



general
purpose
committee

3
section

organisation
and
resources

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES

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Item: **1**

ITEM: 1 **Councillor P J Minturn - Leave of Absence**

FILE NUMBER: GA030/014/GMA/OGG29NAX.G01

REPORT:

Councillor Minturn has requested leave of absence from the Ordinary Meeting of Council to be held on Tuesday, 12 August 1997. Councillor Minturn advises that he will be attending a Special Meeting of the Sydney Western Division of State Emergency Services on that date. The Director General of Emergency Services will be visiting the Division on this occasion.

RECOMMENDATION:

That leave of absence be granted to Councillor Minturn.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 1 Oooo

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ITEM: 2 **Monthly Financial Report - June 1997****FILE NUMBER:** FO11/005 PT04/FNC/OGG29NAX.F08**REPORT:****A. Expenditure Warrant Number 12 of 1996/97**

Summary of Accounts Paid.

Cheques Drawn in June	\$10,325,369.90
EFT Transactions	\$938,377.11
EFT Family Day Care Payments	\$40,139.82
Bank Charges	\$10,086.87
	<u>\$11,313,973.70</u>

B. Cash Book Reconciliation

Cash Book Balance as at 1 June 1997	\$166,041.23
Add Receipts for month of June	<u>\$10,381,610.95</u>
	\$10,547,652.18
Less Payments for month of June	(\$11,313,973.70)
Cash Book Balance as at 30 June 1997	<u>(\$766,321.52)</u>

C. Statement of Bank Balances

Bank Statement Balance as at 30 June 1997	\$258,402.16
Less Unpresented Cheques	<u>(\$1,067,129.92)</u>
	(\$808,727.76)
Add Outstanding Deposits	\$42,406.24
Equals Balance as per Cash Book	<u>(\$766,321.52)</u>

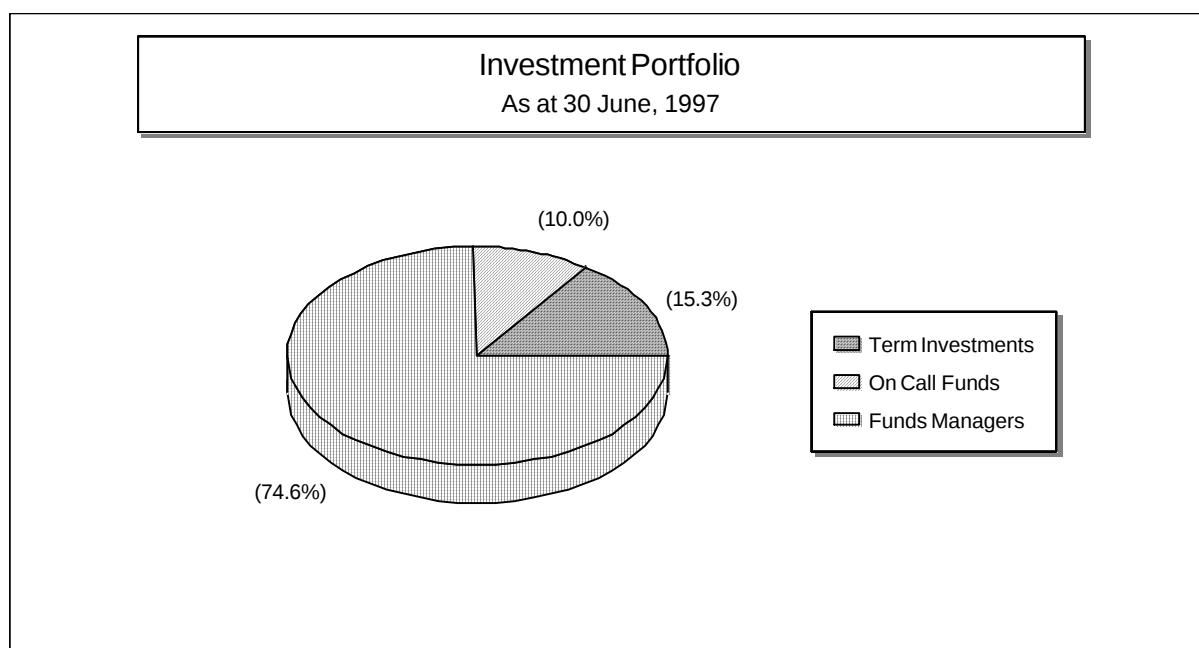
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D. Investments (as at 30 June 1997)

Investment Type	Opening Balance 1/6/97	Deposits	Withdrawal	Income Distribution Paid	Closing Balance 30/6/97
Term Investments	\$4,550,000.00		\$1,000,000.00		\$3,550,000.00
On Call Funds	\$6,000,000.00	\$1,000,000.00	\$4,675,000.00		\$2,325,000.00
Funds Managers	\$12,206,177.12	\$7,000,000.00	\$2,000,000.00	\$61,090.67	\$17,267,267.79
Total Investments					\$23,142,267.79



E. Interest on Investments

The 1996/1997 investments earned a total interest amount of \$1,662,422.71

The average return on investments for 1996/1997 was 7.18%

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F. Recovery of Rates

Arrears Outstanding 1 July 1996	\$608,429.13
Add: Total 1996/1997 Rate Levy	\$19,726,059.80
Total Receivable	<u>\$20,334,488.93</u>
Less: Total 1996/1997 Collections	(\$19,752,207.11)
Net Arrears as at 30 June, 1997	<u>\$582,281.82</u>
1996/1997 : Rates Collected / Rates Recoverable	97.14%

Note The 1995/1996 collection figure was 96.38%

RESPONSIBLE ACCOUNTING OFFICER

The summary warrant, 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 castings, and the amounts shown were due for payment.

The detailed warrant is available upon request.

The Cash Book and Bank Statements have been reconciled in all finds as at 30 June, 1997.

The investments outlined above are the total of all funds that have been invested. All investments have been made in accordance with the Act, Regulations and Council's investment policies.

The Rate Book has been reconciled as at 30 June, 1997.

LM Weatherstone
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 2 Oooo

ITEM: 3 Lease of Macquarie Park House to Mr Frank Taranto**FILE NUMBER:** GC283/064 PT06/CSV/OGG29NBX.C04**REPORT:**

Council will recall that it has previously agreed to lease the Macquarie Park House building to Mr Frank Taranto for the purpose of conducting a Kiosk and Restaurant/Function Room.

The Lease to Mr Taranto was consented to by the Council on the 5th September, 1995, and the terms provided for a lease period of five years with an option to renew for a further five years with a commencing rental of \$7,800 per annum plus payment of outgoings including electricity, gas, telephone and water. Also in conjunction with the leasing arrangement, Mr Taranto was obligated to fit out the upper level of the building within the first twelve month period of the lease to facilitate the operation of a Restaurant. As Council will be aware, Mr Taranto completed these works within the time frame at quite significant expense. Mr Taranto is also required to act as Caretaker for the property which includes the cleaning of the toilet blocks, showers and change rooms in the Park and the general collection of rubbish and maintenance of the gardens within the vicinity of the building.

It was Mr Taranto's intention to operate the facility with a business partner, however, that partnership terminated earlier this year. More recently, Council at its meeting on the 10th June, 1997, considered a report relating to a proposal by Mr Taranto to sublet the premises to Mr Roger Sutton who would continue to operate the building as a Cafe/Restaurant.

At the June meeting, bearing in mind the proposed terms of the subletting arrangement, the Council resolved to increase the rent payable by Mr Taranto from \$150 per week to \$300 per week, such review also being in accordance with the terms of the leasing arrangement. Mr Taranto has now advised that there are difficulties being experienced in trading with very poor patronage which seems to be based on a number of factors, including the winter season. Indeed, the takings by Mr Sutton are such that he cannot afford rental and is endeavouring to cover outgoings.

Since the reconstruction of the premises some years ago following a fire, the Council has had difficulty in attracting and maintaining a tenant. This has been largely due to the cost of improvement works and, particularly, the flood liability of the premises. Mr Taranto has made a very genuine effort to conduct a viable business within the premises and, as previously indicated, his improvements and refurbishment has been undertaken at very considerable cost. At this time, Mr Taranto is about to travel overseas on family business and will be returning in October. Mr Sutton will continue to operate the facility and ensure the park grounds and amenities are kept clean as well as opening and closing the park gates. Mr Taranto has indicated that following his return from overseas he will be pursuing a new partnership and concept for a family dining and entertainment facility at Macquarie Park House.

Mr Taranto will be well known to Council and has been an exemplary tenant in relation to both the Macquarie Park House and the shop within Wilberforce Shopping Centre leased by him from Council where he has operated the Wilberforce Country Pizza Restaurant for approximately eight years. Given all the circumstances relating to Macquarie Park House, it is considered equitable for

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the rent to be reduced to the former amount of \$150 per week until such time as Mr Taranto returns from overseas and his new concept for the premises is developed, at which time the matter will be further reported to Council..

RECOMMENDATION:

That the information concerning the subleasing of Macquarie Park House, Windsor, be received and the rental payable by Mr Taranto to Council be reviewed to an amount of \$150 per week on the basis outlined in the report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 3 Oooo

ITEM: 4 **Hawkesbury Heritage Farm - Lease to Mr Wells.**

FILE NUMBER: GC283/107 PT6/CSV/OGG29NBX.C03

REPORT:

It is advised that the formal lease arrangement between the Council and Hawkesbury Heritage Farm Pty Limited has now been executed by both parties and document lodged for registration and stamping.

At this time, correspondence has been received from Mr Wells in the following terms:-

“CAPITAL INVESTMENT PLAN \$100k OVER THE FIRST THREE YEARS

Our commitment under the lease is to invest some \$100k over the first three years. We do not at this stage wish to submit a detailed/specific investment plan because we will invest where the market dictates and where we will get the best result for our money. This will be determined over the three years.

However our general thoughts at this time is to invest in:

- *New and upgraded gardens/landscaping*
- *New fencing both internal/boundary*
- *new stockyards/sheep yards*
- *new sprinkler system*
- *new baby animal display shed*
- *kitchen fit-out Oxboro Inn*
- *additional buildings for various uses*
- *provision of bunkhouse accommodation*
- *instal shower facilities*
- *upgrade quilty shed, instal floor/doors to lock up.*

FLOOD EVACUATION PLAN

We have put in place a flood evacuation plan which entails the safe housing of animals at the Tropicana end of the farm, the removal of valuable fixtures from the church, the removal of the train and the removal of pumps from the riverbank and sewerage plant.

All items belonging to Council have already been removed from low lying buildings. The office has already been moved to high ground and will not be flood affected hence phone communication will not be affected.

In all there are 12 full time people working at the farm who are versed in the flood plan and available to assist.

We have already been through a live drill earlier this year where we tested the plan.

We are in a position to cope in all but a catastrophic flash flood which I assume would catch everybody out.

ANIMAL LICENSE

We are having some difficulty in transferring the animal licence, details of which we are working through with the Department of Agriculture. One of our main concerns centres around the housing of the kangaroos and emus.

Advice from WIRES, National Parks and the RSPCA is that too many kangaroos are housed in the current enclosure but more importantly the ratio of male (11) to females (2) is not acceptable.

We will be seeking Council permission to remove most of the kangaroos from the property. Once this is solved we can proceed with the finalisation of the licence. This has taken longer to resolve than first expected but is almost at a conclusion. We may require Council to renew the licence until the issues are resolved at which time we can effect the transfer."

In relation to the Animal Licence and the advice from Mr Wells that he will be seeking permission to remove the number of kangaroos from the property, it is understood that Mr Wells is seeking further advice from relevant authorities including the RSPCA and also investigating possible options for the placement of the kangaroos proposed to be moved. At this time, Mr Wells has been advised that no animals are to be removed without the explicit consent of the Council. It is understood that Mr Wells will be present at the General Purpose Committee Meeting to address the Council.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 4 Oooo

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Item: 5

ITEM: 5 **Donation - Macdonald Valley Distance Education**

FILE NUMBER: GF008/001 PT15/CSV/OGG29NBX.C02

REPORT:

A request has been received from the Macdonald Valley Distance Education Centre for funding to support a project to assist students who are studying for their higher school education by correspondence.

This service assists eight to ten students and has succeeded in providing an opportunity for group learning for children who previously had to travel four hours per day to attend school.

The students attend the Centre from Monday to Friday and are supervised by a person employed through the Centre. This position has previously been funded by various means including a CES Job Start Program and other short-term State Government Grants. Unfortunately the application for State Government funding for 1997 was unsuccessful.

As it is deemed that the success of the Program can be attributed to the direct supervision of students, a request for funding of \$500 has been received. Funding is required to ensure that the program can continue to the end of the 1997 school year.

Local people are involved in the project on a voluntary basis to help minimise costs.

The provision of the leasing of the premises, all operational costs including electricity, heating, telephone and facsimile, building and ground maintenance and cleaning is absorbed by the community group involved with the Centre. Funding for this donation is available in the current Community Relations Budget.

RECOMMENDATION:

That Council donate \$500 (five hundred dollars) towards the Macdonald Valley Distance Education Centre.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 5 Oooo

ITEM: 6 Community Kitchen Donation Report**FILE NUMBER:** GF008/001/CSV/OGG29NBX.C06**REPORT:**

A request has been received from Hawkesbury Community Kitchen Inc regarding a donation towards modification of the community kitchen premise for emergency accommodation use.

The kitchen currently provides meals to those in need three nights a week and operates from a premise owned by the Seven Day Adventist Church in Macquarie Street, Windsor. The non-denominational committee which operates the kitchen has indicated that it is proposed to increase the number of evenings the kitchen is operating. Further, the committee indicated that due to urgent and increasing need, the premise will be modified to allow for accommodation for those who have not been able to be placed within existing accommodation services.

Hawkesbury Community Committee representatives have advised that liaison with local existing government and non-government services is on-going regarding the accommodation needs of clients. Further, it has been advised that the proposed accommodation facility will be fully supervised and will accommodate a range of clients including families.

It is understood that the owners of the building have endorsed the proposal for use of the site for emergency accommodation. Further, a Hawkesbury Community Kitchen Committee representative has advised that there are not alternative uses of the building planned for the near future.

Urgent funds are required to comply with appropriate fire alarm and access regulations as stipulated by Council staff in relation to hostel facilities for the homeless. It is estimated that works required will cost approximately \$4,000 (four thousand dollars). A donation of \$2,000 (two thousand dollars) has been requested. Funds are currently available in the community donations budget allocation.

RECOMMENDATION:

A donation of \$2,000 (two thousand dollars) be forwarded to Hawkesbury Community Kitchen Inc. to assist with works associated with fire safety and access to the Community Kitchen premises (Macquarie Street, Windsor).

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 6 Oooo

ITEM: 7 Street Parade - Temporary Road Closure**FILE NUMBER:** GE030/002 Pt3/CSV/OGG29NBX.C07

REPORT:

Hawkesbury Carnivale Committee is organising a street parade and other events to celebrate Carnivale in the area on Saturday 6 September, 1997, in Richmond.

The street parade is scheduled to assemble in Chapel Street, Windsor Street, Francis Street and Smith Park (Pugh's Lagoon) with a check-in point at the corner of Chapel and Francis Streets.

The parade will gather at 10am and proceed down Windsor Street at 11am. Bands and groups on foot will move into Richmond Park at the steps before East Market Street. Horse units will turn left at East Market Street and proceed to the parking area in Francis Street.

Floats and vehicles will turn right at East Market Street, right into March Street and into Richmond Park car park. Because of the small number of floats and the fact that all vehicles must be roadworthy, it should not be necessary to close these roads. The volunteers will control the marshalling area and intersections.

Approval is sought for the following temporary road closures:

1. Windsor Street Richmond between Chapel Street and East Market Street between 10am and 12noon on the 7 September.
2. The area bounded by Chapel, Francis, Windsor Streets and Smith Park from 9.30am to 11.30am and Chapel Street from Windsor Street to Bells Line of Road for the same period.

Local Police, Richmond Chamber of Commerce and the Roads and Traffic Authority have been advised of this event.

RECOMMENDATION:

That the following temporary road closures be permitted on Saturday 6 September, 1997:

1. Windsor Street, Richmond, between Chapel Street and East Market Street between 10am and 12noon on the 6 September.
2. The area bounded by Chapel, Francis, Windsor Streets and Smith Park from 9.30am to 11.30am and Chapel Street from Windsor Street to Bells Line of Road for the same period.

3. Approval is subject to compliance with the following standard conditions:
- a. all marshalling points including routes being left clean and tidy, including collection of animal manure;
 - b. The Hawkesbury Sports Council being advised of the proposed activity;
 - c. Advertising of proposed road closures; and
 - d. Each organisation involved submitting to Council a copy of its public liability policy in an amount not less than \$5,000,000 (five million) and indemnifying Council in respect of that street parade.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 7 Oooo

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ITEM: 8 **Greenhills Child Care Centre - Improvements**

FILE NUMBER: GC050/007 Pt2/FNC/OGG29NBX.F09

REPORT:

The Department of Community Services has recently advised of the approval of two grant programs of \$46,742 and \$56,640 totalling \$103,382 for improvements to the Greenhills Child Care Centre, South Windsor.

The funds have been provided for the following:-

C	Building improvements	\$91,240
C	Equipment	\$8,100
C	Annual recurrent funding	\$4,042
	total	\$103,382

The majority of the funds have been provided for capital building works to convert 10 child care places from the 3-5 year old to the 0-3 age bracket. It has been well recognised that there is a substantial shortfall in the 0-3 age bracket available child care places for centre based care within the Hawkesbury. These 10 places will make a valuable contribution to this identified need in the community.

Consultation has taken place with the management and staff of the Long Day Care centre and a plan of the building works will be on display at the meeting. The major part of the building works connect existing office space to playroom extensions, adding a cot room for the 10 places and office accommodation on the western end of the building. A three car lay by, for the drop-off of children, will also be provided in the new access to the Indoor Stadium adjacent to the new proposed entry foyer of the Child Care Centre.

The success of the funding for this program is a direct result of the efforts of the Management Committee and staff of the Greenhills Child Care Centre who are to be congratulated for their efforts and the valuable contribution they make to the children's services program in the Hawkesbury.

RECOMMENDATION:

The information be received and the program of building works be adopted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 8 Oooo

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