

Monthly Operational Report

Tenterfield Shire Council April 2024

Council Meeting 22 May 2024



TENTERFIELD

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	Preparation for an updated Community Engagement Strategy commenced in March 2024. Council is assessing the proposal sent by independent consultant to undertake this process.
1.1.1.2 Provide opportunities for the community to participate in decision making.	General Manager	Draft Integrated Planning & Reporting documents were put on public exhibition for community comment in March. The closing date to collate submissions is 25 April 2024. Granite Borders Landcare presented to Council on 17 April 2024.

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	Council provided in kind support to Reconstruction NSW officer with promotional materials for the NAIDOC Ball 2023. Completed.

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	ANZAC Day Commemorations included volunteers from the community, council staff and councillors.

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	Funding for projects is sought through the available grant funding sources, for identified projects.

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	Council has an ongoing commitment to advocate for the Tenterfield Shire and community in its dealings with all levels of governments across all forums.

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relation to promotion of Tenterfield community objectives.		
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 reach as is sustainably possible.	Senior Advisor Communications & Economic Development	TSC Facebook page Post reach for April 13,201 Followers 999 New followers 40 Top posts for April: 5840 – WHAT’S ON FOR YOUTH WEEK 12/4 2811 - LEASE OF FORMER TENTERFIELD VISITORS’ INFORMATION CENTRE 4/4 1872 – YOUTH WEEK EVENT TEASER 17/4
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	Standard Operating Procedure, Executive Assistant provides councillor services and support in administrative activities. Whilst the senior staff provide subject matter expertise and evidence-based reporting and advice.

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	Advocacy of health services for our region is an ongoing commitment by Council and is lobbied to the other tiers of government which has responsibility for this in the appropriate forums.

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	Council's Disability Inclusion Action Plan (DIAP) 2022/2023 was submitted to NSW Department of Communities and Justice in November 2023. Completed.

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	Council is currently undertaking an Asset Revaluation process with the final draft financial figures to be used to generate up to date Asset Management Plans. These plans, once completed will be integrated with Council's Long Term Financial Plan.
5.1.2.5 Ensure the continued review of council's	General Manager	This is an ongoing program to develop policies and procedures.

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operations to ensure financial sustainability.		
5.1.2.6 Council will divest itself of underperforming assets.	Senior Advisor Communications & Economic Development	<p>Officer has worked on lease renewal of Council properties: 142 Manners St (Ten FM) and 132 Manners St (Tenterfield Child Care Centre)</p> <p>The renewal of the lease to Tenterfield Child Care Centre has progressed with the management of the centre agreeing to increased rent, subject to building repairs being completed to ensure the centre maintains accreditation.</p> <p>And the lease of the former Tenterfield Visitors' Information Centre (157 Rouse St) – with two EOIs received for Council to review.</p>

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
2.1.1.1 Seek opportunities that aligns with the Regional Economic Development Strategy (REDS).	Senior Advisor Communications & Economic Development	<p>Officer has worked with Dept of Regional NSW staff, Glen Innes Severn Shire staff and GHD consultants and the Mayor on DRAFT Regional Drought Resilience Plan to hold stakeholder group meetings (in May).</p> <p>Local real estate market remains strong – with the median sale price for houses in Tenterfield now \$460,000, up 87% in the past four years (Mar 2020 – Mar 2024)</p> <p>Tenterfield ranked 10th in NSW suburbs/towns with the largest house price growth since the Pandemic at 87%. Highest was Ashmont in the Riverina (116%) ahead of Wellington (114%) and Glenorie in Sydney (112%). PropTrack data.</p>
2.1.1.2 Deliver and manage Destination Marketing Plan and marketing campaigns and activities.	Senior Advisor Communications & Economic Development	<p>Tenterfield Chamber of Tourism, Industry and Business (TCTIB) is responsible for tourism, destination marketing etc.</p> <p>Officer has worked on lease renewal of Council properties: 142 Manners St (Ten FM) and 132 Manners St (Tenterfield Child Care Centre)</p> <p>The renewal of the lease to Tenterfield Child Care Centre has progressed with the management of the centre agreeing to increased rent, subject to building repairs being completed to ensure the centre maintains accreditation.</p> <p>And the lease of the former Tenterfield Visitors’ Information Centre (157 Rouse St) – with two EOIs received for Council to review.</p> <p>TSC Facebook page Post reach for April 13,201 Followers 999 New followers 40</p> <p>Top posts for April:</p>

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5840 – WHAT’S ON FOR YOUTH WEEK 12/4
 2811 - LEASE OF FORMER TENTERFIELD VISITORS’ INFORMATION CENTRE 4/4
 1872 – YOUTH WEEK EVENT TEASER 17/4

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
5.2.3.1 Support future proposals for improved telecommunications infrastructure.	Senior Advisor Communications & Economic Development	Nil to report

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
<p>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.</p>	<p>Manager Arts, Culture and Library Services</p>	<p>During the April reporting period Arts North West (ANW) continued to provide region wide arts development support for local artists and activities with co-promotion via the ANW website and Online Artist Directory along with information sharing of current arts funding available to local artists. Grant funding opportunities included ‘Lights On, Doors Open’ – Stipend Program Supporting Volunteer-led Museums in NSW; Regional Event Fund: Incubator Event stream; Creative Leadership Program; International Market and Audience Development; Translation Fund for Literature; International Travel Fund for Authors and Illustrators; Screenrights Cultural Fund.</p> <p><i>Tenterfield specific activities included</i> Creative Artist residencies in Tabulam with 1 x Tenterfield artist and 2 x Drake artists; EOI open for Gather and Trade and Myall Creek Memorial events – open to Tenterfield creatives and Business advice to 3 x people in Tenterfield and connected with Business NSW sector support - Creative Plus Business.</p> <p>The Museum Advisor attended Tenterfield on 15 and 17 April 2024 and provided advisory support services to Tenterfield Railway Museum to finalise Barrack Buildings exhibition panels and attend the working bee; meeting with Ian Unsworth regarding the Isolation Block regarding 2024 projects.</p> <p>The Manager Arts Culture and Library Services secured Annual Youth Week funding from the Department of Community and Justice to host a series of activities for local young people aged 12 – 24 years. Activities included Storytelling workshops in the Library ‘Micro-Stories – with Trish Donald’ and ‘Stop-motion Animation – with Visitors from Dreams’ attracting a total of 10 attendees. Works were digitised and now hosted on the Library webpage and formed part of a digital sculpture trail in the Youth Precinct. The Youth week activities culminated in a one-day event in the Youth Precinct including Skateboard Clinics (27 participants), Crafty Party Creative sessions by Make-It Tenterfield artist collective (30 participants), a free sausage sizzle and the Digital Sculpture Trail. Attendees throughout the day were approximately 80 – 100. Media coverage for the events included interviews with the</p>

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		Manager Arts Culture and Library Services by ABC New England and ABC North Coast attracting promotion of the event and Tenterfield to the greater Northern NSW region.
1.1.3.2 Provide inclusive library services and programs that reflect contemporary needs for all age groups.	Manager Arts, Culture and Library Services	During the April reporting period the library recorded 1623 visitors through the doors (40% increase from the same period last year). During this period the library services provided included 1574 physical loans (28% increase from the same period last year) and 442 digital items borrowed with 221 individuals spending 327 hours using the public computers being the highest since pre-COVID19 period. The home Library service delivered 85 items to 15 home Library members. Storytime was attended by 26 children and 13 parents across 2 sessions (387% increase from the same period last year) and continues to be presented in partnership with Make-It Tenterfield who develop exciting new creative activities for each session.
1.1.3.4 Undertake a service review of arts, culture and library services in alignment with Councils Workforce Management Strategy and Long-Term Financial Plan.	Manager Arts, Culture and Library Services	The library service review was completed in March 2024 in consultation with the State Library of NSW. The final report was submitted at the April Ordinary Council Meeting with amendments and further information requested that will be presented to the June 2024 Ordinary Council meeting.

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 Human Resources, Workforce Development & Safety	<p>Discussions held regarding apprenticeship/traineeship options within the organisations essential service areas, where age demographics and potential vacancies will leave the organisation in a critical position and poses a risk to the organisation.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by current financial constraints.</p> <p>Statistics for next financial year organisational structure – Full Time Equivalent (FTE) 82. Workforce management strategies and organisational review is continuing. Organisational change is subject to the required Award instrument processes.</p> <p>The current head count - 78 (Note: this count has not been finalised due to the continued workforce review, organisational change and the required Award instrument processes).</p> <p>Current Casual count - 4 (Note: casuals are not included in the head count and work is varied).</p> <p>Position description reviews continue within the organisation to provide more clarity around roles and associated service delivery accountabilities, and to assist in realigning business strategies aligned with operational and delivery plans and is ongoing through to June.</p>
5.1.1.5 Facilitate worker health and wellbeing consultation, communication, and participation processes.	Manager Human Resources, Workforce Development & Safety	<p>Management and supervisors are providing regular onsite workplace health and safety discussions/meetings with staff/crews adhering to their responsibilities under the Workplace Health & Safety legislation and Council Policy.</p> <p>Council's employee assistance program (EAP) continues with ongoing onsite counselling sessions being provided monthly, along with an additional weekly outreach program, provided to all employees and is available to Councillors.</p>

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		<p>Health and Wellbeing initiatives are being sought for 2024. Flu vaccinations for this year have been organized for staff, occurring in May 2024.</p>
<p>5.1.1.6 Develop, manage and deliver skills targeted training plans.</p>	<p>Manager Human Resources, Workforce Development & Safety</p>	<ul style="list-style-type: none"> • Certificate III in Civil Construction Plant Operations ongoing. • Diploma in Facilities Management ongoing. • Consultative Committee Training • Traineeship - Certificate III in Business Administration. • Working Near Overhead Powerlines Course is being discussed for later in 2024. • Code of Conduct & Dignity & Respect Training is being organised for all employees for July 2024. • Regulatory training is being reviewed with various training to be organised in 2024. • 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.</p>	<p>Manager Human Resources, Workforce Development & Safety</p>	<p>Recruitment for some essential technical skilled positions has occurred and have been finalised.</p> <p>Repositioning of staff where possible to ensure resourcing and retention of valuable staff assets remains a priority and is ongoing.</p> <p>Structural and workforce considerations moving forward with the fiscal repair strategy aligning with our Operational and Delivery Plan are focus areas, to promote stable and sustainable opportunities for the future in which we are working towards.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by the organisations current financial constraints.</p>
<p>5.1.1.8 Manage and report on Council’s Enterprise Risk Management Framework and Risk Register.</p>	<p>Manager Human Resources, Workforce Development & Safety</p>	<ul style="list-style-type: none"> • Council's risk register continues to be monitored, reviewed and updated. • Audit and Risk Committee meeting is scheduled to be held in June 2024. • Commencement on Council's Risk Management Framework has begun and is underway. • Statewide Mutual insurance renewal questionnaires are completed. • Northern Inland Risk Management Group meeting scheduled for May 2024.

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 HR & Workforce Development	Local Emergency Management Committee (LEMC) meeting is scheduled to be held in June 2024. RFS Service Levy Agreement (SLA) meeting to be held in October 2024. Scheduled work is being undertaken to maintain emergency services assets/buildings.

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
<p>5.1.2.1 Manage and deliver finance services.</p>	<p>Manager Finance & Technology</p>	<p>Council continues to seek to provide affordable services and delivery whilst ensuring finances are operated effectively.</p> <p>Financial Management</p> <p>Commencing Financial Year 2023-2024 Council has incorporated the additional \$1.87 Million in Ordinary Rates Revenue. Council continues to work on the recommendations set out by IPART as part of its determination of Council’s application.</p> <p>Council has continued to put a moratorium on recruitment of positions. Council has also received a higher interest on investment income compared to previous years which is attributed to increase in interest rates by Reserve Bank. This is assisting Council finances and cash flow.</p> <p>Interim Audit</p> <p>Councils Interim Audit was conducted from 17 to 19 April. A close of meeting was held in early May. Council is awaiting a final audit letter from New South Wales Audit Office.</p> <p>Special Rate Variation FY 2024/2025</p> <p>On 15 November 2023 Council deferred to apply for a Special Rate Variation for the FY 2024/25. Council resolved that:</p> <ol style="list-style-type: none"> 1) Advise IPART that it will not be applying for a Special Rate Variation for the 2024/25 Financial Year.

		<p>2) Advise IPART that it will require a Special Rate Variation in the 2025/2026 Financial Year and shall prepare an application for submission during 2024/25 financial year.</p> <p>3) Advise the public through the Council newsletters that:</p> <p>a) A Special Rate Variation will be required in the future to ensure that roads and services are maintained, and</p> <p>b) Council has delayed the request to seek a Special Rate Variation in the 2024/25 Financial Year, based on the continuing cost of living pressures, the impact of bushfires on the community, the low stock and commodity prices and that Council will take time to plan and develop its works programs and service levels to match a future need for the Special Rate Variation.</p> <p>As of April 2024, the draft Operational Budget has completed its public exhibition. Council staff are incorporating any changes required to the budget with any new information that it has received post March council meeting. The Operational Budget for FY 2024/2025 will be presented in Council meeting for June 2024.</p> <p>Council is undertaking a comprehensive revaluation of its transport assets such as roads and bridges which will assist in the decision-making process for amendments to be made in the Long-Term Financial Plan.</p> <p>Corporate Market Loan</p> <p>Councils Corporate Market Loan facility remains in place to assist in working capital. During the month of April 2024, the Corporate Market Loan was not drawn down.</p> <p>Unrestricted Cash Position</p> <p>Council was positive unrestricted cash as at end April 2024.</p>
<p>5.1.2.2 Manage and report on Council's Long-Term</p>	<p>Manager Finance & Technology</p>	<p>Council Long Term Financial Plan has been updated and presented to Council as part of the Integrated Planning and Reporting documents. The recommendation of IPART has resulted in Council executive</p>

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<p>Financial Plan and facilitate and support internal and external audits.</p>		<p>presenting a new service level framework to Council with specific reduction in service level across Council.</p> <p>As part of this new service framework an amended operational plan has been advertised for community consultation and feedback. Council has accepted the amended operational plan and the LTFP has been updated with information so far.</p> <p>As Council continuously works toward a Fiscal Repair Strategy and an updated Roads Asset Management Plan the decisions Council makes will be reflected in the LTFP.</p> <p>As part of the preparation of the Budget 2024/2025 Long term financial plan a number of cost reductions have been presented. The LTFP also incorporates realistic inflation figures and the impact of inflation to council budget.</p> <p>The Final Long Term Financial Plan will be presented in the June Council meeting as part of adoption of Operational Plan.</p>
<p>5.1.2.3 Manage investments – Plan develop and manage Council’s investment portfolio.</p>	<p>Manager Finance & Technology</p>	<p>Investments are managed within Council’s Investment Policy guidelines. Investments are reported to Council every month as part of the Finance and Accounts report, with the latest update being provided for April 2024.</p> <p>Council staff aim to invest more liquid funds for short time periods to gain maximum investment return without compromising working capital.</p> <p>Total Investment Balance as at 30 April 2024 was \$13.0 Million.</p>
<p>Delivery Program: 5.1.4 Deliver continuous improvements in Council’s business, processes and systems.</p>		
<p>Action</p>	<p>Responsibility</p>	<p>Progress Comment</p>
<p>5.1.4.1 – Develop, manage and deliver Council’s Technology Strategic Plan.</p>	<p>Manager Finance & Technology</p>	<p>Council’s Technology Strategic Plan is a work in progress, documents are being updated on a regular basis in conjunction with requirements associated with hardware and cyber security. The focus is Cybersecurity and threats originating from external sources. Council IT staff are in continuous training and development with NSW Cybersecurity.</p>

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		<p>Council IT staff are currently at planning stage with its ERP System provider – IT Vision to move towards a cloud-based solution. The purpose of this transition is to release pressure from Council's server which are approaching its useful life and present a high risk to Council IT infrastructure and business continuance if encountered by hardware issues.</p> <p>No IT related issues or breach were reported in April 2024</p>
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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 Customer Service, Governance & Records	Civic artefacts continue to be stored in Council's main administration building and Records House in Manners Street, Tenterfield in April 2024.

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 Customer Service, Governance & Records	<p>Compliments for April 2024 - 2 Complaints for April 2024 - 0 Abusive customers for April 2024 - 1 Customer Service General Enquiries for April 2024 - 62 Phone call statistics not available following changeover of Council's phone system.</p> <p>Customer service staff receipted and registered the following applications in April 2024: Section 10.7 Planning Certificates - 28 Section 603 Certificates - 41 Dwelling Permissibility Search - 7 Section 735A - 3 Sewer Diagrams - 4</p>

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		Drainage Diagrams – 5
<p>5.1.1.2 Develop, manage and deliver Governance Services, in accordance with OLG Compliance Guide, IP&R Framework and Reporting including the Monthly Operational Report, GIPA and PIDS and facilitate and support the ARIC.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>Draft Delivery Program and Operational Plan for 2024/2025 submitted to Council and placed on public exhibition for community comment from 28 March 2024 to 24 April 2024. One community submission was received and will be presented to Council for consideration with the final versions of the program and plan at the Ordinary Council Meeting of 26 June 2024.</p> <p>Next Audit, Risk, and Improvement Committee Meeting is 19 June 2024.</p> <p>Audit, Risk, and Improvement Committee Meeting of 7 March 2024 cancelled. Audit, Risk, and Improvement Committee Meeting held on 13 December 2023.</p> <p>Annual Code of Conduct reporting for period 2022/2023 submitted to the Office of Local Government on 19 December 2023. Council received two formal Code of Conduct complaints during the reporting period. Annual Government Information Public Access Act reporting for 2022/2023 submitted to the Information and Privacy Commission on 28 November 2023. Council received 36 GIPA applications during the previous financial year.</p> <p>Public Interest Disclosures for January 2023 to June 2023 reported on 31 July 2023 to the NSW Ombudsman's Office via the online PID Reporting Tool. Council reported 0 (zero) PIDs for the period.</p> <p>Annual Report with draft financial statements adopted by Council on 22 November 2023.</p>
<p>5.1.1.3 Develop, manage and deliver Records Management Services, in accordance with legislation.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>The Records Management Assessment Program was submitted by 30 March 2024. This is a mandatory requirement for Council, under the State Records Act. Council services, however, have struggled to meet the minimum compliance reporting requirements due to reduced staff resources.</p> <p>Records staff submitted Council's notification of access directions to NSW Museums of History on 11 January 2024. The notification provides details of records which are available for open access, limited access, and no access, after designated periods of time.</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.	Manager Customer Service, Governance & Records	Customer Satisfaction Survey is undertaken every two years as required by the NSW Office of Local Government Integrated Planning and Reporting Guidelines (page 15) and Tenterfield Shire Council's Community Engagement Strategy (page 14) to undertake surveys. The survey will be carried out in Financial Year 2024/2025, in line with Council's reduction of services to achieve financial sustainability.

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	1 Dog impounded and rehomed. 1 feral cat and 4 kittens caught and taken to rehoming shelter 1 Illegal dumping reported, and rubbish collected. No parking regulation enforced due to no Ranger.
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	Weed officer Report for April 2024 <ul style="list-style-type: none"> • Black Knapweed – Inspections and control works on Private properties and along Bellevue and Aldershot Rds. • Tropical Soda Apple – in the Urbenville area, • Giant Rats Tail Grass – Bruxner Highway and Plain Station Rd. • Billirimba Rd. – Suckers and regrowth from Scrub Rd. to Steinbrook hall. • Plain Station Rd – Frazier's cutting where vegetation was invading the road, guideposts and areas where vision was impaired due to vegetation. • Long Gully Rd - Pushed back vegetation where vision was impaired and invading the road from the top of the hill to the bottom. • Property inspections – 22 inspections done; no compliance letters sent. A new infestation of Tropical Soda apple found just east of Legume on a property where roadwork was done, and tracks put through the property by contractors or council staff. It is probable that seeds have come off machinery due to the location of plants on a contour bank that run adjacent to track. • High Risk Pathway inspections - completed along the New England Highway, Mt Lindsey Highway, Tooloom Rd, Bruxner Way and Bruxner Highway. No new incursions found.

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<p>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.</p>	<p>Manager Parks, Gardens & Open Spaces</p>	<p>2 x Notice of Intention issued for overgrown / untidy blocks, these still outstanding awaiting on the time frame.</p>
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10. LIVESTOCK SALEYARD

Delivery Program:

2.1.2

Manage Council’s Livestock Saleyards in a commercial manner.

Action	Responsibility	Progress Comment												
2.1.2.1 Manage and deliver commercial Saleyard Services, including improving hard standing surface at double height ramp.	Manager Parks, Gardens & Open Spaces	<p>APRIL</p> <table> <tr> <td>Weaner Sales</td> <td>3,792 Head</td> <td>\$ 3,361,429.46</td> </tr> <tr> <td>Prime Cattle Sales</td> <td>876 Head</td> <td>\$ 833,643.87</td> </tr> <tr> <td>Private Weighing</td> <td>255 Head</td> <td>\$ 215,483.84</td> </tr> <tr> <td>Total</td> <td>4,923 Head</td> <td>\$ 4,410,557.17</td> </tr> </table> <p>Current Annual throughput 11,409 Head</p> <p>Awaiting further hard standing surface in front of loading ramps.</p>	Weaner Sales	3,792 Head	\$ 3,361,429.46	Prime Cattle Sales	876 Head	\$ 833,643.87	Private Weighing	255 Head	\$ 215,483.84	Total	4,923 Head	\$ 4,410,557.17
Weaner Sales	3,792 Head	\$ 3,361,429.46												
Prime Cattle Sales	876 Head	\$ 833,643.87												
Private Weighing	255 Head	\$ 215,483.84												
Total	4,923 Head	\$ 4,410,557.17												

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 & Development	All applications assessed in accordance with Tenterfield LEP and DCP. Ten (10) Development Applications lodged, ten (10) approved. Twenty-eight (28) 10.7 Planning Certificates issued.
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Development	Local Fund recipients completing works in time for May acquittal of funding. Continued advice in relation to proposed works on heritage items, including colour schemes for premises in Urbenville and pre-DA lodgment advice.
3.1.1.3 Manage and deliver development, building and construction regulatory services.	Manager Planning & Development	Construction certificates, S68 onsite 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. Majority of food premises inspections completed in March, final premises in villages to be completed in April and May, with invoices and approvals sent May/June.

Applications Lodged April 2024

DA Number	Applicant	Address	Description of Work
2024.036	CMC Constructions	12 Casino Road Tenterfield	Dwelling
2024.037	B Smith - Trustee for J & B Smith Superannuation Fund	306 Rouse Street Tenterfield	Office & Specialised Retail, Restaurant & Café
2024.038	Wes Smith Building	57 Haddocks Road Tenterfield	Dwelling
2024.039	Allan Renner	95 Martin Street Tenterfield	Carport
2024.040	Nicole Donnelly	Woodside Road Woodside	Dwelling
2024.041	Cracker Quarry & Ag Supplies Pty Ltd	Peru Road Bolivia	Extractive Industry - Quarry
2024.042	Arron Poulton	1331a Mt Lindesay Road Tenterfield	Dwelling & Detached Pavilion
2022.015/1	Scott & Staal	89 Geyers Road Tenterfield	Modification of Subdivision
2024.043	Tenterfield Surveys	181 Leeches Gully Road Tenterfield	Subdivision Three (3) lot
2024.044	Tenterfield Surveys	5364 Mt Lindesay Road Liston	Subdivision Three (3) lots

Applications Determined April 2024

DA Number	Applicant	Address	Description of Work
2023.126	Jordan	211 Castlerag Road, Deepwater	Dwelling
2024.021	Blissner (Untamed Border Run)	Multiple Addresses(LEGUME)	Community Event- Run
2024.024	Rickard	955 Rivertree, Undercliffe	Dwelling
2024.025	Tenterfield Surveys (Rhodes-Roberts)	Bellevue Road, Tenterfield	Four (4) Lot Subdivision
2024.026	Johnson	1021B Long Gully Road, Drake	Use Of Existing Building As A Dwelling
2024.027	Tenterfield Surveys (Seary)	176 Logan Street, Tenterfield	Three (3) Lot Boundary Adjustment
2024.028	Tenterfield Surveys (Tyce Pty Ltd)	369 Rouse Street, Tenterfield	Two (2) Lot Boundary Adjustment
2024.029	Tenterfield Surveys (Holley)	192 Kildare Road, Tenterfield	Two (2) Lot Rural Subdivision
2024.030	Tenterfield Surveys (Donges)	246 Gunyah Road, Tenterfield	Three (3) Lot Rural Subdivision
2024.034	Tentefield Surveys (McWhinney)	1768 Silent Grove Road, Torrington	Four (4) Lot Rural Subdivision
2024.035	Brauer	72 Homestead Road, Tenterfield	Shed- Vehicle Body Repair Workshop & Vehicle Repair Station

Applications Outstanding –April 2024

DA Number	Applicant	Property Address	Description of Work	Status of Application/Comment
2019.055	Rawnsley & Paine	632 Sugarbag Road, Drake	Tourist & Visitor Accommodation (Backpackers Accommodation)	Insufficient Information provided to complete assessment
2019.104	Wilshire & Co Superannuation Fund	1-9 Manners Street, Tenterfield	New Shed & Extension to Existing Shed (Awning)	Insufficient Information provided to complete assessment Applicant has indicated they wish to pursue DA.
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
2022.043	Tenterfield Surveys	60 Derby Street, Tenterfield	Five (5) Lot Staged Urban Subdivision	Information required from applicant Application negotiating with adjoining owner for easement
2022.068	Tenterfield Surveys	531A Long Gully Road, Drake	Two (2) Lot Subdivision	Information required from applicant Applicant addressing RFS requirements for compliance
2023.076	Leechs Gully Progress Association	Leechs Gully Road	Hall Installation - Entertainment Facility	Awaiting updated plans from applicant
2024.023	Puglisi	Rouse Street, Tenterfield	Shed	Under assessment
2024.031	Tenterfield Surveys (Claydon)	5687 Bruxner Highway, Mingoola	Five (5) Lot Boundary Adjustment	Under assessment/RFS referral

2024.032	Tenterfield Surveys (J & R Wild Pty Ltd)	58 Homestead Road, Tenterfield	Six (6) Lot Boundary Adjustment	Under assessment/RFS referral
2024.033	Sgarlata	52B Neagles Lane, Tenterfield	Dwelling	Under assessment
2024.036	CMC Constructions	12 Casino Road Tenterfield	Dwelling	Under assessment
2024.037	B Smith - Trustee for J & B Smith Superannuation Fund	306 Rouse Street Tenterfield	Office & Specialised Retail, Restaurant & Café	Under assessment/neighbour notification
2024.038	Wes Smith Building	57 Haddocks Road Tenterfield	Dwelling	Under assessment
2024.039	Allan Renner	95 Martin Street Tenterfield	Carport	Under assessment
2024.040	Nicole Donnelly	Woodside Road Woodside	Dwelling	Under assessment
2024.041	Cracker Quarry & Ag Supplies Pty Ltd	Peru Road Bolivia	Extractive Industry - Quarry	Under assessment/neighbour notification
2024.042	Arron Poulton	1331a Mt Lindesay Road Tenterfield	Sheds (2)	Under assessment
2022.015/1	Scott & Staal	89 Geyers Road Tenterfield	Modification of Subdivision	Under assessment
2024.043	Tenterfield Surveys	181 Leeches Gully Road Tenterfield	Subdivision Three (3) lot	Under assessment/RFS referral
2024.044	Tenterfield Surveys	5364 Mt Lindesay Road Liston	Subdivision Three (3) lots	Under assessment/RFS referral

FY 23/24 Development Statistics

		Dwellings	Additions/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 23/24 Monthly Total	FY 22/23 Monthly Total
Jul-23	No.	1	0	1	0	3	2	7	8
	Value	\$370,000.00	\$0.00	\$63,000.00	\$0.00	\$0.00	\$49,000.00	\$482,000.00	\$1,398,600.00
Aug-23	No.	4	1	2	0	2	2	11	16
	Value	\$914,150.00	\$77,000.00	\$124,000.00	\$0.00	\$0.00	\$482,680.00	\$1,597,830.00	\$2,736,200.00
Sep-23	No.	5	2	2	1	1	0	11	14
	Value	\$1,769,447.00	\$44,800.00	\$307,134.37	\$10,000.00	\$0.00	\$0.00	\$2,131,381.37	\$1,417,096.00
Oct-23	No.	5	0	0	0	2	0	7	10
	Value	\$1,394,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,394,000.00	\$971,065.00
Nov-23	No.	1	0	2	1	2	0	6	5
	Value	\$45,000.00	\$0.00	\$90,070.00	\$150,000.00	\$0.00	\$0.00	\$285,070.00	\$938,467.00
Dec-23	No.	6	0	0	0	1	0	7	10
	Value	\$2,845,023.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,845,023.00	\$1,775,000.00
Jan-24	No.	3	2	3	0	4	1	13	7
	Value	\$499,500.00	\$59,000.00	\$118,500.00	\$0.00	\$0.00	\$0.00	\$677,000.00	\$1,722,961.89
Feb-24	No.	2	1	5	0	0	1	9	13
	Value	\$175,000.00	\$61,130.00	\$296,985.00	\$0.00	\$0.00	\$0.00	\$533,115.00	\$547,346.89
Mar-24	No.	3	0	1	1	8	0	13	16
	Value	\$430,000.00	\$0.00	\$80,000.00	\$118,290.00	\$0.00	\$0.00	\$628,290.00	\$1,963,598.00
Apr-24	No.	4	0	1	2	3	0	10	17
	Value	\$1,581,170.00	\$0.00	\$8,000.00	\$607,500.00	\$0.00	\$0.00	\$2,196,670.00	\$2,867,369.00
May-24	No.								14
	Value								\$686,975.00
Jun-24	No.								9
	Value								\$1,481,532.00
No. (Year to Date)		34	6	17	5	26	6	94	
FY 23/24 Total Value (Year to Date)		\$10,023,290.00	\$241,930.00	\$1,087,689.37	\$885,790.00	\$0.00	\$531,680.00	\$12,770,379.37	
FY 22/23 Total Value		\$14,031,755.00	\$1,570,238.00	\$1,507,750.78	\$1,348,467.00	\$0.00	\$48,000.00		\$18,506,210.78

12. BUILDINGS & 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
<p>1.2.1.4 Develop and deliver the Property Management Strategy.</p>	<p>Manager Planning & Development</p>	<p>Property Strategy - Under review investigations into seeking copies of similar size Council’s Property Strategy - Draft not expected until 2024/2025 due to work requirements and being understaffed within the department - ongoing.</p> <p><u>Council Buildings</u></p> <ul style="list-style-type: none"> • Staff are currently finding it difficult being understaffed and with a reduced budget. Only maintenance that is being completed are items that pose an issue to staff or community safety. • Property Inspections and condition reports are being completed for repairs to commence on funded projects – Band Hall, Welburn Lane house, Urbenville SES shed, Jubilee Park Amenities, Federation Park amenities and kiosk, Liston RFS shed, Urbenville Medical Centre, Urbenville & Liston Public Toilets (vandalism repairs), Drake public toilets septic system. • Urbenville Medical Centre gas hot water system has now been installed, the installation of a sump or rubble drain in the back yard to aid in the flooding issues - ongoing. • Inspection of Urbenville Medical Centre arranged for handy man to complete urgent maintenance items – to be completed in May. • Quote & Inspection for RFS Shed in Liston to repair roof and water damage. • Draft scope of work in April to replace Federation Park Kiosk and Change Room Roof to be sent out in May.

		<ul style="list-style-type: none"> • Lights repaired at the School of Arts (external & internal). • Builder engaged to commence urgent works at the Tenterfield Child Care Centre in Early May. • Scope of work has been sent out to 6 local builders for repairs to both bathrooms in the Welburn Lane House – Quotes to be received in May. <p>Current Capital Works</p> <ul style="list-style-type: none"> • Band Hall has had a building inspection completed and scope of work is being developed. • Mt McKenzie digital tower Access Road sealing completed and fencing to be scoped and put out for quotes in May. • Upgrades to Drake Hall, - Agreement between Drake Progress Association and Council is now completed, and work will commence May.
<p>1.2.1.5 Manage and update Land and Property Register.</p>	<p>Manager Planning & Development</p>	<ul style="list-style-type: none"> • Land and Property register is currently being managed as required. Spreadsheets are being updated as needed. • Current leases are being looked at and renewed as needed – Tenterfield Child Care Centre, Ten FM, are being drafted. • Council has received notification from Crown Lands that all Plans of Management (PoMs) are to be completed, exhibited, and approved by the Crown by June 2024. Council Staff are finding this difficult to complete due to the property specialist position being vacant – meeting scheduled for May with Crown Lands to determine program.
<p>1.2.1.6</p>	<p>Manager Planning & Development</p>	<p>Licences & Agreements on Council owned/managed Land</p>

Develop and deliver the Buildings and Amenities Asset Management Plan.

- Tenterfield Total Care draft lease for 136-138 Manners Street, Tenterfield – is still being reviewed by Tenterfield Total Care Committee solicitors are discussing terms - Ongoing.

GRANT FUNDING

Following Grant Projects are still outstanding:

Drought Communities Programme Extension - Waiting for the acquittal information to be given to Council from TNMA Inc. for it to be forwarded onto the auditors, prior to the acquittal being completed - Ongoing.

National Bushfire Funding - Advertising Campaign Expansion & Brochure Production – ongoing.

Public Spaces Legacy Program

- Tenterfield Youth Precinct & Mountain Bike Trail Head & Jennings Playground Project – plaques have now been installed this project has been completed.

Stronger Country Communities Programs

- Memorial Hall floor - the new stage area expected to be delivered in May, quotes to be advertised for a thick curtain to be installed onto the retractable seating for padding - to be quoted in May.

Monthly Operational Report – April 2024

		<ul style="list-style-type: none">• SCCF4-0951 Revitalization of Tenterfield Netball Courts – The new Courts are now being used every Wednesday afternoon for High school sport and expressions of interest are being advertised for a lady’s weekend competition. <p>Black Summer Funding</p> <ul style="list-style-type: none">• Memorial Hall installation of Emergency lighting and ceiling fans – Majority of the Lights have been installed in the Memorial Hall and fans have now been installed with staff to complete training with electrician.• Mingoola Hall upgrades to include a toilet – repairs have been completed.
1.2.1.7 Manage Crown Lands and prepare designated Native Title Advice.	Manager Planning & Development	Aboriginal Land Claims – all requests for response have been completed.

13. PARKS, GARDENS & OPEN SPACE

Delivery Program:

1.2.1

Provide safe and accessible public spaces and places that are well maintained, clean and fun.

Action	Responsibility	Progress Comment
<p>1.2.1.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.</p>	<p>Manager Parks, Gardens & Open Space</p>	<p>Daily duties include; Public toilet cleaning; park/street bins; BBQ cleaning; playground inspecting. Mowing. Brush cutting. Spraying of parks and town streets. Tree pruning/ limb pick up. 1 x large pinoak removed due to decay and rot. Graffiti removal. Cemetery maintenance. Garden maintenance and repairs. Assist in event coordination setup. Completion of the netball court upgrade. Cleaning tables and benches in parks. Completion of the new boundary fence at Urbenville cemetery.</p>
<p>1.2.1.2 Work with the Tenterfield Shire Village Progress Associations and the Parks, Gardens and Open Space Committee to support individual town and village themes.</p>	<p>Manager Parks, Gardens & Open Space</p>	<p>Limited village representatives Any projects undertaken are within budget.</p>

Monthly Operational Report – April 2024

1.2.1.3 Implement the tree management plan.	Manager Parks, Gardens & Open Space	Ongoing.
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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	<p>Management Plan</p> <ul style="list-style-type: none"> • Current Management Plan to be implemented in the 2024-25 summer season. This plan is currently under review with the new contract for the 2024 season. • Air bubbles, cracks forming and paint peeling off both the 33 m and Wade pool through season. • Roof of the Amenities building has been identified that it needs to be replaced in the near future due to age. • Draft pool contract on hold pending adoption of 24/25 Fees and Charges. • Staff are continuously pursuing Grant Funding opportunities to upgrade the facility. <p>Month Review Pool has now closed to the public for the 23/24 season.</p> <p>Outstanding Maintenance</p> <ul style="list-style-type: none"> • Grandstand and Gym lights – awaiting electrician. • Auto Vacuum to be repaired or replaced – Pool Managers have been asked to find quotes. • Cistern replacement for the male urinal and plumber to inspect further. <p>Season Pass Purchases for the 23/24 season</p> <table border="1"> <thead> <tr> <th></th> <th>2023/24</th> <th>2022/23</th> <th>2021/22</th> <th>2020/21</th> <th>2019/20</th> <th>2018/19</th> </tr> </thead> <tbody> <tr> <td>Full Season Family</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>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>29</td> <td>16</td> <td>14</td> <td>17</td> <td>25</td> <td>10</td> </tr> </tbody> </table>		2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	Full Season Family	30	26	27	26	49	39	Half Season Family	15	12	5	9	9	13	Full Season Single	29	16	14	17	25	10
	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19																								
Full Season Family	30	26	27	26	49	39																								
Half Season Family	15	12	5	9	9	13																								
Full Season Single	29	16	14	17	25	10																								

Monthly Operational Report – April 2024

Half Season Single	29	18	3	9	7	13
Total	103	72	49	61	90	75

Total Attendances for the 23/24 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

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 Asset & Program Planning	Transport asset revaluation will be undertaken during 2024 and information collection has commenced for this process.
5.1.3.2 Deliver and manage the Pedestrian Access and Mobility Plan (incorporating the Disability Action Plan) and Bike Plan.	Manager Asset & Program Planning	The Pedestrian Access and Mobility Plan (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 Asset & Program Planning	Routine asset inspections are impacted by the vacancy of the Asset Officer position. Council is conducting limited/ reactive inspections as required.
5.1.3.4 Review and update Council’s Risk Register and Intervention programs on an ongoing basis in accordance with inspection schedules.	Manager Asset & Program Planning	Risk Register is updated noting that a key risk remains, resourcing of technical support and supervision of major construction works. Council is seeking to procure technical consultants to assist grant funded projects.

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 Commercial Works undertaken in accordance with demand.	Manager Works	Council continues to undertake commercial works in a financially responsible manner, within the limitations of Council’s resource pool. Most private works include sealing driveways while adhering to Council’s adopted fees and charges rates.

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	Some works for stormwater replacement are programmed, Whereat Lane blind manhole replacement programmed. Further detail and planning required for stormwater infrastructure - awaiting resource allocation.

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 Manage and deliver construction services for transport infrastructure, including footpaths, pavements and cycleways.	Manager Asset & Program Planning	Works programmed to include grant funded projects for Transport infrastructure.
4.1.1.2 Manage and deliver maintenance services for transport infrastructure.	Manager Works	<p>April/May 2024 Grading & Works Report Grading Schedule</p> <p>Northern Area: Completed: Bondi Road, Bonners Road and Kingfisher Roads are graded. In progress: Grading Dalmoak Road (touch up where needed), Maryland Lane, Liston Town Streets, Catarins Road (if possible), Undercliffe Falls Road and grading shoulders on Mt Lindesay Road between Liston and Legume. Pavement repairs on Tooloom Road at Windy Hill.</p> <p>Central Area: Completed: Graded Tarban Loop Road, Brushabers Road and Wades Road. Minor works completed on Bungulla Platform Road and Bungulla Road to allow stock transport access following recent rains.</p>

In progress:

Currently grading Cataract River Road, Barney Downs Road, Finns Road, Common Road, Talmoi Road, Branch Creek Road, Bald Rock Road, followed by Pyes Creek Road.

Pavement constructed to seal a section of Western Street adjacent to the Cemetery, sealing mid-June. Mt Mackenzie Road constructed to Gunyah Road, seal mid-June.

Western Area:

In progress:

Currently grading Silent Grove Road and Binghi Road, re-sheeting and drainage repairs including some pipe replacements.

Eastern Area:

Completed:

Graded Rocky River Road, Upper Rocky River Road and Cheviot Hills. Drainage work on Old Main Camp Road, Main Camp Road and Morgan's Creek Road. Pushed up gravel to resheet sections of Boorook Road, Gilgurry Road and Harrigans Lane.

In progress:

Grading Sugarbag West Road, Bunijah Road, Old Main Camp Road, Main Camp Road and Morgan's Creek Road. Following this, resheet and grade sections on Boorook Road, Gilgurry Road and Harrigans Lane. Four pipe installations programmed for Gilgurry Road.

Plains Station Road remains under signage through Fraser's Cutting.

Works have commenced on Paddy's Flat Road south between Bruxner Highway and Hootons Road. Cross pipe installations and drainage under way. Pavement investigations programmed during the next few months.

Replacement of the footpath in Miles Street between Rouse and Scott Streets, with footpath poured from Scott Street to Sir Henry Parkes Motel to date. Work continues to Rouse Street, during May.

Koch's Road - Local Roads & Community Infrastructure Program (LRCI)

Council's 25t excavator is delayed going to drainage works on Koch's Road. The 25-t digger will mulch timber on the Paddy's Flat Road construction job, between Bruxner Highway and Hootons Road, followed by mulching on Timbarra Road and some mulching work on Brushabers Road as part of the Black Summer funding. Council anticipates commencing Koch's Road drainage following this work.

Koch's Road causeway remediation awaits conceptual survey and design to be completed from consultants. These will go to Fisheries for approval followed by construction. Earthworks to form the road will commence as resources come available. Koch's Road work is not constrained for completion this financial year.

Black Summer Bushfires Recovery Grants Program

REMOVAL OF DEAD TREES ON COUNCIL ROADS

All reviews of environmental factors (REFs) are complete. Timbarra Road has had the tree canopy opened and is waiting for the mulcher to return. Tree canopy is opened up on Billirimba Road (from the town dam to Swamp Oak Creek Bridge) and spraying of under growth complete. Resources will go to Brushabers and Schroders Roads in the coming weeks.

Across the Shire: *Trimming of trees on Mt Lindesay to allow easier vehicle access is in progress. Pelham Street asphalt overlay, between Petre and Cowper Streets, is complete.*

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	Council is reviewing the plant replacement budget as part of the budget process. Plant replacement will be on a priority basis, according to available funds.
5.1.3.6 Develop and implement the Depot Master Plan.	Manager Asset & Program Planning	Draft Depot Master Plan is under review.

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
<p>3.1.4.1 Deliver and manage Waste and Recycling services.</p>	<p>Manager Water & Waste</p>	<p>The Torrington Waste Transfer Station is awaiting final fencing installation, negotiations with neighbour over access will conclude in May 2024.</p> <p>At Council’s Boonoo Boonoo Landfill Facility, The Cell 5 Construction project commenced this month. Monthly EPA progress reports continue. Drone survey and Ecological surveys completed in March 2024. Engaged surveyor to undertake base point locations at 5 sites.</p> <p>Council received \$773,692 for improvements from EPA and Heritage Trust at Boonoo Boonoo and Torrington. A variation to the grant was requested and approved to alter scope to include new fluted compactor wheels. Replacement wheels expected to be delivered in June 2024.</p> <p>Compulsory acquisition for the buffer zone at the Boonoo Booboo landfill has been sent to the minister’s office, PAN approval received in April 2024, legal team forwarded documents to owner, gazettal notices pending, finalisation expected in 120 days.</p> <p>Geyer’s Pit Clean-up order commenced in July 2023, routine monthly and quarterly monitoring continues into 2024.</p> <p>Replacement Garbage Truck revised quotations received in November 2023, STG Global selected to manufacture new Garbage Truck. Currently the replacement Truck is expected to be delivered June 2024.</p> <p>As previously reported, truck rollover occurred in March 2024, insurance settlement expected in May 2024.</p> <p>Waste management staff quarterly toolbox meeting occurred in April 2024.</p>

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>Bore at Shirley Park has new larger casing including deeper drilling from 97m to 150m, installation commenced in December completion in May 2024.</p> <p>Works for the New Water Filtration Plant on Scrub Road are completed, second round of POP (proof of performance testing) completed in April 2024. Tenterfield town began receiving potable in May 2024. Noting final POP testing scheduled for winter conditions.</p> <p>Urbenville - new grid grant has Section 60 approvals in March 2024, for Lagoon construction, RFT released in December 2023 negotiations underway decisions pending. Cage replacement is underway with track and pad to lift structure completed in April 2024.</p> <p>Highway main replacement, (Cowper Street) commenced in February 2024 and continues, potential delays may be encountered, Council wishes to extend our thanks for the continued patience of our Tenterfield residents.</p> <p>Water supply, is provided to the community under Australian Drinking Water Guidelines (ADWG), current usage at Tenterfield is currently 850.5KL/day decreasing by 69.4KL/day. Current usage at Urbenville is 176.8KL/day providing a decrease in consumption of 21.7KL/day for the 3 communities.</p> <p>Tenterfield Dam Level is 87%-new data loggers place level at 98% receiving 95.5mm for the month of April 2024; Urbenville Tooloom Creek Level is 100% receiving 132mm for the month of April 2024.</p> <p>Meter Reading commenced in April/May.</p> <p>Tenterfield</p> <p>2 major main; 0 new meter; 2 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 12 broken services repaired/replaced; 0 services leaks repaired; 0 valve replacements; mains flushing occurred in 6 location and 0 hydrant replacements. Note. 1 section 67 private works jobs completed. Reservoir cleaned by Aqualift. 0 interim meter reads. Operator training</p>

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		<p>continuing at New WTP. Hydrant and service valve raising along Pelham Street. Scour valve operated. Dam Safety NSW, legislative requirement with a 5 year live scenario held in Tenterfield in April.</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, 1 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. Replaced springs and diaphragms in Burkert Valves on Pre and Post Caustic, Raw Water, Potassium and Daff.</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>
<p>3.1.3.2 Deliver and manage the Water and Drought Management Plans and Flood Study.</p>	<p>Manager Water & Waste</p>	<p>Tenterfield update of the flood risk study awarded in March 2024. Initial meetings completed. Consultation scheduled for May 20, 2024.</p> <p>Council was awarded \$92,522 DPE-Water Regional Leakage Reduction Program, expected installation to commence in May 2024.</p> <p>The Integrated water catchment management grant (IWCM) engagement of consultants expected in May 2024.</p> <p>The Tenterfield Sustainable and Disaster Resilient Communities program, for the villages of Drake, Liston, Legume, and Torrington. Water Access Licences completed and registered with NSW Land registry. Note waiting for approvals to drill from NRAR (over 17 months) Legume licence obtained, Crown licences required, approved, and provided in December 2023, Legume water allocation has been purchased in January 2024. Council’s contractors Slade Drilling have commenced drilling for water at Legume in April 2024, water has been found at 0.5L/s.</p>

22. SEWERAGE SERVICES

Delivery Program:

3.1.5

Deliver affordable and effective wastewater management solution for the community.

Action	Responsibility	Progress Comment
<p>3.1.5.1 Maintain and operate the sewerage network, in line with the Asset Management Strategy.</p>	<p>Manager Water & Waste</p>	<p>Molesworth/Miles Street pumping station review and design amendment under development.</p> <p>RFQ's for sewer relining and manhole relining 2024 under development.</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, rectified valve failures, pump 2 was able to be started pump 1 sent for repairs, spare pump to order November 2023 and arrived February pending installation expected in May 2024.</p> <p>Tenterfield</p> <p>Sewer connections 1; Major pump station clearing 1; Blockages were reported and cleared at 3 locations; 0 broken main repair; with 0 mains visually checked with new CCTV, 0 major manhole repair, 0 broken main repairs 0 manholes raised, and 1 section 67 private works jobs completed in this reporting period. Pump refurbishment/repair 0 at STP July 2022, Major pumpstation maintenance 1. Surcharge event 0. STP Repairs 3.</p> <p>Urbenville</p> <p>Sewer connections 0; Major pump station clearing 0; Blockages were reported and cleared at 0 locations; 0 broken main repair; with 0 mains visually and 0 major manhole repair, 0 broken main repairs and 0 effluent line repair. Major pump station refurbishment June technical and failure issues July 2022, competed and functional August 2022 (PS1) adjustment on counters undertaken, and 0 section 67 private works jobs completed, in this reporting period. Storm flow at STP 1hrs. Installed padlocks on Historical Park toilets due to vandalism ongoing, open at 0730 close toilets at 1530.</p> <p>Average time for response to sewer chokes remained at 25 minutes while the median response time is at 22 minutes.</p>