



general
purpose
committee

3
section

organisation
and
resources

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES**Table of Contents****Meeting Date:** 25 March 1997**Page 2**

ITEM	SUBJECT	PAGE
SECTION 3 - ORGANISATION AND RESOURCES.		
38:	New South Wales Fire Brigade Service GF010/051 PT02/GMA/OGC25NAX.G07	3
39:	Leasing of Shop 3 McGraths Hill Shopping Centre GC283/015 PT02/CSV/OGC25NBX.C02	4
40:	Australian Pioneer Village GC283/107 PT05/CSV/OGC25NBX.C03	5
41:	Hawkesbury Library Working Party GL020/004 PT2/CSV/OGC25NBX.C06	6
42:	Monthly Financial Statements - February 1997 F011/005 PT04/FNC/OGC25NBX.F01	7
43:	Australian Pioneer Village - Statement of Income Expenditure to 31 December 1997 GC283/107 PT05/FNC/OGC25NBX.F04	11
44:	Management Of Bosworth Centre GC283/113 Pt02, P255/100 Pt2/FNC/OGC25NBX.F05	12

oooO END OF TABLE OF CONTENTS Oooo

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **38**

ITEM: 38 **New South Wales Fire Brigade Service**

FILE NUMBER: GF010/051 PT02/GMA/OGC25NAX.G07

REPORT:

The Zone Commander for the New South Wales Fire Brigades has advised that the service is undergoing its greatest change in its history, that involves restructuring, being predominantly operationally based, corporate executive groups, greatly increased devolution of authority, regional management structure and definition and expansion of core roles and responsibilities.

The Commander, Superintendent Darryl Leggett, has sought to make a presentation to the Councillors and senior staff to advise them of the changes and the broader role of the New South Wales Fire Brigades in the community.

He has been invited to attend the Committee Meeting and make a short presentation following the lunch break

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 38 Oooo

ITEM: 39 **Leasing of Shop 3 McGraths Hill Shopping Centre**

FILE NUMBER: GC283/015 PT02/CSV/OGC25NBX.C02

REPORT:

An application has been received from Mr Paul and Mrs Anne Siniawski, trading as Paul's Advanced Electronic Services, for the lease of Shop 3 in McGraths Hill Shopping Centre.

Mr and Mrs Siniawski's principal business is the service, repair and sales of TVs, VCRs, microwave ovens, HiFis, TV antennae, public address and intercom systems. They have been trading from home for three years with two fulltime staff and now require larger premises.

Shop 3, comprising 140 square metres, is offered for lease at a rental of \$846.25 per calendar month with an estimated contribution to outgoings of \$267.50 per calendar month. The rental is reviewed annually in accordance with the C.P.I. for Sydney and to market at the end of the initial term.

The lease shall commence on 9 April, 1997, for a term of three years with an option for a further term of three years. The lessees are required to pay a security bond of one calendar month's rental and provide insurances for plate glass and \$5million public liability.

RECOMMENDATION:

That:

1. Council lease Shop 3 in McGraths Hills Shopping Centre to Mr Paul and Mrs Anne Siniawski, trading as Pauls Advanced Electronic Service:
 - (i) Commencing 9 April, 1997;
 - (ii) For a term of (3) three years with an option for a further term of (3) three years;
 - (iii) At a rental for the first year of \$10,155.00 (ten thousand one hundred and fifty five dollars);
 - (iv) With a contribution of 22.71% for Council & Sewer rates, and 28.38% of other Centre outgoings.
2. The Council Seal be affixed to the Lease Agreement.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 39 oooO

ITEM: 40 **Australian Pioneer Village****FILE NUMBER:** GC283/107 PT05/CSV/OGC25NBX.C03

REPORT:

As the Council will know, a leasing arrangement with Mr Chris Wells in respect of the operation of the Village commenced at the beginning of this year. Mr Wells has previously indicated that it was his intention to adopt a “Heritage Farming” theme and promote the Village on this basis.

Mr Wells has now formally approached the Council for approval to change the name of the Park to “Hawkesbury Heritage Farm”. No objection is raised to the proposal on the basis that all costs associated with changes to promotion/advertising material, road signage and the like will be at Mr Wells’ expense with there being no financial contribution by Council. It is also noted that the name “Australian Pioneer Village” was registered by Council and will remain in Council’s ownership.

Mr Wells has also indicated that it is his intention to establish a structured business and he has registered a company known as Hawkesbury Heritage Farm Pty Limited. Mr Wells and his wife Belinda are the only Directors and Shareholders of the Company and they have also sought Council’s consent to the Lease being amended so it is between the Council and the new Company.

Again, no objection is raised in this regard on the basis that all obligations, requirements and performance criteria previously agreed to will be assigned to the Company and its two Directors will be accountable and responsible for same by way of a clause in the document acknowledging the performance of the company and the liability of its directors.

RECOMMENDATION:

1. That no objection be raised to the proposal to rename Australian Pioneer Village to Hawkesbury Heritage Farm.
2. That the Lease Agreement in respect of the future operation of the facility be amended so that it is between the Council and Hawkesbury Heritage Farm Pty Limited.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 40 Oooo

ITEM: 41 **Hawkesbury Library Working Party**

FILE NUMBER: GL020/004 PT2/CSV/OGC25NBX.C06

REPORT:

At the Corporate Planning weekend consideration was given to various matters pertaining to the Hawkesbury Library Service and as Council will know the report concerning an amended fee structure has now been adopted by Council at its last meeting.

Also emanating from the Corporate Planning session was the need to examine a strategic direction and future for the Library service and in conjunction with the preparation of this report, which was longer term, it was also considered appropriate to establish a Working Party.

Now that the first report has been dealt with by Council and work will commence in relation to the Strategic Report it is considered appropriate to now appoint members to that Working Party.

RECOMMENDATION:

That Council determine membership to the Hawkesbury Library Services Working Party.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 41 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **42****ITEM: 42** **Monthly Financial Statements - February 1997****FILE NUMBER:** F011/005 PT04/FNC/OGC25NBX.F01**REPORT:****A. Cash Expenditure Warrant No. 8/1996****Summary - Accounts Paid**

General Fund Cheque Nos	49529 - 50138	EFT Nos.	841 - 1127	15,215,965.83
Trust Fund Cheque Nos	4707-4721			5,779,712.76
				<u>20,995,678.59</u>

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 castings and the amounts shown were due for payment. The detailed Warrant is available upon request.

L M Weatherstone
Responsible Accounting Officer

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **42****B. Statement of Bank Balances and General Manager's Certificate****Statement of Bank Balances As At 28 February 1997**

General Fund	CR. 367,741.54
Trust Fund	CR. 61,498.47

CR. 429,240.01

FORM 2

GENERAL

Balance - Cash Account as at 1st February 1997	CR. 715,495.39
Receipts for period ended 28 February 1997	DR.16,055,338.33

DR. 15,339,842.94

Payments for period ended 28 February 1997	CR.15,714,033.66
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CR. 374,190.72

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 28 February 1997.

L M Weatherstone
Responsible Accounting Officer

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **42****C. Investments**

Hereunder is the list of amounts invested:

Term Deposits

Period	Due Date	Rate	Interest A/C	Amount
371 Days	05.03.97	8.00%	General Fund	2,000,000
380 Days	26.03.97	8.12%	General Fund	3,000,000
547 Days	09.05.97	8.00%	General Fund	800,000
547 Days	09.05.97	8.00%	General Fund	200,000
594 Days	25.06.97	8.00%	General Fund	1,000,000
365 Days	03.09.97	7.02%	General Fund	1,500,000
365 Days	03.09.97	7.02%	Trust Fund	1,100,000

Australian Treasury Corporation

04.08.97	8.45%	Workers Comp Board	950,000
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Short Term (On-Call) Investments	General Fund	600,000
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Managed Funds	Trust Fund	3,000,000
	General Fund	9,000,000

\$23,150,000.00

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **42**

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.

oooO END OF ITEM 42 Oooo

ITEM: 43 **Australian Pioneer Village - Statement of Income Expenditure to 31 December 1997**

FILE NUMBER: GC283/107 PT05/FNC/OGC25NBX.F04

REPORT:

The quarterly financial review to 31 December 1996 showed an actual operating deficit for the Australian Pioneer Village, at that date, of \$22,215, compared to the original budget of \$7,500 projected deficit. In the report on the leasing options it was indicated that the deficit would be approximately \$50,000 for the year and that the financial information would be further reported.

All invoices have now been received for the Australian Pioneer Village for the six month period to 31 December 1996 resulting in an operating deficit of \$59,936.78. The increase from that previously reported was due to the finalisation of all invoices prior to the lease commencement of the Village. As a result additional funds will be required to be allocated at the March quarterly financial review and these funds will be made available from the operating overdraft.

In addition to the operating deficit, maintenance on the structural integrity of the Village (buildings structure) is envisaged for the remainder of the financial year. At this point a budgetary allocation of \$5,000 will be required to 30 June 1997. Additional funds to be made available in future years' financial estimates.

RECOMMENDATION:

That:

1. The information be received.
2. An appropriate adjustment to the March quarterly review be made.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 43 Oooo

ITEM: 44 Management Of Bosworth Centre**FILE NUMBER:** GC283/113 Pt02, P255/100 Pt2/FNC/OGC25NBX.F05

REPORT:

The Management of The Bosworth Centre, Richmond is currently being reviewed and as a result a number of issues have been raised and concerns expressed by a number of user organisations regarding the management and control of the Bosworth Centre at Richmond. The Bosworth Centre is located at 23 Bosworth Street, Reserve Number 100150 and is owned by the NSW Department of Land and Water Conservation for which Council has the care, control and management.

The land at 23 Bosworth Street was acquired by the State from the Commonwealth in 1988 on behalf of the Attorney General's Department for the construction of the courthouse. Agreement was reached for the temporary use of the site and buildings for the community with Council having the care, control and management and may be terminated by the Attorney General's Department with three month's notice. Advice is being currently sought from the Attorney General's Department as to their immediate and long-term requirements for this property.

The Bosworth Centre has been operated for community use since early 1984. There have been various users including the Bosworth Centre Ltd, the Community Youth Support Scheme (CYSS) subsequently becoming Hawkesbury Skills Inc (Hawkesbury Skillshare), the Hawkesbury Camera Club, the Richmond Amateur Boxing Club and other casual use by community groups. The Bosworth Centre Ltd had assumed a significant management role of the complex.

The Department of Employment Education Training and Youth Affairs (DEETYA) has provided significant funding for a number of the programs conducted at the centre. In addition the Department of Community Services has been involved in a number of the programs connected with the centre.

In recent years there has been some difficulty with the management of the Bosworth Centre and the efficiency and effectiveness of the use of the complex and the associated programs operating from within the site. A number of representations have been made requesting a review of the management and control of the complex. Particular issues have revolved around the conflict between the user organisations, access to the buildings equipment and facilities, the ongoing maintenance of the buildings and various expectations of user groups.

A particular issue of conflict between the Bosworth Centre Ltd and Hawkesbury Skills Inc relates to rent paid to the Bosworth Centre Ltd from Commonwealth funded programs. Clearly this is an issue of accountability to the funding bodies by the respective community groups and not a matter in which Council should become involved. The community groups need to resolve the issue between themselves. If agreement cannot be reached then a mediation process may be necessary.

In 1993, under a Heritage Assistance Program, extensions were carried out to the main building incorporating disabled toilets, laundry and a small office. The property is not listed as an item of Heritage significance in Council's Local Environmental Plan, however, representations have been made in that regard. Heritage considerations have been another ongoing issue for the management of the Bosworth Centre.

The current review has identified that there is now an opportunity for greater use of the Bosworth Centre by the addition of other community services programs. The property has an area of 1367 sqm and it is possible that other service organisations currently seeking operating space could be accommodated by the addition of appropriate buildings. This would enable a better use of the site as community facility and provide the opportunity for better management of the overall facilities.

It is felt that a new management structure should be established to provide better care, control and management of the site and the development of a long-term management plan to ensure better utilisation for community purposes. The current user groups would then be advised that Council has resumed the care, control and management of the Bosworth Centre followed by a public meeting for the establishment of a new management committee that would become incorporated following establishment. It is felt that a new management committee under a new structure would assist in providing better outcome for all the user groups and the community. In the interim any income derived from the use of the Centre would be placed in trust on behalf of the new management committee.

RECOMMENDATION:

It is recommended that:

1. Council resume the care, control and management of the Bosworth Centre at 23 Bosworth Street, Richmond.
2. A public meeting be held inviting interested persons and community groups to participate in the management of the Bosworth Centre.
3. A new management structure be developed for the Bosworth Centre with a long-term Management Plan, subject to the availability of the site for continued community use.
4. The management structure and possible extensions of services be reported to Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 44 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 25 March, 1997

Item: **44**