

GENERAL PURPOSE COMMITTEE

SECTION 3 ORGANISATION & RESOURCES

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES**Table of Contents****Meeting Date:** 26 July 1994

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ITEM 6: MONTHLY FINANCIAL STATEMENTS**FILE NUMBER:** GF011/004/FNC**REPORT:**A. CASH EXPENDITURE WARRANT 5/1994

SUMMARY - Accounts Paid

General Fund	s	24899 -	28482	9,544,280.34
Trust Fund	s	4173 -	4199	2,043,595.54
				11,587,875.88

CERTIFICATE BY RESPONSIBLE ACCOUNTING OFFICER

This summary Warrant presented above is fully supported by Vouchers and Invoices which have been duly certified as to the receipt of goods and/or rendition of services and as to prices, computations and costings and the amounts shown were due for payment. The detailed Warrant is available upon request.

L M Weatherstone
Divisional Manager of Finance

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCESMeeting Date: **26 July 1994**Item: **6****B. STATEMENT OF BANK BALANCES AND GENERAL MANAGER'S CERTIFICATE**

STATEMENT OF BANK BALANCES AS AT 31 MAY 1994

GENERAL FUND	66,507.62 DR
TRUST FUND	45,944.91 CR
	\$20,562.71 DR

FORM 2

GENERAL

Balance - Cash Account as at 1 May 1994	853,150.52 CR
Receipts for period ended 31 May 1994	5,180,857.03 CR
	6,034,007.55 CR
Payments for period ended 31 May 1994	6,674,048.48 DR
	640,040.93 DR
Limit of overdraft arranged with bank	\$800,000.00 DR

RESPONSIBLE ACCOUNTING OFFICER

I hereby certify that the Cash Book and Bank Books have been reconciled in all funds as at 31 May 1994.

L M Weatherstone
Divisional Manager of Finance

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCESMeeting Date: **26 July 1994**Item: **6**C. INVESTMENTS

Hereunder is the list of amounts invested.

Bank Bills

<u>Period</u>	<u>Due Date</u>	<u>Rate</u>	<u>Interest Account</u>	<u>Amount</u>
90 Days	20.09.94	5.48%	General Fund	300,933.69

Term Deposits

15 Days	01.07.94	4.80%	General Fund	600,000.00
90 Days	05.07.94	5.07%	Sewerage Fund	330,000.00
90 Days	05.07.94	5.07%	General Fund	270,000.00
93 Days	10.07.94	5.11%	General Fund	500,000.00
90 Days	13.07.94	5.12%	General Fund	1,000,000.00
365 Days	22.07.94	5.39%	Sewerage Fund	1,000,000.00
119 Days	08.08.94	5.20%	Sewerage Fund	1,966,737.47
119 Days	08.08.94	5.20%	General Fund	33,262.53
188 Days	16.08.94	5.05%	General Fund	60,000.00
812 Days	08.09.94	7.21%	General Fund	460,000.00
812 Days	08.09.94	7.21%	General Fund	2,540,000.00
90 Days	14.09.94	5.16%	General Fund	900,000.00
90 Days	15.09.94	5.17%	General Fund	1,000,000.00
743 Days	15.09.94	7.90%	General Fund	330,000.00
103 Days	10.10.94	5.95%	General Fund	500,000.00
122 Days	14.10.94	5.16%	General Fund	600,000.00
143 Days	31.10.94	5.14%	Sewerage Fund	1,539,582.37
143 Days	31.10.94	5.14%	General Fund	60,417.63
184 Days	03.11.94	5.30%	General Fund	600,000.00
185 Days	17.11.94	5.25%	General Fund	900,000.00
301 Days	14.12.94	5.00%	General Fund	600,000.00
397 Days	03.07.95	6.20%	General Fund	500,000.00
397 Days	03.07.95	6.20%	General Fund	500,000.00
730 Days	06.07.95	5.91%	General Fund	2,000,000.00
750 Days	26.07.95	5.86%	General Fund	2,000,000.00
730 Days	28.07.95	5.86%	General Fund	500,000.00

Australian Treasury Corporation

03.08.95	5.31%	Workers' Comp Board	200,000.00
15.09.94	7.90%	Workers' Comp Board	420,000.00

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Short Term Investments	General Fund	340,000.00
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\$23,090,933.69

RESPONSIBLE ACCOUNTING OFFICER

I hereby certify that the investments listed above are the total of all money that has been invested and that the investments have been made in accordance with the Act, Regulations and Council's investment policies.

L M Weatherstone
Divisional Manager of Finance

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NAX.F01

****** END OF ITEM 6 ******

ITEM 7: COMMITTEES OF COUNCIL - FUNCTIONS & OBJECTIVES**FILE NUMBER:** GC280/003 PT2/GMA

REPORT:

There have been comments from a number of Members of the Council and from the community regarding matters that are placed before Council Committees and the Council and in what order. There is clearly a need to identify the objectives and functions of the various committees so there is a clean line of referral and decision making. To this Committee there is a request from an applicant to have what she would consider as an adverse decision referred to the Legal Consultative Committee. The matter has been referred back to this Committee as it comprises all Members of Council and is a review of a development action determination, not a matter where legal action has been instituted.

Access around Council to Committee should be on clear guidelines, otherwise the decision making process will become clouded, possibly divisive and be seen to take power from the Council.

In situations where Committees are established to undertake a single purpose or objective, such as the Sports Stadium, the position is quite clear. In other areas however, for instance the Heritage Committee, should development applications be referred to that Committee prior to the Council, then the role of the Legal Consultative Committee needs to be defined.

A suggested policy is that matters either be referred by Council to its various committees as it determines and at the same time, Committees only deal with those matters identified in their establishment. This will need to establish objectives for a number of committees and that should be undertaken prior to their re-establishment in September.

RECOMMENDATION:

That Committees of the Council only deal with those matters directly identified in their establishment or those as referred by the Council. Further, that the various Committees be requested to provide comment and the basis of their objectives for consideration in September.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NAX.G08

****** END OF ITEM 7 ******

ITEM 8: BICENTENNIAL CELEBRATIONS**FILE NUMBER:** GC030/012 PT3, PK/203 PT9, PK/205 PT3/GMA

REPORT:

The Bicentennial Committee has negotiated with the Licensee of the Macquarie Arms Hotel for provision of catering during the major events to be held on Saturday the 1st and Sunday the 2nd of October 1994.

On Saturday the 1st there will be two parades through George Street, Windsor; a community parade and then the personnel from the RAAF Base at Richmond exercising their right to the Freedom of the City. This will be followed mid afternoon by the Governor unveiling a statue of Macquarie in McQuade Park.

On the Sunday, activities will be centred on Governor Phillip Park and will include the return of the riverboats, a waterski spectacular and pioneer family reunions.

The proposal with the Macquarie Arms is for the provision of catering in McQuade Park on the Saturday for an estimated 5,000-7,000 persons. There will be provision of the Carlton Clydesdales, a number of food and beverage locations within the Park and rides for children as well as a popular band for Saturday evening.

On the Sunday catering will be provided for between 20 - 25,000 people with similar provision in Governor Phillip Park. As well there will be, at no cost to the Council or the Committee, a fire works display.

Council needs to give approval for exclusive use of the two Parks and to obtain the necessary Liquor Licence.

In relation to the band on Saturday evening, this should include the Committee being requested to ensure that neighbouring owners are advised and that the band is suitably located to minimise noise and finishes at an appropriate time.

RECOMMENDATION:

1. That Council agree to the Bicentennial Committee's arrangements for exclusive catering rights for McQuade Park on Saturday the 1st of October and Governor Phillip Park on Sunday the 2nd of October.
2. That Council also agree to the granting of an appropriate Liquor Licence for those occasions.

3. That approval be given for a band to play in McQuade Park on Saturday evening the 1st of October and the Committee be requested to advise all surrounding landowners and ensure that appropriate steps are taken in relation to noise and finishing times.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NAX.G14

****** END OF ITEM 8 ******

ITEM 9: EMERGENCY SERVICES BUILDING - COMMUNITY FACILITIES**FILE NUMBER:** GC305/009 PT1/GMA

REPORT:

Some time ago the Council resolved to sell the Emergency Services Building in George Street, Windsor, and establish an Emergency Services Headquarters at another location. The main reason was the existence of the current SES Headquarters at a level well below the maximum probable flood and with rescue and management of flooding being one of their responsibilities, plus the cost and duplication of running more than one centre.

There have been a number of plans prepared and numerous discussions about location of the facilities, their internal and external layouts and financial assistance that would be available.

The process was delayed when it was ascertained that the existing State Emergency Services site in Windsor was made available to the Council in the last Century, however, title was not transferred. The Minister's approval was subsequently obtained to the Council being granted the title although a percentage of the sale price has to be remitted to the Government.

There are three main elements of the considerations, being financing; location and suitability of facilities.

Financing

To construct a new facility suitable for both bush fire control and state emergency services with associated site construction, including access; car parking and landscaping, would cost in the order of \$1 million. The maximum finance available from the Windsor site would be in the order of \$200,000.

Minimal funds may be forthcoming from the State Emergency Services, however, the Department of Bush Fire Services have indicated preliminary agreement to make available substantial funds, however, these would come from the current Bush Fire Budget and not be an additional item. This would thus reduce the current Plant Replacement Program.

With events that have occurred with the construction of the new Wilberforce Primary School, the existing Fire Control location with renovation and utilisation of the additional space in the former Council building at Wilberforce could be established for the funds that are likely to be forthcoming from the Windsor site. For other reasons discussed later in this report as well as financing, this is then the chosen option.

Location

A number of locations were considered based on current and future operational requirements of the services and financing. Sketch plans were also prepared for sites at Kurrajong in Mill Road adjacent to the existing Scout/Guide facilities; Kurmond Road at Wilberforce, currently occupied in part by an SES building; and the existing Council building in Macquarie Road, Wilberforce.

There are advantages and disadvantages of all sites and certainly no unanimous agreement by all the volunteers involved, however, there is a majority agreement to the Wilberforce area.

Operationally, Bush Fire Control requires an area where there is suitable operational, training and office facilities and access and parking. Depending on the location of fires, they then use other outer facilities for other staging areas, such as the station and hall facilities at both Bilpin and Colo Heights. With the number of brigades involved there are stations in the various districts, although some of these vary in terms of size and facilities for staging points.

The State Emergency Services, while involved in a range of emergency management, are more involved in road rescue, and management and assistance during storms and floods. In terms of flooding they require some facility of the Eastern side of the River, and specifically in Windsor as a staging point. Verbal discussions with Country Womens Association indicate that they are more than happy to make available their premises in McQuade Park for this purpose. This building is well located with good access to the Council Offices and plenty of surrounding parking and staging area. In terms of the Western side of the River, a preference has been indicated for Wilberforce.

Building Facilities

The building for the purpose requires accommodation for control rooms, office space, other assisting authorities, training, storage and amenities. External to the building is a requirement for access, parking and training.

There have been a number of discussions regarding internal layout of the building, and whilst there will never be complete agreement to the internal layout, there has been general principles accepted that indicate the Wilberforce building can be reconfigured accordingly.

Wilberforce Community Facilities and Building

Prior to the commencement of the new Primary School at Wilberforce, there were discussions and correspondence with the Department of Education regarding a contribution from them towards the plan for converting the existing building to a community hall. This would have been immediately adjacent to the School and plans for the building's conversion indicated a very functional and pleasing aesthetic structure. The Department, however, decided to proceed with the school, containing its own hall. That construction is now near completion. Whilst it is Government policy to permit community access to buildings, there has been some difficulty in the past in the local area, and this needs to be the subject of consultation with the Department in order to maximise the use of publicly funded buildings. As well at Wilberforce there is the School of Arts that has been reported previously, and will have difficulty without some significant expense in maintaining a suitable standard for public licensing.

Plans have been prepared for community hall in the park at Wilberforce that has met some acceptance and objection. Also been suggested, again with some acceptance and rejection, that a community hall should be established with the Sporting Club at Woodlands Park.

Conversion of the existing Wilberforce building as an Emergency Services Headquarters could leave available some area for community use commensurate with current demand.

Proposal

The proposal is to convert the existing Wilberforce building for Emergency Services Headquarters generally as indicated in the plans that will be displayed at the meeting and having available some area for community use. Write to the Department of Education seeking advice on the availability of the new hall with the Wilberforce Public School for community access. Advise of these proposals to both the Emergency Services and the community seeking any comments and then making final determination on proceeding with an option. Representatives from both the Fire Control and Emergency Services area are keen to have a determination and the project proceed and will be constructively involved in final consultations.

RECOMMENDATION:

Council make available copies of this report and advertise/notify its intentions to proceed with an Emergency Services Building on the current site at Wilberforce in Macquarie Road, and at the same time seek advice from the Department of Education as to the community access available to the hall and the new Wilberforce Public School.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NAX.G13

****** END OF ITEM 9 ******

ITEM 10: PROPERTY DEVELOPMENT STRATEGIES**FILE NUMBER:** GC285/002/CSV

REPORT:

At the last Ordinary Meeting Council gave consideration to an item in the General Purpose Committee concerning Property Development Strategies. It was resolved that the matter be deferred to the next General Purpose Committee Meeting for further consideration.

The report also submitted for consideration a number of potential opportunities in relation to various properties within Council's land asset portfolio. These proposals were submitted in concept form only and approval in principle was sought to enable a more detailed assessment and feasibility analysis to be undertaken having regard to both the short and longer term priorities indicated.

The appropriate section of the report is reproduced hereunder:-

"Wilberforce Shopping Centre - Proposed Extensions

As Council will be aware, the organisation currently owns and manages four neighbourhood shopping centres located throughout the City. The Centres include Wilberforce (eight shops), McGraths Hill (four shops), Hobartville (eight shops) and Glossodia (four shops) and the combined return on the Centres for 1993 was \$275,171. It is considered that the shopping centre portfolio provides a significant asset base and annual returns for the organisation, and has potential for further expansion. In particular, some interest has been expressed in regard to the construction of additional shops at Wilberforce and to a lesser extent at Glossodia.

Subsequently, a concept plan is being developed in consultation with existing tenants for an additional five shops at Wilberforce Shopping Centre and extensions to some existing premises. The proposal also involves increased car parking, landscaping improvements, public seating and possibly some play equipment. Preliminary estimates indicate that the extensions including an additional thirty seven car spaces for the public and staff and landscaping improvements, will cost in the range of \$500,000 - \$600,000. It is noted that the tenants have expressed some support for the principle of additional shops, on the basis that there is no direct competition. Funding could be from the property development reserve and it is anticipated that the proposal would generate initially a further \$60,000 (representing approximately 10% of return of investment) per annum in rental, subject to full occupancy. At this stage, there is a genuine interest from prospective tenants for at least three of the shops and it is proposed to invite expressions of interest prior to any formal recommendation being made to the Council on this project. Interest has been expressed to date from the existing pharmacist at the centre to occupy two of the new shops and provide an expanded range of services, a person wishing to establish a laundromat and a doctor. It is envisaged that the centre could also sustain additional businesses such as take away/fast foods, liquor shop, hardware and professional offices. The proprietors of the mini-market and butchery have also requested additional floor space.

It is recommended that this proposal be supported, in principle, and the matter be reported to the Council when a concept plan is agreed upon and a full cost analysis undertaken.

Redevelopment of 141-145 March Street, Richmond

As Council will be aware, Lots 1, 2, and 3 DP223656 (s 141, 143 and 145) March Street, Richmond, comprises three cottages which are leased out on a month to month basis and returning a combined gross annual rental of \$23,350. The properties were acquired over a period of time with a view to consolidation and redevelopment for commercial purposes and as the cottages are increasingly becoming a maintenance liability, now might be an opportune time to redevelop the site. It is noted that the three dwellings are considerably old and will be in need of significant maintenance in the short term.

The site is currently rezoned Residential 2(a) and it is suggested the zoning be reviewed to a commercial use such as Business General 3(b) which would allow office type and restaurant developments on the site. In particular, the site is considered ideal for some type of food/restaurant outlet. In this regard, contact has been made with the respective organisations with two of them arranging site inspections and requesting additional information.

Should negotiations be successful with any of these organisations, the site could be cleared at a cost of approximately \$15,000 and ground rentals in the order of \$50,000 per annum negotiated. In the interim, it is recommended that Council proceed with rezoning the site and should current discussions not proceed, expressions of interest be invited for the redevelopment/joint venture/leasing of the site. On this basis it would be necessary to advise the existing tenants of the proposals for redevelopment.

Industrial Land - Groves Avenue, McGraths Hill

Council holds three parcels of land located behind the Black Stump and McDonalds Restaurants at McGraths Hill. The sites known as Lots 3, 4 and 5 DP749170 are zoned Business Special 3(b) and cover an area of 15,243m². There are a number of options available for the future of this site. The outright sale of the site is not favoured at this time, due to the depressed state of the industrial/business sector of the Sydney property market.

It is considered that the allotments offer development potential. Accordingly, it is suggested that expressions of interest be invited for the development of the allotments with the view to Council retaining an equity in same to provide a suitable income stream, whilst retaining the value of the asset for future sale as market conditions may dictate.

Establishment of a Kiosk/Tourist Facility - Kurrajong Heights Lookout

As members will be aware, an Agreement was reached which allowed the operating of a mobile food van, ie. Koala Kafe within the car park of the Kurrajong Heights Lookout on weekends and public holidays. The vendor has given notice effective on 30 June 1994, to terminate the arrangement due to the venture not being economically viable at this stage as a small food van restricts their capacity and product range to refreshments only. However, the vendor did point out in her notice and has expressed an interest in the past, in operating a permanent kiosk/tourist facility at this location.

It is considered that a permanent structure offering refreshments, arts/crafts and/or tourist type products and services, constructed adjacent to the existing viewing platform may enhance the location as a tourist destination, particularly in the lead up to the 2000 Olympics, and provide an additional revenue source for the organisation. It is proposed that a concept plan be developed for the site and expressions of interest be invited from the public for developing a facility and leasing the site or the leasing of premises constructed by Council.

Retail Development - Cnr Rifle Range Road and Colonial Drive, Bligh Park

Council acquired some time ago from the Bligh Park Joint Venture Organisation, a 2.42 hectare parcel of land located at the corner of Colonial Drive and Rifle Range Road, Bligh Park.

A plan was prepared for the site which supported a neighbourhood concept involving retail, medium density development of community facilities, including a neighbourhood and youth centre which are currently under construction. The site is ideally suited for future retail development with a number of enquiries already received from potential tenants and interested parties. However, the success of the centre will be dependant on securing a large supermarket chain as an anchor tenant, ie. Franklins, Woolworths, Jewels, etc., to support a mix of up to ten speciality shops. Earlier this year an approach was made by the managing agents of the Windsor Town Centre, who seek retail opportunities on behalf of the supermarket chains, with a view to a purchase/lease or joint venture development of the site. They engaged consultants to undertake a feasibility study for retail development on the site, which concluded that the existing population base is not sufficient to secure an appropriate anchor tenant at this stage. However, they concluded that subject to the rezoning of the Bligh Park North area and together with the development of Precinct 29 of Bligh Park, an excellent opportunity will arise for an investment in retail facilities at this location. The site's potential will continue to be monitored and it is expected that it has capacity for development within a three to five year timeframe. The retail study recently engaged should also assist in this evaluation.

Medium Density Development at Richmond

As a result of past planning schemes many residential lots in Richmond are significantly in excess of 1,000m². The houses on such lots are generally often located toward the front of the allotment with large vacant rear yards.

There have been recent and ongoing improvements to modify drainage patterns in Richmond which have previously largely precluded the subdivision of such lots and/or the development of medium density housing on same.

When available, it is considered that the acquisition of suitable properties be conducted with the long term view to obtaining one or two other adjoining properties to permit quality medium density development. In the interim the acquisition of suitable housing stock will provide income in the form of rental returns.

4 Macquarie Road, Wilberforce

The site currently contains a tenanted, three bedroom, brick veneer dwelling. The dwelling is of some age and requires considerable regular maintenance in order that it be kept in a suitable lettable condition. There are now some ongoing structural problems which will require further expenditure. The cost of the repairs must be offset against the rental income received and do not add to the capital value of the property.

It is appropriate that consideration be given to the continued ownership of the property. Market opinion suggests that a return in the order of \$130,000 is possible if the property were to be offered for sale.

The development of the Wilberforce Primary School on the adjoining rear property, has necessitated the School site being serviced by sewer; a line running from the School to the Council operated plant located within the Australian Pioneer Village. The sewer line is also connected to the subject property.

Having regard to the size of the Macquarie Road site (1,043m²), its zoning and its connection to the sewer, there is now potential to develop the site for medium density housing. In this instance, three by three bedroom units are permissible in accordance with Council's Development Control Plan (DCP) for medium density housing. As Council will be aware, Wilberforce is not connected to the sewer and the development of other similarly sized and zoned lots is not permitted under the currently planning instrument.

Whilst there could be some public comment should the development proceed, the development of the site by Council may be promoted as a model of standards expected for medium density housing in the area when the sewer becomes available. However, should the property be sold the potential to develop the site and its associated financial benefits would transfer to the new owner. A preliminary feasibility study regarding the costs and returns from development has been conducted. It is anticipated that costs in the order of \$220,000 including removal of the current dwelling, fees, contributions and insurances, building costs (3 x shed units) and legal fees would be incurred. Following completion, a rental return of \$450 gross per week (\$23,500pa) is considered appropriate having regard to current market trends.

The development of the site for medium density housing will provide an immediate increase in the rental stream to Council and significantly reduce maintenance and repair costs in the medium term, say five to ten years. Additionally, as an asset, the value of the property will increase and this will be reflected in any future sale, either by strata or by the entire lot.

Corner Hermitage and Bells Line of Roads, Kurrajong Hills

As part of a number of resumptions during 1990 along Hermitage Road, Council acquired property known as Lot 5 DP719743 located on the corner of Bells Line of Road and Hermitage Road, Kurrajong Hills. The lot covers an area of 4,431m² and is zoned Rural 1(c1) under the Hawkesbury Local Environmental Plan 1989. The lot has been identified as surplus to current operational requirements and is currently being offered for sale for \$110,000.

The site has only a small level area adjacent to Bells Line of Road and falls steeply to the rear of the lot. The potential of the lot for the establishment of a residential dwelling is, therefore, restricted.

Accordingly, there has been little interest from the market to date. The situation is being regularly monitored and consideration for sale of the lot by tender process will be considered should no satisfactory offer be received in the near future.

Land Adjoining McMahon's Park, Kurrajong

The land known as Lot 2 DP308311 occupies an area of 4,047m² and is zoned Residential 2(a) under the Hawkesbury Local Environmental Plan (1989). The lot was acquired in 1976 and has been identified as being surplus to current operational needs and its disposal by sale by private treaty is now favoured. The property is not serviced and is battle-axed in shape, and accordingly a return in the vicinity of \$130,000 is anticipated. Proceeds from the sale can be utilised in the purchase of other income producing assets.

42 Panorama Crescent, Freemans Reach

Council will recall that at its meeting of 14 June 1994, it considered a report recommending the purchase of vacant land from Ms Maruca. As advised to Council, following the purchase of the land, the adjoining unnecessary public roadway will be closed and amalgamated with the land purchased from Ms Maruca and the combined lot offered for sale. The expected market value of the Lot is around \$50,000.

It is considered that the capital gain made from the sale of the land should be utilised to assist in the purchase of other income producing assets, such as those detailed elsewhere in this report.

Road Closure - George Street and Woods Road, South Windsor

Council owns property on the corner of George Street, Woods Road and Bradley Road, South Windsor, which comprises an area in total of approximately 1,583m², including an unformed laneway. The property is currently described as Lots 25, 26, 27, 28, 29, 30 and 175 DP32260 and the zoning of the whole site is Open Space Existing Recreation 6(a). Lot 175, as denoted on the attached plan, was reserved for public garden and recreation space by way of a subdivision which took place in 1962 and resulted in DP32260 being created. Under the new Local Government Act, Lot 175 which comprises an area of 417m², is automatically deemed as community land and, therefore, should be retained for open space purposes, together with part of the adjoining laneway which services the first property in Bradley Road. However, the remaining lots and residue of the adjoining laneway which are also classified as community land and comprise an area of approximately 852m², could, subject to rezoning, be consolidated to allow disposal for some form of medium density development, eg. three villas. Consideration could be given to developing the site and selling the finished product or leasing same. The site sold as one lot could command up to \$70,000 in the current market. It has been identified that there is more than adequate open space in this particular vicinity, and some of the proceeds from the development could be allocated to enhancing the reserve on Lot 175, ie. play equipment.

This proposal, although not considered to be a high priority, should be investigated further and a full costing provided to the Council.

Closure of Part Fiaschi Crescent, South Windsor

There is a small portion of Fiaschi Crescent which adjoins the sporting grounds of Bede Polding College and lies between two residential dwellings situated on Wimbow Place. Kerb and guttering has been provided across the lot parallel to Wimbow Place with the site being utilised for the parking of motor vehicles. Council had previously resolved, in September 1990 to support the closure of the road. However, this was not supported by the Department of Conservation and Land Management at the time. With the introduction of new legislation it is now appropriate to review the situation.

The land is low lying and subject to inundation and would require fill or other suitable development to ensure that the habitable floor area is at the appropriate level. It is noted that an adjoining property does gain pedestrian access via a set of steps from this portion of Fiaschi Crescent, however, driveway access to the garages would be attained off Wimbow Place. This office has previously written to this property holder indicating that it would be prepared to fund the cost of relocating the pedestrian steps to Wimbow Place. With the introduction of the Roads Act (1993) it is now considered more feasible that the portion of Fiaschi Crescent be closed and more appropriately utilised.

Due to the potential inundation of the lot by floodwaters, and having regard to development costs to be borne by Council, a return in the order of \$30 - \$35,000 is anticipated.

Road Closure - McQuade Avenue, South Windsor

In 1991, a proposal was reported to the previous Council to close Lot 71 DP216270, a dedicated unmade road off McQuade Avenue and adjacent to Frank Mason Reserve, and sell the property as a residential lot. The land being identified as surplus to the area's needs and was not being used for access.

The proposal was advertised at the time, with only one objection received, being from the Windsor Golf Club, indicating the site was required for flood free access. The proposal was not supported by the Council on this basis. It is contended that the Club has ample flood free access through other lands where the clubhouse and car park are located and it would appear Lot 71 is not used for any access as the boundary is fenced. In any event, access could be made available through the adjoining reserve. Lot 71 is zoned Residential 2(a), comprises an area of 562.8m² and could command a market price of approximately \$50,000.

It is recommended that the decision of the previous Council be reviewed and that Council proceed with the closure and sale of the subject lot. The Golf Club would have an opportunity to acquire the site once the road is closed.

Former Closed Road Being Part of Salmon Road Between Woods Road and Loder Crescent, South Windsor

As a general note, the introduction of the Roads Act (1993) allows Council to dispose of roads as they see fit provided a set statutory process is followed. There is no longer an obligation imposed by the former legislation to sell half of the former road reserve to adjoining property owners. The Department of Conservation and Land Management (CALM) have indicated that as long as access to properties adjoining the section of road to be closed suffers no detriment, they take no active interest in disposal of the former road reserves.

There are two such surplus road reserves in the South Windsor area. The subject land covers an area of 1,335m² and is zoned Residential 2(a) under the Hawkesbury Local Environmental Plan (1989). As such, the site is suitable for the development of two residential lots, one with frontage to Woods Road and the other with frontage to Loder Crescent. Council resolved on 14 January 1986, to close the road and develop it as a reserve. As such, the area has been fenced to prohibit the passing of vehicular traffic and grass has now grown over some fill placed on the site by an adjoining owner. It is noted that there are a number of reserves in the South Windsor area with the ratio of open space to population exceeding that which is required. Accordingly, it is considered that the potential sale of the two lots would have no significant impact on the recreational requirements of the residents in the area. It is noted that an easement for underground power mains being 4m wide runs along the eastern side of the lot, and it is suggested that this area be converted into a walkway to allow pedestrian access between Loder Crescent and Woods Road similar to such accessways that have been planned and utilised in the Bligh Park Estate.

Both lots can be readily serviced by water, electricity and telephone, thus there are negligible development costs associated with the sale of the lots. A net return in the vicinity of \$100 - \$110,000 is envisaged. Having regard to Council's previous resolution to utilise the land as a reserve, and the interest expressed by an adjoining property holder to purchase part of the land, it is considered that should Council approve of the development the adjoining property holder be invited to purchase one lot.

Acquisition of Residential Land at Bligh Park

The Bligh Park Joint Venture is proposing to release 166 residential lots within Precinct 29 of Bligh Park, later in the year. Lot sizes are generally in the range of 450m² to 650m² and a number of lots for integrated housing will be available. It is proposed that consideration be given to acquiring up to three adjoining lots, preferably on a corner location, or one or more of the integrated housing lots for medium density or cluster type development.

It is expected that land prices will be from about \$50,000 per lot and once developed, the properties could be leased from about \$150 per week. One advantage of constructing new residential premises is the minimum maintenance costs experienced within the first five years and depending on market conditions, the continued ownership of the properties can be monitored on an ongoing basis. It is recommended that the feasibility of this proposal be further assessed when purchase prices are available and a full costing of developing the site be pursued.

Industrial Subdivision - Woodlands Park

For some time, land owned on the corner of Sackville Road and Ironbark Drive, Ebenezer, and described as Lot 25 DP260028, has been identified for future industrial use. In fact, a rezoning application was lodged with the Department of Planning to rezone the site to General Industrial 4(a) from its existing Rural 1(b) zoning, however, the application was not supported on the basis of inadequate services in the area.

The site which adjoins the Woodlands Park Industrial Estate, comprises an area of 7.76 hectares, with 2.769 hectares leased to Woodlands Park Pony Club and the residue currently being vacant, having previously been used as the temporary Hawkesbury High School site. Given the adjoining use and the limited industrial land in the area, it is recommended that the rezoning of the whole site be pursued with the Department of Planning. It is noted that there have been discussions with the Woodlands Park Pony Club with a view to them relocating.

Conclusion

It is considered that an indication be provided for Council in order for it to assess the relative importance of each item as a component of the Property Development Strategy.

Having regard to a number of factors including initial financial outlay, timing and amount of financial return, market conditions and staff resources, the following items have been determined as requiring further immediate consideration:-

Wilberforce Shopping Centre - Extensions.

Redevelopment of Lots 1, 2 and 3 DP223656 s 141-145 March Street, Richmond, for business purposes.

Inviting of Expressions of Interest for Development of Vacant Industrial Land being Lots 3, 4 and 5 DP749170 Groves Avenue, McGraths Hill.

Redevelopment of Lot 1 DP523489 4 Macquarie Road, Wilberforce, for Medium Density Development.

Acquisition of Land Within Precinct 29, Bligh Park.

The following items have been determined as having a lower priority than those listed above, and can be actioned accordingly:-

Establishment of Kiosk/Tourist Facility at Kurrajong Heights.

Road Closures and Sales as Detailed in the Report.

Sale of Land - Hermitage Road, Kurrajong Hills.

Sale of Land Adjoining McMahons Park, Kurrajong.

Development of Retail Facilities at the Corner of Colonial Drive and Rifle Range Road.

Industrial Subdivision - Woodlands Park.

Medium Density Housing at Richmond."

RECOMMENDATION:

That the information be received and that support in principle be given by the Council to enable the strategies defined in the report to be implemented accordingly.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C06

****** END OF ITEM 10 ******

ITEM 11: WINDSOR PENINSULA - LEASE OF VACANT LAND**FILE NUMBER:** GC283/084 PT2/CSV

REPORT:

Council has on previous occasions considered reports for the leasing of vacant land at the end of Pitt Street, Windsor for agricultural purposes. The land, adjoining South Creek is approximately 13ha, is largely unimproved and entirely flood prone.

The previous tenant, Mr Fowler, has indicated he no longer wishes to continue leasing the land as a turf farm.

An adjoining turf farmer, Mr Kennedy has indicated a willingness to lease the land on the terms and conditions as offered to the previous lessee.

It is considered that the development of the land as a turf farm is the best use for the land. Council's exposure to slashing and mowing of the land is extinguished under the Lease Agreement with appropriate cost savings. The application by Mr Kennedy is therefore supported.

As previously negotiated it is proposed that the Agreement rest on correspondence.

RECOMMENDATION:

1. The lease of lots X and Y DP162477 Pitt Street, Windsor be granted to Mr K Kennedy for a initial term of 6 (six) months.
2. Tenancy beyond the initial term shall be on a month by month basis.
3. The lessee will pay to Council rental in the amount of \$190 (one hundred and ninety) per calendar month.
4. Rental shall be reviewed at each annual anniversary of the commencement of the lease, reviews to reflect movement in the Sydney Consumer Price Index.
5. The lessee shall pay all services used or separately consumed/metered on the site.
6. The lease shall rest on correspondence.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C11

****** END OF ITEM 11 ******

ITEM 12: MACQUARIE PARK HOUSE - LEASE**FILE NUMBER:** GC283/064 PT6/CSV**REPORT:**

Council will recall that it has previously considered reports in regard to the leasing of Macquarie Park House.

Following the withdrawal of the previous lessee, Mr Sklavos due to ill health, fresh Expressions of Interest were invited from the public. Advertising of the proposal was conducted locally as well as in the Western Sydney Print Media and the Sydney Morning Herald. In addition, those persons who previously lodged Expressions of Interest were advised that fresh expressions were being called.

As a result of the advertising, nineteen specifications providing details of a proposal were forwarded to various respondents across the state with three subsequent site inspections being conducted with interested parties. Concerns were raised by various respondents regarding the inundation of the building during flood times and the associated problems of removing expensive commercial kitchen equipment at short notice.

At the close of the advertising period two submissions were received. One submission falls outside the terms of the specification by offering only the company services as a consultant. Therefore, only one submission remains to be considered.

The submission lodged by Mr Noel Greentree requests a 3 x 3 year Lease. Mr Greentree has indicated that due to the initial high cost of fitting out the premises as a restaurant/kiosk facility (at a total cost in the order of \$50,000), he considers rental of \$5,000 per annum to be appropriate. Whilst this cost factor is acknowledged, Mr Greentree has subsequently agreed to provide audited financial statements after twelve months of operation to review rental to a level more appropriate to the market and in line with overall cash takings. It is noted that initially Mr Greentree will reside in Macquarie Park House and will therefore be in a position to monitor undesirable activities which may occur at times in the park. For example, in the short time that Macquarie Park House has been vacant, various acts of vandalism have been committed against the property and the availability of Mr Greentree to live on site for at least an initial period is seen as advantageous.

Whilst the rental offered by the applicant is below market level, it is considered advantageous to Council that the building be occupied. Also, it should be noted that the lessee will be responsible for the cleaning, supply of consumables ie soap etc and minor maintenance works on amenities facilities located in the park, mowing and trimming of areas in the immediate vicinity of the Macquarie Park House and promoting the use of the park. The Expression of Interest lodged by Mr Greentree is therefore supported and is in line with the terms set out in the specification.

RECOMMENDATION:

1. Council lease Macquarie Park House to Mr Noel Greentree for a period of 3 (three) x 3 (three) years at a commencing annual rental of \$5,000 (five thousand).
2. The lessee shall, after 12 (twelve) months operation and at a subsequent 12 (twelve) month periods provide audited financial statements for the purposes of enabling assessment of appropriate rental.
3. The lessee shall be responsible for:-
 - a. the operation of the restaurant/kiosk facility in Macquarie Park House.
 - b. act as caretaker (or appoint a suitable persons) for the whole of the property. As such the caretaker will be responsible for opening and closing on a daily basis of gates which may be installed at the entrance of Macquarie Park.
 - c. the payment of outgoings on the premises including electricity, gas, telephone, water consumption charges and any costs associated with the provision of services or utilities separately provided or metered to the premises.
 - d. the cleaning of toilet blocks, showers, change rooms and any other facilities available for public use in Macquarie Park with the supply of * to achieve these tasks being at the sole expense of the lessee.
 - e. the collection of rubbish within the immediate vicinity of the premises and placing the rubbish in a single collection point for removal by Council staff.
 - f. the maintenance of the immediate surrounds of Macquarie Park House including the maintenance of gardens - nurturing of trees, operation of any irrigation system etc and minor repairs to fences, signs, light fittings etc and mowing of lawns with the lessee to supply all equipment necessary to achieve these tasks at the lessees sole expense.
 - g. the payment of various insurances including:-
 - i. a minimum of \$5,000,000 (five million) indemnity for Public Risk Insurance;
 - ii. Worker's Compensation Insurance as appropriate;
 - iii. Personal Accident Insurance;
 - iv. Contents Insurance for Macquarie Park House; and
 - v. Plate Glass Insurance.
 - h. to comply with provisions of the Occupational Health and Safety Act, 1983 and the Liquor Act, 1981.
 - i. subject to an appropriate agreement, the lessee shall manage all water based activities within the property with due regard to safety and environmental concerns.

4. The lessor will be responsible for:-
 - a. all rates and taxes charged to Macquarie Park House.
 - b. major maintenance, that is structural repairs to Macquarie Park House, picnic areas and toilet - shower facilities.
 - c. Industrial Special Risks Insurance for all structures in Macquarie Park.
 - d. payment of water rates and electricity for the non leased area of Macquarie Park.
 - e. collection of rubbish from the nominated collection point.
 - f. the broad acre maintenance of the remainder of Macquarie Park.
5. All necessary documents be completed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C05

****** END OF ITEM 12 ******

ITEM 13: INSURANCE QUOTATIONS 1994 - 1995**FILE NUMBER:** GI001/004 PT5/CSV**REPORT:**

Councils general insurance policies (with the exception Public Liability, Professional Indemnity and Motor Vehicle) fall due for renewal on 20 August 1994.

Council's Insurance Broker, R J Abrahams Pty Ltd have now completed a market appraisal exercise and received quotations from the following insurance underwriters:-

1. MMI General Insurance
2. Zurich Australian Insurance Ltd
3. Lumley General Insurance Ltd
4. Sun Alliance
5. Sun Alliance and Royal Insurance Australia Ltd
6. QBE/Mercantile Mutual

After assessing all quotations the following insurers have been selected as having the most competitive quotations and have been recommended by R J Abrahams Pty Ltd for acceptance by Council.

<u>Class</u>	<u>1993/94</u>	<u>1994/95</u>	<u>Underwriter</u>
Industrial Special Risk	\$77,661	\$75,556	MMI General Insurance
Fidelity Guarantee	\$ 1,000	\$ 1,000	MMI General Insurance
Engineering	\$ 8,334	\$ 8,334	Zurich Aust Insurance Ltd
Computer	\$ 2,354	\$ 3,133	Lumley General Insurance Ltd
Livestock	\$ 231	\$ 162	Zurich Aust Insurance Ltd
Workers Compensation Excess of Loss	\$17,500	\$15,000	Sun Alliance of Royal Insurance
Marine Hull-Ferry	\$ 2,437	\$ 2,800	QBE/Mercantile Mutual

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Marine Hull-Others	\$ <u>540</u>	\$ <u>900</u>	QBE/Mercantile Mutual
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Total	\$110,057	\$106,885	
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The above quotations were selected on the basis that all were the lowest in their respective classes.

Council will be aware of the decision to join with five other councils in forming a joint Insurance Authority (Westpool) which covers Council against Public Liability and Professional Indemnity and the bulk purchasing arrangement for Motor Vehicle Comprehensive. These policies expire on 31 October 1994 and as yet, Council contributions have not been finalised. However, it is expected to be substantially below that which other local government authorities will pay in the market place for insurance cover for these categories.

RECOMMENDATION:

Council renew the specific categories of insurance as detailed in this report for the term 20 August 1994 to 20 August 1995.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C12

****** END OF ITEM 13 ******

ITEM 14: 20 FITZGERALD STREET, WINDSOR - LEASE

FILE NUMBER: GC283/042 PT4/CSV

REPORT:

Council is advised that actions have been proceeding for some time in order to procure a tenant for the former library building located in Fitzgerald Street, Windsor.

Extensive advertising and marketing of the property has occurred both locally and in Sydney following the relocation of the Department of Agriculture and Fisheries to other premises.

There has been an extremely limited response to the campaign with no serious offers to date.

Informal negotiations have been in progress for some time with a local business operator, Colbell Investments Pty Ltd for the use of the site. These negotiations have progressed sufficiently to enable a formal offer to be submitted for Council's consideration. The basis of the consideration is detailed below-

The proposal involves establishment of a "health centre" which includes the relocation of the health food shop currently located in the Windsor Mall, the establishment of various practitioner rooms, a book shop, mini health centre and other health related product outlets.

The building is somewhat dated in its presentation and the applicant proposes to carry out various structural and maintenance works to improve the presentation of the building. These works will add to the capital value of the building and reduce ongoing maintenance costs. Costs of such works have been agreed in the order of \$20,000. Accordingly, the applicant has requested that rental to be levied in the first year of the term reflect the cost incurred by them.

A 3 x 3 year Lease term shall apply. As noted above a reduced rental of \$12,000 is sought during the first year, with rental for the second year to be set at \$30,000 with adjustments by CPI in the third year of the term. A review to market value rental will then occur if the option to renew is exercised.

The applicant has requested that the Lease commence on 1 October 1994 and subject to Council approval the applicant be allowed immediate access to the building in order to carry out the various works proposed.

The lessee will meet all costs of outgoings including power, telephone, water consumption, garbage and any other services separately supplied or metered to the site with Council being responsible for the payment of rates and taxes.

The proposal negotiated provides for an innovative use of a purpose built older style building with limited future uses. In addition, Council's direct exposure to costs associated with capital improvements and maintenance items has been significantly reduced. The proposal lodged by Colbell Investments Pty Ltd is therefore supported.

RECOMMENDATION:

1. Council lease 20 Fitzgerald Street, Windsor to Colbell Investments Pty Ltd on the following terms:-
 - a. A 3 x 3 year Lease to commence on 1 October 1994.
 - b. In recognition of various works to be under taken to the building, rental for the first year of the term shall be \$12,000.
 - c. Rental in the second year shall be set at \$30,000 with rental in the third year to be adjusted by the Sydney CPI factor.
 - d. Rental for the first year of the new term shall be reviewed to market.
 - e. The lessee to pay outgoings including oil, gas, water consumption, electricity, telephone and any other charges separately metered or utilised on the site.
 - f. The lessor to pay rates and taxes.
 - g. The lessee shall liaise closely with Council staff to ensure all buildings works are to Council's satisfaction. The lessee shall lodge a "Works as Executed" plan on completion of the works.
2. All necessary documents be completed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C04

****** END OF ITEM 14 ******

ITEM 15: **RICHMOND MALL RE-DEVELOPMENT****FILE NUMBER:** LEP19/93/CSV**REPORT:**

Correspondence has been received from Falson and Associates on behalf of A & A Lederer Pty Limited, concerning that Company's proposal to undertake a retail development expansion in Richmond.

The Company currently owns Richmond Mall and is proposing a major development which may encroach on the adjoining car park owned by Council.

Whilst the proposal is in a preliminary stage at the present time the applicant is keen to proceed to commission various studies and preparation of rezoning applications etc., however, prior to initiating such action a draft "Deed of Understanding and Agreement" has been submitted on the basis of both the Council and A & A Lederer Pty Limited, recognising the Council's existing car park and the fact that, should construction proceed, there would be no loss to the actual area of car parking presently provided, albeit that alternate car parking sites in part may need to be required during construction in order to maintain the overall minimum number of car parking spaces. Further, that should the development proposal physically encroach into the car parking area then the property owner/developer will transfer to the Council an equal number of car parking spaces to supplement those spaces lost as a result of the development so that the total number of 284 car parking spaces is maintained by Council in the future.

It is understood that the development proposal may include tiered car parking and arguably the value of providing land for development purposes in exchange for upper level car parking, may not be commensurate in terms of value and it is considered this matter should be further explored by way of valuation.

It is also noted that a general economic and retail study is underway (as previously reported to Council) and the company Plant Location International has been appointed to prepare the study which is expected to be submitted by October. A part of the brief is to consider the establishment of a major retail development in the Hawkesbury City Area.

Notwithstanding the foregoing, it is considered that given the time that will be involved in preparing a formal development application and commissioning the various heritage studies and rezoning applications, it is expected the results of the retail study will be known prior to this current proposal being formalised. Without pre-empting the findings of the study, and to facilitate further preparation of the proposal, it is felt that Council could agree to the concept of the principals of the Draft Agreement at this stage subject to valuations being sought as to relative values in terms of the ground space and upper level car parking area value. Clearly additional information in terms of actual details in this regard will need to be furnished by the applicant.

RECOMMENDATION:

1. That no objection to be raised to the principal of the Draft Agreement submitted on behalf of A & A Lederer Pty Limited in relation to the development proposal as it may affect the existing car parking area in the Richmond Commercial Centre.
2. The Applicant be advised:-
 - a. of the above and that further information is required in terms of ascertaining detail to enable valuations to be sought as outlined above;
 - b. the period of the Agreement would be until a consent is so issued for a major commercial development incorporating a discount department store; and
 - c. that this decision does not pre-empt any determination by Council of this or any other application for a major retail development in the area.
3. The Seal of Council be affixed to any necessary documentation.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.C15

****** END OF ITEM 15 ******

ITEM 16: DRAFT ACCESS POLICY**FILE NUMBER:** GC150/015/CPL

REPORT:

The Hawkesbury Access Forum was established by Council in 1993 and as part of its functions has developed an Access Policy for consideration. The policy was formulated following considerations of those adopted by other Councils and looking at the local circumstances.

The Forum is eager to see the policy adopted as it has some concerns over recent developments in the area.

It is suggested that the policy be advertised for a period of twenty eight days for any comment, and that it be finally determined at that time.

In relation to Section 4 regarding Council's Employment Policies, there have been quite structured and very acceptable, including equal employment opportunity principles in force for some considerable time. One of the principles is the employment "of the best applicant for the job". Clause 4.2 does not adopt this principle but seeks to have preference given to one group of people. This principle is not supported and will be reported further with any other comments at the end of the advertising period.

RECOMMENDATION:

That the Draft Access Policy be advertised for a period of 28 (twenty eight) days.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG726NBX.P03

****** END OF ITEM 16 ******