



general
purpose
committee

3
section

organisation
and
resources

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES

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ORGANISATION AND RESOURCES

Meeting Date: 30 September, 1997

Item: **10****ITEM: 10 Monthly Financial Report - August 1997****FILE NUMBER:** FO11/005 PT4/FNC/OGI30NAX.F03**REPORT:****A. Expenditure Warrant Number 2 of 1997/98**

Summary of Accounts Paid

Cheques 52704 - 53152	\$5,694,587.62
EFT Transactions 2675 - 2983	\$1,009,718.09
EFT Family Day Care Payments	\$35,317.90
Cancelled Cheques	(\$2,236.30)
Bank Charges	\$4,040.91

	\$6,741,428.22

B. Cash Book Reconciliation

Cash Book Balance as at 1 August 1997	(\$358,156.47)
<u>Add</u> Receipts for month of August	\$7,431,299.75

	\$7,073,143.28
<u>Less</u> Payments for month of August	(\$6,741,428.22)

Cash Book Balance as at 31 August 1997	\$331,715.06

C. Statement of Bank Balances

Bank Statement Balance as at 31 August 1997	\$297,268.09
<u>Less</u> Unpresented Cheques	(\$746,075.51)

	(\$448,807.42)
<u>Add</u> Outstanding Deposits	\$780,522.48

	\$331,715.06

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Item: **10****D. Investments as at 31 August 1997**

Investment Type	Opening Balance	Deposits	Withdrawals	Interest Paid	Balance 31-Aug-97
Term Deposits	\$3,550,000				\$3,550,000
On Call Funds	\$975,000	\$3,530,000	(\$100,000)		\$4,405,000
Funds Managers	\$17,380,854			\$73,771	\$17,454,625
TOTAL					\$25,409,625

E. Fund Manager Performance

Fund Manager	Performance Annualised for Period	Performance Annualised past 3 mths	Fund Performance past 12 months
Macquarie Treasury Plus	4.32%	7.17%	7.71%
CBA Prem. Cash Plus	6.17%	5.63%	6.56%
NMFM Cash Enhanced	6.05%	6.25%	6.72%
AMP Premium Treasury	4.81%	5.63%	6.76%
Fund Average	5.34%	6.17%	6.94%
SBCWA Bank Bill Index	5.06%	5.59%	6.36%

Responsible Accounting Officer

The summary warrant, is fully supported by vouchers and invoices which have been duly certified.

The detailed warrant is available upon request.

The Cash Book and Bank Statements have been reconciled as at 31 August, 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 31 August, 1997.

L M Weatherstone
Responsible Accounting Officer

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Item: **10**

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 10 Oooo

ORGANISATION AND RESOURCES

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Item: **11**

ITEM: 11 **Hawkesbury Life Education - Donation**

FILE NUMBER: GF008/001 Pt 15/CSV/OGI30NBX.C02

REPORT:

A request has been received from Hawkesbury Life Education for a donation towards the on-going costs associated with the presentation of a preventative drug program to infants and primary school children within the Hawkesbury and surrounding areas.

The program is presented through a mobile classroom. It is funded in part by the Drug and Alcohol Directive, however, this funding does not cover all expenses.

Last year Council assisted with a donation of \$1,000 (one thousand) which went towards the cost of the annual Audit and it is proposed that a similar donation be made this year. Funds for this donation are available within the current budget.

Council's name is displayed on the Mobile Classroom in recognition of its support.

RECOMMENDATION:

That a donation of \$1,000 (one thousand) be made to Hawkesbury Life Education towards the cost of the annual audit.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 11 Oooo

ITEM: 12 **Lease - 20 Fitzgerald Street, Windsor - Creative Arts Centre**

FILE NUMBER: P610/155 PT2/CSV/OGI30NBX.C01

REPORT:

Council at its meeting on 12 March, 1996, agreed to a proposal to establish a Creative Arts Centre within the Council owned building at 20 Fitzgerald Street, Windsor.

In adopting the report to establish such a use within the premises, it was noted that the building had remained vacant for in excess of twelve months despite extensive advertising and that it was generally in need of maintenance repair, particularly in relation to internal upgrading.

The terms of the lease which were reviewed by the Council at its meeting on 28 May, 1996, provided for the payment by the Hawkesbury Creative Arts Centre Incorporated of a weekly rental of \$105:00 effective from 1 July with Council assuming responsibility for outgoings with the exception of electricity charges and telephone charges which remain the responsibility of the Lessee. It was further resolved to review the arrangement after a period of twelve months.

By definition the Hawkesbury Creative Arts Centre Incorporated comprises a group of volunteers who are dedicated to fostering cultural and art/craft development within the Hawkesbury district. The Organisation relies heavily on honorary and voluntary assistance and it has been responsible for the general refurbishment of the building internally at no cost to Council.

Since occupation of the building the Organisation has been responsible for a number of general exhibitions including those specifically focussing on children/youth. Apart from specific exhibitions there is always artwork on display and an art craft shop operates within the Centre on the basis of merchandise being sold on consignment. Youth and adult art/craft classes are also conducted on site.

From a financial perspective, the group is non-profit based and, indeed, whilst audited statements are presently being prepared, the current bank balance is in the order of \$180:00 credit, it being noted that income is redirected on various maintenance and improvement items within the Centre.

Tenancy has been on an annual basis and the Organisation have now asked whether the Council would be prepared to consider an extended period of tenure and have nominated a period of five years. It is felt that the Group have played a significant part in the fostering of creative arts within the Hawkesbury district and their request for an extended security of tenure is supported on the basis that this will also enhance their opportunities of attracting external funding through various government funding programs and the corporate sector by way of sponsorship.

In supporting the five year arrangement it is felt that it is appropriate given all the circumstances to apply the current terms and conditions as previously outlined in this report on the basis that they be reviewed annually and that this arrangement rest on correspondence.

The Group have also asked whether the Council could support them in encouraging tourists to the area, particularly those arriving by tourist buses in visiting the Centre as this may increase their potential income ability. Council, as an Organisation, does not have any influence over the tourist bus market, however, it is felt appropriate for this matter to be referred to Tourism Hawkesbury for their attention.

RECOMMENDATION:

That:-

- Council agree to leasing the premises 20 Fitzgerald Street, Windsor, to the Hawkesbury Creative Arts Centre Incorporated for a period of five years on the basis of the initial weekly rental of \$105:00 applying with Council assuming responsibility for the outgoings with the exception of electricity and telephone charges which shall remain the responsibility of the Lessee.
- This arrangement rests on correspondence between Council and the Hawkesbury Creative Arts Centre Incorporated and be reviewed on an annual basis.
- The matter of tourism visitation be referred to Tourism Hawkesbury for attention.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 12 Oooo