

GENERAL PURPOSE COMMITTEE

SECTION 3 ORGANISATION & RESOURCES

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES**Table of Contents****Meeting Date:** 30 July 1996

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GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCESMeeting Date: **30 July 1996**Item: **1****ITEM: 1** MONTHLY FINANCIAL STATEMENTS - JUNE 1996**FILE NUMBER:** GF011/005 PT04/FNC**REPORT:**A. CASH EXPENDITURE WARRANT No. 6/1996SUMMARY - Accounts Paid

General Fund Nos.	44123 -	45043	8,296,561.74
Trust Fund Nos.	4595 -	4609	622,767.58

8,919,329.32

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
Responsible Accounting Officer

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCESMeeting Date: **30 July 1996**Item: **1****B. STATEMENT OF BANK BALANCES AND GENERAL MANAGER'S CERTIFICATE**

STATEMENT OF BANK BALANCES AS AT 30 JUNE 1996

GENERAL FUND	CR. 361,580.31
TRUST FUND	CR. 269,398.18

CR. 630,978.49

FORM 2

GENERAL

Balance - Cash Account as at 1st June 1996	DR. 88,714.05
Receipts for period ended 30 June 1996	DR. 7,129,450.48

DR. 7,218,164.53

Payments for period ended 30 June 1996	CR. 8,300,349.78
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CR. 1,082,185.25

Limit of overdraft arranged with bank	\$800,000.00
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RESPONSIBLE ACCOUNTING OFFICER

I hereby certify that the Cash Book and Bank Statements have been reconciled in all funds as at 30 June 1996.

L M Weatherstone
Responsible Accounting Officer

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCESMeeting Date: **30 July 1996**Item: **1**C. INVESTMENTS

Hereunder is the list of amounts invested:

Bank Bills

Interest

<u>Period</u>	<u>Due Date</u>	<u>Rate</u>	<u>Interest A/C</u>	<u>Amount</u>
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Term Deposits

30 Days	26.07.96	7.57%	General Fund	2,000,000.00
60 Days	12.08.96	7.60%	General Fund	1,000,000.00
365 Days	15.08.96	8.05%	General Fund	850,000.00
181 Days	26.08.96	7.63%	Sewerage Fund	2,000,000.00
190 Days	04.09.96	7.63%	Sewerage Fund	206,319.84
190 Days	04.09.96	7.63%	General Fund	2,293,680.16
225 Days	11.10.96	7.72%	General Fund	1,000,000.00
371 Days	05.03.97	8.00%	General Fund	2,000,000.00
380 Days	26.03.97	8.12%	General Fund	3,000,000.00
547 Days	09.05.97	8.00%	General Fund	800,000.00
547 Days	09.05.97	8.00%	General Fund	200,000.00
594 Days	25.06.97	8.00%	General Fund	1,000,000.00

Australian Treasury Corporation

04.08.97	8.45%	Workers Comp Board	950,000.00
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<u>Short Term Investments</u>	General Fund	4,445,000.00
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 \$21,745,000.00

RESPONSIBLE ACCOUNTING OFFICER

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

L M Weatherstone
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG730NAX.F06

****** END OF ITEM 1 ******

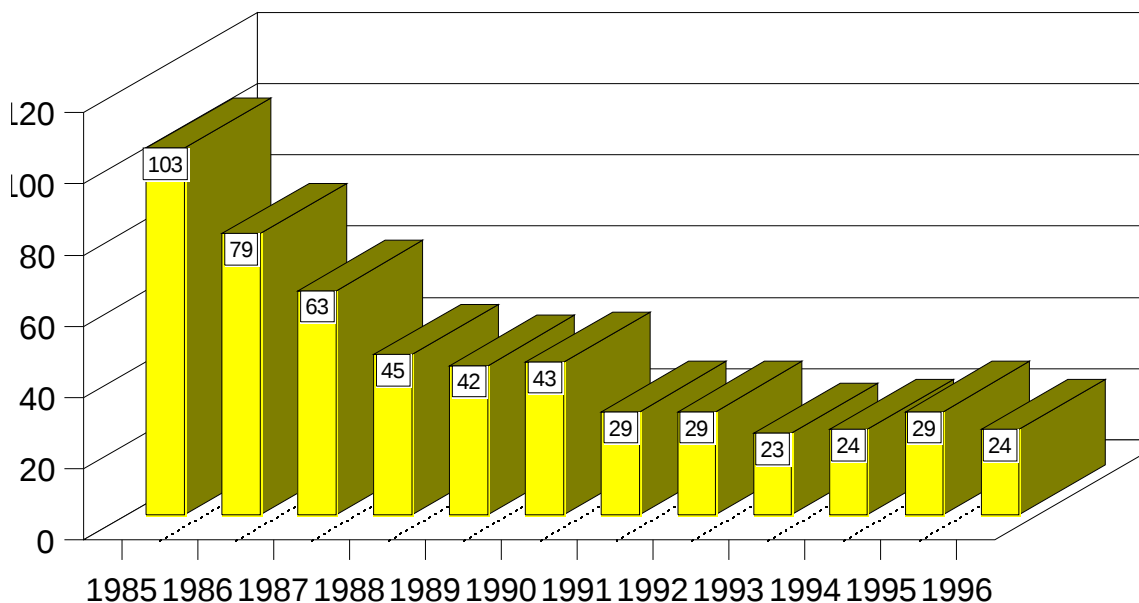
ITEM: 2 WORKERS' COMPENSATION - SELF-INSURERS LICENCE RENEWAL**FILE NUMBER:** GI055/007 PT1/CSV**REPORT:**

Council's licence to act as a Self-Insurer for Workers' Compensation expires on 30 November 1996. Council has been a self-insurer for workers' compensation since 1983.

Under the terms of the licence, Council is required to set aside an amount equal to what would be paid as a premium if traditional insurance cover was effected. This amount is used to meet any claims liability.

In terms of Workers' Compensation claims history over the last ten years, the volume of claims has reduced to a relatively constant level as graphically depicted.

Workers' Compensation Statistics



From a financial perspective, it is considered there have been significant savings accrued to Council by self-insuring Workers' Compensation as opposed to effecting traditional insurance cover through the marketplace. Further, by retaining the premium, this has enabled the amounts to be invested and provide a substantial income return that could not otherwise be achieved.

In conjunction with a Self-Insurer's Licence it will be necessary for Council to continue to hold an Excess of Loss Policy. The Excess of Loss Policy limits Council's liability to a maximum of \$350,000 indexed for any claim. Any claim awarded for a sum greater than this amount is covered by the terms of this Policy.

It is considered appropriate for Council to renew its licence having regard for the financial advantages that have occurred to date as a result of Council's participation in this scheme.

The costs of maintaining this Licence will require a contribution of \$330,997 which includes Excess of Loss Policy premium of \$10,600.

RECOMMENDATION:

That:-

1. An application be made to the WorkCover Authority to renew Council's licence for Workers' Compensation.
2. The Common Seal of Council be affixed to the necessary documentation.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG730NBX.C02

****** END OF ITEM 2 ******

ITEM: 3 GLOSSODIA VILLAGE SHOPPING CENTRE**FILE NUMBER:** GC283/56 PT2/CSV**REPORT:**

Council at its June Meeting endorsed a proposal to undertake a feasibility study in regard to expanding Glossodia Village Shopping Centre.

The Study, which involved preparation of concept plans, costings, financial returns and seeking expressions of interest for the leasing of additional shops, has been completed. The response has been overwhelming with nine expressions of interest received from prospective tenants and a petition including approximately 420 signatures from residents of Glossodia and surrounding areas, calling on Council to expand Glossodia Shopping Centre. The petition was initiated by existing tenants at the Centre and supported by both the adjoining School and Glossodia Community Centre. It appears the interest was generated by the demand to expand the range of services available to residents, as the village is some distance from other shopping areas and public transport is fairly limited creating a problem for the many young families of Glossodia having only one car.

As a result of the significant demand for leasing of shops, the original concept plan providing four additional shops was revised and a two storey development is now proposed for consideration. A copy of the concept plans will be displayed at the meeting and a summary of the expressions of interest is as follows:-

<u>Person/Organisation</u>	<u>Proposed Use</u>
Michelle's Family Hair Design	Hairdresser
Homepics Video	Video Store
Jeanette James	Pharmacy
Jill Stockwell	Pet Supplies
Mel Henshaw	Bakery/Cake Shop
Hawkesbury Bakeries	Bakery/Cake Shop
Richmond Veterinary Surgery	Veterinary Surgery
Kable Street General Practice	Medical Centre
J Davies	Hairdresser

It is suggested that the range of uses proposed would compliment the existing tenant mix at the Centre which includes a liquor store, butchery, take away foods and mixed business. Subject to Council endorsing the proposal, it is projected that the shops would be available in about twelve months. Subsequently, it is recommended that the above submissions be accepted in principle at this time, with leases and shop allocation to be negotiated with the prospective tenants in the interim and reported back to Council at a later date. It is noted that two submissions have been received for the establishment of both a bakery/cake shop and a hairdressing salon.

With regard to the bakery/cake shop the submission from Alan and Merril Sheppard from Hawkesbury Bakeries is preferred due to the demonstrated success of their existing businesses at Wilberforce Shopping Centre and North Richmond, while the proposal from Michelle's Family Hair Design is supported over M/s J Davies as it is an existing business operating successfully within a house at Glossodia due to limited commercial premises being available in the Village.

Preliminary estimates for the cost of the project have been developed in conjunction with Robert Pont Architect and are detailed as follows:-

Building Construction for eight shops on two floors	\$600,000
Car park & road works	\$48,500
Sewerage pump out system 5,000 litre tank	\$10,000
Design fees	\$5,935
Contract documentation	\$23,740
Contract administration	\$17,805
Development Application fees	\$1,423
Building Application fees	\$860
Engineers fees	\$10,000
Electrical design	\$2,000
Contingency	\$30,000
TOTAL	\$750,263

It is pointed out that if Council only supported a single floor development incorporating four shops, the cost of the project would only decrease by approximately \$250,000 and the additional car park and roadworks would still be part of the concept. In supporting the eight shop development as proposed, Council as the landlord would be able to support the establishment of a wider range of retail and professional services for Glossodia and at the same time enhance its return on investment. Valuers K D Wood and Associates have recommended rentals of \$220 per week for the four shops proposed for the first floor which comprise areas of 70m² each and \$240 per week for the ground floor shops which comprise of areas of 90m². On the basis of the valuations provided, fully tenanted the extensions would return a gross rental of approximately \$95,000 for the initial year of occupancy, with prospective tenants being offered five year leases under the Retail Leases Act.

Potential tenants have been advised of the rental range and it is proposed that businesses having limited delivery needs be allocated first floor tenancies. The concept plan indicates that the top floor will be easily accessible by a gently sloping ramp from Golden Valley Drive and stairs at either end of the building.

The expansion of Glossodia Village Shopping Centre provides an opportunity to expand the range of convenience shopping and professional services available to residents of the Village and surrounding areas, as well as creating additional local employment opportunities and increasing the community's asset base. Based on the interest and demand expressed to date, it is expected that the extensions will be fully tenanted by the time construction works are completed. It is proposed that funding for the development be from the Property Development Reserve with a project budget being finalised once tenders are accepted for the building works.

With Council's endorsement a specification and detailed plans will be prepared in readiness to invite tenders. A formal development application will also be lodged.

RECOMMENDATION:

That:-

1. Council endorse the concept plan for the construction of an additional 8 (eight) shops at Glossodia Village Shopping Centre and proceed with the project.
2. The tenant mix for the new shops as outlined in this report be supported in principle, with leases including rentals and shop allocation to be negotiated and reported back to Council.
3. The preliminary estimate of \$750,000 (seven hundred and fifty thousand dollars) for the cost of the project be endorsed and the final project budget be determined by Council once tenders and quotations for the construction works are received, with funding to be from the Property Development Reserve.
4. The Seal of Council be affixed to any necessary documentation required at this stage.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG730NBX.C03

****** END OF ITEM 3 ******

ITEM: 4 **KURRAJONG HEIGHTS BUSH FIRE BRIGADE****FILE NUMBER:** P2007/90 PT01/CSV**REPORT:**

Advice has been received from the Secretary of the Kurrajong Heights Volunteer Bush Fire Brigade indicating the Brigade's desire to relocate their Fire Station from its existing location off Tomah Street, Kurrajong Heights, to Powell Park.

The existing Bush Fire Station is, in fact, constructed on private property and occupancy is permitted pursuant to a lease agreement between the Council and the company Kells Investments Pty Ltd., being the owner of the land. The term of the lease is for a period of twenty (20) years with the same commencing on the 1st January, 1979 and expiring on 31st December, 1998. Consideration under this agreement provides for rental of \$1.00 per annum.

The Fire Control Officer has supported the proposal, indicating that the present Fire Station is in an unsatisfactory location in terms of the size of the block, its restrictive driveway and dangerous exit from Tomah Street onto Bells Line of Road. The Fire Control Officer further reports that the building itself is unsatisfactory in relation to accommodating appropriate equipment and lacks amenities including toilet and shower facilities.

The building proposed for Powell Park would be a three bay building with associated amenity areas and would be approximately 10 metres by 14 metres in size. The Fire Control Officer has reported that it is proposed to seek a subsidy of \$16,000 from the Department of Bush Fire Services towards the cost of the building, which is estimated at a total of \$60,000 with the balance to be provided in the 1997/98 Bush Fire Estimates.

Powell Park is Crown land and Council has control over the property under the terms of Section 48 of the Local Government Act. As Crown land, the consent of the Minister for Lands and Water Conservation will be required to permit use of the Public Reserve for a Bush Fire Brigade Headquarters and contact with that Department has indicated that they will probably require an area of the Park to be excised and identified specifically for the proposed use. The proposed location is adjoining Stanley Avenue and, mindful of its proximity to adjoining residential areas, it is considered prudent to notify residents of the proposal in the first instance. It is also noted that there is a Powell Park Management Committee and whilst this Committee has not been active of late, it is again considered appropriate to liaise with that Group in the first instance and the matter is now presented for Council's information and recommendation to notify the residents and Management Committee as outlined in this report.

RECOMMENDATION:

1. That the proposal submitted for the establishment of a Bush Fire Brigade Headquarters in Powell Park adjoining Stanley Avenue, be notified to adjoining residents and their views in relation to the proposal sought.

2. The Powell Park Management Committee be advised of the proposal.
3. The Kurrajong Heights Bush Fire Brigade be advised of Council's decision in relation to the matter.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG730NBX.C04

****** END OF ITEM 4 ******

ITEM: 5 **LANDSCAPING WORKS PROPOSAL - MACQUARIE PARK HOUSE, WINDSOR****FILE NUMBER:** GC283/064 PT06/CSV**REPORT:**

Council has resolved previously to lease Macquarie Park House, Windsor, to Mr Frank Taranto, for the purpose of operating a downstairs Kiosk area and upstairs Restaurant Function Room.

At its last Meeting, Council supported a proposal by Mr Taranto to sublease the downstairs area to Mr John Stephens on the basis that Mr Stephens will take over the day to day Kiosk/Cafe operation allowing Mr Taranto to concentrate on developing and promoting the upstairs facility.

Recently, extensive works were undertaken within the Park under State Funding Programs and at the time it was envisaged that there may be an opportunity to undertake landscaping and improvement works immediately around the curtilage of the Macquarie Park House building, however, the available funding did not extend to include these works.

At present the problem is that the area immediately in front of Macquarie Park House, which is used as an outdoor Café and Alfresco dining area, is largely grassed and, due to the overshadowing of the building, the grass is not prolific in growth and the area constantly remains damp.

To overcome this situation and improve the viability of the building, it is proposed to undertake some improvement works including laying a pressed concrete hard surface and some adjoining landscaping. A quote for the works has been obtained and all works can be achieved within an amount of \$20,000.

Whilst there aren't specific funds allocated within the current budget, it is considered appropriate to source the funding for the proposed works from the Property Development Reserve on the basis that the investment of such funding is toward an income producing asset which previously the Council has had difficulty in attracting and retaining a successful business under a tenancy arrangement.

RECOMMENDATION:

That an amount of \$20,000 (twenty-thousand dollars) be allocated from the Property Development Reserve, toward the laying of a pressed concrete hard surface and associated landscaping as outlined in this report.

ATTACHMENTS:

There are no supporting documents for this report.

FN:OG730NBX.C05

****** END OF ITEM 5 ******