



general
purpose
committee

3
section

organisation
and
resources

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Item: **24****ITEM: 24** **Monthly Financial Report - October 1998****FILE NUMBER:** FO11/005 PT04/FNC/OGK24NAX.F03**REPORT:****October 1998****A. Expenditure Warrant Number 4 of 1998/99**

Summary of Accounts Paid:

Cheque # 59845 - 60318	\$5,496,454.15
EFT # 7326 - 7686	\$1,182,430.84
EFT Other (FDC)	\$195,531.40
Cancelled Cheques	\$-793.85
Misc - Bank Charges, Dishonours etc.	\$15,564.37
	<u>\$6,889,186.91</u>

B. Cash Book Reconciliation - October 1998

Cash Book Balance as at 1 October 1998	\$-810,597.85
Add: Receipts for month of October	<u>\$7,329,779.96</u>
	\$6,519,182.11
Less: Payments for month of October	<u>\$-6,889,186.91</u>
Cash Book Balance as at 31 October 1998	<u>\$-370,004.80</u>

C. Statement of Bank Balances - October 1998

Bank Statement Balance as at 31 October 1998	\$-8,813.46
Less: Unpresented Cheques	<u>\$-222,659.65</u>
	\$-231,473.11
Add: Outstanding Deposits	\$65,969.16
Statement Credits not receipted	<u>\$-204,500.85</u>
	<u>\$-370,004.80</u>

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Item: **24****D. Investments - October 1998**

Investment Type	Balance 30-Sep-98	Deposits	Withdrawals	Interest Paid	Balance 31-Oct-98
Managed Funds	19,485,017.09	4,000,000.00	2,000,000.00	68,427.27	21,553,444.36
On Call Funds	5,850,000.00	150,000.00	3,100,000.00		2,900,000.00
Term Investments	950,000.00				950,000.00
TOTAL	26,285,017.09	4,150,000.00	5,100,000.00	68,427.27	25,403,444.36

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 October, 1998.

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 October, 1998.

Geoff Banting
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 24 Oooo

ITEM: 25 **Fruits of the Hawkesbury Arts Festival 1998****FILE NUMBER:** GC030/007 PT05/CSV/OGK24NBX.C01

REPORT:

The 'Fruits Of The Hawkesbury' arts and cultural festival has now been completed with a record number of activities and participants.

Events for 1998 included seven exhibitions, four workshops, two tours, a lecture and three performing arts events. Additional activities included under the Fruits of the Hawkesbury banner were the Hawkesbury Waratah Festival, Windsor Mall Craft Market activities and the Bilpin Flower Show.

Community groups which participated include: Patchworkers and Quilters of the Hawkesbury; Windsor Mall Markets; Hawkesbury Historical Society; Richmond Literary Institute; Macquarie Towns Folk Club; The Hawkesbury Choir; The Carmarthen Singers; Dwelling Place Inc & Henry Doubleday Research Association; Hawkesbury Creative Arts Centre; Friends Of Royal Blind Society; Friends Of The Hawkesbury Art Collection; Society For Growing Australian Plants; Hawkesbury Horticultural Society; Macquarie Towns Arts Society; UWS-Hawkesbury (Community Education); Hawkesbury Skills Inc; Friends Of UWS-Hawkesbury Library; The Women's Cottage; and Friends Of Hawkesbury Library.

The festival aims to showcase local talent and also to provide quality cultural experiences not normally available in the Hawkesbury. This year's festival featured the presentation of a professional theatre production, Two Weeks With The Queen, in association with the Railway Street Theatre Company based at the Q Theatre in Penrith.

Another innovation was the inclusion of Environmental Design, with a lecture on earth building techniques and a tour of alternative housing in the Hawkesbury.

Events specifically targeted at young people included the highly successful BLOOM art exhibition, which attracted publicity in the metropolitan media and has resulted in the formation of a Youth Arts Society; workshops in drum-making and drumming; and a travelling exhibition of masks made by young people of the Hawkesbury.

Incentives were also provided to encourage partnerships with commercial organisations, including co-sponsorship with the Hawkesbury Independent of a photographic exhibition by commercial photographer, Roger Hanlon; and assistance with the promotion of Roads To The North, an exhibition presented by the St Albans Gallery (proprietor Suzy Startin).

The festival helped to establish the Hawkesbury Creative Arts Centre as a venue for both commercial and community exhibitions, and also provided support to the Richmond School of Arts (host to two festival events).

Many hours of volunteer work were contributed by members of the community, and the success of the festival is largely thanks to them. The role of the Council through the Cultural Development Co-ordinator and the Cultural Committee is to co-ordinate their efforts; to assist with organisation and promotion; and to provide small grants to assist with various aspects of the events, like payment of entertainers/facilitators, hire of venues, prize money, advertising, printing and signage.

Fruits Of The Hawkesbury is now established as a highlight of the cultural calendar, and it is expected that it will continue for the foreseeable future. Fruits Of The Hawkesbury 1999 is already being planned, with a proposal for, among other activities, a coach tour to Bundanon, the estate of artist Arthur Boyd recently bequested to the nation.

Other cultural activities planned for 1999 include:

- Australia Day - January
- Festival Of Cultures, including a week of 'Understanding and Awareness' featuring Darug Aboriginal history - March
- Autumn Symphony to be held in McQuade Park, Windsor - early May

Continuing support is given to the Hawkesbury Cultural Committee, and to Friends Of The Hawkesbury Art Collection (FOHAC), on whose behalf an application for \$20,000 has been made to the Centenary Of Federation Community Grants program. The funding is sought for the establishment of an art tour (map and signage) based on research conducted by FOHAC members Brian Jones and Greg Hansell. This has the potential to develop into a valuable educational and cultural tourism product and would be a fitting way to celebrate a hundred years of cultural development in the Hawkesbury.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 25 Oooo

ITEM: 26**South Windsor Tennis Complex****FILE NUMBER:**

GC283/034 PT07/CSV/OGK24NBX.C02

REPORT:

The Lease between Council and Mr Ray Bray in respect of South Windsor Tennis Complex was terminated by mutual agreement earlier this year.

Subsequent to the termination of the Lease, there was little interest shown in the future management or leasing of the facility and as a result, direct approaches were made to Hawkesbury Sports Council, Hawkesbury District Tennis Association and Hawkesbury Leisure Centres Inc. to assume the management of the complex. The Tennis Association and Hawkesbury Sports Council have both confirmed no interest in managing the complex whilst Hawkesbury Leisure Centres Inc. have offered to assume the management of the complex on the basis of the following principle terms and conditions:

- the initial term being until 31 May, 2000 with a five (5) year option in accordance with Leisure Australia's Management Contract;
- no annual rental being applied for the initial two years, with parties to negotiate a rental at the end of this period;
- Leisure Australia being responsible for paying of all outgoings on the property including electricity, water rates and usage, garbage charges and telephone;
- Leisure Australia being responsible for the day to day management of the complex including the taking of bookings, marketing/promotion, setting up nets, opening/closing the complex;
- Leisure Australia being responsible for the upkeep of the grounds within the tennis court perimeter including the cleaning and sanding of the court surfaces and the amenities/facilities within the complex; and
- Council being responsible for structural maintenance on the amenities and facilities including court surface replacement, lighting and fencing.

It is considered that although the proposal submitted by Hawkesbury Leisure Centres Inc. is not as significant as the former arrangement with Mr Bray (who paid an annual rental of about \$3,300 (three thousand three hundred dollars) for the complex plus outgoings, clearly, there are many benefits and overall cost savings in leasing the facility to Leisure Australia due to the close proximity of the complex to the Hawkesbury Indoor Stadium, which they manage on Council's behalf. It is pointed out that the former Lessee of the complex continually reported difficulties in meeting the financial commitments for the complex which only includes four courts. Hawkesbury Leisure Centres would have the capability of managing the complex from their existing office facilities within the indoor stadium therefore rationalising costs in terms of staffing associated with the day to day management and maintenance of the complex.

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Costs associated with the operation of complex are estimated to be in the order of \$8,000 (eight thousand dollars) per annum, not including wages and salaries. Revenue from court hire averaged \$10,000 (ten thousand dollars) per annum between 1993 and 1997 and there is further revenue potential through coaching.

In view of the reasons outlined in this report including the lack of viable alternatives, the proposal submitted by Hawkesbury Leisure Centres is supported particularly in view of the purpose of their organisation which is to manage sporting and recreational facilities and their potential to market the complex jointly with the Indoor Stadium and Hawkesbury Oasis.

RECOMMENDATION:

That Hawkesbury Leisure Centres Incorporated be offered the leasing of South Windsor Tennis Complex, subject to the principle terms and conditions outlined in this report and that any necessary documentation be completed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 26 Oooo

ITEM: 27 Leasing of 128 Francis Street, Richmond**FILE NUMBER:** P613/1190 PT02/CSV/OGK24NBX.C07

REPORT:

As part of the financial consideration to allow the extension to Richmond Mall, the developer was required to provide \$120,000 (one hundred and twenty thousand dollars) in funding towards the restoration of 128 Francis Street, Richmond.

It is noted that the restoration works are expected to be completed by early December and following the marketing of the property on a for sale or leasing basis, the following leasing proposal was submitted by Hawkesbury Podiatry.

- A three (3) year by three (3) year lease be entered into, commencing 1 January, 1999.
- Commencing annual rental being \$290.00 (two hundred and ninety dollars) per week and reviewed annually to the consumer price index and to market at the end of the initial three year term.
- The lessees being responsible for all out-goings including Council rates, water rates and charges, electricity, building insurance and maintenance of air conditioning units.
- The Lessee is to have in place \$5 million (five million dollars) in public liability indemnity noting the interest of the Council as well as plate glass insurance and workers compensation coverage for their employees.

It is pointed out that the Lessee would be required to lodge a development application for the use of the premises as a surgery and they would also be responsible for any fit-out and legal expenses associated with the matter.

Hawkesbury Podiatry is an allied medical practice established fourteen years ago and the current practitioners Ellen and George Spyropoulos have operated the practice for the last ten years. Although there is parking on site for staff they have requested that one car space within the Richmond Mall car park be reserved for their clients as some are disabled or elderly. The car space requested, immediately adjoins the rear of the premises where the entrance to the cottage will be located.

Notwithstanding the leasing of the premises, it is considered that now is an opportune time to list the property for sale given the refurbishment and attractiveness of the property for a potential investor with a long term lease in place.

RECOMMENDATION:

That:

1. No. 128 Francis Street, Richmond be leased to Hawkesbury Podiatry in accordance with the above terms and conditions and the Seal of Council be affixed to any necessary documentation.
2. The premises be listed for sale with the lease.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 27 Oooo

ITEM: 28 **Hawkesbury Heritage Farm****FILE NUMBER:** GC283/107 PT07/CSV/OGK24NBX.C04

REPORT:

Hawkesbury Heritage Farm (formerly known as Australian Pioneer Village) is leased to Hawkesbury Heritage Farm Pty Ltd for a period of five (5) years commencing January 1997 with three five year option periods available under the Agreement.

It is noted that the Agreement provided for a rent free period for the initial two (2) years on the basis that the Lessee is to inject \$100,000 (one hundred thousand dollars) worth of improvements to the facility over the initial three years of the term. Subsequently, rental in the amount of \$15,600 (fifteen thousand six hundred dollars) per annum is due from 4 January, 1999, with the rent to be reviewed to the Consumer Price Index of Sydney on the third and fourth anniversaries of the lease and to market at the commencement of the option period i.e. after five years.

The Lessees Mr Chris and Mrs Belinda Wells have requested that consideration be given to deferring the application of any rental for the third year of operations i.e. for 1999. In their submission, the Lessees state that they initially indicated to the Council that they would need at least three years to turn around the farm and show some profit and they believe that this initial target should be achieved. They noted that they showed significant losses in the first twelve months of operations and expect to show a loss for 1998, however, numbers through the gate are continuing to grow as they discover new markets. The first twelve months of operation were mainly spent cleaning up the Farm to a stage of making it more presentable and marketable to the public. They note that they have spent well in excess of the \$100,000 earmarked over the first three year period on improvements including the following:

- relocation of the entrance from Buttsworth Lane to Rose Street, which they claim provides certainty to the visitors of what is in the park and a focus on Rose Cottage;
- new gardens have been created throughout the township and the entrance areas with a number of vegetable gardens throughout the park to provide a colonial feel;
- an orchard has been planted with some sixty mixed fruit trees;
- extensive fencing has been erected within the park including new security fencing on the south boundary to the river and internal fencing resulting in more paddocks for animals and giving the park a more farm-like appearance;
- the rear of the long carriage shed was enclosed with corrugated iron to shield the neighbours property;
- a new chicken enclosure has been constructed as well as a new baby animal nursery;

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- the church has been completely renovated with new stone path, gazebo, gardens, picket fence and painting internally and externally;
- new (partially built) buildings are the beginning of a new street, which were initially part of a film set which are considered significant enough to retain and finish off to provide extra buildings. The Lessees intend to complete these buildings over the next year with the aim to use them as a bunk-house style accommodation for overnight camps (subject to Council approval); and
- other improvements include a new train engine, improved lighting, drainage and irrigation, updated fire equipment, toilet fittings, kitchen improvements to Oxford Inn as well as general painting and repairs.

In total, the Lessees indicate that they have injected about \$160,000 (one hundred and sixty thousand dollars) in cash in addition to reinvesting the gate takings.

In terms of the future, their aim is now to focus on promotion and to increase visitation through the gates. Plans include improving the property with more gardens, constructing a timber floor in the Quilty Shed to provide an all weather function centre, complete with large indoor barbeque and finishing off the film set. They propose to re-fence the train with a more aesthetic fence and landscape the train yard into the park as well as replace the shearing shed's yards with a more traditional yard complex complete with race etc. Longer term plans include the installation of amenities facilities closer to the picnic areas.

In view of the expenditure to date on the facilities and proposed improvements, the request to have the 1999 rental of \$15,600 waived is supported, on the basis that the situation be reviewed again at the end of this period with improvements as outlined in this report completed. It is pointed out that the Lessees would still be responsible for outgoings on the property including Council rates which amount to approximately \$5,000 (five thousand dollars) per annum.

RECOMMENDATION:

That the 1999 rental of \$15,600 (fifteen thousand six hundred dollars), payable by Hawkesbury Heritage Farm Pty Ltd be waived subject to a review of the Agreement at the end of 1998/99 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 28 Oooo

ITEM: 29 Redevelopment of Properties Acquired in The Driftway**FILE NUMBER:** GC281/067 PT02/CSV/OGK24NBX.C05**REPORT:**

Councillors will be aware that offers were made in respect of nine (9) properties in the South Windsor Waste Depot precinct , with six properties being acquired, to date, negotiations continuing on a further two and no further action being taken in respect of 8 Reynolds Road.

Due to the provisions of the Just Terms Compensation Legislation, agreed purchase prices were over the market price due to disturbance, displacement costs etc.

It is noted that of the six properties acquired to date, five of them have dwellings erected on them with one other property, a five-acre lot being vacant. Currently four of the five properties are rented with values ranging from \$160 per week to \$280 per week. One of the cottages has been deemed unsuitable for tenancing and the vacant site is leased out for agistment at a rate of \$25 per week.

It is considered that as Council is likely to retain ownership of these properties for about ten years, we should endeavour to achieve the highest return practical on the properties, despite their location adjoining the Waste Depot. It is subsequently proposed to demolish the following properties and replace them with quality four bedroom project homes costing around \$100,000 complete with carpets, screens etc., and to erect a similar project home on the vacant five acre site, Lot 20 The Driftway. The properties proposed for demolition include:

- Lot 18 the Driftway- in a poor condition and rented at only \$160 per week;
- Lot 22 The Driftway - the property has a dwelling unsuitable for tenancing located on it;
- Lot 1, (No.2 Reynolds Road - Cottage currently rented for \$225 per week but may require extensive maintenance over the medium to long term.

Additionally, it is proposed to improve the amenity of all the properties by undertaking landscaping works, including providing mounds to the front of the properties to minimise views of the Waste Depot itself. In all, it is expected that the cost of improvements would be in the order of \$375,000 - \$400,000 with it being noted that \$10,000 has already been spent on improvements to some of the existing properties.

Advice was sought from Consultant Valuers and Property Investment advisors K D Wood & Associates and they recommend Council proceed with the project as financial gains are evident in relation to each site as well as contributing to the capital growth of the area.

Subsequently, it is recommended that the project be carried out on a two-stage basis, with the properties, i.e. Lot 20 and Lot 22 The Driftway, which show an increase yield on income of 16.64 and 16.64% respectively, being Stage 1 of the Project. It is noted that these sites are the vacant five-acre site and the site which a cottage is erected thereon but deemed unsuitable for tenancy.

As Lot 18 The Driftway and Lot 1 Reynolds Road are currently tenanted, it is suggested that they be part of Stage 2 of the Project which could proceed in the year 2000 or later. Stage 1 of the project is expected to cost in the order of \$200,000 and tenders will need to be invited for the works and subsequently reported to Council for determination. Stage 2 should be reported at an appropriate time depending on market conditions or if the condition of the premises deteriorates significantly.

It is considered that this project will achieve increased returns on properties Council is likely to own for many years and at the same time reduce maintenance costs on the existing properties over the same period and realise capital growth benefiting all properties in this precinct.

RECOMMENDATION:

That:

1. Stage 1 of the proposed redevelopment of properties acquired in The Driftway and Reynolds Road, South Windsor be initiated with tenders called for the works as outlined in this report.
2. Stage 2 of the project be supported in principle at this stage with the proposal to be reported back to Council for determination at an appropriate time.
3. Funding be provided from the Internal Loan within the Waste Management Reserve with rental revenue to off-set debt servicing costs associated with the original purchase of the properties.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 29 Oooo

ITEM: 30 **Richmond Lawn Cemetery****FILE NUMBER:** GC283/118 PT03/CSV/OGK24NBX.C08

REPORT:

Last year Council resolved to invite Expressions of Interest for the Leasing/Management of Richmond Lawn Cemetery and for the building of a crematorium/funeral home on the site. Also, the Minister for Land and Water Conservation was requested to extend the Crown Reserve notification for the site to allow the development of a crematorium/funeral home on the site in addition to the core use of a cemetery. It being noted that this procedure is still in train.

Subsequently Expressions of Interest were invited with three submissions received. Interviews have been held with each of the three respondents and a summary of each submission is as follows. It is noted that one of the respondents, Service Corporation International, have now advised that they wish to withdraw their submission.

O'Brien Family Funerals

O'Brien Family Funerals are currently located at Richmond and propose the following:

- Stage 1 to include construction of a crematorium and Chapel plus a housed cremator;
- construction of a funeral home consisting of offices, showrooms, garages, mortuary and residence;
- in Stage 2 they propose the upgrading of the cemetery including landscaping;
- a vault section is to be erected which features single and double crypts and capability for the holding of ashes within the gardens and proposed niche walls;
- fencing of the cemetery and main gates to be provided for security.

The submission is for an unspecified lease period and a rental of 6% of gross income is to be applied.

Liverpool Presbyterian Cemetery Trust

Liverpool Presbyterian Cemetery Trust was appointed by the Minister for Land and Water Conservation to manage a portion of the Liverpool General Cemetery and it is understood that the Department would allow them to manage other cemetery facilities. They are currently responsible for the management and development of those portions of Liverpool General Cemetery representing the Presbyterian, Methodist and Uniting Churches and they also provide burial services for the entire cemetery. The Trust has five members who are currently paid a stipend based upon out-of-pocket home office expenses, travelling and meeting attendances and they also employ a staff of five.

If successful, the Trust proposes to commission a site development plan and business strategy for both their Liverpool and Richmond sites with key priorities being the establishment of a crematorium and Chapel complex at Richmond and an associated Chapel and receiving room at Liverpool. The Trust is a community based non-profit organisation and are seeking a 30 year lease with an option for a further 30 years, with rental for the first 2 years of \$10,400 per annum. After 2 years, or at the commencement of operating the crematorium, it is proposed that Council receive an agreed negotiated percentage of annual net profit from the crematorium and burial site sales. All other profit will be invested in accordance with criteria developed by the State Government for the continuing care and maintenance of both the portion of Liverpool General Cemetery and Richmond Lawn Cemetery.

Service Corporation International

As noted, Service Corporation International have now withdrawn their submission, however, for comparative purposes an outline of their proposal is as follows.

Service Corporation International Australia is a fully owned subsidiary of Service Corporation International, the World's largest provider of funeral, cemetery and crematorium services. As at December 1997, SCI owned 3,127 funeral locations, 392 cemeteries and 166 crematoriums, operating in 17 countries. The Australian arm of the company operates 135 funeral homes, 6 cemeteries and 11 crematoria, employing over 1,200 people at locations including Pine Grove Cemetery and Crematorium at Eastern Creek, Castlebrook Cemetery and Crematorium at Rouse Hill, Forest Lawn Cemetery, Rookwood Crematorium and Northern Suburbs Crematorium.

SCIA proposed a 3 stage development:

- Stage 1 encompasses a maintenance upgrade of the cemetery grounds including the introduction of new memorial options similar to that offered in other SCIA facilities;
- Stage 2 involves the construction of a Chapel and administration office; and
- Stage 3 includes the construction of a fully operational crematorium and funeral home facility.

They noted that the development would be staged so as to protect the viability of the project and they emphasised that the 3 stages would be completed within 10 years of reaching an agreement with Council. The development was estimated to cost \$1.7 million and accordingly they requested a 50 year lease with an option for a further 50 years. It is noted that SCIA did not propose to offer any rental for the Richmond facility, however, they proposed to establish a Perpetual Care Fund for the Council for the future maintenance of the Cemetery, with up to 10% of all revenues received being allocated to this fund.

The interviewing panel were in agreement that should the Cemetery be leased out, the Liverpool Presbyterian Cemetery Trust would be the preferred lessee on the basis of the following. It being noted that Service Corporation International was still an option at that time.

- the Trust is an organisation with all the experience required and knowledge of Legislation associated with the operation of a cemetery, crematorium and funeral home;
- the Trust has adequate resources to manage the Richmond facility in conjunction with their operations at Liverpool without giving a lesser priority than a larger organisation may;
- similar to Liverpool General Cemetery, Richmond Cemetery is a Crown Reserve, with Council being the Trustee. Subsequently, the Trust meets the criteria of the Department of Land and Water Conservation through their appointment at Liverpool and has an understanding and willingness to work with the Crown;
- based on recent year revenues, the commencing annual rental of \$10,400, provides the best return;
- the submission from O'Brien Family Funerals lacks detail and the panel was of the view that the company, although experienced as a funeral home service provider, have no experience with day-to-day management of a lawn cemetery or crematorium;
- Service Corporation International offered the most all-round experience, however, they did not offer a rental return and it was considered that Richmond may have been a much lesser priority than some of the other facilities they currently manage and this is reflected by the fact that facilities such as a crematorium were not proposed to be established for at least 5 years at Richmond.

Notwithstanding the submissions received, the proposal to privatise the operation of Richmond Lawn Cemetery was initially raised at a time when the facility continually operated at a loss on operations. The Cemetery is making a profit on operations, with a profit of \$15,572 estimated for 1998. This follows losses of \$23,626 and \$23,715 for 1996 and 1997 respectively. It is considered that the change in profitability has occurred as a result of more burials in 1998 and there can be no certainty whether this trend will continue given that this is the only year in which the Cemetery has made a profit in the last decade. Notwithstanding the profitability shown over the last 12 months, it is recommend that the Cemetery be privatised for the following reasons:-

- profitability will vary from year to year on the basis of the number of deaths;
- there is considerable time and cost for this organisation in managing the facility including organising of burials, arranging digging of graves, general enquiries, maintaining the register, ensuring the facility meets legislation and the day to day maintenance of a facility to the levels required by the community for a cemetery;
- the site is under-developed and would require significant capital injections if the Council was to provide facilities such as a crematorium;
- private operators would have the capability of investing in improved facilities on the site including the proposed crematorium and funeral home, security fencing, and enhanced landscaping and driveways/car park, etc.;

- the development of facilities at Richmond as proposed, would provide a service to the Hawkesbury community, with families currently having to go out of the area for cremations, and in many cases for burials;
- the operation of a cemetery is not a core function of a Local Government Authority and it is contended that a private operator having greater expertise and professionalism in this area as well as a developed network, would be able to provide a more superior and cost effective service to the community;
- it is considered that a private operator would also have the capability through their networks to extend the revenue potential of the facility.

It is pointed out that any Lease Agreement in respect of Richmond Cemetery would require the consent of the Minister for Land and Water Conservation and the Minister may require additional special conditions in the Lease.

RECOMMENDATION:

That Council enter into a Leasing Agreement with Liverpool Presbyterian Cemetery Trust in respect of Richmond Lawn Cemetery subject to the following principle terms and conditions:

1. Lease period being 25 (twenty five) years with an option to renew for a further 25 (twenty five) years.
2. Rental for the first 2 (two) years to be \$10,400 (ten thousand, four hundred dollars) per annum with rental to be re-negotiated after this period at the commencement of operating the crematorium. However, any negotiated rental must not fall below the initial level.
3. The Trust to carry \$10 million (ten million dollars) public liability insurance indemnifying the interests of Council.
4. The Trust being responsible for any out-goings in respect of the site including land rates and taxes, water rates and charges etc.
5. The Trust obtaining development consent for the proposed improvements i.e. construction of a crematorium, chapel and funeral home.

Further, that application be made to the Minister for Land and Water Conservation to lease the site to the Trust and all relevant documents be completed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 30 Oooo

ITEM: 31 **Extinguishment and Creation of Easement - 42 Golden Valley Drive, Glossodia**

FILE NUMBER: P708/1190 PT02/CSV/OGK24NBX.C09

REPORT:

A drainage easement 3.05 wide traverses 42 Golden Valley Drive, Glossodia, being Lot 293 in Deposited Plan 214757. However, drainage pipes have been subsequently laid in a more appropriate position taking into account the land fall and boundaries of the property.

As such the existing easement is not required and may be extinguished with a new easement created in the correct position.

The owners of the property, Mr and Mrs Verstegen have agreed to the extinguishment of the existing easement and acquisition of the new easement on the basis of Council being responsible for all survey and legal costs and nil compensation being payable to them by Council.

RECOMMENDATION:

That:

1. The existing easement for drainage 3.05 wide in Lot 293 in Deposited Plan 214757 be extinguished.
2. A new easement for drainage variable width be acquired on the basis of Nil compensation being payable to the owners Mr and Mrs Verstegen or any subsequent owners. Council to be responsible for all reasonable survey and legal costs.
3. All necessary documents be completed under the Common Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 31 Oooo

ITEM: 32 **Acquisition of Park Crown Reserve 52492 for Road Purposes - Singleton Road, Wilberforce**

FILE NUMBER: GC281/074/CSV/OGK24NBX.C10

REPORT:

Council's property at 36-38 Stewart's Lane, Wilberforce being Lots 1 and 2 in Deposited Plan 803452 is the site for the proposed Three Towns Sewerage Treatment Plant.

Access to the site is currently available from Stewart's Lane, however, it has been identified that additional access shall be required via Singleton Road (Putty Road), for construction purposes.

It is proposed to create by transfer and acquisition, a road running from Singleton Road to the boundary of Lot 2 in Deposited Plan 803452.

There is currently a Crown Road running from Singleton Road along the boundary of Crown Reserve 62424 which is currently a Truck Rest-a-While. It is proposed to transfer this section of Crown Road to Council.

Between that section of Crown Road and the proposed sewerage treatment site is Crown Reserve 52492. The Department of Land and Water Conservation have advised that they have no objection in principle to Council acquiring a strip of land through the reserve for road purposes under the Land Acquisition (Just Terms) Compensation Act. Upon the successful acquisition of the land for road purposes, the transfer of the existing Crown road will be initiated. Please see the attached location plan.

RECOMMENDATION:

That:

1. Council acquire by Compulsory process that part of Crown Reserve 52492 at Singleton Road, Wilberforce, as required for Road purposes.
2. Application be made to the Minister for Local Government for approval to proceed with the acquisition, in accordance with the Land Acquisition (Just Terms) Compensation Act, and for the consent of the Governor to publish an acquisition notice.
3. Upon acquisition the land be dedicated as "Public Road".
4. Upon acquisition of the land, Council accept the transfer of the existing Crown road to it's control, and be responsible for all future maintenance of such.
5. All necessary documents be executed under the Seal of Council.

ORGANISATION AND RESOURCES

Meeting Date: 24 November, 1998

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ATTACHMENTS:

AT-1 Locality Plan

ORGANISATION AND RESOURCES

Meeting Date: 24 November, 1998

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oooO END OF ITEM 32 Oooo