

Monthly Operational Report

Tenterfield Shire Council June 2024

Council Meeting 24 July 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	Independent consultants, Centium, have been engaged for the purpose of Community Engagement for the preparation of updating of the Community Strategic Plan as part of the Integrated Planning and Reporting Framework as required under legislation.
1.1.1.2 Provide opportunities for the community to participate in decision making.	General Manager	Draft Integrated Planning & Reporting documents were adopted by Council at the 26 June Council meeting.

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	Nil to report for June.

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 June 3834 Followers 1016 New followers 12 Top posts for June: 2150 – ROAD CLOSURE MOLESWORTH ST 27/6 1778 - WATER SUPPLY CUTS 17/6 1765 – QUESTACON STEM EXHIBITION IN THE LIBRARY 3/5
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	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	Council continues to review its operations to ensure financial sustainability within its structure and service delivery. This is an ongoing effort with policies and procedures to be developed to align with financial risk and financial sustainability.

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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	Nil to report. One Council-owned property at Clarence St, Tenterfield remains on the market – the 2.19ha block opposite TAFE.

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	Officer has continued to work with Dept of Regional NSW staff, Glen Innes Severn Shire staff and GHD consultants and the Mayor on DRAFT Regional Drought Resilience Plan. Following the stakeholder group meetings – 1 & 29 May – and follow-up discussions with individuals, the DRAFT document with recommendations will now undergo final checks/edits.
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 finalised lease renewal of Council properties: 142 Manners St (Ten FM) and 132 Manners St (Tenterfield Child Care Centre).</p> <p>Officer has continued to work on finalising the lease of 157 Rouse St (the former Visitors’ Information Centre) with the Salvation Army.</p> <p>TSC Facebook page Post reach for June 3834 Followers 1016 New followers 12</p> <p>Top posts for June: 2150 – ROAD CLOSURE MOLESWORTH ST 27/6 1778 - WATER SUPPLY CUTS 17/6 1765 – QUESTACON STEM EXHIBITION IN THE LIBRARY 3/5</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
5.2.3.1 Support future proposals for improved telecommunications infrastructure.	Senior Advisor Communications & Economic Development	4 June Officer met with David Crough of NBN customer relations and was given update on increased footprint for NBN services in Tenterfield Shire.

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 May 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.</p> <ul style="list-style-type: none"> • Visual Branding and Storytelling Workshop with Workforce Australia Local Jobs Program 10:00 AM - 1:00 PM, Friday 21 June 2024 at Tenterfield Public Library • Promoting Granite Belt Art Trail Planning Workshop • Engaged Linda Nye, Clare Urquhart, and Christine Spedding to participate in the Tabulam: Trail of Light and Sound • ANWOT Offerings to Tenterfield Theatre Company – decline – as well as advice and support for revenue streams • CASP is open until 26 June 2024 - \$3k Arts and Cultural Program/Project Funding <p>The library received four interactive scientific tubs from Questacon as part of or successful application to participate in the trial regional outreach program 'Questacon Regional Tub Series – PILOT STUDY 2024'</p> <p>The four tubs were placed on display in the library for the month of June, members and visitors of all ages took great pleasure interacting with the tubs.</p>
<p>1.1.3.2 Provide inclusive library services and programs that reflect contemporary needs for all age groups.</p>	<p>Manager Arts, Culture and Library Services</p>	<p>During the June reporting period the library recorded 1517 visitors through the doors (23% increase from the same period in 2022. On June 4 2023 the Library closed for the planned 6-week period due to the refurbishment). During June the library services provided included 1,201 physical loans and 345 digital items borrowed with 247 individuals spending 279.25 hours using the public computers. The home Library service delivered 134 items to 17 home Library members.</p>

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		<p>Storytime was attended by 57 children and 26 parents across 5 sessions and continues to be presented in partnership with Make-It Tenterfield who develop exciting new creative activities for each session. The Library was successful in its application for grant funding from The LBW Trust and FOLA Country Library Grants 2024. The \$1500 in funding will used for the purchase of STEM resources for Storytime and for loan to the community.</p>
<p>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.</p>	<p>Manager Arts, Culture and Library Services</p>	<p>Completed.</p>

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>Implementation of some specific Workforce Management Strategies are being impeded by current financial constraints.</p> <p>Services Operator (Northern) commenced in the first week of July.</p> <p>Expressions of Interest have been finalised from professional recruitment services for the recruitment of Director of Corporate along with an essential Asset Management position. The recruitment process for these positions will commence in July.</p> <p>Statistics for next financial year organisational structure – Full Time Equivalent (FTE) 82. Workforce management strategies and organisational review is continuing with commencement of consultation beginning in early July. Organisational change is subject to the required Award instrument processes.</p> <p>The current head count - 79 (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 within the organisation is near finalization. A few service areas are left to finalise. This review has provided more clarity around roles and associated service delivery accountabilities and has assisted in realigning business strategies aligned with operational and delivery plans.</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. Toolbox meetings have been scheduled with outdoor staff relating to safety and safe work method statements (SWMS).</p> <p>Meetings held with StateCover relating to workers compensation premium projection with another scheduled in June.</p>

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		<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> <p>Health and Wellbeing initiatives continue to be sought for 2024.</p>
<p>5.1.1.6 Develop, manage and deliver skills targeted training plans.</p>	<p>Manager Human Resources, Workforce Development & Safety</p>	<p>Certificate III in Civil Construction Plant Operations ongoing.</p> <p>Diploma in Facilities Management ongoing.</p> <p>Traineeship – Certificate IV in Library & Information Services.</p> <p>Code of Conduct & Dignity & Respect Training is being organised for all employees in July 2024.</p> <p>Regulatory training is being reviewed with various training to be organised in 2024.</p> <p>Government incentives and initiatives are being investigated for future learning and development programs and is ongoing.</p>
<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>Expressions of Interest have been sought from professional recruitment services for the recruitment of Director of Corporate along with an essential Asset Management position, which has been finalised. The recruitment process will begin in July 2024.</p> <p>Structural and workforce considerations moving forward with consultation beginning in July.</p> <p>Implementation of some specific Workforce Management Strategies are being impeded by budgetary and organisational 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>	<p>Council's risk register continues to be monitored, reviewed and updated.</p> <p>Audit and Risk Committee meeting is scheduled to be held in September 2024.</p> <p>Council's Risk Management Framework is underway. Various meetings have taken place with internal stakeholders, with further development to ensue following the 2024 September elections.</p> <p>Insurance information has been received by Council's Stakeholder – StateWide Mutual.</p> <p>Public Liability Claims continue to be managed.</p> <p>Northern Inland Risk Management Group meeting scheduled for July 2024.</p>

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 September 2024. RFS Service Levy Agreement (SLA) meeting to be held in October 2024. Scheduled work is being undertaken to maintain emergency services assets/buildings. Rural Fire Service, RFFF Form - request for reimbursements have been completed for various works. Information was sought for outstanding Section 44 reimbursement from the Rural Fire Service which has now been reimbursed to Council.

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>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 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>On 28 June 2024 Council received 85% of Financial Assistance Grants (FAG) for 2024/2025 as an advance payment. This equated to \$5,724,438 deposited in Council Bank account on 28 June. The remaining 15% of Financial Assistance Grant will be distributed quarterly through the Financial Year 2024-2025 commencing mid – August 2024, November 2024, February 2025, and May 2025.</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.

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.

3) Advise the public through the Council newsletters that:

a) A Special Rate Variation will be required in the future to ensure that roads and services are maintained, and

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.

Budget 2024/2025:

The Annual Budget has been adopted by Council on 26 June 2024.

The need for a Special Rate Variation commencing Financial Year 2025/2026 is also presented in the Budget Report.

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.

Corporate Market Loan

Councils Corporate Market Loan facility remains in place to assist in working capital. During the month of June 2024, the Corporate Market Loan was not drawn down.

Unrestricted Cash Position

Council was positive unrestricted cash as at end June 2024.

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<p>5.1.2.2 Manage and report on Council’s Long-Term Financial Plan and facilitate and support internal and external audits.</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 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 several cost reductions have been presented. The LTFP also incorporates realistic inflation figures and the impact of inflation to council budget. The preliminary finding of the revaluation of infrastructure assets has been considered with realistic depreciation rates and asset useful life.</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 June 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 June 2024 was \$13.0 Million.</p>

Delivery Program:

5.1.4

Deliver continuous improvements in Council’s business, processes and systems.

Action	Responsibility	Progress Comment
<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> <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 June 2024</p>

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 June 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 June 2024 - 6 Complaints for June 2024 - 0 Abusive customers for June 2024 - 0 Customer Service General Enquiries for June 2024 - 72 Phone call statistics not available following changeover of Council's phone system.</p> <p>Customer service staff receipted and registered the following applications in June 2024: Section 10.7 Planning Certificates - 28 Section 603 Certificates - 23 Dwelling Permissibility Search - 3</p>

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		<p>Section 735A - 2 Sewer Diagrams - 7 Drainage Diagrams – 2</p>
<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>Delivery Program, Operational Plan, Annual Budget, Statement of Revenue Policy and Fees and Charges for 2024/2025 have been adopted at Council’s Ordinary Meeting of 26 June 2024. The Office of Local Government has been notified of this on 28 June 2024.</p> <p>Councillor Geoff Nye has been appointed to the Audit, Risk and Improvement Committee, as the councillor observer, at Council’s Ordinary Meeting of 26 June 2024.</p> <p>The next Audit, Risk and Improvement Committee Meeting will be held on 25 September 2024, for purpose of reviewing Council’s draft financial statements for financial year 2023/2024.</p> <p>Audit, Risk, and Improvement Committee Meeting held on 19 June 2024. 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.</p> <p>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>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 Digitisation program has been progressing well during June 2024, with records previously scanned now approaching completion of being processed, in accordance with the Business Classification Scheme, in the altus Enterprise Content Management (ECM) system. Records staff have commenced digitisation of maps and technical and schematic plans. Records that have not yet been digitised include those Planning and Property files not already in electronic format in the altus ECM system, and files being stored at the Council Depot.</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>
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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
<p>5.2.1.1 Deliver independent bi-annual Customer Satisfaction Survey.</p>	<p>Manager Customer Service, Governance & Records</p>	<p>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.</p>

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	2 Dog impounded and rehomed and both released to rescue. 4 roaming dogs seized and returned to owner. 2 dog attacks from same dog on separate days resulting in one deceased dog and one injured dog owner received 2 x \$1320 infringements for 'being owner of attacking dog'. 3 Noise Complaints (other than barking etc. machinery, motorbikes reported and still under investigation) 7 Barking dog complaints reported and ongoing.
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>Weed officer Report for June 2024</p> <ul style="list-style-type: none"> • Black Knapweed – Inspections and control works on Private properties and along Bellevue and Aldershot Rds. • Tropical Soda Apple – Inspections in the Urbenville and Tabulam areas, 1 new infestation found in Tabulam on private property. • Giant Rats Tail Grass – treated on private property in Legume where roadworks machinery had spread the grass. • Serrated Tussock – Rockdale Rd, New England Highway around Deepwater and Bruxner Way. • Mother Of Millions – Cullendore Rd and mt Lindsey Highway at Legume • Meetings – Cross Boarder Meeting with QLD DAF and Southern Downs Council. • Property inspections – 20 inspections done; no compliance letters sent. • High Risk Pathway inspections - completed along the New England Highway, Mt Lindsey Highway, Tooloom Rd., Bruxner Way, Bruxner Highway. No new incursions found. • Grant Applications – applied for and were successful in gaining a \$14,000 grant for the control of Serrated Tussock • Meetings – Attended a Cross Boarder Meeting with QLD DAF and Southern Downs Council.

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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>There were zero (0) notices or orders issued for June 2024.</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	<table border="0"> <tr> <td>Prime Cattle Sales</td> <td>828</td> <td>Head</td> <td>\$665,278.62</td> </tr> <tr> <td>Private Weigh</td> <td>87</td> <td>Head</td> <td>\$28,880.00</td> </tr> <tr> <td>TOTAL</td> <td>915</td> <td>Head</td> <td>\$694,158.62</td> </tr> </table> <p>Further cement slabs to be completed prior to end of the July weather is proving to be difficult to complete. Continuing to look into implement the locking of the yards as lots of the public are using them as they like to avoid paying fees.</p>	Prime Cattle Sales	828	Head	\$665,278.62	Private Weigh	87	Head	\$28,880.00	TOTAL	915	Head	\$694,158.62
Prime Cattle Sales	828	Head	\$665,278.62											
Private Weigh	87	Head	\$28,880.00											
TOTAL	915	Head	\$694,158.62											

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 Services	June – All applications assessed in accordance with Tenterfield LEP and DCP. Eight (8) Development Applications lodged; twelve (12) Development Applications approved. Twenty-nine (29) 10.7 Planning Certificates, two (2) 735A certificates issued.
3.1.1.2 Manage and deliver heritage advisory services.	Manager Planning & Development Services	All projects completed under Local Fund and recipients reimbursed. Pre-lodgment advice in relation to proposed DA's. Heritage Fund to be advertised for the 24/25 financial year during July 2024.
3.1.1.3 Manage and deliver development, building and construction regulatory services.	Manager Planning & Development Services	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 completed.

Applications Lodged June 2024

DA Number	Applicant	Address	Description of Work
2024.056	Hawkins	52 Molesworth Street	Alterations and additions to existing dwelling
2024.057	Ford	Fairfield Street Drake	Dwelling
2023.068/1	Townes	1 New England Highway Tenterfield	Modification to approved Transport Depot
2024.058	Ashton	101 Ogilvie Drive Tabulam	Use of Existing Building as Dwelling
2024.059	Kentish	360 Rouse Street Tenterfield	Commercial Premises- Food & Drink Premises
2024.060	Tenterfield Surveys	2 Ballandean Street	4 Lot Subdivision
CDC 2024.061	Swney	789 Bruxner Way Tenterfield	Extension to Existing Dwelling
2024.062	Hall	Currs Road, Tenterfield	Manufactured Dwelling, Carport & Six Caravan Sites

Applications Determined June 2024

DA Number	Applicant	Address	Description of Work
2024.041	Bulmer	Peru Road, Bolivia	Extractive Industry - Quarry
2024.47	Tenterfield Surveys (Euler & Szymanski)	1 Tenterfield Street, Liston	Subdivision Five (5) Lots
2024.048	Tenterfield Surveys (McDonald & Hoffman)	Castlerag Road, Deepwater	Subdivision Two(2) Lots
CDC2024.052	Renner	95 Martin St, Tenterfield	Shed & Rainwater tank
2024.038	Wes Smith Building	57 Haddocks Road, Tenterfield	Dwelling
2024.053	Besseling	208 Pelham Street, Tenterfield	Shed
2024.050	Blackman	1 Anderson Lane, Jennings	Commercial Premises- Food & Drink Premises
2024.031	Tenterfield Surveys (Claydon)	5687 Bruxner Highway, Mingoola	Five (5) Lot boundary Adjustment
2024.042	Poulton	1331a Mt Lindesay Road Tenterfield	Dwelling & Detached Pavilion
2024.054	Smith	49 Riley St, Tenterfield	Shed
2024.056	Hawkins	52 Molesworth Street, Tenterfield	Alterations and additions to existing dwelling
2023.068/1	Townes	New England Highway, Tenterfield	Transport Depot - Modification

Applications Outstanding –June 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	Awaiting additional information from applicant

2024.049	Barry (Kane)	62 Mud Flat Road, DRAKE	Subdivision Three (3) Lots	Under assessment/ Awaiting RFS
2024.055	O'Sullivan	6563 Mt Lindesay Road, Wylie Creek 2372	Subdivision Two (2) Lot	Awaiting Bushfire Report from Applicant prior to referral to RFS
2024.057	Ford	Fairfield Street Drake	Dwelling	Awaiting additional information from applicant
2024.058	Ashton	101 Ogilvie Drive Tabulam	Use of Existing Building as Dwelling	Under assessment
2024.059	Kentish	360 Rouse Street Tenterfield	Commercial Premises- Food & Drink Premises	Awaiting additional information from applicant
2024.060	Tenterfield Surveys	2 Ballandean Street	4 Lot Subdivision	Under assessment/Awaiting RFS
CDC 2024.061	Swney	789 Bruxner Way Tenterfield	Extension to Existing Dwelling	Under assessment
2024.062	Hall	Currs Road, Tenterfield	Manufactured Dwelling, Carport & Six Caravan Sites	Under assessment/Awaiting RFS

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.	2	0	3	1	5	0	11	14
	Value	\$496,850.00	\$0.00	\$92,121.00	\$22,000.00	\$0.00	\$0.00	\$610,971.00	\$686,975.00
Jun-24	No.	2	2	0	2	1	1	8	9
	Value	\$120,000.00	\$88,000.00	\$0.00	\$320,000.00	\$0.00	\$335,000.00	\$863,000.00	\$1,481,532.00
No. (Year to Date)		38	8	20	8	32	7	113	
FY 23/24 Total Value (Year to Date)		\$10,640,140.00	\$329,930.00	\$1,179,810.37	\$1,227,790.00	\$0.00	\$866,680.00	\$14,244,350.37	
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 - Draft not expected until 2024/2025 due to work requirements and being understaffed within the department - ongoing.</p> <p>Council Buildings</p> <ul style="list-style-type: none"> • Staff are currently finding it difficult being understaffed. Only maintenance that is being completed are items that pose an issue to staff or community safety. • Urbenville Medical Centre - additional maintenance items and replacement of fire system to be completed in July/August 2024. • Quote & Inspection for RFS Shed in Liston to repair roof and water damage – Awarded work to a local contractor, will start on the 1 July 2024. • Draft scope of work is being completed to replace Federation Park building’s roof to be sent out in July. • Work completed on the repairs to the Welburn Lane house bathroom and ensuite and water damage to hallway with flooring to be completed in Late July - early August. • Installation of the new stage has been completed at the Memorial Hall • Additional repairs were completed at the Tenterfield Child Care Centre in June – all repairs in accordance with requirements to allow for accreditation of the Centre.

Monthly Operational Report – June 2024

		<ul style="list-style-type: none"> • Hand Dryers in Library and Disabled Toilets at the School of Arts to be replaced – to be completed in July. • Repaired Air Conditioning System at the Library – Unit is over 20 years old and may need to look at being replaced. • Repairs to Hot Water system at the Depot Administration Office – Completed • Gable roof at Mingoola Hall is leaking and needs to be repaired Quote & Purchase order has been raised to complete the work. <p>Current Capital Works</p> <ul style="list-style-type: none"> • Band Hall scope of work for repairs will be sent out in August – September 2024 for quotation to local builders. • Mt McKenzie digital tower Access Road sealing completed and fencing currently being scoped and call for quotes in early July.
<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. • Meeting held with Crown Lands – Plans of Management (PoMs) are to be completed, endorsed by Council, exhibited, and approved by the Crown – extension of time granted. Anticipate draft plans to be presented to Council August/September 2024. Property specialist position vacant.
<p>1.2.1.6 – Develop and deliver the Buildings and Amenities Asset Management Plan.</p>	<p>Manager Planning & Development</p>	<p>Licences & Agreements on Council owned/managed Land</p> <ul style="list-style-type: none"> • 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. <p>GRANT FUNDING</p> <p>Following Grant Projects are still outstanding:</p>

Monthly Operational Report – June 2024

		<p>Drought Communities Programme Extension – Streetscape Recovery Project now completed -veranda reinstatement and façade works on selected buildings in association with Tenterfield National Monument Association Inc.</p> <p>National Bushfire Funding - Advertising Campaign Expansion & Brochure Production – to be completed in July.</p> <p>Stronger Country Communities Programs</p> <ul style="list-style-type: none"> • Memorial Hall floor - new stage delivered and installed in June. <p>Black Summer Funding</p> <ul style="list-style-type: none"> • Memorial Hall installation of Emergency lighting and ceiling fans – remainder of lights ordered and due for installation July/August.
<p>1.2.1.7 – Manage Crown Lands and prepare designated Native Title Advice.</p>	<p>Manager Planning & Development</p>	<p>Aboriginal Land Claims – all requests for response have been completed.</p>

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
1.2.1.1 Implement and deliver maintenance programs for Parks, Gardens and Open Spaces.	Manager Parks, Gardens & Open Space	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 Graffiti removal Cemetery maintenance Garden maintenance and repairs 2 x Rouse Street gardens had to be shortened due the power poles in the gardens – yet to be completed. Assist in event coordination setup Netball court line marking is incorrect and will be corrected when the company is next town to work on the basketball courts – Ongoing Cleaning tables and benches in parks
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.	Manager Parks, Gardens & Open Space	Limited active representatives Any project undertaken within budget

Monthly Operational Report – June 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"> Updated Management Plan to be completed and implemented in the 2025-26 summer season. This plan is currently under review with the new contract. Due to the age of the pool and water leaking daily, investigation has commenced for an engineering report to be completed to determine future actions for the pool. Staff are continuously pursuing opportunities for Grant Funding to upgrade the facility. <p>Month Review</p> <p>Pool has now closed to the public for the 23/24 season.</p> <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> <tr> <td>Half Season Single</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>103</td> <td>72</td> <td>49</td> <td>61</td> <td>90</td> <td>75</td> </tr> </tbody> </table> <p>Total Attendances for the 23/24 season</p> <table border="1"> <thead> <tr> <th></th> <th>October</th> <th>November</th> <th>December</th> <th>January</th> <th>February</th> <th>March</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>2018/19</td> <td>1,037</td> <td>2,372</td> <td>2,972</td> <td>4,196</td> <td>2,904</td> <td>1,275</td> <td>14,756</td> </tr> <tr> <td>2019/20</td> <td>732</td> <td>3,984</td> <td>1,318</td> <td>5,006</td> <td>2,560</td> <td>930</td> <td>14,530</td> </tr> <tr> <td>2020/21</td> <td>1,459</td> <td>4,144</td> <td>2,568</td> <td>4,383</td> <td>2,759</td> <td>1,064</td> <td>16,377</td> </tr> <tr> <td>2021/22</td> <td>1,684</td> <td>1,456</td> <td>2,673</td> <td>3,291</td> <td>2,523</td> <td>1,779</td> <td>13,406</td> </tr> <tr> <td>2022/23</td> <td>1,573</td> <td>2,770</td> <td>2,693</td> <td>3,366</td> <td>3,577</td> <td>2,171</td> <td>16,150</td> </tr> <tr> <td>2023/24</td> <td>2,007</td> <td>2,916</td> <td>3,916</td> <td>3,493</td> <td>3,819</td> <td>2,248</td> <td>18,399</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	Half Season Single	29	18	3	9	7	13	Total	103	72	49	61	90	75		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
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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 is now complete, awaiting audit.
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 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 has completed a request for quote seeking professional services to with 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	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><u>June 2024 Grading & Works Report</u> Grading Schedule</p> <p>Northern Area: Grading shoulders on Mt Lindesay Rd between Liston and Legume. Pavement repairs on Tooloom Rd at Windy Hill have ceased. Further pavement investigations are required.</p> <p>Central Area: Graded Wellingtons Lookout Rd and Common Rd.</p> <p>Western Area: Graded and conducted significant repairs to Silent Grove Rd and installation/ replacement of pipes as necessary.</p> <p>Eastern Area: Graded Boorook Rd and Harrigan’s Lane east and four pipe installations on Gilgurry Rd. Some drainage work completed on Plains Station Rd between Chauvel Rd and the river.</p> <p>Plains Station Rd remains under signage through Fraser’s Cutting.</p>

		<p>Works have commenced on Paddy's Flat Rd South between Bruxner Highway and Hootons Rd excavators are doing drainage along the road verge. Pavement investigations are complete, awaiting results for pavement designs.</p> <p>Replacement of the footpath in Miles St between Rouse St and Scott St, is complete.</p> <p>Across the Shire: Trimming of trees on Mt Lindesay to allow easier vehicle is complete through the section between Lower Acacia and Legume.</p> <p>Council's 25t excavator: The 25 t digger has mulched timber Sugarbag East. The excavator is loading trucks for resheeting at Boorook and Gilgurry roads followed by mulching on Timbarra Rd and some mulching work on Brushabers Rd as part of the Black Summer funding.</p> <p>BLACK SUMMER BUSHFIRES RECOVERY GRANTS PRORAM (BSBR) - BSBR000438 - REMOVAL OF DEAD TREES ON COUNCIL ROADS – Timbarra Rd has had the tree canopy opened and is waiting for the mulcher to return. Tree canopy is opened up on Brushabers Rd and Schroeders Rd. Some mulching may occur, depending on funding availability.</p>
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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 be concluded in May 2024, fencing will be re-instated, quotes obtained contractor engaged. Fencing expected to commence in September 2024.</p> <p>Cell 5, RFT and RFQ awarded with weekly progress meetings with Council’s QA consultants Tonkin and Councils construction contractor Townes Contracting Commenced this month. Monthly EPA progress reports continue. Capping plan and hydrological report for new monitoring well completed in February 2024. Drone survey and Ecological surveys completed in March 2024. Engaged surveyor to undertake base point locations at 5 sites, installation completed in June 2024.</p> <p>Council to received \$773,692 for improvements, from EPA and Heritage Trust at Boonoo Boonoo and Torrington, variation was requested and agreed to alter scope to include new fluted compactor wheels expected delivery June 2024. Gates completed January 2024. Compulsory acquisition has been sent to the minister’s office, PAN approval 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>Alternative cover landfill (Posi-shell) spray unit deployed to Boonoo Boonoo Landfill (Site 51) six month trial granted by EPA this September 2023, trial extended to April 2024.</p> <p>Quarterly toolbox meeting occurred, April 2024.</p>

Monthly Operational Report – June 2024

		<p>Replacement reported to Council's February 2023 meeting, revised quotations received in November 2023, STG expected delivery July 2024.</p> <p>Truck rollover occurred in March 2024, insurance investigations/negotiations continue expected settlement in July 2024.</p>
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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 completed in June 2024, drawdown water quality 24-hour testing expected to be completed in July 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 expected August 2024.</p> <p>Urbenville - new grid grant has Section 60 approvals in March 2024, for Lagoon construction, RFT released in December 2023 negotiations underway decision to increase the funding was granted and awarded in May 2024, construction contract awarded. Cage replacement is underway with track and pad to lift structure completed in June 2024.</p> <p>Highway main replacement, (Cowper Street) commenced in February 2024 and continues, potential delays may be encountered.</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 741.4KL/day decreasing by 67.6KL/day. Current usage at Urbenville is 33.3KL/day providing a decrease in consumption of 79.8KL/day for the 3 communities.</p> <p>Tenterfield Dam Level is 100%-new data loggers place level at 100% receiving 36.6mm for the month of May 2024; Urbenville Tooloom Creek Level is 100% receiving 5mm for the month of June 2024.</p> <p>Meter Reading commenced in April completed June.</p> <p>Tenterfield 2 major main; 3 main; 4 new meter; 2 new service connections; 0 water limiters installed; 0 water limiters removed; 0 disconnection, 15 broken services repaired/replaced; 2 services leaks repaired; 0</p>

		<p>valve replacements; mains flushing occurred in 8 location and 0 hydrant replacements. Note. 0 section 67 private works jobs completed. Reservoir cleaned by Aqualift. 7 interim meter reads/testing. Operator training 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 2024. Major reservoir new pipe-work extension 1.5m.</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 January 2024. Hydrants marked and painted. Replaced springs and diaphragms in Burkert Valves on Pre and Post Caustic, Raw Water, Potassium and Daff. 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 undertaken on May 20 2024, data handover completed.</p> <p>Council was awarded \$92,522 DPE-Water Regional Leakage Reduction Program, installation completed in May 2024, preliminary results have indicated some significant leaks in property.</p> <p>The Integrated water catchment management grant (IWCM) engagement of consultants completed in June 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 19 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</p>

Monthly Operational Report – June 2024

		Legume in April 2024, water has been found at 0.5L/s. Bore completed in May, testing as 72-hour proofing completed in June 2024, awaiting analytical results.
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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 completed in June 2024.</p> <p>Review of SCADA Telemetry, for systems completed in April 2024 for Urbenville and Tenterfield.</p> <p>Tenterfield</p> <p>Sewer connections 1; Major pump station clearing 0; Blockages were reported and cleared at 6 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 0 section 67 private works jobs completed in this reporting period. Pump refurbishment/repair 1 at STP, Major pumpstation maintenance 0. Surcharge event 0. STP Repairs 1.</p> <p>Urbenville</p> <p>Sewer connections 0; Major pump station clearing 0; Major pump station repair/maintenance 2; Blockages were reported and cleared at locations; 0 broken main repair; with 0 mains visually, 0 major manhole repair, 0 broken main repairs, 0 effluent line repair, 1 effluent pump repair and 0 section 67 private works jobs completed, in this reporting period. Storm flow at STP 0 hrs. Average time for response to sewer chokes remained at 30 minutes while the median response time is at 25 minutes.</p>