & Environmental Initiative Enhancements		65,300			Renewal	General Fund

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Tenterfield Depot - Wash Down & Recycle Bay			150,000		New	General Fund
Tenterfield Depot - Workshop - Roof Renewal			155,000		Renewal	General Fund
Tenterfield Depot - Training & Amenities Block			250,000	250,000	Renewal	General Fund
Total Asset Management & Resourcing	150,000	65,300	555,000	250,000		
Stormwater & Drainage						
Stormwater Pipe Renewal		100,000	103,000	106,090	Renewal	Stormwater Fund
Total Stormwater & Drainage		100,000	103,000	106,090		
Transport Network						
Reseal Program - Regional Roads (Block Grant)	752,935	727,065	700,407	672,933	Renewal	Regional Roads Block Grant
Traffic Facilities - Regional Roads	72,000	72,000	72,000	72,000	Renewal	Traffic Facilities Grant
Roads to Recovery	2,021,839	1,984,243	1,673,031	1,673,031	Renewal	Roads to Recovery 2024-29 Grant
Bridges/Causeways (SRV 2014)	899,981				Renewal	General Fund - Internal Reserve - SRV 2014
Concrete Bridges	128,690	132,557	136,540	140,645	Renewal	General Fund
Causeways	181,371	189,830	198,864	208,525	Renewal	General Fund

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Urban Streets - Reseal Program	102,749	105,817	108,975	112,228	Renewal	General Fund
Road Renewal - Gravel Roads (D class roads)	550,099	566,585	583,576	601,087	Renewal	General Fund
Gravel Resheets	312,010	420,323	431,859	443,714	Renewal	General Fund
Urban Streets Unsealed - Resheets	10,000	10,300	10,609	10,927	Renewal	General Fund
Rural Roads - Reseal Program	410,933	423,137	435,706	448,649	Renewal	General Fund
Rural Road Rehabilitation	300,000	308,515	317,274	326,283	Renewal	General Fund
Urban Road Rehabilitation	150,000	154,537	159,212	164,030	Renewal	General Fund
Kerbing & Guttering	20,000	20,600	21,218	21,855	Renewal	General Fund
Culverts & Pipes	148,194	152,732	157,412	162,237	Renewal	General Fund
Gravel Pit Rehabilitation	49,901	11,068	11,236	11,409	Renewal	General Fund
Footpaths	43,000	44,290	45,619	46,988	Renewal	General Fund
DRFA AGRN1012 Integrated Smart Infrastructure System (Category D)	550,000				New	Disaster Recovery Funding Arrangements (DRFA) - Category D grant
Special Grant Mt Lindesay Road (State & Federal project)	1,042,926				Renewal	Transport for NSW grant

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Mt Lindesay Road Legume/Woodenbong Upgrade	2,020,000				Renewal	Transport for NSW grant
RNSW2787 - Mt Lindesay Road, NE Hwy to Washpool Ck Bridge	1,939,605				Renewal	Fixing Country Roads - Round 6 grant
Betterment of Molesworth St Bridge (Category D RRTRP)	6,385,130				Renewal	Regional Roads & Transport Recovery Package (RRTRP) grant
Total Transport Network	18,091,363	5,323,599	5,063,538	5,116,541		
Plant, Fleet & Equipment						
Public Works Plant - Purchases - light vehicles	2,000,000	2,000,000	2,000,000	2,000,000	Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - Purchases - Grader #1	860,000				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - Purchases - Grader #2	860,000				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - Purchases - Mower #1	120,000				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - Purchases - Mower #2	120,000				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement

83

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Public Works Plant - WDV of Asset Disposals - light vehicles	(1,700,000)	(1,700,000)	(1,700,000)	(1,700,000)	Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - WDV of Asset Disposals - Grader #1	(150,000)				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - WDV of Asset Disposals - Grader #2	(120,000)				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - WDV of Asset Disposals - Mower #1	(5,000)				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Public Works Plant - WDV of Asset Disposals - Mower #2	(5,000)				Renewal	General Fund - Internal Reserve - Plant & Vehicle Replacement
Total Plant, Fleet & Equipment	1,980,000	300,000	300,000	300,000		
Waste Management						
240L Wheelie Bins	2,396	2,468	2,542	2,618	Renewal	Waste Fund
Industrial Bins	7,188	7,404	7,626	7,855	Renewal	Waste Fund
Waste Solar Installation/Replacements	40,000	40,000	40,000	40,000	Renewal	Waste Fund
Boonoo Boonoo - Landfill Cover	11,124	11,458	11,802	12,156	Renewal	Waste Fund
Boonoo Boonoo - Cell Remediation Asset	55,620				Renewal	Waste Fund
Boonoo Boonoo - Develop Stage 5	500,000				New	Waste Fund

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Redevelop Drake Transfer Station	350,000				Renewal	Waste Fund
Tenterfield WTS Recycling Infrastructure	103,000				Renewal	Waste Fund
Tenterfield WTS Groundwater Bores	119,777				Renewal	Waste Fund
Waste Plant Purchases - Waste Truck	560,045				Renewal	Waste Fund
Urbenville - Refurbish Transfer Station		200,000			Renewal	Waste Fund
Tenterfield WTS - Replacement Cardboard Bailer		200,000			Renewal	Waste Fund
Tenterfield WTS - Additional Roofing			300,000		Renewal	Waste Fund
Urbenville - Recycling Infrastructure			50,000		Renewal	Waste Fund
Liston - Refurbish Transfer Station			200,000		Renewal	Waste Fund
Legume - Refurbish Transfer Station				200,000	Renewal	Waste Fund
Remediation				1,146,230	Renewal	Waste Fund
Total Waste Management	1,749,150	461,330	611,970	1,408,859		
Water Supply						
Tenterfield Mains Replacement	322,122	331,942	342,064	352,494	Renewal	Water Fund
Tenterfield Meter Replacement	25,808	26,582	27,379	28,200	Renewal	Water Fund
Tenterfield Mains Augmentation	11,200				Renewal	Water Fund

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Tenterfield Flood Warning System	40,000				Renewal	Water Fund
Tenterfield East St Reservoir - Major Refurbishment		300,000			Renewal	Water Fund
Tenterfield Riley St Reservoir - Major Refurbishment & Upgrade		400,000			Renewal	Water Fund
Tenterfield Valve Renewal				50,000	Renewal	Water Fund
Tenterfield Air Scour Pipe Renewal Program				66,000	Renewal	Water Fund
Jennings Mains Replacement	13,126	13,520	13,926	14,344	Renewal	Water Fund
Jennings Meter Replacement	10,000				Renewal	Water Fund
Urbenville Mains Extension	20,000				Renewal	Water Fund
Urbenville Meter Replacement	20,000				Renewal	Water Fund
Urbenville Valve/Hydrant Replacement	20,000				Renewal	Water Fund
Total Water Supply	482,256	1,072,044	383,369	511,038		
Sewerage Services						
Tenterfield Mains Relining (1km Year)	198,118	204,062	210,184	216,490	Renewal	Sewer Fund
Tenterfield Mains Augmentation	79,314	81,693	84,144	86,668	Renewal	Sewer Fund
Tenterfield Manhole Level Alterations (Water Infiltration)	185,326	190,886	196,613	202,511	Renewal	Sewer Fund
Tenterfield Network Renewal	220,923	227,551	234,378	241,409	Renewal	Sewer Fund

CAPITAL EXPENDITURE

This section outlines the capital expenditure planned for the four-year period from 2025/2026 to 2028/2029.

Description	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)	Type	Funding Source
Biosolids Processing Plant	250,000				Renewal	Sewer Fund
Tenterfield Sewer Treatment Plant - 3 Bay Shed for Storage	120,000				Renewal	Sewer Fund
Tenterfield New Pump Station - Trail Lane	150,000				Renewal	Sewer Fund
Betterment of Molesworth St Sewer Line	2,450,000				Renewal	Regional Roads & Transport Recovery Package (RRTRP) grant
Tenterfield Replace Baffles in Tertiary Ponds				46,100	Renewal	Sewer Fund
Urbenville Sewer Treatment Plant - Sludge Removal/Renewal of Capacity	11,200		11,480		Renewal	Sewer Fund
Urbenville Sewer Treatment Plant - Telemetry Upgrade	15,000				Renewal	Sewer Fund
Urbenville Sewer Treatment Plant - Telemetry From PS to STP	10,500				Renewal	Sewer Fund
Total Sewerage Services	3,690,381	704,192	736,799	793,178		
Grand Total - all funds	27,602,301	9,409,150	8,686,830	8,687,001		

STORMWATER LEVY

Stormwater Levy	2025/26 (\$)	2026/27 (\$)	2027/28 (\$)	2028/29 (\$)
Opening Balance of Stormwater Fund as at 28 February 2025	1,100,251			
Operating Levy Income				
Stormwater - Residential Income	42,687.50	42,837.50	42,987.50	43,137.50
Stormwater - Non Residential Income	30,086.00	30,086.00	30,086.00	30,086.00
Total Operating Levy Income	72,773.50	72,923.50	73,073.50	73,223.50
Expenditure				
Stormwater Drainage - Maintenance	16,103.00	16,666.00	17,250.00	17,854.00
Stormwater Drainage - Design & Investigation	300,000.00			
Stormwater Pipe Renewal		100,000.00	103,000.00	106,090.00
Total Expenditure	316,103.00	116,666.00	120,250.00	123,944.00
Estimated Net Balance of Stormwater Fund as at Year End	856,921	813,179	766,002	715,282

Long Term Financial Plan

2025/2036

Consolidated Income Statement 2025/2036

	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue from Continuing Operations										
Rates & Annual Charges	14,905,055	14,851,119	14,883,879	15,250,591	15,627,456	16,180,184	16,758,103	17,360,348	17,986,098	18,635,368
User Fees & Charges	2,651,060	2,650,084	2,706,523	2,793,477	2,883,993	2,994,994	3,110,493	3,230,642	3,355,525	3,485,194
Interest & Investment Revenue	885,000	685,000	485,000	335,000	335,000	335,000	335,000	335,000	335,000	335,000
Other Revenues	793,654	1,193,806	1,230,075	1,268,765	428,821	439,291	450,035	461,063	472,377	483,994
Grants & Contributions provided for Operating Purposes	35,896,568	14,677,768	10,061,276	10,228,607	10,565,221	10,744,264	10,927,959	11,116,433	11,309,796	11,508,193
Grants & Contributions provided for Capital Purposes	14,083,581	149,569	153,309	157,142	161,070	165,097	169,225	173,456	177,792	182,237
Net gains from the disposal of assets										
Total Income	69,214,918	34,207,346	29,520,062	30,033,582	30,001,561	30,858,830	31,750,815	32,676,942	33,636,588	34,629,986
Expenses from Continuing Operations										
Employee Benefits & On-Costs	9,617,994	10,454,247	10,816,138	11,190,522	11,577,825	11,978,480	12,392,942	12,821,684	13,265,195	13,723,967
Borrowing Costs	831,956	791,934	750,148	703,560	656,183	608,381	554,186	497,673	443,473	399,455
Materials & Contracts	37,562,844	15,389,947	8,222,109	8,116,020	8,191,596	8,288,405	8,411,940	9,278,366	9,172,237	9,529,778
Depreciation & Amortisation	9,890,898	10,359,447	10,851,194	11,370,376	11,915,250	12,486,749	13,087,305	13,718,374	14,380,815	15,076,060
Impairment										
Other Expenditure	2,767,366	2,935,076	3,115,770	3,369,052	3,520,065	3,746,959	3,992,058	4,321,468	4,542,724	4,852,770
Interest & Investment Losses										
Net Losses from the Disposal of Assets	312,830	322,215	331,881	341,837	352,092	362,655	373,535	384,741	396,283	408,171
Total Expenditure	60,983,888	40,252,866	34,087,240	35,091,367	36,213,011	37,471,629	38,811,966	41,022,306	42,200,727	43,990,201
Operating Result from Continuing Operations	8,231,030	(6,045,520)	(4,567,178)	(5,057,785)	(6,211,450)	(6,612,799)	(7,061,151)	(8,345,364)	(8,564,139)	(9,360,215)
Operating Result from Continuing Operations excluding capital income	(5,852,551)	(6,195,089)	(4,720,487)	(5,214,927)	(6,372,520)	(6,777,896)	(7,230,376)	(8,518,820)	(8,741,931)	(9,542,452)

Appendices

Appendix 1: Statement of Revenue Policy

Appendix 2: TSC Fee's and Charges

Version	Purpose and description	Date adopted by Council	Resolution #
Draft	Draft Delivery Program 2025-2029 endorsed at 28 May 2025 council meeting for public consultation.	28 May 2025	63/25
Final xx/xx	Endorsed by council at its meeting xx/xx/xxxx	xx/xx/2025	

The Delivery Program will be reviewed annually as part of the preparation of each annual Operational Plan to confirm that it continues to reflect Tenterfield Shire Council's commitment to our stakeholders.



Tenterfield Shire Council

Long Term Financial Plan

2025 - 2036

Adopted xx xxxxx 2025
Resolution Number XXX/XX

Tenterfield Shire Council - Long Term Financial Plan

Contents

INTEGRATED PLANNING AND REPORTING FRAMEWORK.....	2
INTRODUCTION.....	3
AIM OF THIS PLAN.....	3
BACKGROUND.....	3
MAJOR REVENUE SOURCE.....	6
REVENUE STRATEGY	7
FINANCIAL PLANNING OBJECTIVES	7
KEY FINANCIAL ASSUMPTIONS	8
FINANCIAL PERFORMANCE MEASURES	9
RISK ASSESSMENT/ANALYSIS	10



Version Control

Version	Date	Modified by	Details
V2	13/02/2017	GM	Revised (Draft) LTFP
V2.1	12/04/2017	Council	Adoption of Long-Term Financial Plan(Res No. 40/17)
V3	23/03/2022	GM	Revised (Draft) LTFP
V4	18/05/2022	GM	Final (Draft) LTFP
V5	20/03/2024	GM	Draft LTFP (Res No. xx/24)

Tenterfield Shire Council - Long Term Financial Plan

INTEGRATED PLANNING AND REPORTING FRAMEWORK

This Long-Term Financial Plan (LTFP) makes up one of three parts of Council's **Resourcing Strategy** as required under the NSW Local Government **Integrated Planning and Reporting framework**:

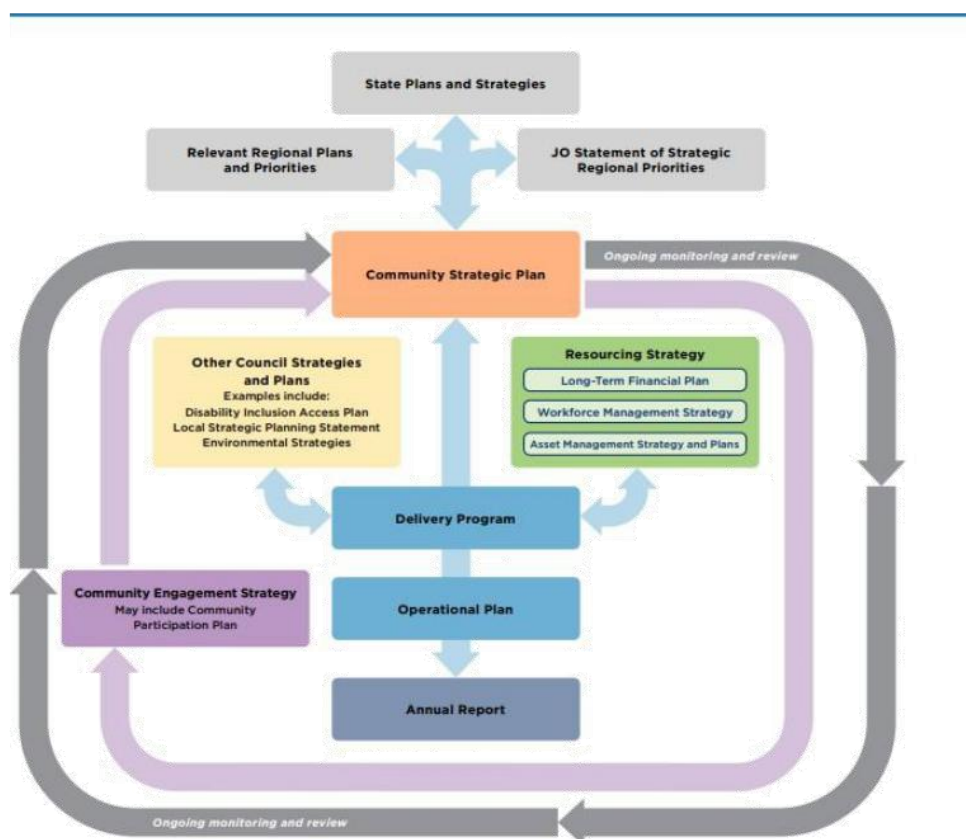


Figure 1: Integrated Planning and Reporting Framework

The Integrated Planning Framework encourages and supports the implementation and review of plans relating to the Financial, Asset and Workforce contributions to Tenterfield Shire Council. Through sound financial planning, strategic asset management and the development of a strong and diverse workforce, the Council can continue to address and improve its long-term sustainability and deliver the outcomes desired by the community.

The Resourcing Strategy informs, influences, and ultimately reflects Council's Community Strategic Plan which outlines the needs and aspirations of the people of Tenterfield Shire both now and into the future. Accordingly, all of the plans contained within the Resourcing Strategy provide key input in shaping both the Delivery Program (4 years) and Operational Plans (annual) of Council.

Tenterfield Shire Council - Long Term Financial Plan

INTRODUCTION

This Long-Term Financial Plan has been prepared to:

- Confirm and communicate Council's financial objectives and forecasts for the planning period to the community and all of Council's stakeholders; and
- Guide the preparation of Council's Annual Budget and Delivery Program within the context of long-term financial sustainability.

The Plan provides a framework for sustainable financial management balancing our community, economic, environmental, infrastructure and leadership objectives whilst delivering services and facilities to the people of the Tenterfield Shire Council area.

The Plan provides direction for future service planning and is a critical tool in identifying, leveraging and managing Council's key strengths, risks and opportunities within Council's ongoing capacity and long-term financial stability. It also provides a prudent and sustainable financial framework for the longer term from which Council will develop its Operating and Delivery Programs.

The Plan is not a static document and will be reviewed annually as part of Council's strategic planning and budget process to ensure it remains reflective of the prevailing internal and external environment.

AIM OF THIS PLAN

- Establish a long-term financial direction encompassing appropriate performance measures against which Council's strategies, policies, plans and financial performance can be measured.
- Establish a robust and prudent financial framework, to which strategies can be integrated to achieve planned outcomes.
- Assist in eliminating strategic financial risks and identify Council's financial strengths and opportunities to be leveraged.
- Ensure that Council complies with sound financial management principles, as required by legislation, and adopted plans for the long-term financial sustainability of Council.

BACKGROUND

Like the majority of Councils in NSW, Tenterfield Shire Council faces a major challenge in funding its ongoing services whilst simultaneously maintaining and replacing its community assets in a way to ensure their capacity into the future, whilst at the same time ensuring that rates remain at an equitable and affordable level throughout the community.

Tenterfield Shire Council - Long Term Financial Plan

The growth in the cost of labour and materials, increasing demand for services and the shifting of costs from other levels of government, all combine with a legislative cap on revenue generated from rates, (rate pegging) to create a challenging financial environment to work within.

At the core of Tenterfield Shire Council's future financial sustainability will be the ability to adapt and respond to the challenges we face in delivering services more efficiently, provide increasing operational productivity and developing opportunities to generate additional revenue sources, including Special Rate Variations where there are no reasonable alternative options.

Long Term Financial Planning (LTFP) is vital for informing Council, our community and other stakeholders about the long-term financial position and sustainability of our organisation. The aim of our Plan is not only to ensure the financial sustainability of Council over the longer term, but also to provide for the appropriate maintenance and replacement of Council's assets into the future.

The Long-Term Financial Plan will provide, but not be limited to the following key benefits:

- An indication of the future financial position and performance of Council,
- A projection of the holistic long-term costs of decisions to fully inform debate and ultimately strategic decision making,
- A tool to assist Council to determine the financial sustainability of both current and projected future service levels,
- A method to determine the risks in adopting future strategic directions,
- The capability for Council and the community to test the outcomes of scenarios resulting from different policy settings and service levels,
- A mechanism to test the robustness and sensitivity of key assumptions underpinning a range of strategic planning alternatives, and
- A vital contribution to the development of Council's Asset Management Strategy and all of Council's plans.

CURRENT FINANCIAL POSITION

The audited Financial Statements at the 30 June 2024 showed cash and investments of **\$67.484 million**, being made up of Externally Restricted cash reserves (such as Water, Sewer, Domestic Waste, Developer Contributions and unexpended grants) totalling **\$52.188 million**, and Unrestricted cash reserves of **positive \$8.701 million**. The cause of this positive unrestricted cash position was due to timing of the advance payment of Financial Assistance Grant in FY 2023/ 2024 relating to FY 2024/2025. Other contributing factors such as timing of spending on Special Projects Infrastructure and unspent SRV money.

Tenterfield Shire Council - Long Term Financial Plan

Whilst Councils audited financial statements note that Council's current financial position is sound, Councils general fund is under immense pressure and without serious attention in the immediate future through reduced services levels or increased revenue (most likely from an SRV), Council will not remain in a sound financial position.

As of 30 June 2024, Council did not meet the own source operating revenue ratio. This ratio measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60%. Council achieved 39.2%, an improvement on the previous year.

Councils Water and Sewer funds are in better shape; however, the Water fund also requires attention for long-term sustainability. The operating result forecasts can be seen in detail financial tables.

The key performance measures upon which Council is measured are as follows from the 2023/2024 audited financial statements:

Ratio	Measure	Target
Operating Performance Ratio	30.27	>0
Unrestricted Current Ratio	1.95	>1.5:1 is considered healthy
Debt Service Cover Ratio	10.44	>2.0 is considered healthy
Own Source Operating Revenue Ratio	39.2%	>60% is considered desirable
Rates and Annual Charges Outstanding Ratio	5.63%	<10% is considered acceptable
Cash Expense Cover Ratio	39.82 months	>3.0 is considered healthy

Having shown the above when you break these ratios down to the individual funds you start to see a truer picture of Councils financial position by fund.

Ratio	Target	General	Water	Sewer
Operating Performance Ratio	>0	33.07%	(7.58) %	40.63%
Unrestricted Current Ratio	>1.5:1	1.95x	5.28x	17.28x
Debt Service Cover Ratio	>2.0	10.40x	5.53x	46.66x
Own Source Operating Revenue Ratio	>60%	31.94%	64.64%	98.25%
Rates and Annual Charges Outstanding Ratio	<10%	5.28%	6.90%	6.26%

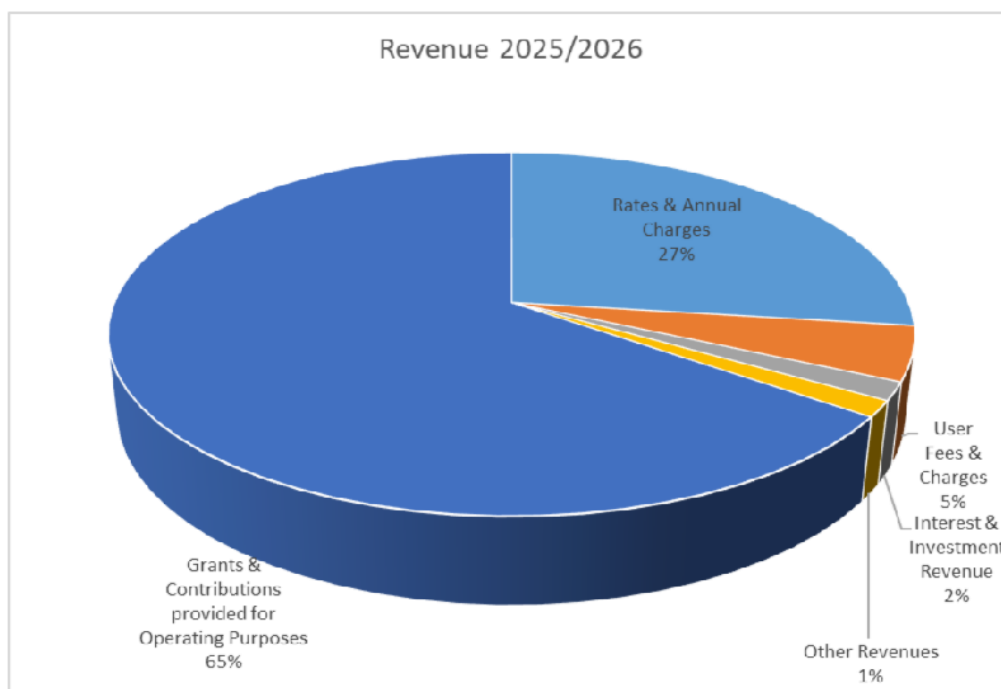
Tenterfield Shire Council - Long Term Financial Plan

MAJOR REVENUE SOURCE

Rating

Income from rates and annual charges forms a considerable part of Council's total overall revenue, equating to around 22% of Council's total income for the 2025/2026 financial year (including capital grants and contribution) and 27% of Council's total operating income (excluding capital grants and contribution). Rating income is generated from four rating categories, being residential, business, farmland, and mining.

With the most recent February 2025 Valuations - Tenterfield Shire Council's rate base consists of approximately 5,295 rateable properties which in 2025/2026 are estimated to supply general rates of approximately \$7.7 million across the four categories. This income constitutes a significant funding source for the delivery of services to the Tenterfield Shire community.



Tenterfield Shire Council - Long Term Financial Plan

REVENUE STRATEGY

The following items are to be pursued as a strategic means of growing our revenue base, ultimately increasing income and reducing the reliance on any one revenue source.

- The complete review of all Business Plans and strategies for Council's commercial business undertakings,
- Identify opportunities to rationalise Council's asset base,
- Review service levels and service delivery methods,
- Identify and seek additional grant funding, and
- Review all developer charges to ensure that income is maximised as much as possible including a user pays philosophy.

FINANCIAL PLANNING OBJECTIVES

The key objective of the Long-Term Financial Plan remains the achievement of financial sustainability across the short, medium, and longer term whilst still achieving Council's broader vision and community goals.

The Financial Plan is based on the following key strategies:

Sustainability

- Provide spending on infrastructure renewal to ensure that Council's physical assets are maintained to standards that provide functionality and serviceability.
- Provide a pricing strategy for services based on Council's preferred options for service delivery and subsidisation versus user pays principles.
- New or expansionary community assets to be funded via property development and s64 and s711 developer contributions.

Liquidity

- Ensure Council has sufficient available cash to meet its debts as and when they fall due.
- Avoid budgets where the liquidity ratios fall below target.
- Strictly adhere to a Nil Borrowing strategy. The exception being circumstances whereby utilisation loan funds is for renewal and replacement capital purposes, to achieve inter-generational equity in the absence of pre-established reserves to fund this expenditure.
- Utilise a range of reserves to smooth cash flow, particularly in relation to large asset classes and unpredictable outlays such as disaster recovery and plant replacement functions.

Tenterfield Shire Council - Long Term Financial Plan

KEY FINANCIAL ASSUMPTIONS

As part of undertaking financial modelling, key assumptions that underpin the estimates must be made. The following assumptions have been used in the modelling contain within this plan:

Category	Background	Assumption
Rates	IPART recommended 2.5%	5.2%
User Charges and Fees	Based on average decrease to Council's major operating inputs Water	
	Sewer	(12.5%)
	Waste	(10%)
		0%
Interest and Investment Revenue	Average estimated return from prevailing market	2.5%
Grants and Contributions - Operating	Based on recent past index factors	2.0-2.5%
Grants and Contributions - Capital	Based on recent past index factors	0%
Employee Costs	Already established Award conditions plus average historical competency increases for Tenterfield Shire Council	3.5 – 4.0%
Superannuation	Super rate to increase to 12% on 1 st July 2025, with no legislative information made available from 2027 onwards.	0.5%
Materials and Contracts	Based on average increase to Council's major operating inputs	5.0 to 12%
Borrowing Costs	Based on average long- term rates and current market quotes (plus access to T-Corp) percentage of total expenses from continuing operations.	3%

Tenterfield Shire Council - Long Term Financial Plan

FINANCIAL PERFORMANCE MEASURES

Council measures its financial performance reporting in accordance with the Statement of Performance Measures contained within Note G6 of the Local Government Code of Accounting Practice and Financial Reporting.

Council will review the Long-Term Financial Plan each year as part of the development of the Annual Operating Plan. The review will include an assessment of the previous year's performance in terms of the accuracy of the projections made compared with the actual results. The outcome will be used to improve the accuracy of the Long-Term Financial Plan over the longer term. The major indicators include:

Measure	What it measures	Target	Calculation
Operating performance ratio	Council's ability to keep operating expenditure at a level at or below operating revenue.	>0%	Operating revenue- operating expense/total operating revenue
Debt service cover ratio	The availability of operating cash to service debt including interest, principal and lease payments	>2.0x	Operating result less capital grants and contributions excluding interest and depreciation/principal repayments and borrowing costs
Cash expense cover ratio	This liquidity ratio indicates the number of months a Council can keep paying for its immediate expenses without additional cash flow	>3 months	Current years cash and term deposits/payments from cash flow of operating and financing activities x 12
Rates and annual charges outstanding percentage	The impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery policy and efforts.	<10%	Outstanding rates and annual charges/revenue from rates and annual charges collectible
Building and infrastructure renewal ratio	Assess Council's ability to renew its infrastructure assets compared with the consumption (depreciation) of those assets.	100%	Value of asset renewals/depreciation expense for the assets

Tenterfield Shire Council - Long Term Financial Plan

RISK ASSESSMENT/ANALYSIS

Although the Long-Term Financial Plan is based on the latest available information, it is a future projection and is therefore subject to risk. It cannot anticipate inherent risks such as unforeseen economic, political, environmental and market changes and so on this basis should be considered as a guide to future actions and opportunities, a tool for Council to assess the long-term financial sustainability of its decisions.

Council has assessed, developed and implemented various risk and management plans in order to reduce and/or mitigate risks. These include but are not limited to:

- Risk Management and Continuous Improvement Plan – currently work in progress
- Health and Safety Management Plan - currently work in progress
- Business Continuity Plan – currently work in progress
- Local Emergency Management Plan – December 2023
- Flood Study – Urbanville and Woodenbong – Feb 2022
- Drought Management Plan – Aug 2020
- Floodplain Risk Management Study and Plan – Oct 2014 due for review

Issue 1: Council Rate Growth

IPART set the rate peg for the 2025-26 financial year using the new rate peg methodology. The core rate peg for the 2025-26 financial year for each council (i.e., before applying the population factor and population adjustment factor) ranges from 3.6% to 5.1%.

The population factor in the rate peg aims to maintain the amount of rates collected per person in areas that have a growing population. The final rate peg for the 2025-26 financial year for each council (i.e., after applying the population factor) ranges from 3.7% to 7.6%.

A council can only increase its general income by more than the rate peg, if it has an approved special variation (SV) or is catching up on previously foregone increases.

Council Action

The Tenterfield Shire Council final rate peg for 2025-26 financial year after applying the population factor is 5.2%. Applications for a special variation closed on the 3rd February and Tenterfield Shire Council did not apply. A decision should be made by August 2025 if Council intends to apply for a Special Variation in 2026.

Tenterfield Shire Council - Long Term Financial Plan

Issue 3: Fees and Charges

Approximately 10% of Council's income is derived from fees and charges including planning and regulation, property and private works.

To date in this financial year Council has received 33 subdivision requests resulting in an increase of 82 parcels of land. 49 new dwellings and 12 commercial applications have been submitted.

Council Action

The ongoing recovery of fees and charges will be monitored on a quarterly basis, with the LTFP updated as required.

Increased reporting on Council performance will be provided to ensure commercial businesses are performing optimally

Issue 2: Government Legislation

New changes to Council meetings will result in all Councils being required to have a Code of Meeting Practice issued by the Office of Local Government. Key changes, some of which have been recommended by the Independent Commission Against Corruption (ICAC) include:

- preventing councils from holding private councillor briefing sessions
- requiring information considered at closed meetings to be made public after it ceases to be confidential
- requiring councils to give reasons when making decisions on planning matters that depart from staff recommendations
- de-politicising the role of the general manager by removing the requirement for them to prepare reports on councillors' notices of motion
- expanding the powers of the mayor to expel councillors from meetings for acts of disorder requiring councillors to stand when the mayor enters and when addressing the meeting

Council Action

Council will develop and implement a Meeting Code of Practice based on the Office of Local Government Model Meeting Code following the Government's period of public consultation.

Issue 4: Interest Rates

Interest rates on investments are currently healthy and investment income contributed 3% of revenue from continuing operations. Council is actively monitoring funds available for investment in order to manage funds and invest wisely.

Council loans have been acquired at various times with rates ranging from 2.59% through to 7.81%. Older loans are being paid out with a focus on those

Tenterfield Shire Council - Long Term Financial Plan

loans with the higher interest rates.

Council Actions

A conservative amount has been allocated annually in the LTFP for interest to be received on investments, however there is a risk that interest rates for investments could drop. Potential rate fluctuations will be monitored, and staff will access the best rate available at the time in accordance with Council Policy.

Council adopted a revised Borrowing policy with a target of nil borrowings in the future.

Issue 5: Wages, Superannuation and Other Staff Costs

Wages – The current Award is due for review in 2026. Therefore, the rate included in the LTFP for 2024/25 is per the award with an estimate moving forward based on past performance under the award.

Superannuation - Super guarantee will increase to 12% on 1st July 2025, with no legislative information made available from 2027 onwards.

Staff on-costs – Workers Compensation is expected to increase due to the level of existing claims.

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council												
10 Year Financial Plan for the Years ending 30 June 2035												
INCOME STATEMENT - CONSOLIDATED												
Scenario:	Actuals 2023/24	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	14,181,000	14,981,067	14,905,055	14,851,119	14,883,879	15,250,591	15,627,456	16,180,184	16,758,103	17,360,348	17,986,098	18,635,368
User Charges & Fees	3,116,000	2,790,278	2,651,060	2,650,084	2,706,523	2,793,477	2,883,993	2,994,994	3,110,493	3,230,642	3,355,525	3,485,194
Other Revenues	826,000	390,497	793,654	1,193,806	1,230,075	1,268,765	428,821	439,291	450,035	461,063	472,377	483,994
Grants & Contributions provided for Operating Purposes	18,670,000	8,972,941	35,896,568	14,677,768	10,061,276	10,228,607	10,565,221	10,744,264	10,927,959	11,116,433	11,309,796	11,508,193
Grants & Contributions provided for Capital Purposes	12,516,000	80,305	14,083,581	149,569	153,309	157,142	161,070	165,097	169,225	173,456	177,792	182,237
Interest & Investment Revenue	1,850,000	1,085,000	885,000	685,000	485,000	335,000	335,000	335,000	335,000	335,000	335,000	335,000
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	155,000	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	51,314,000	28,300,088	69,214,918	34,207,346	29,520,062	30,033,582	30,001,561	30,858,830	31,750,815	32,676,942	33,636,588	34,629,986
Expenses from Continuing Operations												
Employee Benefits & On-Costs	7,396,000	8,637,261	9,617,994	10,454,247	10,816,138	11,190,522	11,577,825	11,978,480	12,392,942	12,821,684	13,265,195	13,723,967
Borrowing Costs	998,000	900,501	831,956	791,934	750,148	703,560	656,183	608,381	554,186	497,673	443,473	399,455
Materials & Contracts	9,794,000	7,586,377	37,562,844	15,389,947	8,222,109	8,116,020	8,191,596	8,288,405	8,411,940	9,278,366	9,172,237	9,529,778
Depreciation & Amortisation	8,177,000	10,186,452	9,890,898	10,359,447	10,851,194	11,370,376	11,915,250	12,486,749	13,087,305	13,718,374	14,380,815	15,076,060
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	689,000	2,569,963	2,767,366	2,935,076	3,115,770	3,369,052	3,520,065	3,746,959	3,992,058	4,321,468	4,542,724	4,852,770
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	5,340,000	303,718	312,830	322,215	331,881	341,837	352,092	362,655	373,535	384,741	396,283	408,171
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	32,394,000	30,184,272	60,983,888	40,252,866	34,087,240	35,091,367	36,213,011	37,471,629	38,811,966	41,022,306	42,200,727	43,990,201
Operating Result from Continuing Operations	18,920,000	(1,884,184)	8,231,030	(6,045,520)	(4,567,178)	(5,057,785)	(6,211,450)	(6,612,799)	(7,061,151)	(8,345,364)	(8,564,139)	(9,360,215)
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	18,920,000	(1,884,184)	8,231,030	(6,045,520)	(4,567,178)	(5,057,785)	(6,211,450)	(6,612,799)	(7,061,151)	(8,345,364)	(8,564,139)	(9,360,215)
Net Operating Result before Grants and Contributions provided for Capital Purposes	6,404,000	(1,964,489)	(5,852,551)	(6,195,089)	(4,720,487)	(5,214,927)	(6,372,520)	(6,777,896)	(7,230,376)	(8,518,820)	(8,741,931)	(9,542,452)

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035												
BALANCE SHEET - CONSOLIDATED	Actuals	Current Year	Projected Years									
Scenario:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	67,484,000	59,516,214	68,623,993	47,752,488	40,801,599	37,713,388	35,419,533	32,578,304	30,421,066	27,251,917	25,152,494	22,450,690
Investments	1,000,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	-
Receivables	3,054,000	2,193,381	4,505,542	2,913,934	2,698,795	2,775,609	2,311,563	2,386,781	2,465,021	2,546,340	2,630,813	2,719,108
Inventories	119,000	219,755	1,251,783	500,981	246,026	243,641	246,815	248,671	254,403	275,615	273,137	278,040
Contract assets and contract cost assets	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000	2,490,000
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	74,147,000	64,669,350	77,121,318	53,907,402	46,486,419	43,472,638	40,717,911	37,953,755	35,880,490	32,813,871	30,546,444	27,937,837
Non-Current Assets												
Investments	-	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	603,077,000	598,292,574	615,692,530	614,421,401	611,926,539	608,902,710	604,477,135	599,604,974	593,632,338	587,596,209	581,056,649	573,491,933
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	(1,383)	(2,766)	(4,149)	(5,532)	(6,915)	(8,298)	(9,681)	(11,064)	(12,447)	(13,830)	(15,213)
Right of use assets	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	603,283,000	599,247,191	616,645,764	615,373,252	612,877,007	609,851,795	605,424,837	600,551,293	594,577,274	588,539,762	581,248,819	573,682,720
TOTAL ASSETS	677,430,000	663,916,541	693,767,082	669,280,654	659,363,426	653,324,433	646,142,748	638,505,048	630,457,764	621,353,633	611,795,263	601,620,557
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-
Payables	7,505,000	5,275,438	18,854,900	9,132,133	5,945,899	6,052,454	6,177,617	6,329,413	6,524,836	7,002,553	7,084,125	7,342,887
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	10,778,000	2,432,557	11,421,212	3,691,699	2,558,296	2,547,537	2,576,518	2,572,004	2,616,824	2,662,834	2,710,065	2,758,552
Lease liabilities	56,000	-	-	-	-	-	-	-	-	-	-	-
Borrowings	987,000	948,606	988,628	1,030,414	1,077,003	1,124,379	1,172,182	1,226,376	1,282,495	1,123,034	1,121,740	1,163,691
Employee benefit provisions	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000
Other provisions	1,940,000	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070	1,215,070
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	22,502,000	11,107,670	33,715,810	16,305,315	12,032,269	12,175,440	12,377,387	12,578,862	12,875,224	13,239,491	13,367,000	13,716,200
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	137,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000
Borrowings	19,141,000	18,125,124	17,136,496	16,106,082	15,029,079	13,904,700	12,732,518	11,506,142	10,223,647	9,100,613	7,978,873	6,815,182
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	828,000	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930	1,552,930
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	20,106,000	19,871,054	18,882,426	17,852,012	16,775,009	15,650,630	14,478,448	13,252,072	11,969,577	10,846,543	9,724,803	8,561,112
TOTAL LIABILITIES	42,608,000	30,978,725	52,598,236	34,157,328	28,807,278	27,826,070	26,855,835	25,830,934	24,844,802	24,086,034	23,091,803	22,277,313
Net Assets	634,822,000	632,937,816	641,168,846	635,123,326	630,556,148	625,498,363	619,286,913	612,674,114	605,612,963	597,267,599	588,703,460	579,343,245
EQUITY												
Retained Earnings	243,381,000	241,496,816	249,727,846	243,682,326	239,115,148	234,057,363	227,845,913	221,233,114	214,171,963	205,826,599	197,262,460	187,902,245
Revaluation Reserves	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000	391,441,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	634,822,000	632,937,816	641,168,846	635,123,326	630,556,148	625,498,363	619,286,913	612,674,114	605,612,963	597,267,599	588,703,460	579,343,245
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	634,822,000	632,937,816	641,168,846	635,123,326	630,556,148	625,498,363	619,286,913	612,674,114	605,612,963	597,267,599	588,703,460	579,343,245

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

FINAL Long Term Financial Plan

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	-5.89%	-10.05%	-17.24%	-14.94%	-16.31%	-20.18%	-20.90%	-21.71%	-25.03%	-24.94%	-26.52%
Own Source Operating Revenue Ratio 1)	68.01%	27.79%	56.65%	65.40%	65.42%	64.25%	64.65%	65.05%	65.45%	65.85%	66.24%
Unrestricted Current Ratio	1.52	1.16	-0.09	-1.30	-1.62	-2.03	-2.44	-2.84	-3.16	-3.75	-4.18
Debt Service Cover Ratio 1)	4.82	2.91	2.96	4.05	4.04	3.68	3.75	3.81	3.42	4.14	4.17
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	4.35%	4.35%	4.33%	4.31%	4.31%	4.30%	4.32%	4.34%	4.35%	4.37%	4.39%
Cash Expense Cover Ratio 1)	30.88	21.00	14.48	18.20	18.59	17.04	15.24	13.83	11.79	10.60	9.17
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	63.03%	273.79%	98.91%	95.25%	91.90%	81.89%	90.85%	89.38%	77.98%	83.52%	79.25%
Infrastructure Backlog Ratio	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09	0.10	0.10
Asset Maintenance Ratio	0.40	0.43	0.45	0.43	0.41	0.39	0.41	0.43	0.00	0.00	0.00
Capital Expenditure Ratio	0.53	2.76	0.88	0.77	0.73	0.63	0.61	0.54	0.56	0.55	0.50
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	7.86%	7.12%	7.04%	7.02%	6.88%	6.94%	6.72%	6.51%	6.30%	5.37%	5.05%
Rates & Annual Charges Coverage Ratio	52.94%	21.53%	43.41%	50.42%	50.78%	52.09%	52.43%	52.78%	53.13%	53.47%	53.81%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	-5.89%	-10.05%	-17.24%	-14.94%	-16.31%	-20.18%	-20.90%	-21.71%	-25.03%	-24.94%	-26.52%
Own Source Operating Revenue Ratio 1)	68.01%	27.79%	56.65%	65.40%	65.42%	64.25%	64.65%	65.05%	65.45%	65.85%	66.24%
Building & Infrastructure Asset Renewal Ratio	63.03%	273.79%	98.91%	95.25%	91.90%	81.89%	90.85%	89.38%	77.98%	83.52%	79.25%
Infrastructure Backlog Ratio	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09	0.10	0.10
Asset Maintenance Ratio	0.40	0.43	0.45	0.43	0.41	0.39	0.41	0.43	0.00	0.00	0.00
Debt Service Ratio	6.93%	3.23%	5.23%	6.06%	5.96%	5.97%	5.80%	5.64%	5.48%	4.68%	4.42%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	-6.96%	-10.62%	-18.19%	-16.07%	-17.45%	-21.36%	-22.08%	-22.89%	-26.21%	-26.13%	-27.70%
Own Source Operating Revenue Ratio 2)	62.80%	25.36%	51.16%	59.59%	60.08%	61.70%	62.14%	62.58%	63.01%	63.45%	63.88%
Unrestricted Current Ratio	1.52	1.16	-0.09	-1.30	-1.62	-2.03	-2.44	-2.84	-3.16	-3.75	-4.18
Debt Service Cover Ratio 2)	4.67	2.74	2.78	3.86	3.85	3.48	3.55	3.60	3.20	3.88	3.90
Capital Expenditure Ratio	0.53	2.76	0.88	0.77	0.73	0.63	0.61	0.54	0.56	0.55	0.50
Infrastructure Backlog Ratio	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09	0.10	0.10
Asset Maintenance Ratio	0.40	0.43	0.45	0.43	0.41	0.39	0.41	0.43	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	63.03%	273.79%	98.91%	95.25%	91.90%	81.89%	90.85%	89.38%	77.98%	83.52%	79.25%
Cash Expense Cover Ratio 2)	37.40	16.38	19.69	21.77	19.66	17.98	16.04	14.50	12.20	11.03	9.45
Interest Cover Ratio	10.13	5.85	6.26	9.17	9.75	9.45	10.38	11.57	11.45	13.72	14.85

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

FINAL Long Term Financial Plan

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035 INCOME STATEMENT - GENERAL FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	Projected Years									
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	6,912,000	7,166,133	7,517,463	7,705,399	7,898,034	8,095,485	8,297,872	8,505,319	8,717,952	8,935,900	9,159,297	9,388,280
User Charges & Fees	833,000	671,894	727,936	745,209	762,914	781,061	799,663	818,729	838,273	858,304	878,834	899,882
Other Revenues	590,000	332,588	736,336	1,136,384	1,172,265	1,209,329	367,711	376,458	385,428	394,629	404,063	413,743
Grants & Contributions provided for Operating Purposes	18,500,000	8,737,999	35,681,933	14,465,805	9,846,855	10,008,125	10,338,437	10,507,870	10,681,542	10,859,560	11,042,020	11,229,042
Grants & Contributions provided for Capital Purposes	10,375,000	55,705	11,608,366	123,723	126,817	129,988	133,237	136,568	139,983	143,482	147,069	150,746
Interest & Investment Revenue	1,467,000	880,000	680,000	480,000	280,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	155,000	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	38,832,000	17,844,319	56,952,034	24,656,520	20,086,885	20,353,988	20,066,920	20,474,944	20,893,178	21,321,875	21,761,283	22,211,693
Expenses from Continuing Operations												
Employee Benefits & On-Costs	5,744,000	6,959,961	7,685,067	8,424,449	8,715,299	9,016,144	9,327,351	9,649,238	9,982,181	10,326,553	10,682,725	11,051,119
Borrowing Costs	426,000	419,638	376,222	361,021	345,184	326,730	309,908	292,788	272,337	251,536	230,812	208,578
Materials & Contracts	6,473,000	3,868,496	33,243,811	11,551,849	4,122,922	3,981,326	3,998,016	3,974,917	4,061,583	4,592,038	4,438,460	4,495,401
Depreciation & Amortisation	6,190,000	7,474,066	7,587,039	7,950,433	8,331,767	8,735,016	9,158,160	9,601,843	10,068,192	10,558,342	11,072,819	11,612,701
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	689,000	2,275,434	2,453,260	2,597,321	2,752,472	2,978,155	3,099,347	3,294,013	3,504,278	3,796,027	3,976,566	4,242,579
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	4,728,000	303,718	312,830	322,215	331,881	341,837	352,092	362,655	373,535	384,741	396,283	408,171
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	24,250,000	21,301,313	51,658,229	31,207,288	24,599,525	25,379,208	26,244,874	27,175,454	28,262,106	29,909,237	30,797,665	32,018,549
Operating Result from Continuing Operations	14,582,000	(3,456,994)	5,293,805	(6,550,768)	(4,512,640)	(5,025,220)	(6,177,954)	(6,700,510)	(7,368,928)	(8,587,362)	(9,036,382)	(9,806,856)
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	14,582,000	(3,456,994)	5,293,805	(6,550,768)	(4,512,640)	(5,025,220)	(6,177,954)	(6,700,510)	(7,368,928)	(8,587,362)	(9,036,382)	(9,806,856)
Net Operating Result before Grants and Contributions provided for Capital Purposes	4,207,000	(3,512,699)	(6,314,561)	(6,674,491)	(4,639,457)	(5,155,208)	(6,311,191)	(6,837,078)	(7,508,911)	(8,730,844)	(9,183,451)	(9,957,602)

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035 BALANCE SHEET - GENERAL FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	Projected Years									
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	46,041,000	35,369,997	45,515,904	24,667,886	17,655,477	15,425,609	12,959,259	9,799,506	6,466,069	2,652,080	-	-
Investments	1,000,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	-
Receivables	1,352,000	974,538	3,354,808	1,816,979	1,592,967	1,632,483	1,129,584	1,152,047	1,174,945	1,198,345	1,222,375	1,247,725
Inventories	119,000	219,755	1,251,783	500,981	246,026	243,641	246,815	248,671	254,403	275,615	273,137	278,043
Contract assets and contract cost assets	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000	1,853,000
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	50,365,000	38,667,290	52,225,495	29,088,845	21,597,469	19,404,733	16,438,668	13,303,224	9,998,418	6,229,040	3,348,511	3,378,765
Non-Current Assets												
Investments	-	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	515,606,000	512,175,880	525,957,908	524,758,227	522,947,654	519,740,020	516,185,576	512,249,730	507,854,793	502,934,991	498,216,646	492,296,617
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	(1,383)	(2,766)	(4,149)	(5,532)	(6,915)	(8,298)	(9,681)	(11,064)	(12,447)	(13,830)	(15,213)
Right of use assets	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000	206,000
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	515,812,000	513,130,497	526,911,142	525,710,078	523,898,122	520,689,105	517,133,278	513,196,049	508,799,729	503,878,544	498,408,816	492,487,404
TOTAL ASSETS	566,177,000	551,797,787	579,136,637	554,798,923	545,495,591	540,093,838	533,571,946	526,499,273	518,798,147	510,107,584	501,757,327	495,866,169
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	1,181,764	5,467,900
Payables	6,610,000	4,792,521	18,265,086	8,641,059	5,433,579	5,536,093	5,648,308	5,787,180	5,985,451	6,432,482	6,506,736	6,727,331
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	10,571,000	2,065,139	11,105,792	3,426,247	2,342,246	2,380,864	2,459,198	2,499,771	2,541,359	2,583,987	2,627,678	2,672,463
Lease liabilities	56,000	-	-	-	-	-	-	-	-	-	-	-
Borrowings	532,000	468,172	483,375	499,210	517,666	534,487	551,608	572,057	592,860	613,584	635,818	657,253
Employee benefit provisions	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000
Other provisions	67,000	60,280	60,280	60,280	60,280	60,280	60,280	60,280	60,280	60,280	60,280	60,280
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	19,072,000	8,622,112	31,150,533	13,862,796	9,589,771	9,747,724	9,955,395	10,155,288	10,415,950	10,926,333	12,248,277	16,821,227
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	137,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000	193,000
Borrowings	9,467,000	8,931,949	8,448,574	7,949,364	7,431,698	6,897,211	6,345,603	5,773,546	5,180,686	4,567,102	3,931,284	3,274,031
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	120,000	126,720	126,720	126,720	126,720	126,720	126,720	126,720	126,720	126,720	126,720	126,720
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	9,724,000	9,251,669	8,768,294	8,269,084	7,751,418	7,216,931	6,665,323	6,093,266	5,500,406	4,886,822	4,251,004	3,593,751
TOTAL LIABILITIES	28,796,000	17,873,781	39,918,827	22,131,880	17,341,189	16,964,655	16,620,718	16,248,554	15,916,356	15,813,155	16,499,281	20,414,978
Net Assets	537,381,000	533,924,006	539,217,811	532,667,043	528,154,403	523,129,183	516,951,229	510,250,719	502,881,791	494,294,429	485,258,047	475,451,191
EQUITY												
Retained Earnings	192,995,000	189,538,006	194,831,811	188,281,043	183,768,403	178,743,183	172,565,229	165,864,719	158,495,791	149,908,429	140,872,047	131,065,191
Revaluation Reserves	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000	344,386,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	537,381,000	533,924,006	539,217,811	532,667,043	528,154,403	523,129,183	516,951,229	510,250,719	502,881,791	494,294,429	485,258,047	475,451,191
Non-controlling Equity Interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	537,381,000	533,924,006	539,217,811	532,667,043	528,154,403	523,129,183	516,951,229	510,250,719	502,881,791	494,294,429	485,258,047	475,451,191

Page 2 of 2

Page 2 of 2

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

FINAL Long Term Financial Plan

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS - GENERAL FUND											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	-18.04%	-13.24%	-25.89%	-21.58%	-23.80%	-29.89%	-31.83%	-34.38%	-39.41%	-40.65%	-43.29%
Own Source Operating Revenue Ratio 1)	50.72%	16.96%	40.83%	50.35%	50.19%	47.82%	48.01%	48.21%	48.40%	48.58%	48.77%
Unrestricted Current Ratio	1.52	1.16	-0.09	-1.30	-1.62	-2.03	-2.44	-2.84	-3.16	-3.11	-2.05
Debt Service Cover Ratio 1)	4.60	2.32	2.32	5.17	5.03	4.16	4.05	3.80	2.92	2.98	2.69
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	3.02%	3.06%	3.06%	3.06%	3.06%	3.06%	3.06%	3.06%	3.06%	3.07%	3.07%
Cash Expense Cover Ratio 1)	26.39	17.16	9.16	10.90	11.07	9.06	6.67	4.26	1.66	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	63.02%	293.89%	96.64%	99.47%	80.69%	89.46%	90.01%	92.99%	78.53%	87.43%	78.91%
Infrastructure Backlog Ratio	0.06	0.06	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09
Asset Maintenance Ratio	0.56	0.61	0.65	0.60	0.55	0.51	0.53	0.57	0.00	0.00	0.00
Capital Expenditure Ratio	0.54	2.82	0.85	0.78	0.63	0.61	0.59	0.56	0.53	0.57	0.49
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	6.94%	5.47%	5.28%	5.22%	5.14%	5.29%	5.16%	5.04%	4.91%	4.80%	4.68%
Rates & Annual Charges Coverage Ratio	40.16%	13.20%	31.25%	39.32%	39.77%	41.35%	41.54%	41.73%	41.91%	42.09%	42.27%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	-18.04%	-13.24%	-25.89%	-21.58%	-23.80%	-29.89%	-31.83%	-34.38%	-39.41%	-40.65%	-43.29%
Own Source Operating Revenue Ratio 1)	50.72%	16.96%	40.83%	50.35%	50.19%	47.82%	48.01%	48.21%	48.40%	48.58%	48.77%
Building & Infrastructure Asset Renewal Ratio	63.02%	293.89%	96.64%	99.47%	80.69%	89.46%	90.01%	92.99%	78.53%	87.43%	78.91%
Infrastructure Backlog Ratio	0.06	0.06	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09
Asset Maintenance Ratio	0.56	0.61	0.65	0.60	0.55	0.51	0.53	0.57	0.00	0.00	0.00
Debt Service Ratio	5.73%	1.86%	3.44%	4.23%	4.18%	4.24%	4.15%	4.07%	3.99%	3.91%	3.83%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	-19.75%	-13.93%	-27.21%	-23.24%	-25.49%	-31.66%	-33.62%	-36.18%	-41.23%	-42.49%	-45.14%
Own Source Operating Revenue Ratio 2)	43.92%	14.48%	34.27%	43.12%	43.61%	45.34%	45.54%	45.74%	45.94%	46.13%	46.32%
Unrestricted Current Ratio	1.52	1.16	-0.09	-1.30	-1.62	-2.03	-2.44	-2.84	-3.16	-3.11	-2.05
Debt Service Cover Ratio 2)	4.30	1.95	1.94	4.78	4.63	3.74	3.62	3.35	2.46	2.51	2.21
Capital Expenditure Ratio	0.54	2.82	0.85	0.78	0.63	0.61	0.59	0.56	0.53	0.57	0.49
Infrastructure Backlog Ratio	0.06	0.06	0.07	0.07	0.07	0.07	0.08	0.08	0.08	0.09	0.09
Asset Maintenance Ratio	0.56	0.61	0.65	0.60	0.55	0.51	0.53	0.57	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	63.02%	293.89%	96.64%	99.47%	80.69%	89.46%	90.01%	92.99%	78.53%	87.43%	78.91%
Cash Expense Cover Ratio 2)	31.66	12.50	12.93	13.31	11.34	9.27	6.80	4.33	1.67	0.00	0.00
Interest Cover Ratio	10.44	4.38	4.53	11.70	11.96	10.19	10.44	10.40	8.27	9.19	8.94

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035												
INCOME STATEMENT - WATER FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	1,354,000	1,629,797	1,435,155	1,439,073	1,500,446	1,564,345	1,630,780	1,699,808	1,773,629	1,850,074	1,929,145	2,011,787
User Charges & Fees	1,717,000	1,535,312	1,364,412	1,367,793	1,426,054	1,487,065	1,550,845	1,617,471	1,686,910	1,759,247	1,834,496	1,912,625
Other Revenues	8,000	4,477	3,917	3,917	4,074	4,237	4,406	4,582	4,765	4,956	5,154	5,360
Grants & Contributions provided for Operating Purposes	141,000	138,584	121,261	121,261	126,111	131,155	136,402	141,858	147,532	153,434	159,571	165,954
Grants & Contributions provided for Capital Purposes	1,571,000	10,250	10,506	10,769	11,038	11,314	11,597	11,887	12,184	12,489	12,801	13,121
Interest & Investment Revenue	50,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	4,841,000	3,353,420	2,970,251	2,977,813	3,102,723	3,233,116	3,369,030	3,510,606	3,660,020	3,815,200	3,976,167	4,143,847
Expenses from Continuing Operations												
Employee Benefits & On-Costs	516,000	491,919	615,602	638,593	660,942	684,079	708,017	732,799	758,448	784,989	812,467	840,900
Borrowing Costs	215,000	233,408	223,840	214,463	204,462	195,056	182,700	171,527	159,460	146,975	133,535	119,552
Materials & Contracts	1,364,000	1,240,588	1,321,856	1,334,039	1,353,189	1,392,220	1,470,602	1,516,583	1,516,925	1,558,208	1,601,681	1,691,527
Depreciation & Amortisation	898,000	891,572	1,177,046	1,235,898	1,297,693	1,362,578	1,430,707	1,502,242	1,577,354	1,656,222	1,739,034	1,825,986
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	160,986	169,811	181,817	194,752	208,691	223,715	239,912	257,377	276,217	296,538	318,463
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	525,000	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	3,518,000	3,018,473	3,508,155	3,604,810	3,711,038	3,842,624	4,015,741	4,163,063	4,269,564	4,422,611	4,583,255	4,796,428
Operating Result from Continuing Operations	1,323,000	334,947	(537,904)	(626,997)	(608,315)	(609,508)	(646,711)	(652,457)	(609,544)	(607,411)	(607,088)	(652,581)
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	1,323,000	334,947	(537,904)	(626,997)	(608,315)	(609,508)	(646,711)	(652,457)	(609,544)	(607,411)	(607,088)	(652,581)
Net Operating Result before Grants and Contributions provided for Capital Purposes	(248,000)	324,697	(548,410)	(637,766)	(619,353)	(620,822)	(658,308)	(664,344)	(621,728)	(619,900)	(619,889)	(665,702)

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035												
BALANCE SHEET - WATER FUND	Actuals	Current Year	Projected Years									
Scenario:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	2,703,000	3,430,506	3,453,739	2,747,109	2,776,241	2,735,369	2,826,142	2,949,465	3,112,736	3,218,294	3,526,723	3,905,419
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	1,156,000	728,424	646,530	648,145	675,702	704,535	734,651	766,087	798,955	833,168	868,731	905,688
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	563,000	563,000	563,000	563,000	563,000	563,000	563,000	563,000	563,000	563,000	563,000	563,000
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	4,422,000	4,721,930	4,663,269	3,958,254	4,014,944	4,002,904	4,123,793	4,278,552	4,474,691	4,614,462	4,958,455	5,374,107
Non-Current Assets												
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	53,978,000	53,518,607	52,823,817	52,659,963	51,745,639	50,894,099	49,870,455	48,787,668	47,682,540	46,634,302	45,354,214	44,001,150
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-
Right of use assets	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	53,978,000	53,518,607	52,823,817	52,659,963	51,745,639	50,894,099	49,870,455	48,787,668	47,682,540	46,634,302	45,354,214	44,001,150
TOTAL ASSETS	58,400,000	58,240,537	57,487,086	56,618,217	55,760,583	54,897,003	53,994,248	53,066,220	52,157,231	51,248,764	50,312,669	49,375,257
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-
Payables	369,000	287,921	307,687	308,476	311,251	318,656	336,420	345,804	343,357	351,754	360,699	382,462
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	207,000	17,418	15,420	15,451	16,050	16,673	17,320	17,992	18,691	19,418	20,172	20,957
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	224,000	233,316	242,691	252,694	262,099	274,455	285,628	297,696	310,180	338,707	307,378	320,479
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	800,000	538,655	565,799	576,621	589,401	609,784	639,368	661,493	672,228	709,879	688,250	723,898
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	5,361,000	5,127,935	4,885,244	4,632,550	4,370,451	4,095,996	3,810,368	3,512,672	3,202,492	2,863,785	2,556,407	2,235,928
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	5,361,000	5,127,935	4,885,244	4,632,550	4,370,451	4,095,996	3,810,368	3,512,672	3,202,492	2,863,785	2,556,407	2,235,928
TOTAL LIABILITIES	6,161,000	5,666,590	5,451,043	5,209,171	4,959,852	4,705,780	4,449,736	4,174,165	3,874,720	3,573,664	3,244,657	2,969,826
Net Assets	52,239,000	52,573,947	52,036,043	51,409,046	50,800,731	50,191,223	49,544,512	48,892,055	48,282,511	47,675,100	47,068,012	46,415,431
EQUITY												
Retained Earnings	25,436,000	25,770,947	25,233,043	24,606,046	23,997,731	23,388,223	22,741,512	22,089,055	21,479,511	20,872,100	20,265,012	19,612,431
Revaluation Reserves	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000	26,803,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	52,239,000	52,573,947	52,036,043	51,409,046	50,800,731	50,191,223	49,544,512	48,892,055	48,282,511	47,675,100	47,068,012	46,415,431
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	52,239,000	52,573,947	52,036,043	51,409,046	50,800,731	50,191,223	49,544,512	48,892,055	48,282,511	47,675,100	47,068,012	46,415,431

Page 2 of 2

FINAL Long Term Financial Plan

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS - WATER FUND											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	9.71%	-18.53%	-21.49%	-20.03%	-19.27%	-19.61%	-18.99%	-17.04%	-16.30%	-15.64%	-16.12%
Own Source Operating Revenue Ratio 1)	95.56%	95.56%	95.57%	95.58%	95.59%	95.61%	95.62%	95.64%	95.65%	95.66%	95.68%
Unrestricted Current Ratio	3.75	3.46	2.18	2.23	2.13	2.22	2.38	2.64	2.69	3.28	3.69
Debt Service Cover Ratio 1)	3.13	1.82	1.73	1.88	2.00	2.04	2.16	2.39	2.53	2.60	2.94
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	5.40%	5.37%	5.41%	5.43%	5.43%	5.43%	5.43%	5.43%	5.43%	5.43%	5.43%
Cash Expense Cover Ratio 1)	16.93	16.29	12.63	12.51	12.00	11.93	12.05	12.48	12.59	13.33	14.39
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	42.26%	42.98%	99.13%	35.93%	47.39%	37.80%	68.45%	75.81%	54.18%	40.63%	41.65%
Infrastructure Backlog Ratio	0.13	0.14	0.14	0.15	0.16	0.17	0.18	0.20	0.21	0.22	0.24
Asset Maintenance Ratio	0.35	0.37	0.39	0.41	0.43	0.45	0.48	0.51	0.00	0.00	0.00
Capital Expenditure Ratio	0.48	0.41	0.87	0.30	0.38	0.28	0.28	0.30	0.37	0.26	0.26
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	14.27%	16.11%	16.06%	15.42%	14.79%	14.19%	13.62%	13.06%	12.53%	12.42%	10.77%
Rates & Annual Charges Coverage Ratio	48.60%	48.32%	48.33%	48.36%	48.39%	48.41%	48.42%	48.46%	48.49%	48.52%	48.55%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	9.71%	-18.53%	-21.49%	-20.03%	-19.27%	-19.61%	-18.99%	-17.04%	-16.30%	-15.64%	-16.12%
Own Source Operating Revenue Ratio 1)	95.56%	95.56%	95.57%	95.58%	95.59%	95.61%	95.62%	95.64%	95.65%	95.66%	95.68%
Building & Infrastructure Asset Renewal Ratio	42.26%	42.98%	99.13%	35.93%	47.39%	37.80%	68.45%	75.81%	54.18%	40.63%	41.65%
Infrastructure Backlog Ratio	0.13	0.14	0.14	0.15	0.16	0.17	0.18	0.20	0.21	0.22	0.24
Asset Maintenance Ratio	0.35	0.37	0.39	0.41	0.43	0.45	0.48	0.51	0.00	0.00	0.00
Debt Service Ratio	13.67%	15.45%	15.41%	14.79%	14.19%	13.62%	13.07%	12.53%	12.02%	11.92%	10.34%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	9.71%	-18.53%	-21.49%	-20.03%	-19.27%	-19.61%	-18.99%	-17.04%	-16.30%	-15.64%	-16.12%
Own Source Operating Revenue Ratio 2)	94.38%	94.25%	94.26%	94.32%	94.38%	94.44%	94.49%	94.55%	94.60%	94.66%	94.70%
Unrestricted Current Ratio	3.75	3.46	2.18	2.23	2.13	2.22	2.38	2.64	2.69	3.28	3.69
Debt Service Cover Ratio 2)	3.17	1.86	1.78	1.93	2.05	2.09	2.21	2.44	2.59	2.65	3.00
Capital Expenditure Ratio	0.48	0.41	0.87	0.30	0.38	0.28	0.28	0.30	0.37	0.26	0.26
Infrastructure Backlog Ratio	0.13	0.14	0.14	0.15	0.16	0.17	0.18	0.20	0.21	0.22	0.24
Asset Maintenance Ratio	0.35	0.37	0.39	0.41	0.43	0.45	0.48	0.51	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	42.26%	42.98%	99.13%	35.93%	47.39%	37.80%	68.45%	75.81%	54.18%	40.63%	41.65%
Cash Expense Cover Ratio 2)	21.74	19.67	15.30	15.08	14.37	14.12	14.22	14.75	14.74	15.61	16.44
Interest Cover Ratio	6.21	3.81	3.79	4.32	4.80	5.23	5.88	6.99	8.05	9.38	10.71

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035												
INCOME STATEMENT - SEWER FUND	Actuals	Current Year	Projected Years									
Scenario:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	2,791,000	2,934,453	2,651,371	2,395,320	2,163,811	2,258,912	2,356,694	2,459,177	2,566,426	2,678,473	2,795,355	2,917,157
User Charges & Fees	251,000	246,564	222,204	200,574	181,047	188,843	196,977	205,459	214,308	223,539	233,165	243,206
Other Revenues	9,000	10,940	9,846	8,861	7,975	8,294	8,626	8,971	9,330	9,703	10,091	10,495
Grants & Contributions provided for Operating Purposes	26,000	30,912	27,821	25,039	22,535	23,437	24,374	25,349	26,363	27,418	28,514	29,655
Grants & Contributions provided for Capital Purposes	31,000	10,250	2,460,506	10,769	11,038	11,314	11,597	11,887	12,184	12,489	12,801	13,121
Interest & Investment Revenue	145,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	3,253,000	3,343,119	5,481,748	2,750,563	2,496,406	2,600,800	2,708,268	2,820,843	2,938,611	3,061,622	3,189,926	3,323,634
Expenses from Continuing Operations												
Employee Benefits & On-Costs	311,000	422,292	496,660	541,818	560,780	580,410	600,722	621,747	643,504	666,024	689,338	713,465
Borrowing Costs	120,000	111,917	102,581	92,500	81,833	69,885	57,201	43,506	28,789	12,764	-	-
Materials & Contracts	776,000	1,027,740	1,276,087	1,040,520	1,248,446	1,204,234	1,142,518	1,165,063	1,165,001	1,413,863	1,370,743	1,533,099
Depreciation & Amortisation	628,000	678,689	660,140	693,147	727,805	764,195	802,405	842,526	884,652	928,885	975,329	1,024,096
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	124,174	134,111	144,864	156,502	169,102	182,741	197,505	213,491	230,800	249,544	269,845
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	78,000	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	1,913,000	2,364,812	2,669,579	2,512,849	2,775,366	2,787,826	2,785,587	2,870,347	2,935,437	3,252,336	3,284,954	3,540,505
Operating Result from Continuing Operations	1,340,000	978,307	2,812,169	237,714	(278,960)	(187,026)	(77,319)	(49,504)	3,174	(190,714)	(95,028)	(216,871)
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	1,340,000	978,307	2,812,169	237,714	(278,960)	(187,026)	(77,319)	(49,504)	3,174	(190,714)	(95,028)	(216,871)
Net Operating Result before Grants and Contributions provided for Capital Purposes	1,309,000	968,057	351,663	226,945	(289,998)	(198,340)	(88,916)	(61,391)	(9,010)	(203,203)	(107,829)	(229,992)

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035												
BALANCE SHEET - SEWER FUND	Actuals	Current Year	Projected Years									
Scenario:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	7,809,000	8,676,933	8,342,712	8,467,534	8,069,087	7,681,091	7,433,381	6,990,594	6,839,569	6,532,212	6,520,843	6,440,540
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	263,000	244,574	255,249	199,398	180,087	187,934	196,048	204,536	213,408	222,670	232,331	242,402
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	8,072,000	8,921,508	8,597,961	8,666,932	8,249,174	7,869,025	7,629,429	7,195,130	7,052,976	6,754,882	6,753,174	6,682,943
Non-Current Assets												
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	24,259,000	24,281,479	27,311,720	27,322,765	27,331,759	27,360,742	27,344,651	27,544,701	27,488,580	27,400,538	27,303,821	27,171,775
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-
Right of use assets	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	24,259,000	24,281,479	27,311,720	27,322,765	27,331,759	27,360,742	27,344,651	27,544,701	27,488,580	27,400,538	27,303,821	27,171,775
TOTAL ASSETS	32,331,000	33,202,987	35,909,681	35,989,697	35,580,933	35,229,767	34,974,080	34,739,831	34,541,556	34,155,420	34,056,995	33,854,718
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-
Payables	56,000	66,990	88,078	67,023	84,529	79,647	73,221	74,112	73,018	93,579	90,182	104,776
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	117,000	126,562	136,643	147,310	159,258	171,942	185,637	200,354	215,983	-	-	-
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	173,000	193,552	224,721	214,333	243,787	251,589	258,858	274,466	289,001	93,579	90,182	104,776
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	1,344,000	1,217,127	1,080,484	933,174	773,916	601,974	416,337	215,983	-	-	-	-
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	1,344,000	1,217,127	1,080,484	933,174	773,916	601,974	416,337	215,983	-	-	-	-
TOTAL LIABILITIES	1,517,000	1,410,679	1,305,205	1,147,507	1,017,703	853,563	675,195	490,449	289,001	93,579	90,182	104,776
Net Assets	30,814,000	31,792,307	34,604,476	34,842,190	34,563,230	34,376,204	34,298,885	34,249,381	34,252,555	34,061,841	33,966,813	33,749,942
EQUITY												
Retained Earnings	15,949,000	16,927,307	19,739,476	19,977,190	19,698,230	19,511,204	19,433,885	19,384,381	19,387,555	19,196,841	19,101,813	18,884,942
Revaluation Reserves	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000	14,865,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	30,814,000	31,792,307	34,604,476	34,842,190	34,563,230	34,376,204	34,298,885	34,249,381	34,252,555	34,061,841	33,966,813	33,749,942
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	30,814,000	31,792,307	34,604,476	34,842,190	34,563,230	34,376,204	34,298,885	34,249,381	34,252,555	34,061,841	33,966,813	33,749,942

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS - SEWER FUND											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	29.05%	11.64%	8.28%	-11.67%	-7.66%	-3.30%	-2.19%	-0.31%	-6.66%	-3.39%	-6.95%
Own Source Operating Revenue Ratio 1)	98.77%	54.61%	98.70%	98.66%	98.66%	98.67%	98.68%	98.69%	98.70%	98.70%	98.71%
Unrestricted Current Ratio	5.75	3.51	4.01	1.81	0.24	-0.69	-2.23	-2.61	-11.26	-11.70	-10.74
Debt Service Cover Ratio 1)	7.67	4.86	4.42	2.27	2.77	3.36	3.60	3.95	3.23	0.00	0.00
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	4.73%	4.73%	4.73%	4.73%	4.77%	4.77%	4.77%	4.77%	4.77%	4.77%	4.77%
Cash Expense Cover Ratio 1)	58.09	47.34	51.39	44.47	42.13	41.27	37.91	36.44	31.12	33.83	30.89
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	116.32%	581.60%	104.63%	107.69%	113.98%	110.99%	144.63%	112.36%	112.04%	115.03%	114.70%
Infrastructure Backlog Ratio	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02
Asset Maintenance Ratio	0.27	0.29	0.29	0.30	0.31	0.31	0.33	0.34	0.00	0.00	0.00
Capital Expenditure Ratio	1.03	5.59	1.02	1.01	1.04	0.98	1.24	0.94	0.91	0.90	0.87
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	6.94%	7.65%	8.44%	9.30%	8.93%	8.57%	8.23%	7.90%	7.57%	0.00%	0.00%
Rates & Annual Charges Coverage Ratio	87.78%	48.37%	87.08%	86.68%	86.85%	87.02%	87.18%	87.33%	87.49%	87.63%	87.77%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	29.05%	11.64%	8.28%	-11.67%	-7.66%	-3.30%	-2.19%	-0.31%	-6.66%	-3.39%	-6.95%
Own Source Operating Revenue Ratio 1)	98.77%	54.61%	98.70%	98.66%	98.66%	98.67%	98.68%	98.69%	98.70%	98.70%	98.71%
Building & Infrastructure Asset Renewal Ratio	116.32%	581.60%	104.63%	107.69%	113.98%	110.99%	144.63%	112.36%	112.04%	115.03%	114.70%
Infrastructure Backlog Ratio	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02
Asset Maintenance Ratio	0.27	0.29	0.29	0.30	0.31	0.31	0.33	0.34	0.00	0.00	0.00
Debt Service Ratio	6.88%	7.58%	8.36%	9.22%	8.85%	8.50%	8.16%	7.83%	7.50%	0.00%	0.00%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	29.05%	11.64%	8.28%	-11.67%	-7.66%	-3.30%	-2.19%	-0.31%	-6.66%	-3.39%	-6.95%
Own Source Operating Revenue Ratio 2)	95.15%	52.42%	94.38%	93.93%	94.12%	94.29%	94.46%	94.63%	94.79%	94.94%	95.09%
Unrestricted Current Ratio	5.75	3.51	4.01	1.81	0.24	-0.69	-2.23	-2.61	-11.26	-11.70	-10.74
Debt Service Cover Ratio 2)	7.67	4.86	4.42	2.27	2.77	3.36	3.60	3.95	3.23	0.00	0.00
Capital Expenditure Ratio	1.03	5.59	1.02	1.01	1.04	0.98	1.24	0.94	0.91	0.90	0.87
Infrastructure Backlog Ratio	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02
Asset Maintenance Ratio	0.27	0.29	0.29	0.30	0.31	0.31	0.33	0.34	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	116.32%	581.60%	104.63%	107.69%	113.98%	110.99%	144.63%	112.36%	112.04%	115.03%	114.70%
Cash Expense Cover Ratio 2)	66.14	52.50	58.83	49.26	47.18	46.31	42.28	40.59	33.92	33.88	30.71
Interest Cover Ratio	15.71	10.86	10.95	6.35	9.10	13.47	18.95	31.42	57.85	0.00	0.00
2) different Calculation to OLG's Note 13 & FFTF calculation for same ratio											

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council													
10 Year Financial Plan for the Years ending 30 June 2035													
INCOME STATEMENT - DOMESTIC WASTE MANAGEMENT													
Scenario:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations													
Revenue:													
Rates & Annual Charges	3,052,000	3,178,406	3,228,292	3,238,403	3,248,514	3,258,625	3,268,736	3,442,356	3,626,422	3,822,077	4,028,327	4,244,020	
User Charges & Fees	315,000	336,508	336,508	336,508	336,508	336,508	336,508	353,335	371,002	389,552	409,030	429,481	
Other Revenues	219,000	42,492	43,555	44,644	45,761	46,905	48,078	49,280	50,512	51,775	53,069	54,396	
Grants & Contributions provided for Operating Purposes	3,000	65,446	65,553	65,663	65,775	65,890	66,008	69,187	72,522	76,021	79,691	83,542	
Grants & Contributions provided for Capital Purposes	537,000	4,100	4,203	4,308	4,416	4,526	4,639	4,755	4,874	4,996	5,121	5,249	
Interest & Investment Revenue	163,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	
Other Income:													
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-	
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-	
Other Income	-	-	-	-	-	-	-	-	-	-	-	-	
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-	
Total Income from Continuing Operations	4,289,000	3,686,952	3,738,111	3,749,526	3,760,974	3,772,454	3,783,969	3,978,913	4,185,332	4,404,421	4,635,238	4,876,688	
Expenses from Continuing Operations													
Employee Benefits & On-Costs	819,000	763,089	804,562	832,721	861,867	892,035	923,256	955,570	989,013	1,023,630	1,059,460	1,096,536	
Borrowing Costs	237,000	135,538	129,313	123,950	118,669	111,889	106,374	100,560	93,600	86,398	79,126	71,325	
Materials & Contracts	1,180,000	1,388,207	1,421,090	1,463,539	1,497,552	1,538,240	1,580,460	1,631,842	1,688,431	1,714,257	1,761,353	1,809,751	
Depreciation & Amortisation	346,000	1,029,634	345,435	352,669	360,264	368,239	376,613	385,405	394,637	404,331	414,509	425,197	
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-	
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-	
Other Expenses	-	9,369	10,184	11,074	12,044	13,104	14,262	15,529	16,912	18,424	20,076	21,883	
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-	
Net Losses from the Disposal of Assets	9,000	-	-	-	-	-	-	-	-	-	-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-	
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	2,591,000	3,325,837	2,710,584	2,783,953	2,850,396	2,923,507	3,000,965	3,088,906	3,162,593	3,247,040	3,334,524	3,424,692	
Operating Result from Continuing Operations	1,698,000	361,115	1,027,527	965,573	910,578	848,947	783,004	890,007	1,022,739	1,157,381	1,300,714	1,451,996	
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-	
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-	
Net Operating Result for the Year	1,698,000	361,115	1,027,527	965,573	910,578	848,947	783,004	890,007	1,022,739	1,157,381	1,300,714	1,451,996	
Net Operating Result before Grants and Contributions provided for Capital Purposes													
	1,161,000	357,015	1,023,324	961,265	906,162	844,421	778,365	885,252	1,017,865	1,152,385	1,295,593	1,446,747	

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035 BALANCE SHEET - DOMESTIC WASTE MANAGEMENT FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	Projected Years									
	\$	\$	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	9,885,000	11,012,549	10,463,434	11,145,802	11,623,688	11,244,800	11,628,468	12,324,458	13,550,299	14,462,836	15,970,233	17,330,481
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	273,000	239,289	242,754	243,474	244,195	244,916	245,638	258,598	272,327	286,907	302,271	318,342
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	10,232,000	11,325,838	10,780,188	11,463,276	11,941,882	11,563,715	11,948,105	12,657,055	13,896,626	14,823,742	16,346,504	17,722,823
Non-Current Assets												
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	5,165,000	4,309,471	5,713,186	5,821,847	6,073,553	7,114,173	7,320,869	7,309,473	6,939,565	7,010,706	6,622,432	6,524,257
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-
Right of use assets	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	5,165,000	4,309,471	5,713,186	5,821,847	6,073,553	7,114,173	7,320,869	7,309,473	6,939,565	7,010,706	6,622,432	6,524,257
TOTAL ASSETS	15,397,000	15,635,309	16,493,374	17,285,123	18,015,435	18,677,888	19,268,974	19,966,528	20,836,191	21,834,448	22,968,936	24,247,080
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-
Payables	470,000	111,525	112,619	114,714	115,648	117,134	118,711	121,327	121,986	123,678	125,411	127,184
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	350,000	300,000	250,000	200,000	150,000	100,000	54,240	56,774	59,430	62,214	65,133
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	114,000	120,556	125,919	131,200	137,980	143,495	149,309	156,269	163,472	170,743	178,544	185,959
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	1,873,000	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790	1,154,790
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	2,457,000	1,736,870	1,693,327	1,650,703	1,608,418	1,565,419	1,522,810	1,486,626	1,497,021	1,508,641	1,520,959	1,533,065
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	2,969,000	2,848,113	2,722,194	2,590,994	2,453,014	2,309,519	2,160,210	2,003,941	1,840,469	1,669,726	1,491,182	1,305,223
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	708,000	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210	1,426,210
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	3,677,000	4,274,323	4,148,404	4,017,204	3,879,224	3,735,729	3,586,420	3,430,151	3,266,679	3,095,936	2,917,392	2,731,433
TOTAL LIABILITIES	6,134,000	6,011,194	5,841,732	5,667,908	5,487,642	5,301,148	5,109,230	4,916,777	4,763,701	4,604,577	4,438,351	4,264,499
Net Assets	9,263,000	9,624,115	10,651,642	11,617,215	12,527,793	13,376,740	14,159,744	15,049,751	16,072,490	17,229,871	18,530,585	19,982,581
EQUITY												
Retained Earnings	7,165,000	7,526,115	8,553,642	9,519,215	10,429,793	11,278,740	12,061,744	12,951,751	13,974,490	15,131,871	16,432,585	17,884,581
Revaluation Reserves	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000	2,098,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	9,263,000	9,624,115	10,651,642	11,617,215	12,527,793	13,376,740	14,159,744	15,049,751	16,072,490	17,229,871	18,530,585	19,982,581
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	9,263,000	9,624,115	10,651,642	11,617,215	12,527,793	13,376,740	14,159,744	15,049,751	16,072,490	17,229,871	18,530,585	19,982,581

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

FINAL Long Term Financial Plan

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS - DOMESTIC WASTE MANAGEMENT											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	9.69%	27.41%	25.67%	24.12%	22.41%	20.60%	22.28%	24.35%	26.19%	27.98%	29.70%
Own Source Operating Revenue Ratio 1)	98.11%	98.13%	98.13%	98.13%	98.13%	98.13%	98.14%	98.15%	98.16%	98.17%	98.18%
Unrestricted Current Ratio	0.83	0.53	0.96	1.28	1.07	1.35	1.86	2.68	3.27	4.25	5.11
Debt Service Cover Ratio 1)	6.09	6.00	5.75	5.54	5.30	5.05	5.49	6.03	6.58	7.16	7.78
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	6.41%	6.46%	6.46%	6.46%	6.46%	6.46%	6.48%	6.48%	6.48%	6.48%	6.48%
Cash Expense Cover Ratio 1)	47.72	50.54	52.35	53.23	50.13	50.44	51.89	55.62	57.76	62.04	65.47
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	43.55%	175.67%	131.15%	170.06%	375.17%	18.04%	69.57%	18.29%	0.00%	0.00%	316.98%
Infrastructure Backlog Ratio	0.54	0.42	0.36	0.30	0.29	0.29	0.28	0.29	0.00	0.00	0.00
Asset Maintenance Ratio	0.02	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.00	0.00	0.00
Capital Expenditure Ratio	0.17	5.06	1.31	1.70	3.83	1.55	0.97	0.06	1.18	0.06	0.77
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	6.91%	6.81%	6.79%	6.77%	6.75%	6.73%	6.40%	6.08%	5.78%	5.49%	5.22%
Rates & Annual Charges Coverage Ratio	86.21%	86.36%	86.37%	86.37%	86.38%	86.38%	86.51%	86.65%	86.78%	86.91%	87.03%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	9.69%	27.41%	25.67%	24.12%	22.41%	20.60%	22.28%	24.35%	26.19%	27.98%	29.70%
Own Source Operating Revenue Ratio 1)	98.11%	98.13%	98.13%	98.13%	98.13%	98.13%	98.14%	98.15%	98.16%	98.17%	98.18%
Building & Infrastructure Asset Renewal Ratio	43.55%	175.67%	131.15%	170.06%	375.17%	18.04%	69.57%	18.29%	0.00%	0.00%	316.98%
Infrastructure Backlog Ratio	0.54	0.42	0.36	0.30	0.29	0.29	0.28	0.29	0.00	0.00	0.00
Asset Maintenance Ratio	0.02	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.00	0.00	0.00
Debt Service Ratio	6.78%	6.69%	6.67%	6.65%	6.63%	6.61%	6.29%	5.98%	5.68%	5.40%	5.13%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	9.69%	27.41%	25.67%	24.12%	22.41%	20.60%	22.28%	24.35%	26.19%	27.98%	29.70%
Own Source Operating Revenue Ratio 2)	95.33%	95.36%	95.34%	95.32%	95.30%	95.28%	95.40%	95.51%	95.62%	95.73%	95.83%
Unrestricted Current Ratio	0.83	0.53	0.96	1.28	1.07	1.35	1.86	2.68	3.27	4.25	5.11
Debt Service Cover Ratio 2)	6.09	6.00	5.75	5.54	5.30	5.05	5.49	6.03	6.58	7.16	7.78
Capital Expenditure Ratio	0.17	5.06	1.31	1.70	3.83	1.55	0.97	0.06	1.18	0.06	0.77
Infrastructure Backlog Ratio	0.54	0.42	0.36	0.30	0.29	0.29	0.28	0.29	0.00	0.00	0.00
Asset Maintenance Ratio	0.02	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	43.55%	175.67%	131.15%	170.06%	375.17%	18.04%	69.57%	18.29%	0.00%	0.00%	316.98%
Cash Expense Cover Ratio 2)	61.16	56.16	57.97	58.82	55.23	55.42	56.82	60.80	62.97	67.46	71.02
Interest Cover Ratio	11.23	11.58	11.60	11.67	11.84	11.86	13.64	16.09	19.02	22.61	27.25

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council												
10 Year Financial Plan for the Years ending 30 June 2035												
INCOME STATEMENT - STORMWATER FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	72,000	72,278	72,774	72,924	73,074	73,224	73,374	73,524	73,674	73,824	73,974	74,124
User Charges & Fees	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	2,000	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Revenue	25,000	-	-	-	-	-	-	-	-	-	-	-
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	99,000	72,278	72,774	72,924	73,074	73,224	73,374	73,524	73,674	73,824	73,974	74,124
Expenses from Continuing Operations												
Employee Benefits & On-Costs	6,000	-	16,103	16,666	17,250	17,854	18,479	19,126	19,796	20,488	21,205	21,947
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-
Materials & Contracts	1,000	61,346	300,000	-	-	-	-	-	-	-	-	-
Depreciation & Amortisation	115,000	112,491	121,238	127,300	133,665	140,348	147,365	154,733	162,470	170,594	179,124	188,080
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	122,000	173,837	437,341	143,966	150,915	158,202	165,844	173,859	182,266	191,082	200,329	210,027
Operating Result from Continuing Operations	(23,000)	(101,559)	(364,567)	(71,042)	(77,841)	(84,978)	(92,470)	(100,335)	(108,592)	(117,258)	(126,355)	(135,903)
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	(23,000)	(101,559)	(364,567)	(71,042)	(77,841)	(84,978)	(92,470)	(100,335)	(108,592)	(117,258)	(126,355)	(135,903)
Net Operating Result before Grants and Contributions provided for Capital Purposes	(25,000)	(101,559)	(364,567)	(71,042)	(77,841)	(84,978)	(92,470)	(100,335)	(108,592)	(117,258)	(126,355)	(135,903)

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council 10 Year Financial Plan for the Years ending 30 June 2035 BALANCE SHEET - STORMWATER FUND												
Scenario:	Actuals 2023/24	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS												
Current Assets												
Cash & Cash Equivalents	1,046,000	1,026,229	848,203	724,157	677,105	626,519	572,283	514,282	452,394	386,495	316,459	242,150
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	10,000	6,556	6,202	5,938	5,844	5,742	5,632	5,513	5,386	5,250	5,105	4,951
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	1,056,000	1,032,785	854,405	730,095	682,949	632,260	577,915	519,795	457,780	391,746	321,564	247,101
Non-Current Assets												
Investments	-	-	-	-	-	-	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets and contract cost assets	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	4,069,000	4,007,137	3,885,899	3,858,599	3,827,934	3,793,676	3,755,584	3,713,402	3,666,860	3,615,672	3,559,536	3,498,134
Investment Property	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-
Right of use assets	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Non-current assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	4,069,000	4,007,137	3,885,899	3,858,599	3,827,934	3,793,676	3,755,584	3,713,402	3,666,860	3,615,672	3,559,536	3,498,134
TOTAL ASSETS	5,125,000	5,039,922	4,740,304	4,588,694	4,510,883	4,425,936	4,333,499	4,233,197	4,124,640	4,007,418	3,881,100	3,745,235
LIABILITIES												
Current Liabilities												
Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-
Payables	-	16,481	81,430	862	892	923	956	989	1,024	1,060	1,097	1,135
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	-	16,481	81,430	862	892	923	956	989	1,024	1,060	1,097	1,135
Non-Current Liabilities												
Payables	-	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-
Employee benefit provisions	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-
Investments Accounted for using the equity method	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities associated with assets classified as "held for sale"	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	-	16,481	81,430	862	892	923	956	989	1,024	1,060	1,097	1,135
Net Assets	5,125,000	5,023,441	4,658,874	4,587,832	4,509,991	4,425,013	4,332,543	4,232,208	4,123,616	4,006,358	3,880,003	3,744,100
EQUITY												
Retained Earnings	1,836,000	1,734,441	1,369,874	1,298,832	1,220,991	1,136,013	1,043,543	943,208	834,616	717,358	591,003	455,100
Revaluation Reserves	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000	3,289,000
Other Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Council Equity Interest	5,135,000	5,023,441	4,658,874	4,587,832	4,509,991	4,425,013	4,332,543	4,232,208	4,123,616	4,006,358	3,880,003	3,744,100
Non-controlling equity interests	-	-	-	-	-	-	-	-	-	-	-	-
Total Equity	5,125,000	5,023,441	4,658,874	4,587,832	4,509,991	4,425,013	4,332,543	4,232,208	4,123,616	4,006,358	3,880,003	3,744,100

**TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026
INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND
CHARGES 2025/2026 & LONG-TERM FINANCIAL PLAN 2025-2036**

Tenterfield Shire Council											
10 Year Financial Plan for the Years ending 30 June 2035											
FINANCIAL PERFORMANCE INDICATORS - STORMWATER FUND											
Scenario:	Current Year 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
New Note 13 Ratios											
Operating Performance Ratio 1)	-140.51%	-500.96%	-97.42%	-106.52%	-116.05%	-126.03%	-136.47%	-147.40%	-158.83%	-170.81%	-183.35%
Own Source Operating Revenue Ratio 1)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Unrestricted Current Ratio	-0.82	-2.36	-366.72	-407.15	-448.26	-489.96	-532.13	-574.69	-617.59	-660.70	-703.95
Debt Service Cover Ratio 1)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	5.58%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%
Cash Expense Cover Ratio 1)	220.44	40.53	89.37	471.86	421.83	372.28	323.24	274.71	226.77	179.40	132.63
1) different Calculation to TCorp's calculation for same ratio											
New Special Schedule 7 Ratios											
Building & Infrastructure Asset Renewal Ratio	43.61%	0.00%	85.69%	87.37%	89.06%	90.77%	92.49%	94.22%	95.97%	97.73%	99.50%
Infrastructure Backlog Ratio	0.18	0.19	0.21	0.22	0.23	0.24	0.25	0.27	0.28	0.29	0.31
Asset Maintenance Ratio	0.45	0.45	0.51	0.46	0.05	0.51	0.50	0.50	0.00	0.00	0.00
Capital Expenditure Ratio	0.45	0.00	0.79	0.77	0.76	0.74	0.73	0.71	0.70	0.69	0.67
Old Note 13 Ratios (not incl. in new Note 13 or Special Schedule 7)											
Debt Service Ratio (old Note 13)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Rates & Annual Charges Coverage Ratio	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Fit For The Future (FFTF) Ratios											
Operating Performance Ratio 1)	-140.51%	-500.96%	-97.42%	-106.52%	-116.05%	-126.03%	-136.47%	-147.40%	-158.83%	-170.81%	-183.35%
Own Source Operating Revenue Ratio 1)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Building & Infrastructure Asset Renewal Ratio	43.61%	0.00%	85.69%	87.37%	89.06%	90.77%	92.49%	94.22%	95.97%	97.73%	99.50%
Infrastructure Backlog Ratio	0.18	0.19	0.21	0.22	0.23	0.24	0.25	0.27	0.28	0.29	0.31
Asset Maintenance Ratio	0.45	0.45	0.51	0.46	0.05	0.51	0.50	0.50	0.00	0.00	0.00
Debt Service Ratio	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Real Operating Expenditure per Capita Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1) different Calculation to TCorp's calculation for same ratio											
TCorp Ratios											
Operating Performance Ratio 2)	-140.51%	-500.96%	-97.42%	-106.52%	-116.05%	-126.03%	-136.47%	-147.40%	-158.83%	-170.81%	-183.35%
Own Source Operating Revenue Ratio 2)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Unrestricted Current Ratio	-0.82	-2.36	-366.72	-407.15	-448.26	-489.96	-532.13	-574.69	-617.59	-660.70	-703.95
Debt Service Cover Ratio 2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditure Ratio	0.45	0.00	0.79	0.77	0.76	0.74	0.73	0.71	0.70	0.69	0.67
Infrastructure Backlog Ratio	0.18	0.19	0.21	0.22	0.23	0.24	0.25	0.27	0.28	0.29	0.31
Asset Maintenance Ratio	0.45	0.45	0.51	0.46	0.05	0.51	0.50	0.50	0.00	0.00	0.00
Building & Infrastructure Renewals Ratio	43.61%	0.00%	85.69%	87.37%	89.06%	90.77%	92.49%	94.22%	95.97%	97.73%	99.50%
Cash Expense Cover Ratio 2)	200.74	32.20	521.41	471.03	421.09	371.63	322.67	274.23	226.37	179.09	132.40
Interest Cover Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

2) different Calculation to OLG's Note 13 & FFTF calculation for same ratio

Tenterfield Shire Council

Statement of Revenue Policy

2025 - 2026

Adopted xx xxxxx 2025
Resolution Number XXX/XX

Contents

INTRODUCTION.....	4
STATEMENT OF RATES.....	4
PAYMENT OF RATES.....	6
Statement of Charges.....	9
Water Pricing Policy Statement	11
Water Supply - Availability Charge.....	11
Water Supply - Consumption Charges	12
Mount Lindesay Private Water Line Maintenance Charge.....	12
Minimum Account Charge.....	12
Damaged Water Meter.	12
Concealed Water Leakage Concession Policy.....	12
Sewerage Service - Availability Charge.....	14
Annual Charges - Non-Residential Sewerage.....	15
Trade Waste Charges.....	17
On-Site Sewage Management Charges.....	18
Waste Management Facility Charge.....	18
Waste Management Collection Charge - Domestic	18
Waste Management Collection Charge – Non-Domestic.....	18
Waste Management - Recycling Collection Charges.....	18
Bulk Solid Waste Charges	20
Waste Vouchers.....	20
Stormwater Management Services.....	21
Fees and Charges.....	21
Financial Hardship.....	22
Interest on Rates and Charges Excluding General Fees & Charges...	22
Section 67 Private Works Charges.....	22
Borrowings.....	22
Restricted Funds.....	22

Appendix A - Categorisation and Collection Maps

Appendix B - Fees & Charges

INTRODUCTION

This Statement of Revenue Policy forms part of Council's Operational Plan and provides details in accordance with Section 405(2) of the NSW *Local Government Act 1993*, and Clause 201 of the NSW *Local Government (General) Regulation 2021*.

The objectives of Council's Statement of Revenue Policy are to:

1. Identify the revenue sources available to Council
2. Where possible, establish the total revenue required by Council to fund its activities

STATEMENT OF RATES

In accordance with Section 514 of the NSW *Local Government Act 1993*, each parcel of land within Council's area must be categorised for rating purposes. The four primary land categories used for rating purposes are:

Category	Application of Rating Category
Farmland	The Farmland Rate applies to all rateable assessments categorised as farmland under Section 515 of the Local Government Act throughout the whole of the Council area.
Residential	The Residential Rate applies to all rateable assessments categorised as residential under Section 516 of the Local Government Act throughout the whole of the Council area.
Business	The Business Rate applies to all rateable assessments categorised as Business under Section 518 of the Local Government Act throughout the whole of the Council area.
Mining	The Mining Rate applies to all rateable assessments categorised as Mining under Section 517 of the Local Government Act throughout the whole of the Council area.

In addition, and in accordance with section 529 of the NSW *Local Government Act 1993*, Council's rating structure also includes the following sub-categories:

Category	Sub-Category	Category	Sub-Category
Residential	Tenterfield	Business	Tenterfield
	Tenterfield Urban		Jennings
	Jennings		Drake
	Drake		Urbenville
	Urbenville		Other
	Other		Industrial
	Rural		

New Sub-Categories 2025/2026

Category	Sub-Category	Description
Residential	Other	less than 2ha located outside a centre of population
	Rural	2 - 40 ha located outside a centre of population
Business	Industrial	Land that is used, or has the potential to be used for Industrial purposes

The new sub-category Rural under the category of Residential helps to define lifestyle blocks outside a centre of population between two (2) and forty (40) hectares. The sub-category Other has been defined as less than two (2) hectares located outside a centre of population.

In addition, a new sub-category has been added to the Business category, being Industrial. This will enable Council to identify those industries within the Council area.

Council will use a 2-pronged approach with changes spread over two (2) years to bring the base rate up to a point where the base rate on all land parcels is sufficient to cover the cost of common services as well as basic general administration costs.

To provide a fair and equitable rating structure, all general land rates within all categories will be made/levied on the basis of a base amount plus an Ad Valorem rate for 2025/2026.

A base amount is an amount paid by every rateable property in that land category, regardless of land value. The Ad Valorem amount (cents in the dollar applied to land value) is an amount calculated in addition to the base amount. The base amount and Ad Valorem amount are combined to give the total amount of the rate payable.

Council will also apply land values for the purposes of calculating rates that have been supplied by the Valuer General of New South Wales (Valuation NSW). Council is required by the provisions of the *Valuation of Land Act 1916* to apply these valuations, and the base date of the land valuations is 1 July 2022, (effective 1 July 2023).

The Independent Pricing and Regulatory Tribunal of NSW has announced a rate peg amount of 5.2% for Tenterfield Shire Council (this incorporates the 3.8% rate peg and an additional 1.4 % population factor applicable to our Council) for the 2025/2026 financial year. Council has calculated the 2025/2026 base amount and Ad Valorems, taking into account the valuations and the percentage increase applied to these townships and rating categories.

RATE CALCULATION PROCESS	
• Land Values - July 2024	
• Rate pegging 2025/26 - 5.2% (3.8% rate peg and 1.4% population factor)	
• Base Rate - should be sufficient to cover the cost of common services as well as basic general administration costs	
• Ad Valorem Rate - same for each land parcel within a sub-category	
• Ad Valorem Amount - the Rate multiplied by the land value	

PAYMENT OF RATES

The NSW *Local Government Act 1993* provides that rates payable may be made in four instalments with the amount of each instalment becoming due and payable on the date of the instalment. The instalment dates for Council for the 2025/2026 rating year are as follows:

Instalment	Issue Date	Due Date
First	31 July 2025	31 August 2025
Second	31 October 2025	30 November 2025
Third	31 January 2026	28 February 2026
Fourth	30 April 2026	31 May 2026

During the year in accordance with the NSW *Local Government Act 1993*, a supplementary levy may be issued which will affect the number of instalments paid by the ratepayer. The rates and charges are apportioned over the instalment due dates that remain after the supplementary levy is applied.

To assist in alleviating hardship that may arise in this situation, consideration will be given to the formulation of an agreement with the ratepayer under Section 564 of the NSW *Local Government Act 1993* for the payment of rates and charges and the waiving of interest penalties if the agreement is adhered to.

TENTERFIELD SHIRE COUNCIL														
Ordinary Rating Structure 2025-2026 - 5.2% RATE PEG as at 16 February 2024 Valuations														
Rate Code	Rate Category	Total No of Assess	Land Value	Percentage of total land vale	Base Rate	Total Base Amount	Ad Valorem Rate in Dollar (cents)	Total Ad Valorem	Total Rate Levy	Average Rates Per Assessment	% of income from the base	Actual % Yield per Category	Average Increase from 2024/2025	Average increase weekly from 2024/2025
1	Residential Tenterfield	1625	173,178,484	10.290%	450.00	731,101.50	0.500398	866,581.67	1,597,683.17	983.39	45.76%	20.83%	7.97	0.15
4	Residential Tenterfield (Urban)	8	3,038,000	0.18%	445.00	3,560.00	0.458939	13,942.57	17,502.57	2,187.82	20.34%	0.23%	40.74	0.78
5	Residential Rural	1181	262,999,280	15.63%	299.00	353,119.00	0.376928	991,317.93	1,344,436.93	1,138.39	26.27%	17.53%	267.98	5.15
18	*Residential Other	427	29,599,730	1.76%	250.00	106,750.00	0.376928	111,569.67	218,319.67	511.29	48.90%	2.85%	-359.12	-6.91
6	Residential Urbenville	133	9,923,574	0.59%	395.00	52,365.15	0.672723	66,758.16	119,123.31	898.57	43.96%	1.55%	17.49	0.34
7	Residential Jennings	106	6,019,200	0.36%	395.00	41,870.00	0.871543	52,459.92	94,329.92	889.90	44.39%	1.23%	27.66	0.53
8	Residential Drake	81	3,844,900	0.23%	395.00	31,995.00	1.029134	39,569.17	71,564.17	883.51	44.71%	0.93%	29.45	0.57
9	Farmland General	1489	1,169,010,840	69.46%	581.00	865,109.00	0.236224	2,761,484.17	3,626,593.17	2,435.59	23.85%	47.28%	15.44	0.30
10	Business Tenterfield	137	12,969,966	0.77%	790.00	108,490.70	1.658352	215,087.69	323,578.39	2,356.21	33.53%	4.22%	-7.61	-0.15
11	#Business Other	8	452,100	0.03%	389.00	3,112.00	0.689396	3,116.76	6,228.76	778.59	49.96%	0.08%	-809.12	-15.56
12	@Business Urbenville	6	520,026	0.03%	363.00	2,334.09	0.641413	3,335.51	5,669.60	881.74	41.17%	0.07%	57.30	1.10
13	@Business Jennings	1	53,200	0.00%	363.00	363.00	0.690286	367.23	730.23	730.23	49.71%	0.01%	-119.09	-2.29
14	@Business Drake	6	337,400	0.02%	363.00	2,178.00	0.963964	3,252.41	5,430.41	905.07	40.11%	0.07%	95.55	-1.84
19	Business Industrial	77	10,550,800	0.63%	790.00	60,830.00	1.625832	174,969.40	235,799.40	3,062.33	25.80%	3.07%	698.51	
15	Mining	10	410,430	0.02%	642.00	6,420.00	2.247212	9,223.23	15,643.23	1,564.32	41.04%	0.20%	51.53	0.99
	TOTALS	5295	1,682,907,930	100%		2,369,597.44		5,313,035.50	7,682,632.94			100%		
Conservation Concession Applicable to Farmland & Residential Rural Categories									(12,141.66)					
Net Total Income									7,670,491.28					

NOTES:

*Residential Other these properties have a lower land value. By removing the 1,103 properties with a higher land value to Rural, the average rates paid has been reduced.

Business Tenterfield and Other these properties have a lower land value. By removing the 67 properties with a higher land value to Industrial, the average rates paid has been reduced.

@Business - Villages the number of properties in these villages has reduced overall by 10 negatively affecting the average rate. The base rate and Ad Valorem have also been aligned.

STATEMENT OF CHARGES

An independent review was conducted in early 2025 on the Water, Sewer and Waste charges. The purpose of this review was to determine the best way forward in providing quality services to our customers at a reasonable price. Many residents are complaining about the high service and access charges. The current plan and charges are accumulating more cash than is needed to fund expected ongoing costs and asset replacements/upgrades.

Council also seeks to adhere to the following principles:

- Ensure assets are maintained and replaced as required
- Ensure intergenerational equity is maintained
- Ensure that Water, Sewer and Waste funds are liquid and operable into the future and do not require subsidization from any other funds.

Water charges

Four models have been developed to establish the best result for Council and its community. Each model varies the fees charged to minimize the cost to the ratepayer, whilst ensuring the necessary funding for operations and capital.

- Model 1 – has a 10% reduction in year 1, a nil change in year 2 and then a 5% increase over the remaining years.
- Model 2 – has a 15% reduction in year 1, a nil change in years 2 and 3 and then a 2.5% increase over the remaining years.
- Model 3 – has a 2.5% reduction in years 1, 2 and 3, a nil change in year 4 and then a 2.5% increase over the remaining years.
- Model 4 has a 12.5% reduction in year 1, a nil change in year 2 and a 4% increase over the remaining years. **Preferred Model**

Models 1 and 4 have capital replacement levels equivalent to depreciation expenditure in each year, while maintaining a sufficient ongoing cash balance.

The preferred Model 4 reduction of 12.5% has been factored into the fees and charges for Water in the 2025/26 year.

Sewer charges

Three models have been developed to establish the best result for Council and its community. Each model varies the fees charged to minimize the cost to the ratepayer, whilst ensuring the necessary funding for operations and capital.

- Model 1 – has a 25% reduction in year 1, a nil change in year 2 and then a 5% increase over the remaining years.
- Model 2 – has a 20% reduction in year 1, a nil change in years 2 and 3 and then a 2.5% increase over the remaining years.
- Model 3 has a 10% reduction in years 1,2 and 3 and then a 4% increase over the remaining years. **Preferred model.**

In terms of asset replacement or upgrades all models include the Long-term Financial Plan estimates which is consistent with the asset management plans and annual depreciation expense.

The cash position at year end under each of the models is satisfactory.

The preferred Model 3 reduction of 10% has been factored into the fees and charges for Sewer in the 2025/26 year.

Waste Charges

Three models have been developed to establish the best result for Council and its community. Each model varies the fees charged to minimize the cost to the ratepayer, whilst ensuring the necessary funding for operations and capital.

- Model 1 – has a 15% reduction in year 1, a nil change in year 2 and then a 4% increase over the remaining years.
- Model 2 - has a 20% reduction in year 1, a nil change in year 2 and then a 5% increase over the remaining years.
- Model 3 – has a nil reduction in years 1 to 5 then a 5% increase over the remaining years. **Preferred model.**

All models are a significant improvement on the current model and still maintain sufficient cash and resources to fund maintenance and capital works into the future.

The preferred Model 3, with a nil reduction, has been factored into the fees and charges for the Waste in the 2025/26 year.

WATER SUPPLY CHARGES

Water Pricing Policy Statement

Council proposes to adopt as part of the 2025/2026 Operational Plan a Policy for Water Pricing, which incorporates the user pays principle. The proposed water pricing policy for the 2025/2026 financial year is based on the following charging components:

- An annual availability charge which applies to each individual connection to the water supply and to each property to which a service connection is available to a Water Supply System;
- A consumption-based charge for each kilolitre of water consumed.

The purpose of this Water Pricing Policy is to:

- (a) assist in the financing of the water supply;
- (b) provide for future capital works; and
- (c) encourage a conservative use of water.

Water Supply - Availability Charge

In accordance with best practice guidelines and in accordance with sections 501 and 502 of the NSW *Local Government Act 1993*, Council proposes to:

- Levy an Availability Charge applicable to all properties connected or able to be connected to a Council Water Supply; and
- Levy a water supply charge on land that is supplied with water from a water pipe of the Council and also land that is situated within 225 metres of a water pipe and physically able to be connected to Council's water main.

The minimum non-residential water access charge will be the annual residential water availability charge.

The service availability charge for residential strata lots will be 75% of the residential service availability charge. This recognises that strata developments utilise shared infrastructure services at a lower cost to Council and provides a higher income yield for each rateable property.

The water supply service availability charge is levied as a charge per water connection to each rates assessment.

The account for the access charge will be included on the annual rates notice.

Water Supply - Consumption Charges

In accordance with Section 502 of the NSW *Local Government Act 1993*, it is proposed to levy a charge for the consumption of water for all properties, as detailed in Council's Fees and Charges document which forms part of this Operational Plan.

Mount Lindesay Private Water Line Maintenance Charge

A charge per water meter as outlined in the Fees and Charges Section of the Operational Plan applies to users of the Mount Lindesay Private Water Line.

Minimum Account Charge

In the 2025/2026 Billing Year there will be a minimum water consumption account charge of \$25.00 for each of the six (6) monthly billing periods.

Damaged Water Meter

If at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based upon the average water consumption for the previous two corresponding water billing periods.

Concealed Water Leakage Concession Policy

Please refer to Council's Policy on this matter if you have a concealed water leak. The Policy is available on Council's website.

Council's water charging structure for 2025/2026 is as follows:

Description	Services	Charge \$	Levied \$
Residential Water Service Availability	1893	653.00	1,236,129.00
Rural Other Water Service Availability	32	653.00	20,896.00
Residential Strata Water Service Availability	17	491.00	8,347.00
Mt Lindesay Private Line Water Availability	11	814.00	8,954.00
Total Residential/Rural/Mt Lindesay Water Access Charges	1953		1,274,326.00
Description	Services	Charge \$	Levied \$
20mm Service Availability	223	653.00	145,619.00
25mm Service Availability	15	653.00	9,795.00
32mm Service Availability	8	653.00	5,224.00
40mm Service Availability	16	985.00	15,760.00
50mm Service Availability	22	1,532.00	33,704.00
80mm Service Availability		3,929.00	
100mm Service Availability		6,139.00	
150mm Service Availability		13,804.00	
Voluntary & Charitable Water Availability	26	126.00	3,276.00
Total Non-Residential Water Access Charges	310		213,378.00

Description	Services	Charge \$	Levied \$
Minimum Water Account Charge (each billing cycle)		25.00	
Residential/Rural/Mt Lindesay <450kl	Per usage	5.50	
Residential/Rural/Mt Lindesay >450kl	Per usage	8.40	
Non-Residential <1,000 kl	Per usage	5.50	
Non-Residential >1,000 kl	Per usage	8.40	
Total Water Consumption Charges			

SEWERAGE SERVICE CHARGES

Sewerage Service - Availability Charge

In accordance with Section 501 of the NSW *Local Government Act 1993* Council proposes to levy a Sewerage Service Charge on each parcel of rateable land for which the service is provided or proposed.

A parcel of rateable land is defined in the NSW *Local Government Act 1993* as a portion or parcel of land separately valued under the *Valuation of Land Act 1916*.

The Sewerage Availability Charge shall be applied in accordance with Section 502 of the NSW *Local Government Act 1993* to every rates assessment for each sewerage connection from 1 July in each rating year when the property subject to the rate assessment is within the Tenterfield or Urbenville Town areas and;

- is connected to the Council's sewer main, or
- is not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main, and
- is land from which sewerage can be discharged into the sewers of Council.

In respect of Residential Flat Buildings, a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection. This fee is set out in Council's Fees and Charges.

Annual Charges - Non-Residential Sewerage

Commercial and other non-residential sewerage customers will incur an access charge based on the size of the customer's water connection meter plus a pay-for-use charge based on the water used. The annual non-residential sewerage charge will be calculated using the following formula:

Annual Non-residential Sewerage Charge = AC+ SDF x (C x UC) where;

- AC = Access Charge
- SDF = Sewerage Discharge Factor determine by type/use.
- C = Customers annual water consumption measured in kilolitres.
- UC = Sewerage Usage Charge per kilolitre.

The Non-Residential Sewerage Charge is levied as a charge per sewerage connection to each rates assessment, or if no sewerage connection is provided then a Non-Residential Sewerage Charge will be levied on all sewered land in the Tenterfield and Urbenville Town areas within 75 metres of Council's main and physically able to be connected to Councils main (in accordance with Section 552 of the NSW *Local Government Act 1993*), the Non-Residential Sewerage Service Charge will then apply to the number of parcels of rateable land separately valued as at 1 July in each rating year.

The minimum non-residential sewerage access charge will be the annual residential sewerage availability charge.

Council's sewerage charging structure for 2025/2026 is as follows:

Description	Services	Charge \$	Levied \$
Residential Sewer Availability	1,738	1,314.00	2,283,732.00
Total Residential Sewer Access Charges	1,738		2,283,732.00
20mm Service Availability	205	1,314.00	269,370.00
25mm Service Availability	13	1,314.00	17,082.00
32mm Service Availability	8	1,701.00	13,608.00
40mm Service Availability	13	2,646.00	34,398.00
50mm Service Availability	16	4,127.00	66,032.00
80mm Service Availability		10,562.00	
100mm Service Availability		16,502.00	
150mm Service Availability		37,134.00	
Voluntary & Charitable Sewer Availability	25	253.00	6,325.00
Total Non-Residential Sewer Access Charges	280		406,815.00
Sewerage Usage Charge – Non-Residential	Per usage	3.15	

Trade Waste Charges

The trade waste bill for a trade waste customer will be:

$TW = A + I + C \times UC \times TWDF$, where

- TW = Total annual trade waste fees and charges (\$)
- A = Annual Trade Waste fee (\$)
- I = Re-inspection fee (\$) where required
- C = Customer's annual water consumption (kl)
- UC = Trade waste usage charge (\$/kl)
- TWDF = Trade waste discharge factor

The account for the annual trade waste fee (A) and re-inspection fee (I) (where applicable) will be included on the annual rates notice. The account for the usage component applicable will be issued on a half yearly billing cycle in conjunction with Water Usage accounts.

Council's trade waste charging structure for 2025/2026 is as follows:

Description	Services	Charge \$	Levied \$
Annual Trade Waste Charge - Category 1	62	184.00	11,408.00
Annual Trade Waste Charge - Category 2		184.00	
Annual Trade Waste Charge - Category 3		877.00	
Trade Waste Usage Charge: Compliant	Per usage	2.05 (per kilolitre)	
Trade Waste Usage Charge: Non-Compliant	Per usage	21.00 (per kilolitre)	
Total Annual Trade Waste Charges	62		11,408.00

On-Site Sewage Management Charges

The owners of all premises (other than those licensed by the NSW EPA) are required to obtain approval to operate an on-site human waste treatment facility.

Upon initial assessment of an on-site sewage management system Council may require owners to undertake maintenance or replacement of a system prior to issuing an approval, to ensure that performance standards are being adhered to, and human and environmental health impacts are minimised.

Council proposes to apply a user pays policy in regard to the recovery of costs for on-site sewage management.

WASTE MANAGEMENT CHARGES

Waste Management Facility Charge

In accordance with Section 501 of the *NSW Local Government Act 1993*, it is proposed to levy an annual charge on all rateable properties as a Waste Management Facility charge. This charge recognises that all rateable properties potentially produce waste and hence should contribute to the costs of running Council's Waste Management Facilities. Gate charges will apply as per Council's Fees and Charges Policy.

Waste Management Collection Charge - Domestic

In accordance with Section 496 of the *NSW Local Government Act 1993*, Council proposes to levy an Annual Domestic Waste Management Collection Charge on Domestic Properties within the designated Domestic Waste Collection Service Area.

Waste Management Collection Charge - Non-Domestic

In accordance with Section 501 of the *NSW Local Government Act 1993*, Council proposes to levy an Annual Waste Management Charge on Non-Domestic Properties. Within the designated Non-Domestic Waste Collection Service Area.

Waste Management - Recycling Collection Charges

In accordance with Section 496 of the *NSW Local Government Act 1993*, Council proposes to levy an Annual Waste Recycling Charge on all residential properties within the designated Residential Waste Recycling Collection Service Area.

In accordance with Section 501 of the *NSW Local Government Act 1993*, Council proposes to levy an Annual Waste Recycling Charge on all Non-Residential properties within the designated Non-Residential Waste Recycling Collection Service Area.

The collection areas related to the above items are described in the maps at the end of this Revenue Policy.

Council's Waste Management charging structure for 2025/2026 is as follows:

Description	Services	Charge \$	Levied \$
Waste Collection - Domestic 120L Bin	1098	517.00	567,666.00
Waste Collection - Rural 120L Bin	87	517.00	44,979.00
Total Waste Collection Charges Domestic/Rural 120L	1185.00		612,645.00
Waste Collection - Domestic 240L Bin	865	665.00	575,225.00
Waste Collection - Rural 240L Bin	55	665.00	36,575.00
Total Waste Collection Charges - Domestic/Rural 240L	920		611,800.00
Waste Collection - Commercial 120L Bin	70	517.00	36,190.00
Total Waste Collection Charges - Commercial 120L	70		36,190.00
Waste Collection - Commercial 240L Bin	275	665.00	182,875.00
Total Waste Collection Charges - Commercial 240L	275		182,875.00
Waste Management Facility Charge	5049	321.00	1,620,729.00
Total Waste Management Facility	5049		1,620,729.00
Waste Management Facility Charge - Non-Residential	246	321.00	78,966.00
Total Waste Management Facility - Non-Residential	246		78,966.00
Waste Recycling Collection - Residential	1,843	98.50	181,535.50
Total Waste Recycling Collection Charge - Residential	1,843		181,535.50
Waste Recycling Collection - Non-Residential	240	98.50	23,640.00
Total Waste Recycling Collection Charge - Non-Residential	240		23,640.00

Bulk Solid Waste Charges

In accordance with Section 502 of the NSW *Local Government Act 1993*, Council proposes to charge a Waste Management Charge for the removal of Builders waste and waste from commercial and domestic properties by way of a collection service from Trade Waste Bins and for the rental and delivery of these bins.

The proposed charges are set out in Council's Fees and Charges under the Waste Management section.

Waste Vouchers

Council has determined that three (3) waste vouchers will be issued with the annual rate notices. Under amendments to Treasury laws and regulations Council is extending the expiry dates for vouchers. Vouchers for 2024/25 will be current for three (3) financial years to 2026/27. Previously issued vouchers 2023/24 will remain valid for two (2) financial years to 2025/26.

Council vouchers are subsidized to the value of a small box trailer (single axle, no high sides – max 6'x4'x2') trailers are further subsidized at 82% of tonnage rates. For terms and conditions please refer to the vouchers when you receive them.

Note: vouchers unused for 2023/24 will be honoured if missing or disposed of, application for re-issue will be available through Council's website or the QR code.



STORMWATER MANAGEMENT SERVICES

In accordance with Section 496A of the NSW *Local Government Act 1993*, Council proposes to make and levy an annual charge for the provision of stormwater management services for each eligible parcel of land within the Business - Tenterfield sub-category boundary, all properties within the boundary of the village of Jennings and all properties within the boundary of the village of Urbenville.

Council's Stormwater charging structure for 2025/2026 is as follows:

Description	Services	Charge \$	Levied \$
Stormwater Management			
Stormwater Management Charge - Residential	1698	25.00	42,450.00
Stormwater Management Charge - Strata	19	12.50	237.50
Total Stormwater Management Charge - Residential	1,717		42,687.50
Stormwater Business < 350m2	41	25.00	1,025.00
Stormwater Business 350m2 - 1200m2	60	50.00	3,000.00
Stormwater Business 1200m2 - 5000m2	63	221.00	13,923.00
Stormwater Business > 5000m2	34	357.00	12,138.00
Total Stormwater Management Charge - Non - Residential	198		30,086.00

FEES AND CHARGES

Fees and Charges are calculated in accordance with the recommendations of the Local Government and Shires Association detailed in "Determination of Fees and Charges under the NSW *Local Government Act, 1993*" released in April, 1994. Variations outside this policy are identified specifically in the Fees and Charges Schedule.

Where fees are fixed by State Government Acts and regulations they will be adjusted as legislation requires. A list of Council's Fees and Charges proposed to apply from the 1 July 2025 is included in this Operational Plan.

FINANCIAL HARDSHIP

Ratepayers experiencing financial hardship in respect of payment of Council rates and charges can apply to Council for alternative payment options to assist the alleviation of such hardship.

Anyone in this situation should contact Council's finance team who will discuss options in confidence and advise what can be done to assist ratepayers with the payment of rates and charges.

INTEREST ON RATES AND CHARGES EXCLUDING GENERAL FEES AND CHARGES

The NSW Minister for Local Government announces in accordance with Section 566(3) of the NSW *Local Government Act 1993* the maximum amount of interest that can be levied on overdue rates and charges.

For the 2025/2026 financial year, the NSW Minister for Local Government has set the interest rate at 10.5% for the period 1 July 2025 to 30 June 2026.

Council will apply these interest rates for 2025/2026 as determined by the NSW Minister for Local Government.

SECTION 67 PRIVATE WORKS CHARGES

Details of the Private Works Charges for 2025/2026 are included in the fees and charges section of this Operational Plan.

BORROWINGS

Nil borrowings - subject to service level reductions and further amendments proposed in the amended Operational Plan for 2025/2026.

RESTRICTED FUNDS

Internally restricted funds and externally restricted fund are set aside each year for various purposes. The balance of these funds as at 30 June in any given year can be found in Council's audited Financial Statements.

APPENDIX A - CATEGORISATION AND COLLECTION AREA MAPS

APPENDIX B - FEES & CHARGES

Tenterfield Shire Council

Fees & Charges

2025-2026

Table Of Contents

ADMINISTRATION	7
COUNCIL OFFICE.....	7
OTHER CHARGES.....	7
APPROVALS	8
GENERAL	8
SIGNS AND SANDWICH BOARDS	8
MOBILE VENDOR	9
BUSKING	9
CEMETERIES	10
TENTERFIELD LAWN & MONUMENTAL CEMETERY	10
TENTERFIELD & VILLAGES MEMORIAL ROSE GARDEN & NICHE WALLS	10
VILLAGE CEMETERIES	10
ALL CEMETERIES LAWN & MONUMENTAL	10
PRIVATE CEMETERY	11
CERTIFICATES & SEARCHES	12
603 CERTIFICATE.....	12
SECTION 10.7 CERTIFICATES	12
735A (AND FORMER 121ZP) CERTIFICATE.....	12
OTHER APPLICATIONS	12
COMMUNITY LAND	13
COMPANION ANIMALS.....	14
DEVELOPMENT APPROVAL	15
BUILDING INFORMATION CERTIFICATE	15
COMPLIANCE/INSPECTION CERTIFICATE	15
COMPLIANCE CERTIFICATE	15
COMPLYING DEVELOPMENT	16
CONSTRUCTION CERTIFICATE.....	16
DEVELOPMENT APPLICATION.....	16
MODIFICATION OF CONSENT	17

Table Of Contents [continued]

ON SITE SEWERAGE MANAGEMENT	18
RELOCATABLE DWELLING	18
DEVELOPMENT MISCELLANEOUS	19
ADVERTISING	19
NEIGHBOUR NOTIFICATION	19
CONCURRENCE AUTHORITY	19
RESIDENTIAL FLAT DEVELOPMENT	19
DESIGNATED DEVELOPMENT	19
INTEGRATED DEVELOPMENT	19
REVIEW OF ORIGINAL CONSENT	20
WITHDRAWAL OF APPLICATION	20
PRIOR TO ASSESSMENT COMMENCING	20
AFTER ASSESSMENT HAS COMMENCED	20
OTHER FEES & CHARGES	20
DEVELOPER CONTRIBUTIONS - SECTION 64	21
DEVELOPER CONTRIBUTIONS - PLANNING - SECTION 7.11 & 7.12	22
S7.11 NEW RURAL LOT SUBDIVISION - WITHIN THE RU1 ZONE IDENTIFIED ON THE LEP RURAL RESIDENTIAL SUBDIVISION MAPS.....	22
S7.11 NEW RURAL LOT SUBDIVISION - IN THE RU1 ZONE	22
S7.11 NEW URBAN RESIDENTIAL SUBDIVISION	22
S7.12 RESIDENTIAL/COMMERCIAL/INDUSTRIAL DEVELOPMENT	23
S7.11 MINING OR MAJOR INDUSTRIES.....	23
DRAINAGE DIAGRAM	24
FOOD PREMISES	25
CHANGE OF USE	25
INFORMATION	26
GOVERNMENT INFORMATION PUBLIC ACCESS	26
LIBRARY	27
PHOTOCOPYING	27
LAMINATING	27

Table Of Contents [continued]

JUBILEE PARK & SKATE PARK	28
ROTARY PARK.....	28
FEDERATION PARK.....	28
SHIRLEY PARK.....	28
PARKS IN GENERAL.....	28
RATES AND PROPERTY.....	30
REGULATORY FEES.....	31
ROADS AND ROAD RESERVES	32
PUBLIC GATE APPLICATION.....	32
ROAD AND FOOTPATH RESTORATION	32
TEMPORARY STREET CLOSURE.....	32
TRAFFIC MANAGEMENT PLAN.....	32
VEHICULAR ACCESS APPLICATION (DRIVEWAYS).....	32
WORKS IN ROAD RESERVE	33
KERB & GUTTER.....	33
STORMWATER DRAINAGE WORKS	33
OTHER ROAD FEES.....	33
RURAL ADDRESSING	33
PERMANENT PUBLIC ROAD CLOSURE/OPENING APPLICATION.....	33
SALEYARDS	35
PRIVATE WORKS CHARGES	36
PLANT HIRE CHARGES	36
MATERIALS	37
REINFORCED CONCRETE PIPES - SUBJECT TO AVAILABILITY	38
DRIVEWAY SEALING	38
STAFF.....	38
ABANDONED VEHICLE IMPOUNDMENT	39
SEWER NETWORK.....	40
ANNUAL AVAILABILITY CHARGE - RESIDENTIAL.....	40
ANNUAL CHARGES NON-RESIDENTIAL.....	40

Table Of Contents [continued]

TRADE WASTE (SEWER) CHARGES	41
USAGE CHARGE	41
STORMWATER DRAINAGE	42
SUBDIVISION	43
SWIMMING POOL	44
THEATRE AND MUSEUM FEES	45
CINEMA FEES	45
PUBLIC ADDRESS SYSTEM.....	45
DAILY HIRE	45
HOURLY HIRE.....	45
VENUE HIRE	46
COUNCIL CHAMBERS/COMMITTEE ROOMS.....	46
MEMORIAL HALL & RSL PAVILION	46
ALL HALLS	46
SCHOOL OF ARTS COMPLEX	47
SCHOOL OF ARTS VENUE SERVICES ADMINISTRATION FEES	47
WASTE MANAGEMENT	48
WHEELIE BINS	48
RECYCLING COLLECTION CHARGES.....	48
ANNUAL FACILITY CHARGE	48
BULK BINS.....	48
TRANSFER STATION FEES.....	49
GENERAL & GREEN WASTE	49
CONSTRUCTION, DEMOLITION, RENOVATION MATERIALS.....	50
TYRES	50
FURNITURE.....	51
MATTRESSES.....	51
WHITE GOODS	51
DRUMMUSTER	51
ASBESTOS DISPOSAL	51
OTHER TRANSFER STATION FEES.....	52

Table Of Contents [continued]

RECYCLING FEES..... 52

WATER NETWORK..... 53

SERVICE AVAILABILITY CHARGE 53

CONSUMPTION CHARGES 54

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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TENTERFIELD SHIRE COUNCIL

DISCLAIMER: Where a fee or charge is a statutory one and where the amount is set outside of Council, then the actual statutory fee or charge shall prevail if it is different to the fee or charge within this schedule. This applies to fees marked with the Code E - Legislative: Prices are dictated by legislation.

If any fees or charges are changed by legislation during the financial year (after the adoption of the Council Fees & Charges schedule for that year), then this schedule will be updated to reflect those changes.

ADMINISTRATION

COUNCIL OFFICE

OTHER CHARGES

Interest on outstanding Rates and Charges, Water Consumption and Debtor Accounts	N	10.5%	E
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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APPROVALS

GENERAL

Approvals expire on 30 June annually. Exemptions for Street Vending are outlined in Council Policy with No Charge.

Compliance Certificates for swimming pools are valid for three (3) years only.

If Council concludes that specialist advice is required, then costs will be recovered from the applicant.

Caravan Park or Camping Ground Approval	per site	N	\$29.00	\$30.00	3.45%	B
Installation notice and assessment for a Relocatable home or holiday cabin within an existing caravan park	per site	N	\$216.00	\$221.00	2.31%	B
Carry out an activity prescribed by the regulations or an activity or a class or description prescribed by the regulations	per approval	N	As Assessed			B
For fee or reward transport waste over or under a public place	per approval	N	As Assessed			B
Operate a Public Car Park.	per approval	N	As Assessed			B
Extend a balcony, awning, sunblind, canopy, sun louvre or similar structure or an essential service pipe over/in footpath	annual fee	N	\$92.00	\$94.00	2.17%	B
Install a domestic oil or solid fuel heating appliance, not a portable appliance (post construction installation)	per application	N	\$194.50	\$199.00	2.31%	B
Skin Penetration (Ear Piercing/Electrolysis/Tattoos/Waxing – Hair Removal/Acupuncture)	per year	N	\$126.50	\$130.00	2.77%	B
Swimming Pools (Initial Inspection for compliance under the Swimming Pool Act)	per year	Y	\$200.00	\$205.00	2.50%	B
Swimming Pools (Second inspection for compliance under the Swimming Pool Act)	per inspection	Y	\$110.00	\$113.00	2.73%	B
Home-based business - Food preparation	per year	N	\$150.00	\$154.00	2.67%	
Modify an approval	per application	N	50% of Original Fee Paid			B

SIGNS AND SANDWICH BOARDS

Approval expires 30 June annually

Signs - Advertising on existing signs on Council land	per annum	Y	\$550.00	\$550.00	0.00%	B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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MOBILE VENDOR

Approvals expire 30 June annually. Single events are for one occasion only. This form of approval excludes food sales.

Sale of goods in a public place from standing vehicle or any article (excludes food sales) - 50% of fee for 6 month period	annual fee or part thereof monthly	N	\$400.00	\$410.00	2.50%	B
Sale of goods in a public place from standing vehicle or any article – One Off Use (excludes food sales)	single event day/night	N	\$65.50	\$67.00	2.29%	B

BUSKING

Application to busk using dangerous materials or implements	per approval	N	\$20.00	\$20.00	0.00%	B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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CEMETERIES

TENTERFIELD LAWN & MONUMENTAL CEMETERY

Second Interment is allowed where permissible by NSW Health Regulations.

First Interment and perpetual maintenance – Machine Dig - DISCONTINUED FROM 2025/26 ONWARDS – REPLACED BY SEPARATE FEES BELOW - DUE TO THE ATO RULING FOR "RIGHT OF BURIAL" AS GST-FREE	per burial	Y	\$3,745.00	\$0.00	-100.00%	A
Right of Burial/Purchase of Plot	per burial	N	\$0.00	\$3,150.00	∞	A
First Interment – Machine Dig	per burial	Y	\$0.00	\$850.00	∞	A
Second Interment – Machine Dig	per burial	Y	\$1,500.00	\$850.00	-43.33%	A
First Interment – Hand Dig	per burial	Y	\$5,125.00	\$1,200.00	-76.59%	A

TENTERFIELD & VILLAGES MEMORIAL ROSE GARDEN & NICHE WALLS

Reservation fees are non-redeemable. Plaque must be approved to meet Council specifications.

Right of Burial/Purchase of Plot - Niche or Rose Garden	Per Application	N	\$318.00	\$350.00	10.06%	A
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VILLAGE CEMETERIES

Village Cemeteries – includes ground purchase and perpetual maintenance - DISCONTINUED FROM 2025/26 ONWARDS – REPLACED BY SEPARATE FEES BELOW - DUE TO THE ATO RULING FOR "RIGHT OF BURIAL" AS GST-FREE	per burial	Y	\$4,615.00	\$0.00	-100.00%	A
Village Cemeteries – Right of Burial/Purchase of Plot	per burial	N	\$0.00	\$3,150.00	∞	A
Village Cemeteries – Interment – Machine Dig	per burial	Y	\$0.00	\$850.00	∞	A
Village Cemeteries – Additional charge for machinery (travel)	per burial	Y	Cost to Council			B

ALL CEMETERIES LAWN & MONUMENTAL

Niche and Reservation fees are non-redeemable. Plaque must be approved to meet Council specifications. Right of Burial reservations are non-redeemable. A shallow burial must be approved by Council.

Right of Burial/Purchase of Plot - for interment of Ashes in plot where designated as Rocky Ground and unable to obtain required depth for normal interment	per plot	N	\$1,460.00	\$2,000.00	36.99%	A
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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ALL CEMETERIES LAWN & MONUMENTAL [continued]

Assessment & Approval to erect monumental work requiring a Monumental Mason (Installation of headstone or plaque)	by application only	N	\$236.00	\$245.00	3.81%	A
Removal of Corpse from one part of the cemetery to another	per application	Y	Cost to Council + 10%			A
Removal of Corpse to any other cemetery	per application	Y	Cost to Council + 10%			A
Transfer of Right of Burial (Administration Charge)	Per Right of Burial	N	\$56.50	\$60.00	6.19%	A
Purchase of plot to inter ashes - Tenterfield	Per interment	N	\$3,315.00	\$3,150.00	-4.98%	A
Purchase of plot to inter ashes - Villages	Per interment	N	\$3,115.00	\$3,150.00	1.12%	A
Cemeteries and Crematoria NSW Interment Services Levy - Ash Interment	Per Ash interment	Y	\$63.00	\$69.30	10.00%	E
Cemeteries and Crematoria NSW Interment Services Levy - Burial	Per Burial	Y	\$156.00	\$171.60	10.00%	E

PRIVATE CEMETERY

Application & Approval Fee	per application	N	\$283.00	\$290.00	2.47%	A
Permit for Burial & Council Inspection of grave prior to burial	per application	N	\$283.00	\$400.00	41.34%	A

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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CERTIFICATES & SEARCHES

Urgency Fee is an additional charge to the Certificate application where the Certificate is required within 24 hours.

603 CERTIFICATE

Section 603 Certificate	per certificate	N	\$100.00	\$100.00	0.00%	E
Urgency Fee for Section 603 Certificate	per certificate	N	\$145.00	\$145.00	0.00%	B

SECTION 10.7 CERTIFICATES

Section 10.7(2) Certificate (formerly 149 Certificate)	per certificate	N	\$69.00	\$71.00	2.90%	E
Section 10.7(5) Certificate Additional (formerly 149(5) Certificate)	per certificate	N	\$105.00	\$107.00	1.90%	E
Urgency Fee for Section 10.7 Certificate	per certificate	N	\$236.00	\$242.00	2.54%	B

735A (AND FORMER 121ZP) CERTIFICATE

Outstanding Notices and Orders Certificate - This is a Section 735A Certificate as to Notices (Local Government Act, 1993), inclusive of the provisions of Clause 41 of Schedule 5 (Environmental Planning & Assessment Act, 1979).

Section 735A (and former 121ZP) Certificate	per certificate	N	\$162.50	\$166.00	2.15%	B
Urgency Fee for Section 735A Certificate	per certificate	N	\$108.00	\$111.00	2.78%	B

OTHER APPLICATIONS

Section 64 – Noxious Weeds Certificate	per certificate	N	\$110.00	\$113.00	2.73%	B
Dwelling Permissibility Search	per search	N	\$162.00	\$166.00	2.47%	B
Development/Property Enquiry	per enquiry	N	\$215.00	\$220.00	2.33%	B
Urgency Fee for Dwelling Permissibility Search or Development/Property Enquiry	per search/enquiry	N	\$162.00	\$166.00	2.47%	B
Request for Re-issue of lost/misplaced certificates	per certificate	N	\$27.50	\$28.00	1.82%	B
Bushfire Attack Level (BAL) Certificate	per certificate	Y	\$250.00	\$256.00	2.40%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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COMMUNITY LAND

Engage in a trade or business	per event	N		As Assessed		B
Direct or procure a theatrical, musical or other entertainment for the public	per event	N		As Assessed		B
Construct a temporary enclosure for the purpose of entertainment	per event	N		As Assessed		B
Set up, operate or use a loud speaker or sound amplifying device	per event	N		As Assessed		B
Deliver a public address or hold religious service or public meeting	per event	N		As Assessed		B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
COMPANION ANIMALS						
Registration Fee - Dog - by 12 weeks or when sold if earlier than 12 weeks	per animal	N	\$78.00	\$78.00	0.00%	E
Registration Fee - Dog - Additional fee (for not Desexing dog by relevant age of 6 months)	per animal	N	\$184.00	\$184.00	0.00%	E
Registration Fee - Dog – Registration Combined fees (for not Desexing dog by relevant age of 6 months)	per animal	N	\$262.00	\$262.00	0.00%	E
Registration Fee - Dog - Desexed (by relevant age of 6 months) for eligible pensioner	per animal	N	\$34.00	\$34.00	0.00%	E
Registration Fee - Dog - Desexed (sold by eligible pound or shelter)	per animal	N	\$0.00	\$0.00	0.00%	E
Registration Fee - Dog - Not Desexed (not recommended by vet)	per animal	N	\$78.00	\$78.00	0.00%	E
Registration Fee - Dog - Not Desexed (not recommended by vet) for eligible pensioner	per animal	N	\$34.00	\$34.00	0.00%	E
Registration Fee - Dog - Not Desexed (recognised breeder)	per animal	N	\$78.00	\$78.00	0.00%	E
Registration Fee - Dog - Working (as defined by the Companion Animals Act)	per animal	N	Exempt			E
Registration Fee - Dog - Greyhound (while a registered Racing Greyhound only)	per animal	N	Exempt			E
Registration Fee - Assistance Animal e.g. Guide Dog (Registration still required)	per animal	N	No Charge			E
Annual Permit for Restricted Breed or Dangerous Dog	per animal	N	\$230.00	\$230.00	0.00%	E
Registration Fee - Cat - by 12 weeks or when sold if earlier than 12 weeks	per animal	N	\$68.00	\$68.00	0.00%	E
Registration Fee - Cat - Desexed for eligible pensioner	per animal	N	\$34.00	\$34.00	0.00%	E
Registration Fee - Cat - Desexed (sold by eligible pound or shelter)	per animal	N	\$0.00	\$0.00	0.00%	E
Registration Fee - Cat - Not Desexed (not recommended by vet)	per animal	N	\$68.00	\$68.00	0.00%	E
Registration Fee - Cat - Not Desexed (not recommended by vet) for eligible pensioner	per animal	N	\$34.00	\$34.00	0.00%	E
Registration Fee - Cat - Not Desexed (recognised breeder)	per animal	N	\$68.00	\$68.00	0.00%	E
Annual Permit for Non-Desexed Cat (4 months & older)	per animal	N	\$96.00	\$96.00	0.00%	E
Registration Late Fee	per animal	N	\$22.00	\$22.00	0.00%	E
Permit Late Fee	per animal	N	\$22.00	\$22.00	0.00%	E
Microchipping	per animal	Y	\$60.50	\$60.50	0.00%	A
Cat Trap (\$20.00 refundable deposit)	per fortnight	Y	\$50.00	\$50.00	0.00%	B
Companion Animal - Impounding Fee	per animal	N	\$50.00	\$50.00	0.00%	B
Companion Animal - Release Fee - First Impounding	per animal	N	\$75.00	\$75.00	0.00%	B
Companion Animal – Release Fee – Subsequent Impounding of same dog or cat	per animal	N	\$160.00	\$160.00	0.00%	B
Companion Animal – Sustenance	per day or part thereof	N	\$20.00	\$20.00	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DEVELOPMENT APPROVAL

BUILDING INFORMATION CERTIFICATE

Fees associated with Building Information Certificates (BIC) were previously prescribed under the now repealed Environmental Planning and Assessment Regulation 2000. Until such time as legislation prescribes fees associated with BIC's, Council may charge a fee for its regulatory functions under s608 LG Act. The fees for a BIC have been updated to be consistent with Full Operating Cost Recovery.

Dwellings (Inclusive of initial inspection)	per dwelling	N	\$300.00	\$300.00	0.00%	B
Not exceeding 200 square metres	per building	N	\$300.00	\$300.00	0.00%	B
Exceeding 200 square metres but not exceeding 2,000 square metres	as assessed	N	\$300.00 plus an additional 50 cents per m ² for each square metre over 200m ²			B
Exceeding 2,000 square metres	as assessed	N	\$1,200.00 plus an additional 75 cents per m ² for each square metre over 2,000m ²			B
Additional Inspection prior to issue of building certificate	per inspection	N	\$100.00	\$100.00	0.00%	B
Additional Fee – ONLY applies where the building to which the application relates has been completed in the past 24 months from the date of application	as assessed	N	As Assessed			B
Copy of Building Certificate	per copy	N	\$20.00	\$20.00	0.00%	B

COMPLIANCE/INSPECTION CERTIFICATE

COMPLIANCE CERTIFICATE

Footings / Slab Inspection	per inspection	Y	\$170.00	\$174.00	2.35%	B
Frame Inspection	per inspection	Y	\$225.00	\$231.00	2.67%	B
Stormwater Inspection	per inspection	Y	\$160.00	\$164.00	2.50%	B
Sewer – Under Slab Inspection	per inspection	Y	\$160.00	\$164.00	2.50%	B
Sewer – External Inspection	per inspection	Y	\$160.00	\$164.00	2.50%	B
Wet Areas Inspection	per inspection	Y	\$170.00	\$174.00	2.35%	B
Final Inspection	per inspection	Y	\$250.00	\$256.00	2.40%	B
Re-Inspection due to Non – Compliance	per inspection	Y	\$170.00	\$174.00	2.35%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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COMPLYING DEVELOPMENT

Complying Development value up to \$5,000	per application	Y	\$113.00	\$116.00	2.65%	B
Complying Development value from \$5,001 to \$50,000	per application	Y	\$225.00	\$231.00	2.67%	B
Complying Development value over \$50,001	per application	Y	\$100, plus \$3.50 for each \$1,000 of the estimated cost (or part of \$1,000)			B

CONSTRUCTION CERTIFICATE

Development value up to \$5,000	per development	Y	\$123.00	\$126.00	2.44%	B
Development value from \$5,001 to \$50,000	per development	Y	\$246.00	\$252.00	2.44%	B
Development value over \$50,001	per development	Y	\$100, plus \$3.50 for each \$1,000 of the estimated cost (or part of \$1,000)			B
Amended Construction Certificate (minor modification)	per development	Y	\$87.00	\$89.00	2.30%	B
Other amended construction certificates (significant modifications)	per development	Y	\$256.00	\$262.00	2.34%	B

DEVELOPMENT APPLICATION

Change of use or development that does not involve erection of a building, the carrying out of work, the subdivision of land or the demolition of a building or work.	per application	N	\$371.00	\$379.00	2.16%	E
Class 10 Buildings up to \$100,000 (sheds, carports, etc.)	per development	N	\$175.00	\$179.00	2.29%	B
New Dwellings < \$100,000 estimated cost basic fee only applies	per development	N	\$592.00	\$606.00	2.36%	E
Up to \$5,000.00 (Also Applies to Advertising Signs)	per development	N	\$144.00	\$147.00	2.08%	E
\$5,001.00 to \$50,000.00	per application	N	\$226, plus \$3.00 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$5,000			E
			Last year fee \$220, plus \$3.00 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$5,000			

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DEVELOPMENT APPLICATION [continued]

\$50,001.00 to \$500,000.00	per application	N	\$469, plus \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000 Last year fee \$459, plus \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000			E
\$500,001.00 to \$1,000,000.00	per application	N	\$2,325, plus \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000 Last year fee \$2,272, plus \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000			E
\$1,000,001.00 to \$10,000,000.00	per application	N	\$3,483, plus \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000 Last year fee \$3,404, plus \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000			E
More than \$10,000,000.00	per application	N	\$21,146, plus \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000 Last year fee \$20,667, plus \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000			E
Refundable bond on satisfactory completion of access crossing within Road Reserve	per application	N			As Assessed	F

MODIFICATION OF CONSENT

Section 4.55(1) Modification Application (formerly S96(1))	per application	N	\$92.00	\$95.00	3.26%	E
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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MODIFICATION OF CONSENT [continued]

Section 4.55(1A) (Formerly Section 96 (1A) or 96AA (1)) – where proposal is of minimal environmental impact.	per application	N	\$859.00 or half of the original fee for development application, whichever is the lesser			E
			Last year fee \$839.00 or half of the original fee for development application, whichever is the lesser			
Section 4.55(2) Other modifications (formerly S96(2)). To be assessed in accordance with Section 4.55 of the Environmental Planning and Assessment Act 1979 and Regulations	per application	N		As Assessed		E

SECTION 68 PLUMBING & DRAINAGE

Section 68 Plumbing & Drainage Application Fee	per application	N	\$65.00	\$67.00	3.08%	B
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ON SITE SEWERAGE MANAGEMENT

Application to Install New System (includes 2 X inspections and approval)	per application	N	\$360.00	\$369.00	2.50%	B
Approval to Operate Existing System, which does not have prior approval by Council, (includes inspection and approval) or renewal of OSSM Approval to Operate	per application	N	\$310.00	\$318.00	2.58%	B
On-site Sewerage Management System (OSSM) Inspection Fee, second inspection if required	per application	N	\$130.00	\$133.00	2.31%	B
For each additional Inspection on the same Lot.	each additional inspection	N		Min. Fee: \$53.00		B

RELOCATABLE DWELLING

Refundable bond on satisfactory completion of building	per application	N	\$7,000.00	\$7,000.00	0.00%	F
Assessment and Determination of Application	per application	N	\$340.00	\$349.00	2.65%	B
Road Bond – Refundable on satisfactory inspection	per application	N	\$3,000.00	\$3,000.00	0.00%	F

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DEVELOPMENT MISCELLANEOUS

ADVERTISING

The consent authority must refund so much of the fee paid under this clause as is not spent in giving the notices. Furthermore, the maximum amount payable where two advertising fees are applicable, is the sum of those two fees.

Advertised – Designated Development	per development	N	\$2,890.00	\$2,957.00	2.32%	E
Advertised Development	per development	N	\$300.00	\$379.00	26.33%	E
Prohibited Development	per development	N	\$1,438.00	\$1,472.00	2.36%	E
Integrated Development	per development	N	\$1,438.00	\$1,472.00	2.36%	E
Other than the above, Designated, Advertised or Prohibited	per development	N	\$1,438.00	\$1,472.00	2.36%	E

NEIGHBOUR NOTIFICATION

Neighbour Notification	per development	N	\$180.00	\$184.00	2.22%	B
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CONCURRENCE AUTHORITY

Concurrence Authority Processing Fee	per development	N	\$183.00	\$187.00	2.19%	E
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RESIDENTIAL FLAT DEVELOPMENT

An additional fee, not exceeding \$760, is payable for development which is required to be referred to a design review panel under State Environmental Planning Policy (Housing) 2021	per development	N	\$760.00	\$760.00	0.00%	E
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DESIGNATED DEVELOPMENT

If an application is designated development, this fee is payable in addition to the standard Development Application fee.

Designated Development	per development	N	\$1,198.00	\$1,226.00	2.34%	E
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INTEGRATED DEVELOPMENT

Integrated Development Processing Fee	per development	N	\$183.00	\$187.00	2.19%	E
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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REVIEW OF ORIGINAL CONSENT

Dwellings – House \$100,000.00 or less	per application	N	\$195.00	\$250.00	28.21%	E
Other	per application	N	As Assessed			E

WITHDRAWAL OF APPLICATION

PRIOR TO ASSESSMENT COMMENCING

Withdrawal of Development and Complying Application	per application	N	All Council reimbursable fees			B
Development Application Fee – Council Fees Only	per application	N	75% of Fee			C
Construction Certificate Fee	per application	Y	100% of Fee			B
Inspection Fees – For Inspections NOT undertaken	per application	Y	100% of Fee			B
OSSM Application Fee	per application	N	100% of Fee			B

AFTER ASSESSMENT HAS COMMENCED

Development Application Fee – Council Fees Only – After site inspection and assessment has commenced	per application	N	Nil			D
Construction Certificate Fee	per application	Y	Nil			D
Inspection Fees – For Inspections NOT undertaken	per application	Y	100% of Fee			B
OSSM Application Fee	per application	N	50% of Fee			C

OTHER FEES & CHARGES

Temporary Accommodation of a caravan or shed while building for up to 6 months	per development	N	\$328.00	\$337.00	2.74%	B
Temporary Accommodation of a caravan or shed while building for over 6 months but less than 12 months	per development	N	\$369.00	\$379.00	2.71%	B
Extractive Industry not being Mining	per application	N	\$5,660 plus additional \$0.06 for each tonne of material to be extracted annually			E
Minor Planning Proposal Consideration	per application	N	\$2,160.00	\$2,215.00	2.55%	B
Major Planning Proposal Consideration	per application	N	\$6,555.00	\$6,720.00	2.52%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DEVELOPER CONTRIBUTIONS - SECTION 64

Sewerage per Equivalent Tenement – Tenterfield	per connection	N	\$14,165.00	\$14,507.00	2.41%	B
Water per Equivalent Tenement – Tenterfield	per connection	N	\$12,414.00	\$12,714.00	2.42%	B
Sewerage per Equivalent Tenement – Urbenville	per connection	N	\$0.00	\$0.00	0.00%	B
Water per Equivalent Tenement – Urbenville	per connection	N	\$12,414.00	\$12,714.00	2.42%	B
Water per Equivalent Tenement – Jennings	per connection	N	\$4,745.00	\$4,859.00	2.40%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DEVELOPER CONTRIBUTIONS - PLANNING - SECTION 7.11 & 7.12

S7.11 NEW RURAL LOT SUBDIVISION - WITHIN THE RU1 ZONE IDENTIFIED ON THE LEP RURAL RESIDENTIAL SUBDIVISION MAPS

Plan Preparation & Administration	per lot	N	\$288.00	\$294.00	2.08%	B
Roads	per lot	N	\$8,056.00	\$8,251.00	2.42%	B
Emergency Services	per lot	N	\$542.00	\$555.00	2.40%	B
Community & Civic Facilities	per lot	N	\$253.00	\$259.00	2.37%	B
Open Space, Sporting & Recreation	per lot	N	\$96.00	\$98.00	2.08%	B
Waste Management	per lot	N	\$984.00	\$1,007.00	2.34%	B
Drainage	per lot	N	\$0.00	\$0.00	0.00%	B
TOTAL	Total per lot	N	\$10,219.00	\$10,464.00	2.40%	B

S7.11 NEW RURAL LOT SUBDIVISION - IN THE RU1 ZONE

Plan Preparation & Administration	per lot	N	\$288.00	\$294.00	2.08%	B
Roads	per lot	N	\$5,144.00	\$5,268.00	2.41%	B
Emergency Services	per lot	N	\$542.00	\$555.00	2.40%	B
Community & Civic Facilities	per lot	N	\$253.00	\$259.00	2.37%	B
Open Space, Sporting & Recreation	per lot	N	\$96.00	\$98.00	2.08%	B
Waste Management	per lot	N	\$984.00	\$1,007.00	2.34%	B
Drainage	per lot	N	\$0.00	\$0.00	0.00%	B
TOTAL	Total per lot	N	\$7,307.00	\$7,481.00	2.38%	

S7.11 NEW URBAN RESIDENTIAL SUBDIVISION

Plan Preparation & Administration	per lot	N	\$288.00	\$294.00	2.08%	B
Roads	per lot	N	\$0.00	\$0.00	0.00%	B
Emergency Services	per lot	N	\$542.00	\$555.00	2.40%	B
Community & Civic Facilities	per lot	N	\$253.00	\$259.00	2.37%	B
Open Space, Sporting & Recreation	per lot	N	\$96.00	\$98.00	2.08%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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S7.11 NEW URBAN RESIDENTIAL SUBDIVISION [continued]

Waste Management	per lot	N	\$984.00	\$1,007.00	2.34%	B
Drainage	per lot	N	\$412.00	\$421.00	2.18%	B
TOTAL	Total per lot	N	\$2,575.00	\$2,634.00	2.29%	B

S7.12 RESIDENTIAL/COMMERCIAL/INDUSTRIAL DEVELOPMENT

Applies to new multi-residential developments (not applicable to a single dwelling on a vacant lot), new commercial developments, and new industrial developments.

The contribution shall be calculated from the below, using the estimated cost of the development.

Project Value for New Development - Up to and including \$100,000	per lot	N	Levy rate - Nil	B
Project Value for New Development - More than \$100,000 and up to \$200,000	per lot	N	Levy rate - 0.5%	B
Project Value for New Development - More than \$200,000	per lot	N	Levy rate: 1%	B

S7.11 MINING OR MAJOR INDUSTRIES

Plan Preparation & Administration	per approval	N	\$288.00	\$294.00	2.08%	B
Roads	per tonne km	N	\$0.054 per tonne km			B
			Last year fee \$0.053 per tonne km			

Per tonne km of "goods" over Shire roads. Contributions to the CEP based on total capital expenditure and annual outputs of development.

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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DRAINAGE DIAGRAM

Provision of Existing Drainage Diagram	each	Y	\$70.00	\$70.00	0.00%	B
Inspection and redrawing of Drainage Diagram	each	Y	\$260.00	\$260.00	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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FOOD PREMISES

Food Shops	per inspection	N	\$280.00	\$287.00	2.50%	B
Food Shops – Minor Inspection e.g. limited hot foods, pie warmers etc.	per inspection	N	\$130.00	\$133.00	2.31%	B
Supermarket / General Store (Food Preparation e.g. Deli)	per inspection	N	\$300.00	\$308.00	2.67%	B
Temporary Food Stall	per inspection	N	\$100.00	\$102.00	2.00%	B
Mobile Food Vendor – Annual	annual	N	\$500.00	\$513.00	2.60%	B
Mobile Food Vendor – Six Monthly	half yearly	N	50% of Annual Fee			B
Mobile Food Vendor - Three Monthly	quarterly	N	25% of Annual Fee			B

CHANGE OF USE

Change of Use to Food Premises	per application	N	\$350.00	\$359.00	2.57%	B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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INFORMATION

GOVERNMENT INFORMATION PUBLIC ACCESS

Application Fee (s.41 GIPA Act) – made by natural person about their personal affairs	per application	N	\$30.00	\$30.00	0.00%	E
Processing Charge (s.67 GIPA Act) for personal information by natural person	per hour after 20 hours	N	\$30.00	\$30.00	0.00%	E
Application Fee (s.41 GIPA Act) – All other requests	per application	N	\$30.00	\$30.00	0.00%	E
Processing Charge (s.64 GIPA Act) – All other requests	per hour	N	\$30.00	\$30.00	0.00%	E
Application Fee (s.85 GIPA Act) – Internal Review	per review	N	\$40.00	\$40.00	0.00%	E

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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LIBRARY

Lost or damaged items	per item	N	Cost to Council + \$12.00 processing charge			B
Fee for issue of Overdue Fee Notice	per notice	N	\$1.40	\$1.40	0.00%	C
Replacement of lost or damaged card	per replacement	N	\$5.00	\$5.00	0.00%	C
Fee as charged by Library for supply postage where applicable at official rates	as assessed	Y	At Cost + \$12 Postage			C
Internet Access – per hour	per hour	Y	Free			D
Visitor's Membership (refundable)	per membership	N	\$50.00	\$50.00	0.00%	C
Overdue Account Services Fee	per account	N	\$10.00	\$10.00	0.00%	C

PHOTOCOPYING

A4 – Single Side – Black & White	per sheet	Y	\$0.25	\$0.30	20.00%	C
A4 – Double Side – Black & White	per sheet	Y	\$0.45	\$0.50	11.11%	C
A3 – Single Side – Black & White	per sheet	Y	\$0.40	\$0.50	25.00%	C
A3 – Double Side – Black & White	per sheet	Y	\$0.75	\$1.00	33.33%	C
A4 - Non profit organisations (limit of 200 copies per month) – Black & White	per sheet	Y	\$0.20	\$0.25	25.00%	C
A4 – Single Side – Colour	per sheet	Y	\$2.00	\$2.00	0.00%	C
A4 – Double Side – Colour	per sheet	Y	\$3.70	\$3.70	0.00%	C
A3 – Single Side – Colour	per sheet	Y	\$3.70	\$3.70	0.00%	C
A3 – Double Side – Colour	per sheet	Y	\$6.90	\$6.90	0.00%	C

LAMINATING

A4 Sheet of Paper	per sheet	Y	\$4.40	\$3.00	-31.82%	C
A3 Sheet of Paper	per sheet	Y	\$0.00	\$4.00	∞	C
Business Card	per card	Y	\$2.80	\$1.50	-46.43%	C

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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PARKS AND SPORTING GROUNDS

Council's preferred payment method is by EFTPOS. Refunds are payable by EFTPOS (if paid by card) or cheque.

There will be no concessions granted for, the waiving of, nor a reduction in Council's set fees and charges as Council already provides a low fee for the hire and use of parks and sporting grounds.

JUBILEE PARK & SKATE PARK

Kiosk Hire	per day	Y	\$75.00	\$75.00	0.00%	C
Kiosk Cleaning Deposit for Jubilee Park	per event	N	\$350.00	\$350.00	0.00%	F

ROTARY PARK

Kiosk Hire	per day	Y	\$75.00	\$75.00	0.00%	C
Kiosk Cleaning Deposit for Rotary Park	per event	N	\$350.00	\$350.00	0.00%	F

FEDERATION PARK

Half (1/2) bank of lights (1 hour minimum)	per hour	Y	\$41.00	\$42.00	2.44%	C
Full bank of lights (1 hour minimum)	per hour	Y	\$82.00	\$84.00	2.44%	C

SHIRLEY PARK

Lighting Hire (1 hour minimum)	per hour	Y	\$26.00	\$27.00	3.85%	C
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PARKS IN GENERAL

Hire (not for profit & charitable organisations- one off event)	per approval	Y	\$110.00	\$113.00	2.73%	C
Hire (Seasonal Sport Approval - not for profit & charitable organisations)	per approval	Y	\$250.00	\$260.00	4.00%	C
Hire (Schools within the Tenterfield Local Government Area (LGA))	per approval	Y			Free	D
Parkrun and Walk 'n' Talk For Life	per event	Y			Free	D
Weddings & Private Functions	per approval	Y	\$500.00	\$250.00	-50.00%	C
Amended Booking Approval/Cancellation Fee	per booking change	Y	\$15.00	\$15.00	0.00%	C

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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PARKS IN GENERAL [continued]

Park Bond- cleaning/key return if required	per approval	N	\$360.00	\$370.00	2.78%	F
Key and/or Padlock Replacement	per key/padlock	Y	At cost to Council + 10%			B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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RATES AND PROPERTY

Copy of Rate Notice and Receipts (for non-current years)	per assessment	N	\$0.00	\$25.00	∞	B
Only applicable to refunds of overpayments	per refund	N	\$25.00	\$25.00	0.00%	B
Dishonoured Cheque Fee	per cheque	N	\$42.50	\$42.50	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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REGULATORY FEES

Clean Up Notice issued under section 91 of the Protection of the Environment Operations Act 1997	per notice	N	\$600.00 or at Director of Corporate Services' discretion Last year fee \$591.00 or at Chief Corporate Officer's discretion			E
Prevention Notice issued under section 96 of the Protection of the Environment Operations Act 1997	per notice	N	\$600.00 or at Director of Corporate Services' discretion Last year fee \$591.00 or at Chief Corporate Officer's discretion			E
Compliance Cost Notice issued under section 91 of the Protection of the Environment Operations Act 1997	per notice	N	At Cost			E
Investigation (Authorised Officer) for compliance in issuing Notices under the Protection of the Environment Operations Act 1997 – to be included in Compliance Cost Notices	Staff per hour	N	\$250.00	\$260.00	4.00%	E
Administration for compliance in issuing Notices under the Protection of the Environment Operations Act 1997 – to be included in Compliance Cost Notices.	Staff per hour	N	\$130.00	\$150.00	15.38%	E
Improvement Notice or Prohibition Notice under section 97 of the Public Health Regulation 2022 - Regulated System	per notice	N	\$560.00	\$635.00	13.39%	E
Improvement Notice or Prohibition Notice under section 97 of the Public Health Regulation 2022	per notice	N	\$270.00	\$295.00	9.26%	E
Food Act Improvement Notice	per inspection	N	\$330.00	\$330.00	0.00%	E

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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ROADS AND ROAD RESERVES

PUBLIC GATE APPLICATION

The fee for a new public gate and bypass application includes advertising, public consultation and Council approval.

Public Gate Permit Application - First Location	per location	N	\$1,025.00	\$1,055.00	2.93%	B
Public Gate Permit Application - Additional location as part of same application	per location	N	\$256.00	\$262.00	2.34%	B

ROAD AND FOOTPATH RESTORATION

Restoration Works - All restoration of damaged infrastructure	per location	N	Actual Cost + 20%			B
Urgent Repair Works - All urgent works required due to substandard Vehicular Accesses, Public Gates, Grids, and other privately maintained infrastructure	per location	N	Actual Cost + 20%			B

TEMPORARY STREET CLOSURE

Temporary Street closures exclude school and charity events, and ANZAC Day.

Permit issued for conducting an event on a public road (excludes traffic management plan)	per closure	N	As Assessed, Minimum cost \$880.00			C
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TRAFFIC MANAGEMENT PLAN

Traffic Management Plan for road event or other roadworks.	per application	Y	By quotation			B
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VEHICULAR ACCESS APPLICATION (DRIVEWAYS)

Fee includes inspections and advertising where applicable

Issue of Consents under Section 138 Roads Act 1993	each	N	\$339.00	\$348.00	2.65%	B
Issue of Consents under Section 138 Roads Act 1993 for each additional site where pre and final inspections can be made for all works at the same time	each	N	\$154.00	\$158.00	2.60%	B
Concurrent Issue of New Rural Address and Section 138 Vehicular Access Permit	each	Y	\$410.00	\$420.00	2.44%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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WORKS IN ROAD RESERVE

Section 138 Approval under the Roads Act, including Road Opening Permit, Road Occupancy Permit. Duration of works – less than 24 hours. (Does not apply to routine farming activities relating to farming or maintenance in the Public Gate and Bypass designated area)	each	N	\$102.00	\$105.00	2.94%	B
Section 138 Approval under the Roads Act, including Road Opening Permit, Road Occupancy Permit (includes one pre-approval inspection & one post-work inspection). Duration of works – greater than 24 hours. (Does not apply to routine farming activities relating to farming or maintenance in the Public Gate and Bypass designated area)	each	N	\$410.00	\$420.00	2.44%	B

KERB & GUTTER

Construction (measure – property frontage) – Owner's half cost	per application	N		50% of actual cost		C
Construction (measure – property frontage) – Side boundaries – corner lots	per application	N		25% of actual cost		C

STORMWATER DRAINAGE WORKS

Carry out Stormwater Drainage Work (by Council)	per application	N		Actual Cost + 20%		B
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OTHER ROAD FEES

Section 611 – Annual Charge on Rails, Pipes, etc. – Public Road	each	N			As Assessed	B
Public Road & Infrastructure Re-naming Application, including advertising costs (non-refundable)	per road/site	N	\$2,565.00	\$2,630.00	2.53%	B

RURAL ADDRESSING

Issue of New Rural Address	each	Y	\$256.00	\$262.00	2.34%	B
Includes inspection and installation of rural address number						
Replacement of Rural Address signposting	each	Y			Actual Cost + 20%	B
Concurrent Issue of New Rural Address and Section 138 Vehicular Access Permit	each	Y	\$410.00	\$420.00	2.44%	B
Issue of New Rural Address – for each additional address where installations of posts occur at the same time	each	Y	\$102.00	\$105.00	2.94%	B

PERMANENT PUBLIC ROAD CLOSURE/OPENING APPLICATION

The fee for a road closure/opening application includes advertising, referencing, public consultation and Council approval.

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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PERMANENT PUBLIC ROAD CLOSURE/OPENING APPLICATION [continued]

Council Public Road permanent closure application	per application	N	As Assessed, Minimum Cost \$1,000.00			B
Road Opening Application	per application	N	As Assessed, Minimum Cost \$2,000.00			B
				Last year fee As Assessed, Minimum cost \$2,000.00		

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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SALEYARDS

Private Yard Usage / Non sale Cattle	per head/per day	Y	\$3.00	\$3.00	0.00%	C
Yard Regular Sales (Store & Fat) Fees	per head	Y	\$8.10	\$8.10	0.00%	B
Agent – Business Use Fee	annual fee	Y	\$4,935.00	\$5,060.00	2.53%	B
Agent – Special Sale Use & Booking Fee	each	Y	\$520.00	\$520.00	0.00%	B
Saleyard / Paddock fee Sale Cattle only	per head / per day	Y	\$1.50	\$1.50	0.00%	B
Emergency NLIS Tags	each	Y	\$37.00	\$40.00	8.11%	B
NLIS – Transfer of Data to Agents	each	Y	\$46.00	\$47.00	2.17%	B
Work Health & Safety & Infrastructure Levy (See Council Resolution 297/15)	per head	Y	\$2.90	\$2.90	0.00%	B
Process NLIS cattle - Private Weigh	per head	Y	\$4.40	\$4.40	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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PRIVATE WORKS CHARGES

- No dry hire of any plant or equipment.
- Minimum charge of 1 hour applies to all plant, with increments of 1/2 hour.
- Rates are inclusive of operator wages for normal time.
- Activities undertaken outside normal working hours, including on RDOs, will attract a surcharge to cover the applicable overtime wage rate including any allowances.
- If additional staff are required, the relevant staff charges will apply.
- Works estimated to take longer than 8 hours or which require more than one plant item must have an estimate of cost prepared and approved by the appropriate Council officer prior to work commencing.
- All transport costs are to be met by the hirer, including floatage to and from site and use of utes to return home. This cost will be established prior to commencement of hire.
- Council makes no guarantee as to the availability for hire of any plant or items listed below.
- Council reserves the right not to make any item available for hire and to place restrictions and conditions on the hire of plant or other items.
- The cost of repair of any damage incurred to plant outside the control of the operator and/or normal wear and tear, will be charged to the hirer.
- Standby rates will be 70% of the comprehensive hire rate for major plant items.
- Please note that all charges for items of plant and equipment do not include the cost of materials. Materials will be charged separately at the rates indicated/quoted.

PLANT HIRE CHARGES

30 KVA Generator	per hour/per day	Y	\$168.00	\$172.00	2.38%	A
6 Inch Water Pump	per hour	Y	\$168.00	\$172.00	2.38%	A
Mechanics Truck	per hour	Y	\$201.00	\$206.00	2.49%	A
Backhoe Loader	per hour	Y	\$241.00	\$247.00	2.49%	A
Elevating Work Platform (Cherry Picker) – 2 x Operators included	per hour	Y	\$417.00	\$427.00	2.40%	A
Excavator (plus GET at cost + 20%)	per hour	Y	\$319.00	\$327.00	2.51%	A
Grader	per hour	Y	\$286.00	\$293.00	2.45%	A
Vacuum Excavation Trailer/Valve Exerciser	per hour	Y	\$377.00	\$386.00	2.39%	A
Franna 20 ton Crane - 2 x Operators included	per hour	Y	\$325.00	\$333.00	2.46%	A
Loader – Skid Steer	per hour	Y	\$201.00	\$206.00	2.49%	A
Mini Excavator 1.8T with attachments	per hour	Y	\$195.00	\$200.00	2.56%	A
Mini Excavator 5.5T with attachments	Per Hour	Y	\$224.00	\$229.00	2.23%	A
Mower G4000 Toro (or equivalent)	per hour	Y	\$195.00	\$200.00	2.56%	A

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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PLANT HIRE CHARGES [continued]

Mower – Deck (other)	per hour	Y	\$219.00	\$224.00	2.28%	A
Patch Mobile - 2 x Operators included	per hour	Y	\$368.00	\$377.00	2.45%	A
Prime Mover & Low Loader	per hour	Y	\$561.00	\$575.00	2.50%	A
Roller – Self Propelled Vibrating Flat drum or Padfoot	per hour	Y	\$213.00	\$218.00	2.35%	A
Roller – Grid (inc Tractor)	per hour	Y	\$259.00	\$265.00	2.32%	A
Sewer/Pipe Cleaner	per hour	Y	\$377.00	\$386.00	2.39%	A
Slasher	per hour	Y	\$63.00	\$64.00	1.59%	A
Tractor – attachments extra	per hour	Y	\$208.00	\$213.00	2.40%	A
Tractor – attachments extra (Urbenville)	per hour	Y	\$208.00	\$213.00	2.40%	A
Truck – Garbage, side loader, R & LH Drive	per hour	Y	\$218.00	\$223.00	2.29%	A
Truck – Industrial bins, front loading forks	per hour	Y	\$206.00	\$211.00	2.43%	A
Truck – Light Tipper	per hour	Y	\$180.00	\$184.00	2.22%	A
Truck – Medium Tipper	per hour	Y	\$193.00	\$197.00	2.07%	A
Truck – Heavy Tipper	per hour	Y	\$256.00	\$262.00	2.34%	A
Truck – Heavy Tipper + Dog Trailer	per hour	Y	\$302.00	\$309.00	2.32%	A
Truck – Flat Deck with Crane	per hour	Y	\$262.00	\$268.00	2.29%	A
Utility	per km both ways	Y	\$1.25	\$1.30	4.00%	A
Variable Message Boards (Pair)	per day	Y	\$231.00	\$236.00	2.16%	A
Water Cart	per hour	Y	\$256.00	\$262.00	2.34%	A
Weed Sprayer, truck mounted	per hour	Y	\$200.00	\$205.00	2.50%	A
Wood Chipper, up to 225 mm diameter	per hour	Y	\$331.00	\$339.00	2.42%	A

MATERIALS

Chemicals (Noxious weed spraying)	each	N	Actual Cost + 20%			A
Bitumen Emulsion – from Tenterfield or Urbenville Depots - supply only, with loading	per litre	Y	\$4.10	\$4.20	2.44%	A
Gravel – from Tenterfield LGA	per cubic metre	Y	As Assessed			A
Aggregate precoated (7, 10 or 14mm) – minimum charge is 1 cubic metre with loading & delivery an extra charge	per cubic metre	Y	\$148.00	\$151.00	2.03%	A

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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MATERIALS [continued]

Aggregate unprecoated (7, 10 or 14mm) – minimum charge is 1 cubic metre with loading & delivery an extra charge	per cubic metre	Y	\$98.50	\$100.00	1.52%	A
Crusher Dust – from Tenterfield or Urbenville Depots – minimum charge 1 cubic metre with loading & delivery an extra charge	per cubic metre	Y	\$74.00	\$75.00	1.35%	A
Store Items (Including fuel supply for Emergency Service use or emergency situations only)	each	Y	Actual Cost + 20%			A

REINFORCED CONCRETE PIPES - SUBJECT TO AVAILABILITY

375 mm dim – Pipe	per metre	Y	Actual Cost + 20%			A
375mm dim – Headwalls, Full Apron, Heavy Duty	each	Y	Actual Cost + 20%			A
375mm dim – Sandbands	each	Y	Actual Cost + 20%			A
450 mm dim – Pipe	per metre	Y	Actual Cost + 20%			A
450mm dim – Headwalls, Full Apron, Heavy Duty	each	Y	Actual Cost + 20%			A
450mm dim – Sandbands	each	Y	Actual Cost + 20%			A
600mm dim – Pipe	per metre	Y	Actual Cost + 20%			A
600mm dim – Headwalls, Full Apron, Heavy Duty	each	Y	Actual Cost + 20%			A
600mm dim – Sandbands	each	Y	Actual Cost + 20%			A

DRIVEWAY SEALING

In the Tenterfield Shire Council Area	per square metre	Y	Estimated cost + 20%			A
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STAFF

Mechanic or Dogger	per hour	Y	\$150.00	\$150.00	0.00%	B
Operator	per hour	Y	\$150.00	\$150.00	0.00%	B
Professional	per hour	Y	By Quotation			B
Services or Supervisor Support	per hour	Y	\$165.00	\$165.00	0.00%	B
RMS Inspection Fee (Authorised Inspection Station) at Riley St Depot Workshop	each	Y	As per RMS Schedule			B
Plant Risk Assessment	each	Y	By Quotation			B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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ABANDONED VEHICLE IMPOUNDMENT

Removal of Abandoned Vehicles to Depot, Advertising, Auction or Release Fee	per vehicle	N		Cost to Council + 10%		B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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SEWER NETWORK

Carry out Sewerage Work including Mains Extensions	per connection	N			Estimated Cost	B
Sewer Main location diagram	each	N	\$118.00	\$106.00	-10.17%	B
Sewer Main location – field inspection	per hour	N	\$182.00	\$164.00	-9.89%	B
Sewer Connection	per connection	N	\$1,465.00	\$1,320.00	-9.90%	B
Sewer Inspection Fee for Faulty Drainage	per hour	N	\$166.00	\$149.50	-9.94%	B
Low pressure Air Testing	per hour	N	\$547.00	\$493.00	-9.87%	B
Confined spaces entry	per hour	N	\$547.00	\$493.00	-9.87%	B
CCTV Camera Inspection	per hour	N	\$547.00	\$493.00	-9.87%	B
Fee for Non-Tenterfield Shire Premises to Discharge Waste Directly To Tenterfield Shire Council sewerage Network	per year	N	\$1,665.00	\$1,500.00	-9.91%	B
Disposal of Septic Trade Waste	per kl	N	\$34.50	\$31.50	-8.70%	B

ANNUAL AVAILABILITY CHARGE - RESIDENTIAL

Annual Availability Charge	per occupancy per property per annum	N	\$1,460.00	\$1,314.00	-10.00%	B
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ANNUAL CHARGES - NON-RESIDENTIAL

Annual Charges - Non Residential Sewerage Water Connection 20mm	per occupancy per property per annum	N	\$1,460.00	\$1,314.00	-10.00%	B
Annual Charges - Non Residential Sewerage Water Connection 25mm	per occupancy per property per annum	N	\$1,460.00	\$1,314.00	-10.00%	B
Annual Charges - Non Residential Sewerage Water Connection 32mm	per occupancy per property per annum	N	\$1,890.00	\$1,701.00	-10.00%	B
Annual Charges - Non Residential Sewerage Water Connection 40mm	per occupancy per property per annum	N	\$2,940.00	\$2,646.00	-10.00%	B
Annual Charges - Non Residential Sewerage Water Connection 50mm	per occupancy per property per annum	N	\$4,585.00	\$4,127.00	-9.99%	B
Annual Charges - Non Residential Sewerage Water Connection 80mm	per occupancy per property per annum	N	\$11,735.00	\$10,562.00	-10.00%	B
Annual Charges - Non Residential Sewerage Water Connection 100mm	per occupancy per property per annum	N	\$18,335.00	\$16,502.00	-10.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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ANNUAL CHARGES - NON-RESIDENTIAL [continued]

Annual Charges - Non Residential Sewerage Water Connection 150mm	per occupancy per property per annum	N	\$41,260.00	\$37,134.00	-10.00%	B
Voluntary and Charitable Organisations Water Connection	per occupancy per property per annum	N	\$281.00	\$253.00	-9.96%	B
Services installed solely for the purpose of fire fighting	Annually	N	No Charge			D

TRADE WASTE (SEWER) CHARGES

Application Fee – Change of business owner or business name or property owner	per application	N	\$195.50	\$176.00	-9.97%	B
Application Fee – New business or change of business activity	per application	N	\$340.00	\$306.00	-10.00%	B
Withdrawal or Modification Application Fees	Charge / Withdrawal or Modification	N	Based on work completed prior to withdrawal (percentage of application fee)			B
Trade Waste Fee Category 1	per annum	N	\$204.00	\$184.00	-9.80%	B
Trade Waste Fee Category 2	per annum	N	\$204.00	\$184.00	-9.80%	B
Trade Waste Fee Category 3	per annum	N	\$974.00	\$877.00	-9.96%	B
Food Waste Disposal Charge	per kilolitre	N	As determined by liquid trade waste guidelines			B
Trade Waste Usage Charge Compliant	per kL	N	\$2.30	\$2.05	-10.87%	B
Trade Waste Usage Charge Non-compliant	per kL	N	\$23.50	\$21.00	-10.64%	B
Re-Inspection Fee all Categories	per inspection	N	\$151.50	\$136.50	-9.90%	B
Approval Renewal Fee (5 Yearly) all Categories	per approval	N	\$151.50	\$136.50	-9.90%	B
Application For Exemption of Installing Standard Pre-Treatment Equipment all Categories	per application	N	\$151.50	\$136.50	-9.90%	B
Application for Trade Waste Discharge Factor Variation all Categories	per application	N	\$151.50	\$136.50	-9.90%	B

USAGE CHARGE

Sewerage Usage Charge - Non-residential	per kilolitre	N	\$3.50	\$3.15	-10.00%	B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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STORMWATER DRAINAGE

Stormwater Management Charge	Annually	N	\$25.00	\$25.00	0.00%	E
Strata Title Per Unit	Annually	N	\$12.50	\$12.50	0.00%	E
Stormwater Business < 350m square	Annually	N	\$25.00	\$25.00	0.00%	E
Stormwater Business 350m sq - 1200 m sq	Annually	N	\$50.00	\$50.00	0.00%	E
Stormwater Business 1200m sq - 5000 m sq	Annually	N	\$221.00	\$221.00	0.00%	E
Stormwater Business >5000m sq	Annually	N	\$357.00	\$357.00	0.00%	E

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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SUBDIVISION

New Road	per development	N		\$885 + \$65 per additional lot		E
				Last year fee \$865 + \$65 per additional lot		
No New Road	per development	N		\$440 + \$53 per additional lot		E
				Last year fee \$430 + \$53 per additional lot		
Strata	per development	N		\$440 + \$65 per additional lot		E
				Last year fee \$430 + \$65 per additional lot		
Boundary Adjustment (requiring development consent)	per development	N	\$430.00	\$440.00	2.33%	E
Subdivision Certificate Application	per development	N	\$240.00	\$246.00	2.50%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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SWIMMING POOL

Note - the proposed fees for 2025/26 are subject to review after the next pool contract is confirmed.

Single Admission	per person	Y	\$2.00	\$2.00	0.00%	C
Children - aged 3 years and under	per child	Y	Free			D
Season Family	per family	Y	\$220.00	\$220.00	0.00%	C
Season Family 3 Month Pass	per family	Y	\$110.00	\$110.00	0.00%	C
Season Single	per person	Y	\$100.00	\$100.00	0.00%	C
Season Single 3 Month Pass	per person	Y	\$60.00	\$60.00	0.00%	C
School Hire	per child	Y	\$2.00	\$2.00	0.00%	C
Spectator Admission	per person	Y	\$0.00	\$0.00	0.00%	C
Gym entry only (owned & operated by Pool Contractor)	per person	Y	\$5.00	\$5.00	0.00%	C
Gym and Swim	per person	Y	\$7.00	\$7.00	0.00%	C
Lane Hire	per hour	Y	Pool entry + \$15.00			C
Hire of Pool Out of Hours - bookings to be made directly with the pool contractor	per hour, per pool attendant	Y	\$80.00	\$80.00	0.00%	C
Amended Booking Approval/Cancellation Fee	per booking change	Y	\$15.00	\$15.00	0.00%	C

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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THEATRE AND MUSEUM FEES

CINEMA FEES

Commercial fee	per day	Y	\$300.00	\$300.00	0.00%	A
Not-for-profit fee	per day	Y	\$100.00	\$100.00	0.00%	A
Friends of the School of Arts - fundraising functions	per event	Y			Free	D

PUBLIC ADDRESS SYSTEM

DAILY HIRE

Commercial Organisations (includes 1/2 hour set up and instruction)	per hire	Y	\$476.00	\$476.00	0.00%	A
Non-profit organisations for own use (no set up)	per hire	Y	\$171.00	\$171.00	0.00%	C
Non-profit organisations for use during community events (no set-up)	per hire	Y	\$90.00	\$90.00	0.00%	C

HOURLY HIRE

Hourly hire with no set-up (i.e. organisation to pick up and return equipment)	per hire	Y	\$95.00	\$95.00	0.00%	A
Set-up Time (additional to any other fee)	per hire	Y	\$80.00	\$82.00	2.50%	A

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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VENUE HIRE

COUNCIL CHAMBERS/COMMITTEE ROOMS

Council Rooms – Community Organisations	per hour	Y	\$35.00	\$36.00	2.86%	C
Council Rooms - Commercial Hire	per hour	Y	\$65.00	\$70.00	7.69%	C
Use of Council Kitchen - only available during Council office hours 8.30 am – 5.00pm weekdays	per day	Y	\$17.00	\$20.00	17.65%	C

MEMORIAL HALL & RSL PAVILION

There will be no concessions granted for, the waiving of, nor a reduction in Council's set fees and charges as Council already provides a low fee for the hire and use of the Memorial Hall and RSL Pavilion.

Tenterfield Physical Culture Group Inc. has a special hire rate as per resolution 49/24 of 28 March 2024.

Tenterfield Highlanders Pipe Band has a special hire rate as per resolution 149/24 of 23 October 2024.

Hire - Residents, Non profit & Charitable Organisations (within Tenterfield Shire) - for either the Memorial Hall or RSL Pavilion	per hour	Y	\$30.00	\$30.00	0.00%	C
Hire - Non-Residents, Non profit & Charitable Organisations (outside Tenterfield Shire) - for either the Memorial Hall or RSL Pavilion	per hour	Y	\$56.00	\$60.00	7.14%	A
Hire of Court - Non profit & Charitable Sporting Organisations (within Tenterfield Shire) - when not using chairs or tables	per hour	Y	\$15.00	\$15.00	0.00%	C
Commercial Hire (within Tenterfield Shire) - for either the Memorial Hall or RSL Pavilion	per hour	Y	\$62.00	\$65.00	4.84%	C
Kitchen in Memorial Hall for Storage and Preparation of Food – Additional Fee	per day	Y	\$98.00	\$100.00	2.04%	A
Retractable Seating Hire (Memorial Hall)	per setup per event	Y	\$260.00	\$280.00	7.69%	B
Bond and Key Deposit – for either the Memorial Hall or RSL Pavilion	per event per space	N	\$660.00	\$650.00	-1.52%	F
Set Up, Pack Up and Cleaning Time - for either the Memorial Hall or RSL Pavilion	per hour	Y	\$17.00	\$17.00	0.00%	A
Floor Scrubbing (for all events that have alcohol) - Additional Fee - for either the Memorial Hall or RSL Pavilion	per event	Y	\$0.00	\$300.00	∞	B
Tenterfield Physical Culture Group Inc. and Tenterfield Highlanders Pipe Band – Special Hire Rate (Must be left in a clean state)	per hour	Y	\$5.00	\$5.00	0.00%	C

ALL HALLS

Amended Booking Approval/Cancellation Fee	per booking change	Y	\$15.00	\$15.00	0.00%	C
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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ALL HALLS [continued]

Key and/or Padlock Replacement	per key/padlock	Y		At cost to Council + 10%		B
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SCHOOL OF ARTS COMPLEX

Corporate Event / Function Venue Hire - Half Day (<4 hours)	per event	Y	\$240.00	\$240.00	0.00%	A
Productions - Theatre - Commercial (Venue + AV Only)	per event	Y	\$640.00	\$640.00	0.00%	A
Productions - Theatre - Commercial - subsequent nights with the same booking (Venue + AV only)	per event	Y	\$320.00	\$320.00	0.00%	A
Production - Not-for-Profit & Charitable Organisations (including 1 venue space and use of house AV equipment. Additional Fees would apply for additional spaces or venue administration services)	per event	Y	\$160.00	\$160.00	0.00%	C

50% discount of Standard Community Fee. Applicable to School productions. Cost recovery would apply for any venue administration services required. Waiver of all fees including 'cost to Council' would require special application to Council for approval 6 weeks prior to booking.

Exhibition - 7 days (Monday - Sunday) - Commercial	per day	Y	\$240.00	\$240.00	0.00%	A
Exhibition - 7 days (Monday - Sunday) - Community	per day	Y	\$160.00	\$160.00	0.00%	C
Rehearsals - Theatre - In conjunction with a booking (during office hours) - Commercial	per day	Y	\$50.00	\$50.00	0.00%	A
Rehearsals - Theatre - In conjunction with a booking (outside office hours) - Commercial	per day	Y	\$150.00	\$150.00	0.00%	A
Rehearsals - Not-for-Profit & Charitable Organisations - (including 1 venue space and use of house AV equipment. Additional Fees would apply for additional spaces or venue administration services)	per day	Y	\$30.00	\$30.00	0.00%	C

50% discount of Standard Community Fee. Applicable to School productions. Cost recovery would apply for any venue administration services required. Waiver of all fees including 'cost to Council' would require special application to Council for approval 6 weeks prior to booking.

SCHOOL OF ARTS VENUE SERVICES ADMINISTRATION FEES

Key deposit (forfeited if not returned the following work day)	per event	N	\$50.00	\$50.00	0.00%	F
Cleaning Fee (left clean)	per hour	Y		Cost to Council + 10%		A
Security Firm to secure building Fee	per call out	Y		Cost to Council + 10%		A
Bond/Security Deposit - Venue/Equipment - (GST applicable if bond forfeited)	per application	N	\$220.00	\$220.00	0.00%	F
Event Ticketing (including recoup of 3rd party booking fees, 50% box office + 10% administration fee)	per event	Y		3rd Party fees + 50% of box office + 10%		A
Special Catering / Beverage Services	per event	Y		Cost to Council + 10%		A
Piano Tuning - responsibility of Hirer by Venue approved professional tuners	per application	Y		User to pay - own cost		A

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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WASTE MANAGEMENT

WHEELIE BINS

Collection Charge - Commercial Waste 120L Bin	Annually	N	\$517.00	\$517.00	0.00%	B
Collection Charge - Commercial Waste 240L Bin	Annually	N	\$665.00	\$665.00	0.00%	B
Collection Charge - Domestic Waste 120L Bin	Annually	N	\$517.00	\$517.00	0.00%	B
Collection Charge - Domestic Waste 240L Bin	Annually	N	\$665.00	\$665.00	0.00%	B
120 Litre (Replacement Bin)	per bin	N	\$105.00	\$105.00	0.00%	B
240 Litre (Replacement Bin)	per bin	N	\$179.00	\$179.00	0.00%	B
120L Bins – Collection Fee for each additional bin	per bin	Y	\$18.00	\$18.00	0.00%	B
240L Bins – Collection Fee for each additional bin	per bin	Y	\$20.00	\$20.00	0.00%	B
Collection Fee for additional bin pickup request	per bin	Y	\$27.00	\$27.00	0.00%	B
Purchase of Megamuncher Worm Farm/Compost Bin	per bin	Y	\$309.00	\$309.00	0.00%	A

RECYCLING COLLECTION CHARGES

Recycling Collection Charges - Residential	Annually	N	\$98.50	\$98.50	0.00%	B
Recycling Collection Charges - Non-residential	Annually	N	\$98.50	\$98.50	0.00%	B

ANNUAL FACILITY CHARGE

Waste Management Facility Charge	Annually	Y	\$321.00	\$321.00	0.00%	B
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BULK BINS

Weekly Rent (After the first 14 days) – Commercial Waste	per week	N	\$18.50	\$18.50	0.00%	B
Annual Industrial Bin Access at Mingoola and Springfield	annual charge per key	N	\$88.50	\$88.50	0.00%	C
Refundable deposit for Bulk Bin service to address by other than the property/business owner	per bin	N	\$298.00	\$298.00	0.00%	F
Delivery Charge (or pick up) within the Tenterfield Rural Village (RU5 Zone)	per bin	N	\$68.50	\$68.50	0.00%	B
Delivery Charge (or pick up) outside the Tenterfield Rural Village (RU5 Zone)	per Km (each way)	N	\$5.60	\$5.60	0.00%	B
Locking bar and padlock refundable deposit. Refunded upon return of commercial bin at end of rental.	per service	N	\$186.00	\$186.00	0.00%	B
Replacement lock and key	per service	Y	\$203.00	\$203.00	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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BULK BINS [continued]

Replacement key only	per service	Y	\$103.00	\$103.00	0.00%	B
Service fee beyond currently service area as at July 1 2014 – rate from closest service	per Km (each way)	N	\$5.70	\$5.70	0.00%	B
Cleaning of Bulk Bins	per bin	Y	\$241.00	\$241.00	0.00%	B
Collection Fee – 2.4m3 – Cost per Service	per service	N	\$63.50	\$63.50	0.00%	B
Disposal Fee – 2.4m3 – Landfill or Commercial Recycling Charge	per service	N	\$58.50	\$58.50	0.00%	B
Collection Fee – 3.0m3 – Cost per Service	per service	N	\$81.50	\$81.50	0.00%	B
Disposal Fee – 3.0m3 – Landfill or Commercial Recycling Charge	per service	N	\$74.00	\$74.00	0.00%	B
Collection Fee – 4.0m3 – Cost per Service	per service	N	\$102.00	\$102.00	0.00%	B
Disposal Fee – 4.0m3 – Landfill or Commercial Recycling Charge	per service	N	\$97.00	\$97.00	0.00%	B

TRANSFER STATION FEES

Vehicles > 4 tonne carrying capacity either based upon rated capacity or weigh bridge ticket are to be deposited to Boonoo Boonoo Landfill by prior arrangement. Please call Council's Administration Building on 6736 6000 to arrange appointment and 48 hours notice must be given. This is applicable to both General Waste and Construction/Demolition Materials.

GENERAL & GREEN WASTE

If waste is contained in garbage bags or bins on a small box trailer, then small box trailer fees apply.

Waste/Green Waste per tonne	tonne	Y	\$187.00	\$187.00	0.00%	B
Garbage Bag or bin <80L	each	Y	\$4.80	\$4.80	0.00%	B
Garbage Bag or bin 80L to <120L	each	Y	\$7.20	\$7.20	0.00%	B
Garbage Bag or bin 120L to <240L	each	Y	\$17.00	\$17.00	0.00%	B
Garbage Bag or bin 240L	each	Y	\$22.50	\$22.50	0.00%	B
Sedans (Car Boot) & Station Wagons	per load	Y	\$22.50	\$22.50	0.00%	B
Small Box Trailer of general waste (single axle, no high sides – max 6'x4'x2')	per load	Y	\$34.00	\$34.00	0.00%	B
Small Box Trailer of general waste (single axle, no high sides – max 8'x5'x2')	per load	Y	\$57.50	\$57.50	0.00%	B
Tandem Axle Box Trailers of general waste (or oversize single)	per load	Y	\$61.50	\$61.50	0.00%	B
Utilities up to 1 tonne carrying capacity	per load	Y	\$45.50	\$45.50	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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GENERAL & GREEN WASTE [continued]

Vehicles up to 4 tonne carrying capacity	per tonne - rated capacity	Y	\$187.00	\$187.00	0.00%	B
Vehicles – over 4 tonne carrying capacity based on rated capacity	per tonne - rated capacity	Y	\$187.00	\$187.00	0.00%	B
Vehicles – over 4 tonne carrying capacity rated on weigh bridge ticket	per tonne weigh bridge ticket required	Y	\$187.00	\$187.00	0.00%	B

CONSTRUCTION, DEMOLITION, RENOVATION MATERIALS

Small Box Trailer of construction, demolition and renovation material (single axle, no high sides – max 6'x4'x2')	per load	Y	\$80.00	\$80.00	0.00%	B
Small Box Trailer of construction, demolition and renovation material (single axle, no high sides – max 8'x5'x2')	per load	Y	\$114.00	\$114.00	0.00%	B
Tandem Axle Box Trailers of construction, demolition and renovation material (or oversize single)	per load	Y	\$115.00	\$115.00	0.00%	B
Vehicles up to 6 tonne carrying capacity based on rated capacity	per tonne - rated capacity	Y	\$190.00	\$190.00	0.00%	B
Vehicles up to 6 tonne carrying capacity based on weight bridge ticket	per tonne weigh bridge ticket required	Y	\$190.00	\$190.00	0.00%	B

TYRES

Cars	each	Y	\$13.50	\$13.50	0.00%	B
Motorcycles	each	Y	\$13.50	\$13.50	0.00%	B
4WD	each	Y	\$16.00	\$16.00	0.00%	B
Truck and Forklift Tyres to 16 inches	each	Y	\$46.50	\$46.50	0.00%	B
Forklift Tyres to 16"	each	Y	\$46.50	\$46.50	0.00%	B
Small Tractor	each	Y	\$219.00	\$219.00	0.00%	B
Large Tractor	each	Y	\$304.00	\$304.00	0.00%	B
Grader	each	Y	\$304.00	\$304.00	0.00%	B
Super Single	each	Y	\$136.00	\$136.00	0.00%	B
All other tyres	each	Y	Price on application			B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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FURNITURE

Lounges	each	Y	\$45.00	\$45.00	0.00%	B
Lounge Chairs	each	Y	\$28.50	\$28.50	0.00%	B
Kitchen/Dining Tables	each	Y	\$31.50	\$31.50	0.00%	B
Other Small Furniture Items	each	Y	\$28.50	\$28.50	0.00%	B
Other Large Furniture Items	each	Y	\$45.00	\$45.00	0.00%	B

MATTRESSES

Single Bed Mattress	each	Y	\$35.00	\$35.00	0.00%	B
Double / Queen / King Bed Mattress	each	Y	\$60.00	\$60.00	0.00%	B

WHITE GOODS

White Goods refers to Refrigerators/Freezers/Air Conditioners or the like. Ozone Protection Regulations 1997 - items containing destroying gases.

If certified as degassed - requires certificate as proof	each	Y			No Charge	D
If not certified degassed or illegally degassed	each	Y	\$136.00	\$136.00	0.00%	B

DRUMMUSTER

DrumMuster – operated all year round for triple rinse drums accepted under this program	each	Y			No Charge	D
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ASBESTOS DISPOSAL

All asbestos > 1 cubic metre must be disposed at the Boonoo Boonoo Landfill. Asbestos must be sealed as per WorkCover requirements. Loads not meeting WorkCover requirements will be rejected. Disposal to Boonoo Boonoo Landfill is by appointment only. 48 Hours notice must be given.

Asbestos removal kit allows for disposal of 1m² asbestos at the Tenterfield Waste Transfer Station.

Disposal of small quantity of wrapped asbestos into hazibag at WTS	per M2	Y	\$19.00	\$19.00	0.00%	B
Disposal of asbestos > 1 cubic metre	per m3 (rounded up to whole m3)	Y	\$341.00	\$341.00	0.00%	B
Asbestos Removal Kit	per Kit	Y	\$136.00	\$136.00	0.00%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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OTHER TRANSFER STATION FEES

Disposal of carcasses of either dogs/goats/sheep or horses/cattle are by arrangement to Boonoo Boonoo landfill only.

Disposal of Carcasses – Dogs/Goats/Sheep	per head	Y	\$74.00	\$74.00	0.00%	B
Disposal of Carcasses – Horses/Cattle	per head	Y	\$321.00	\$321.00	0.00%	B
Vehicle Bodies – If disposed in designated areas	each	Y	No Charge			D
Used Engine Oil – If disposed in designated areas	each	Y	No Charge			D
Dangerous/Hazardous Waste (Subject to Approval and where permitted)	per litre/tonne	Y	As Assessed			B

RECYCLING FEES

Council does not accept waste/recyclables from outside Council's Local Government Boundary. Tenterfield Waste Transfer Station requires recyclables to be separated at recycle area.

Where the total load is approved as recyclable and can be legitimately disposed of at recycle area i.e. glass, cardboard, paper, steel cans, aluminium etc.	per load	Y	No Charge			D
Recyclables from a Commercial Operation within Tenterfield Shire		Y	50% of General Waste Disposal Fees			C

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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WATER NETWORK

Carry out Water Works including Mains Extensions	per connection	N		Estimated Cost		B
Water Main location diagram	each	N	\$167.00	\$146.50	-12.28%	B
Main location – field inspection Headworks Charge – Tenterfield	per hour	N	\$228.00	\$199.50	-12.50%	B
New Connection (standard 20mm – same side of road)	per connection	N	\$2,165.00	\$1,895.00	-12.47%	B
New Connection (standard 20mm – across road)	per connection	N	\$3,125.00	\$2,735.00	-12.48%	B
New Connection (other)	per connection	N		Estimated cost		B
Water Meter Test – Tenterfield, Urbenville & Jennings	each test	N	\$252.00	\$220.50	-12.50%	B
Water Meter Test, Independent (Brisbane Water NATA) up to 20 mm	each test	N	\$567.00	\$497.00	-12.35%	B
Water Meter Test, Independent (Brisbane Water NATA) over 20 mm	each test	N		Estimated cost		B
Interim Read – Interim Account – Tenterfield, Urbenville & Jennings	each read	N	\$120.00	\$105.00	-12.50%	B
Copy of Water Account (for non-current years)	each	N	\$0.00	\$25.00	∞	B
Water Limiter Installation	each	N	\$207.00	\$181.50	-12.32%	B
Water Limiter Removal	each	N		Account + \$135		B
Water Service Disconnection (Additional Fee)	each	N	\$676.00	\$592.00	-12.43%	B
Reconnection of Service	each	N		Account + \$365		B
Public Utilities – Location of services, mains etc. (minimum charge 1 hour)	per hour	N	\$181.00	\$158.50	-12.43%	B
Analysis (water quality)	each test	N		Actual cost + 10%		A
Water Service Disconnection (At owner's request)	each	N	\$830.00	\$727.00	-12.41%	B
Replacement Water Meters – all sizes	each	N		Actual cost + 10%		A
Smart Water Meter Installation	each	N	\$0.00	\$300.00	∞	A
Bulk Water Sales from Council's Standpipe	per kilolitre	N	\$8.90	\$7.80	-12.36%	B
Bulk Water Sales from Apex Park Bore	per kilolitre	N	\$4.40	\$3.85	-12.50%	B

SERVICE AVAILABILITY CHARGE

Residential Availability Charge	per property and/or connection per annum	N	\$746.00	\$653.00	-12.47%	B
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Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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SERVICE AVAILABILITY CHARGE [continued]

Residential (Strata) Availability Charge	per property and/or connection per annum	N	\$561.00	\$491.00	-12.48%	B
Mt Lindesay Private Line Availability Charge	per property and/or connection per annum	N	\$930.00	\$814.00	-12.47%	B
Rural Other Availability Charge	per property and/or connection per annum	N	\$746.00	\$653.00	-12.47%	B
Non Residential 20mm Availability Charge	per property and/or connection per annum	N	\$746.00	\$653.00	-12.47%	B
Non Residential 25mm Availability Charge	per property and/or connection per annum	N	\$746.00	\$653.00	-12.47%	B
Non Residential 32mm Availability Charge	per property and/or connection per annum	N	\$746.00	\$653.00	-12.47%	B
Non Residential 40mm Availability Charge	per property and/or connection per annum	N	\$1,125.00	\$985.00	-12.44%	B
Non Residential 50mm Availability Charge	per property and/or connection per annum	N	\$1,750.00	\$1,532.00	-12.46%	B
Non Residential 80mm Availability Charge	per property and/or connection per annum	N	\$4,490.00	\$3,929.00	-12.49%	B
Non Residential 100mm Availability Charge	per property and/or connection per annum	N	\$7,015.00	\$6,139.00	-12.49%	B
Non Residential 150mm Availability Charge	per property and/or connection per annum	N	\$15,775.00	\$13,804.00	-12.49%	B
Voluntary & Charitable Organisations Availability Charge	per property and/or connection per annum	N	\$143.00	\$126.00	-11.89%	B
Service installed solely for the purpose of fire fighting Availability Charge	No Charge	N			No Charge	D

CONSUMPTION CHARGES

In the 2025/26 billing year there will be a minimum water consumption account charge of \$25.00 for each of the six (6) monthly billing periods.

Residential <450kl per annum	per kl	N	\$6.20	\$5.50	-11.29%	B
Residential >450kl per annum	per kl	N	\$9.60	\$8.40	-12.50%	B
Rural/Mt Lindesay <450kl per annum	per kl	N	\$6.20	\$5.50	-11.29%	B
Rural/Mt Lindesay >450kl per annum	per kl	N	\$9.60	\$8.40	-12.50%	B

Name	Charge Unit	GST	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (incl. GST)	Increase %	Code
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CONSUMPTION CHARGES [continued]

Non Residential <1000kl per annum	per kl	N	\$6.20	\$5.50	-11.29%	B
Non Residential >1000kl per annum	per kl	N	\$9.60	\$8.40	-12.50%	B

Explanation Table

Columns

Charge Unit	Fee Unit
GST	GST Flag (Y/N) (25/26)
Fee (incl. GST)	Fee (incl. GST) (24/25)
Fee (incl. GST)	Fee (incl. GST) (25/26)
Increase %	Increase (%) on LY (25/26)
Description	Description & Detail
Code	Pricing Codes
Min. Fee	Minimum Fee excl. GST (for Descriptive Fees)

Classifications

Pricing Codes

A	A - Market Cost: Council provides a good / service in a competitive environment
B	B - Full Cost: Council intends to fully recover the direct and indirect cost of provision plus any community cost
C	C - Partial Cost: Council intends to partially recover the costs of provision
D	D - Zero Cost: Council absorbs the full cost of delivery
E	E - Legislative: Prices are dictated by legislation
F	F - Security Deposit: Refundable deposit against possible damage to Council property
H	H

Department:	Office of the General Manager
Submitted by:	Executive Assistant & Media
Reference:	ITEM RES5/25
Subject:	COUNCIL RESOLUTION REGISTER - MAY 2025

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - Council is a transparent, financially-sustainable and high-performing organisation, delivering valued services to the Community.
CSP Strategy:	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.
CSP Delivery Program	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. The updating of this report has been progressed with many actions that have now been finalised within the software system and no longer showing up in this report.

However, there are further actions in this report that still need to be attended to, and it should be regarded as work-in-progress that will continue for still some time because Council resolutions have not been consistently actioned in the past. There are still resolutions dating back to 2007 (that do not show up in this attached report) and are perceived not to have received the necessary executory attention. This situation is exacerbated by scarce resources.

OFFICER'S RECOMMENDATION:

That Council notes the status of the Council Resolution Register to May 2025.

Hein Basson
General Manager

Prepared by staff member:	Allison Graham, Executive Assistant & Media
Approved/Reviewed by Manager:	Hein Basson, General Manager
Department:	Office of the General Manager
Attachments:	1 Actions Register - June 2025 12 Pages

OUTSTANDING ACTIONS REPORT				
Division: Committee: Officer:			Printed: Wednesday, 18 June 2025 11:52:13 AM Date From: 27/04/2023 Date To: 16/06/2025	
Meeting	Date	Officer	Title	Target
Council 26/03/2025	26/03/2025	Cooper, Mark	TREE MANAGEMENT PLAN	11/04/2025
18/25	Resolved			
That Council:				
<p>(1) Advertises the Tree Management Plan attached as an annexure to the report on Council’s website, Facebook Page, “Your Local News” newsletter and a letter drop to the adjacent landowners in Logan, Clarence and Cowper Streets for 28 days seeking public submissions on the contents of the Tree Management Plan and the preferred tree species to be used as replacement trees in the above mentioned streets .</p> <p>(2) Request community feedback via the letter drop mentioned in paragraph one above whether it would be the preference of residents for the Pin Oak trees on both sides of the roads to be removed, or only on the side where the powerline is situated. Further, that the notices distributed as part of the letter drop, explains the situation with the power lines and unhealthy trees that poses a risk to the community and residents, based on a qualified arborist’s report and Council’s financial ability to remove and replace trees.</p> <p>(3) That the following six trees be included in the public consultation mentioned in paragraph one above:</p> <ul style="list-style-type: none">• Crepe Myrtle• Maple (suitable variety)• Chinese Pistachio• Manchurian Pear• Ornamental Plum/Pear• Prunus Cerasifera Nigra <p>(4) Considers a further report following the 28-day submission period including any submissions received from the public, including for the Tree Management Plan to be updated with the community-preferred tree species identified during the public consultation period.</p> <p>(Bronwyn Petrie/Tim Bonner)</p> <p>Motion Carried</p>				
Notes				

Meeting	Date	Officer	Title	Target
Council 26/03/2025	26/03/2025	Vassallo, Janet	DRAFT RISK MANAGEMENT FRAMEWORK	11/04/2025
21/25	Resolved That Council: (1) Adopts the draft Risk Management Framework which was developed in accordance with the Office of Local Government Risk Management Guidelines 2021, attached as an Annexure to the report.			

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	(2)	Approves the risk appetite statement and tolerances enshrined within the adopted Risk Management Framework, which statement conveys how much risk Council as the governing body will tolerate in pursuit of its strategic objectives, and how risk is to be managed and decisions made within this context.		
		(Peter Petty/Greg Sauer)		
		<u>Motion Carried</u>		
Notes				

Meeting	Date	Officer	Title	Target
Council 26/03/2025	26/03/2025	Francisco, Matthew	RENAMING HERDING YARD CREEK ROAD, LISTON	11/04/2025
14/25	<div><div><div>Resolved</div><div>That Council:</div><div>Appeals the rejection received from the Geographical Names Board for Council's application to change Herding Yard Creek Road to Seven Mile Lane, with supporting compelling documentation.</div><div>(Tom Peters/Tim Bonner)</div><div><u>Motion Carried</u></div></div></div>			
<div>Notes 10 Apr 2025 4:53pm Graham, Allison Matthew Francisco advised 28 March; the key piece of information is for the Councillors to provide the compelling evidence, for my section to forward on to GNB. That is an action for the Councillors. Matthew Francisco advised 10 April 2025: One local residents objection has been found.</div>				

Meeting	Date	Officer	Title	Target
Council 9/10/2024	9/10/2024	Basson, Hein	COUNCILLOR INDUCTION, REFRESHER AND PROFESSIONAL DEVELOPMENT TRAINING	30/10/2024
141/2	Resolved That Council: 1. Notes and accepts the responsibility enshrined within Section 232 of the Local Government Act 1993 for all Councillors "to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of councillors". 2. Notes that it is a requirement for Council to include within its Annual Report "the names of any mayors or councillors who completed any induction training course, induction refresher course or supplementary induction course under this Part during the year", who participated in any ongoing professional development program, and the number of seminars, circulars and other activities delivered as part of the ongoing professional development program during the year. 3. Notes that the following opportunities for induction, refresher, and professional development training are available in the short to medium term: a. Initial Induction Session (Presented by the Executive Leadership Team): Wednesday, 9 October 2024 at around 10.30am (directly after the First			

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			(2) Adopts the name "Station Place" as the preferred name of the new road off the Northern end of Rouse Street. (3) Publicly advertises the preferred road name and proceeds with the process of officially naming "Station Place" by way of gazettal and signposting. (4) Adopts Platypus Lane as its preferred name for the new road off Geyers Road, with Apple Gum Lane as the alternate name if required. (5) Proceeds with the process of officially naming the unnamed road off Geyers Road by way of proposal, advertising, gazettal and signposting. (6) Requests two suggestions for the naming of the road commonly known as "Killarney Street" in Legume from the Legume Community, and proceeds with the process of officially naming the unnamed road by way of proposal, advertising, gazettal and signposting. (Kim Rhodes/Greg Sauer)	
Motion Carried				
Notes 10 Apr 2025 4:57pm Graham, Allison Shayle Graham has received on 2 April 2025 signed (by Hein Basson) Station Place Road Naming Advertisement form				
Meeting	Date	Officer	Title	Target
Council 30/04/2025	30/04/2025	Basson, Hein	SCHOOL OF ARTS TENTERFIELD INCORPORATED: FUNDING, LICENCE AND TRANSFER OF MANAGEMENT AGREEMENT	21/05/2025
OFFICER'S RECOMMENDATION: That Council: 1. Adopts the Funding, Licence and Transfer of Management Agreement between the School of Arts Tenterfield Incorporated (SOATI) and the Tenterfield Shire Council, attached as Annexure to the report, noting that this Agreement is for a period starting on the commencement date and ending on the date which is the earlier of 30 June 2026, or the date on which it is replaced by a sublease and further funding agreement, or it is terminated pursuant to the conditions of Clause 21 of the Agreement on the provision of three (3) calendar months' written notice by either party to the other, or if it is terminated on written notice to the other party when breached, or false and misleading information had been provided, or in the instance of insolvency. 2. Determines the Commence Date to be as early as is practically possible after the April Ordinary Council Meeting, but no later than Monday, 12 May 2025. 3. Requests the Director Corporate Services to, as a matter of urgency, pursue negotiations with SOATI regarding the implementation of Clause 12.6 as soon as is possible.				
Notes 08 May 2025 9:56am Graham, Allison Follow up with SOATI and tourism group to attend the Councillors workshop Wednesday, 14 May 2025, and facilitate an agenda, questions and issues for discussion.				

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	<p>That Council:</p> <p>Adopts the list of Councillor distilled broad issues, attached to the report as Attachment One (1), emanating from discussions between the School of Arts Tenterfield Incorporated (SOATI), the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) and Council during a Councillor Workshop on Wednesday, 14 May 2025 – acknowledging that this list of identified matters, as finalised at this Council Meeting, will form the basis for subsequent discussions and negotiations with SOATI and TCTIB.</p> <p>(Peter Petty/Kim Rhodes)</p> <p><u>Motion Carried</u></p>			
Notes				

Meeting	Date	Officer	Title	Target
Council 28/05/2025	28/05/2025	Condrick, Jodie	UNIVERSAL ACCESSIBLE TOILET - TENTERFIELD YOUTH PRECINCT	18/06/2025
56/25	<p><u>Resolved</u></p> <p>That Council:</p> <ol style="list-style-type: none">1. Receives and notes the report on which works are to be delivered following the approved change to the scope of works under the Stronger Country Communities Fund (SCCF) Round 5.2. Approves the proposed design style in accordance with the coloured image in the middle of the first page (page 95) of Attachment One (1) of the report called "Modus", that will not only be constructed in the Youth Precinct but also form a base design for future toilets in parks around the Tenterfield Shire – provided that the baby change-over station be constructed with robust materials (not plastic) with proper legs supporting the flat changing surface, as long as such a design does not negatively impact on disabled codes and standards.3. Approves staff to engage a contractor for the erection of the public toilet facility in the Youth Precinct without further reference to a Council Meeting. <p>(Kim Rhodes/Greg Sauer)</p> <p><u>Motion Carried</u></p>			
Notes				

Meeting	Date	Officer	Title	Target
Council 28/05/2025	28/05/2025	Francisco, Matthew	COUNCILLOR WORKS/SERVICE REQUESTS - APRIL 2025	18/06/2025
57/25	<p>Resolved</p> <p>That Council:</p>			

OUTSTANDING ACTIONS REPORT

Division:
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Officer:

Printed: Wednesday, 18 June 2025 11:52:13 AM

Date From: 27/04/2023

Date To: 16/06/2025

Meeting	Date	Officer	Title	Target
				(Peter Petty/Kim Rhodes)
Motion Carried				
Notes				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MOLESWORTH STREET DRAINAGE PIPE EASEMENT	14/06/2023
67/23	<div>Resolved that Council:</div> <div><div>(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</div><div>(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.</div></div> <div>(Peter Petty/Kim Rhodes)</div> <div>Motion Carried</div>			
Notes				
<div>19 Mar 2024 2:44pm Melling, Elizabeth - Reallocation</div> <div>Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div> <div>20 Jul 2023 11:12am Melling, Elizabeth</div> <div>Surveyor to amend plans after liaising with owners of land.</div>				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	DISPOSAL OF DAMAGED STEEL STRUCTURE	14/06/2023
69/23	<div>Resolved that Council agree to the disposal of the damaged steel structure as surplus scrap material.</div> <div>(Greg Sauer/Peter Murphy)</div> <div>Motion Carried</div>			
Notes				
<div>19 Mar 2024 2:44pm Melling, Elizabeth - Reallocation</div> <div>Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div> <div>12 Oct 2023 9:20pm Counsell, David</div> <div>Asset is yet to be advertised for sale due to resourcing.</div> <div>20 Jul 2023 11:11am Melling, Elizabeth</div> <div>Inspection required for full description and access.</div>				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	SHERRATT ROAD TORRINGTON - ROAD RESERVE ACQUISITION	14/06/2023
66/23	<div>Resolved that Council:</div> <div>(1) Agree to commence investigations for the formalisation of a road reserve for Sherratt Road, Tomtoy Avenue and Eschman Lane, and</div>			

OUTSTANDING ACTIONS REPORT

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Printed: Wednesday, 18 June 2025 11:52:13 AM

Date From: 27/04/2023

Date To: 16/06/2025

Meeting	Date	Officer	Title	Target
			(2) Undertake necessary searches, survey and plan preparation for the compulsory acquisition of Crown Land to form public road reserves. (Tom Peters/Kim Rhodes) Motion Carried	

Notes
19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation
Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC
12 Oct 2023 9:19pm Counsell, David
Information being compiled for meeting with Crown Lands office.
20 Jul 2023 11:12am Melling, Elizabeth
Liaising with Crown Lands to determine surveyors scope.

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MT LINDESAY ROAD BRYANS GAP ROAD LAND ACQUISITION	14/06/2023

64/23
Resolved that Council:

(1) Agree to commence investigation of the Mt Lindesay Road public road reserve with respect to proposed rehabilitation works near Bryans Gap Road, and

(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes necessary for road rehabilitation, and

(3) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.

(Tim Bonner/Kim Rhodes)

Motion Carried

Notes
19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation
Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC
12 Oct 2023 9:15pm Counsell, David
Surveyor boundary identification near the intersection has been completed. Further design work on hold pending Government review of funding grant.
20 Jul 2023 11:16am Melling, Elizabeth
Sent request to surveyor to confirm five boundary points.

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MT LINDESAY ROAD – BOUNDARY ROAD LAND ACQUISITION	14/06/2023

65/23
Resolved that Council:

(1) Agree to commence investigation of Mt Lindesay Road for the purpose of detailed design of a future roundabout at Boundary Road intersection, and

(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for the purpose of future roundabout construction, and

(3) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.

OUTSTANDING ACTIONS REPORT

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Date From: 27/04/2023
Date To: 16/06/2025

Meeting	Date	Officer	Title	Target
				(Kim Rhodes/Tim Bonner)
<div>Motion Carried</div>				
<div>Notes</div> <div>19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div> <div>12 Oct 2023 9:17pm Counsell, David No further action to date due to resourcing levels - low priority as no capital works are funded in current program.</div> <div>20 Jul 2023 11:15am Melling, Elizabeth Updating correspondence t landowners. Preparing brief for surveyor.</div>				

Meeting	Date	Officer	Title	Target
Council 23/08/2023	23/08/2023	Francisco, Matthew	SUNNYSIDE HALL ROAD - PUBLIC GATE & VEHICLES BY-PASS APPLICATION	13/09/2023
134/2	<div>Resolved that Council:</div> <div><div>(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</div><div>(2) Provide the applicant with Council Consent in accordance with Policy 2.162 subject to no objections being received.</div><div>(3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.</div></div> <div>(Peter Petty/Tom Peters)</div> <div>Motion Carried</div>			
<div>Notes</div> <div>19 Mar 2024 2:46pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div> <div>12 Oct 2023 9:20pm Counsell, David No objections have been received and approval for installation is being prepared.</div> <div>19 Sep 2023 11:48am Ritchie, Hayley Advertised in Your Local News, Website. Submissions closed 13 September 2023.</div>				

Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	HAWKINS GULLY BRIDGE	27/12/2023
5/23	<div>Resolved that the Works & Services Committee recommend that an application be made under the Bridges Renewal Program to replace Hawkins Gully Bridge with a new two lane concrete bridge; and</div> <div>That Council allocate \$200,000 in the 2024/25 budget capital works to support a contribution towards a grant application.</div> <div>(Tim Bonner/Peter Petty)</div> <div>Motion Carried</div>			
<div>Notes</div> <div>19 Mar 2024 2:47pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div>				

OUTSTANDING ACTIONS REPORT

Division:
Committee:
Officer:

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Date From: 27/04/2023
Date To: 16/06/2025

Meeting	Date	Officer	Title	Target
Council 20/12/2023	20/12/2023	Condrick, Jodie	TENTERFIELD BAND HALL	10/01/2024
241/2	<div>Resolved that Council:</div> <div><div><div>(1) Accept the return of the Band Hall offer from Leechs Gully Progress Association;</div><div>(2) Request the Leechs Gully Progress Association withdraw Development Application 2023.075 for the Removal of the Band Hall from 12 Crown Street, Tenterfield.</div><div>(3) Raise no objection to Leechs Gully Progress Association amending existing Development Application 2023.076 for the erection of a hall on the site at Leechs Gully Road, Tenterfield at no further cost to Council.</div><div>(4) Utilise the funds not expended by Leechs Gully Progress Association to undertake priority repairs to the building.</div><div>(5) Seek Expressions of Interest for the use of the hall.</div></div><div>AMENDMENT</div><div><div>(5) Seek Expressions of Interest for the community use of the hall.</div><div>(Peter Murphy/Greg Sauer)</div></div><div>Amendment Lost. <i>The original Motion was put.</i><div>(Geoff Nye/Peter Petty)</div></div><div>Motion Carried</div></div>			
<div>Notes</div> <div>29 May 2025 2:05pm Davidson, Tamai - Reallocation Action reassigned to Condrick, Jodie by Davidson, Tamai - No longer in Planning area of responsibility</div> <div>19 May 2025 9:36am Graham, Allison - Email Tamai, can you please confirm if this Action for ENV15/23 is to remain outstanding or can be completed?</div> <div>18 Mar 2024 12:39pm Davidson, Tamai scope of works prepared for builders to provide quotes</div> <div>17 Jan 2024 8:54am Melling, Elizabeth Leech's Gully Progress Association advised by email of the above and requested to withdraw the DA. Inspection scgeduled in January to identify priority works to request quotes from local builders. Expressions of interest to be sought after priority works completed.</div>				

Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	TENTERFIELD BIKE PLAN	27/12/2023
3/23	<div>Resolved that the Works & Services Committee recommend the adoption of the revised Tenterfield Bike Plan (2023).</div> <div>(Tim Bonner/Peter Petty)</div> <div>Motion Carried</div>			
<div>Notes</div> <div>19 Mar 2024 2:48pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</div>				

Meeting	Date	Officer	Title	Target
Council 25/10/2023	25/10/2023	Francisco, Matthew	ROAD ASSET MANAGEMENT PLAN REVIEW	15/11/2023
	Resolved			

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Division: Committee: Officer:		Printed: Wednesday, 18 June 2025 11:52:13 AM Date From: 27/04/2023 Date To: 16/06/2025		
Meeting	Date	Officer	Title	Target
<p>That Council:</p> <p>a) Note the draft Road Asset Management Plan October 2023 review; and</p> <p>b) Place the Road Asset Management Plan October 2023 review on public display on Council's website for 28 days to allow for any submissions to be considered; and</p> <p>c) That following the 28 day period, a further report be submitted to Council to consider submissions and to adopt a revised Road Asset Management Plan that complements Council's financial constraints for the ten year projections.</p> <p>AMENDMENT:</p> <p>RECOMMENDATION:</p> <p>That the Road Asset Management Plan Review report be deferred to a future meeting of Council.</p> <p>(John Macnish/Tim Bonner)</p> <p><u>Amendment Carried</u></p>				
<p>Notes</p> <p>19 Mar 2024 2:46pm Melling, Elizabeth - Reallocation</p> <p>Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</p>				
Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	PEDESTRIAN ACCESS AND MOBILITY PLAN REVIEW	27/12/2023
<p><u>2/23</u> <u>Resolved</u> that the :</p> <p>(1) Works Committee recommend the adoption of the revised Tenterfield Pedestrian Access and Mobility Plan (2023).</p> <p>(2) Works Committee recommend the removal of garden beds in Rouse Street from around electricity power poles.</p> <p>(Peter Petty/Tim Bonner)</p> <p><u>Motion Carried</u></p>				
<p>Notes</p> <p>19 Mar 2024 2:47pm Melling, Elizabeth - Reallocation</p> <p>Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</p>				