



general
purpose
committee

3
section

organisation
and
resources

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Item: **112****ITEM: 112** **Monthly Financial Report****FILE NUMBER:** GF011/005/FNC/OGK27NAX.F08**REPORT:****October 2001**

Summarised below, are particulars of both the income received and the expenditure incurred by Council for the month of October 2001. This information is reconciled between the cashbook and the bank statement balance as at the end of October 2001. All expenditure is fully supported by vouchers and invoices which have been duly certified.

A. Cash Book Reconciliation - October 2001

Cash Book Balance as at 1 October 2001		(\$1,097,970.66)
Add: Receipts for month of October		<u>\$6,408,290.96</u>
		\$5,310,320.30
Less: Payments for month of October		
Cheque # 76434 - 76908	\$1,736,055.12	
EFT # 19697 - 20083	\$2,553,523.02	
Family Day Care Payments	\$49,258.85	
RTGS (Investment) Transactions	\$1,000,000.00	
Cancelled Cheques	(\$11,085.22)	
Miscellaneous (Bank Charges, Dishonours etc)	<u>\$20,156.23</u>	<u>\$5,347,908.00</u>
Cash Book Balance as at end of October 2001		(\$37,587.70)

Commentary

The cash book balance reflects the cashflow for the month. Essentially it is a summary of all of the receipts issued and the payments made for the month.

Expenditure for the month typically consists of payments to contractors, employee salaries, purchase of stores and materials and lease/loan repayments.

RTGS transactions reflect the investments that were made during the month of October as rate revenue was received.

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B. Statement of Bank Balances - October 2001

Bank Statement Balance as at end of October 2001		\$551,710.05
Less: Unpresented Cheques		(\$828,628.58)
		<u>(\$276,918.53)</u>
Add: Outstanding Deposits	\$241,150.93	
Statement Credits not Receipted	<u>(\$1,820.10)</u>	<u>\$239,330.83</u>
Equals balance as per cashbook		(\$37,587.70)

Commentary

The bank account balance may vary significantly from the cashbook balance. The difference is made up of unpresented cheques, outstanding deposits and bank deposits not receipted, as indicated in the above reconciliation.

Unpresented cheques are cheques which have been drawn but have not yet been presented for payment by the payee. Outstanding deposits are monies which have been receipted at the council but have not yet been banked. Statement credits not receipted, are funds which have been directly deposited to Council's bank account which have not been receipted as at the end of the month.

Cash management procedures are in place that ensure adequate funds are available to meet daily expenditure obligations. Any surplus funds from receipts are invested so as to maximise interest earnings. Active cash management minimises the risk of Council's bank account going into an overdraft situation.

C. Investments - October 2001

The Local Government (Financial Management) Regulation requires that each month, details of all money that has been invested under section 625 of the Local Government Act, 1993 be reported to a meeting of Council.

The following table outlines the investment portfolio held by Council as at the end of October 2001. All investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

Investment Type	Balance Brought Forward	Deposits	Withdrawals	Interest Paid	Balance End of Month
Managed Funds	\$29,408,814.09			\$110,209.78	\$29,519,023.87
On Call Funds	\$2,960,000.00		(\$1,650,000.00)		\$1,310,000.00
Term Investments	\$3,070,000.00	\$1,000,000.00	(\$1,000,000.00)		\$3,070,000.00
TOTAL	\$35,438,814.09	\$1,000,000.00	(\$2,650,000.00)	\$110,209.78	\$33,899,023.87

Commentary

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The Reserve Bank cut interest rates by 0.25% on 3 October, reducing the official cash rate to 4.50%. Another interest rate cut was expected by the markets immediately after the Federal Election, however this did not occur. It is now expected that the Reserve Bank will lower interest rates by a further 0.25% to 0.50% when it meets in early December.

Geoff Banting
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

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ITEM: 113 **Graduate Recruitment Program**

FILE NUMBER: GU001/005/GMA/OGK27NAX.G05

REPORT:

There are often problems in recruiting professional staff. This is for a number of reasons that include the availability of a seen career path that the private and some other government areas pay more and in some areas the industry's image.

There was recently a meeting with staff of some of the larger Sydney Councils, with a view to establish a Local Government Graduate Program. The Local Government industry offers career prospects covering a number of areas including the environment, business, human relations, engineering, project management, policy development and many others.

The objectives of a program would be that Local Government offers an attractive career option for graduates and this would be done by strong promotion, quality selection process, guaranteed processes for Local Government and general career training and strong mentoring and individual case management to increase retention, along with a development and training program.

The benefits to participating Councils would be that both collectively and individually they would share in the benefits of what is part of a new era for Local Government. No longer would Local Government be thought of as the "poor cousin", compared with other career options. Instead it would be elevated alongside other, more traditional, career options as a preferred career choice.

At this stage, the management organisation Chandler and McLeod, has been involved in the discussions.

There are a number of matters to be discussed further including how the graduates are recruited, on what basis does rotation between Councils occur and how would this work.

Subject to successful discussions, it would be intended to commence recruitment towards the middle of 2002. For Hawkesbury to be involved in establishing the program and being part of a Memorandum of Understanding, costs are in the order of \$5,000.00 (five thousand dollars). This would easily be off-set if the program was successful by current recruitment costs.

At this stage, the Council's approval in principle to further involvement in the program is sought, with the final details reported prior to any final commitment.

RECOMMENDATION:

In principle support be given to the proposed graduate recruitment program.

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ATTACHMENTS:

There are no supporting documents for this report.

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Item: **114****ITEM: 114 Payment of External Organisations**

FILE NUMBER: GC210/014 PT3, GC155/001 PT3, GM001/021 PT14,
GT070/018//OGK27NAX.C01

REPORT:

Set out below are the summarised financials as at 30 September 2001, for the external organisations Council has resolved to allocate funds for economic development service delivery and projects for 2001/2002.

Organisations (Unaudited Result)	Operating Income	Operating Expenses	Surplus (Deficit)
Hawkesbury Sports Council Inc.	\$147,873.42	\$81,699.11	\$66,174.31
Hawkesbury City Chamber of Commerce	\$20,600.00	\$13,743.97	\$6,856.03
Tourism Hawkesbury Inc.	\$67,907.45	\$69,416.52	(\$1,509.07)
Hawkesbury Harvest Inc.	\$7,650.00	\$4,358.91	\$3,291.09
Hawkesbury Economic Development Advisory Committee	\$6,500.00	\$14,249.00	(\$7,749.00)
Tourist Railway Association Kurrajong	\$5,000.00	NIL	\$5,000.00
Great River Walk Project	\$15,000.00	NIL	\$15,000.00

Hawkesbury Sports Council Incorporated (HSCI)

HSCI has reported an operating surplus for the period ending 30 September 2001 of \$66,174.31.

HSCI continues to maintain, manage and improve Council's sporting facilities including mowing, cleaning and repairs, security as well as collecting fees from users of the facilities. Council's funding allocation for 2001/2002 to HSCI is \$672,000.00 which includes \$200,000.00 for Capital expenses.

Projects underway or completed by HSCI include:

- Colbee Park Baseball back nets
- Upgrade Woodlands Park amenities
- Awnings at Bensons Soccer Field, Bensons Baseball Field and Tamplin Field
- Bensons Lane Grandstand enclosed to provide storage for maintenance equipment
- Installation of bench seating at Bensons Lane Softball and Cricket Grounds, Bounty Reserve, Turnbull Tennis and Netball Courts, Turnbull Soccer Field and Vineyard Park
- Shade trees planted at Bensons Lane Cricket Ground
- Colbee Park shade shelter upgraded

- Electrical systems upgraded at several grounds
- Icelly Park tables and seats repaired and repainted and irrigation systems upgraded

In addition, HSCI has received a Business Activity Statement (BAS) audit by the Australian Taxation Office (ATO), with the results showing all the correct accounting procedures are being adhered to.

As 2001 is the “Year of the Volunteer”, certificates have been presented by HSCI to a number of volunteers who continue to provide an important service to the community.

Hawkesbury City Chamber of Commerce Inc. (HCCCI)

HCCCI has reported an operating surplus for the period ending 30 September 2001 of \$6,856.03. Council’s funding allocation for 2001/2002 is \$80,000.00

A summary of HCCCI actions incorporating the Mainstreet Program for the period include:

- Commenced implementation of the Banner Strategy in conjunction with HCC and Tourism Hawkesbury
- Commenced the establishment of three new Mainstreet Committees (Windsor, North Richmond, South Windsor) and assisting with the formation and administration of these groups
- Assisted ATO BAS Officers with supplying information and assistance to local business
- Continued communications with retailers on mainstreets
- Participated in the promotion and development of the Fruits of the Hawkesbury Festival
- Informed Councillors and other stakeholders of progress of Mainstreet Committees
- Participated in Carnivale Parade
- Attended HEAT (Hawkesbury Events Action Team) meetings at HCC
- Distributed flyers on mainstreets for various promotions for HCC and other stakeholders
- Attended two Safety Committee Meetings
- Participated in the HEDAC marketing of the Hawkesbury for the Business Investment Workshop
- Participated with retailers in support of “Crazy Day”
- Distributed Richmond Park Policy to all premises around the Park
- Produced regular Monthly Mainstreet column in Hawkesbury Gazette titled “United Voice”
- Continued discussions with key stakeholders to ensure the Mainstreet Program remains viable.

Tourism Hawkesbury Inc.

Tourism Hawkesbury Inc (THI) has reported an operating deficit for the period ending 30 September 2001 of \$1,509.07. Council’s funding allocation for 2001/2002 is \$154,000.00 (GST exclusive).

Operations of THI for the September quarter have been extremely encouraging. The staffing structure changes at the Visitors Information Centre introduced last year have allowed for greater levels of professionalism within the office and more ability to service the information requests from Hawkesbury City visitors, residents, students and public bodies.

THI's Chairperson and Manager have continued to represent THI and the Hawkesbury region on various committees including Hawkesbury Harvest, HEDAC and NPWS Greater Blue Mountains Wilderness Interpretative Centre steering committee. THI was also represented on stands at the Hawkesbury Wine & Food Affair and Canberra Tourism Trade Show both of which generated additional tourism potential for the Hawkesbury.

Council funding for the 2001 year has been allocated directly against the running costs of the Visitors Information Centre. September financial results show that the Information Centre Overheads were \$47,377 against which the Council Grant for the period of \$38,500 were allocated. The shortfall of \$8,877 represents a direct contribution from THI member funds towards the running of the centre.

The Hawkesbury Community Web and in particular the THI site on the community web have been continually upgraded and are enjoying increasing levels of access.

Hawkesbury Harvest Inc. (HHI)

Hawkesbury Harvest Inc has reported an operating surplus for the period ending 30 September 2001 of \$3,291.09 with Council's funding allocation for 2001/2002 being \$30,600.00. In addition to this allocation, Council has also approved additional funding of \$8,745.00 to cover the shortfall expected in the production of seasonal maps, one glossy publication and one Farm Gate Trail Directory and \$3,000 to conduct workshops to explore the potential for growing native foods on small acreages. The additional allocation was approved by Council at its meeting of 31 July 2001. To date no claim has been received by Council from HHI for the payment of the additional funding.

During the quarter under review, the Spring Farm Gate Trail Map was finalised for distribution, which commenced in early October and an administration assistant commenced employment on a casual basis during September. Also during September, a further extension of the WEB Site took place.

The project director has continued her regular segment as "Weekly Farm Gate Tip" on ABC's 2BL as part of the Weekend Programme at 8.50am on Saturday mornings, which is proving very popular.

Hawkesbury Economic Development Advisory Committee (HEDAC)

Hawkesbury Economic Development Advisory Committee (HEDAC) has reported an operating deficit for the period ending 30 September 2001 of \$7,749.00 with Council's funding allocation for 2001/2002 being \$26,000.00.

The deficit is largely a result of the sponsorship payment of \$6,000.00 to the Hawkesbury Business Enterprise Centre, being due and payable in the first quarter and sponsorship of the Hawkesbury Business Awards. Also, HEDAC held a Workshop focused on developing a strategy for the marketing of the

Hawkesbury for business investment. Key stakeholders including Hawkesbury Harvest, Tourism Hawkesbury, UWS - Hawkesbury and the Chamber of Commerce participated in the Workshop, with the outcomes to be implemented over the next twelve months.

Tourist Railway Association Kurrajong (TRAK)

Tourist Railway Association Kurrajong (TRAK) has received Council funding for economic development purposes for 2001/2002 of \$5,000.00 and to date, no expenditure has been incurred from the allocation. The funding has been provided on a dollar for dollar basis to engage a consultant to address the planning, environmental, effluent disposal, engineering and private property access issues associated with the proposed North Richmond to Kurrajong Village Tourist Railway Project. Further, subject to positive outcomes from the investigation, Council has resolved to consider allocating additional funds towards completion of the business plan and feasibility study, as well as an independent financial analysis of the project. The provision of support in kind through allowing access to any Council property along the route and the provision of resources to the project, will also be considered.

Great River Walk Project

Great River Walk Project (GRWP) has advised that no expenditure has occurred to 30 September 2001 from Council's funding allocation of \$15,000.00, as the funds were received in late September.

However, a number of milestones have been achieved to date and are as follows:

- Appointment of Great River Walk Development Manager
- Appointment of a part time administration assistant through Mission Employment Penrith
- Meetings with Penrith City Council and Hawkesbury City Council staff
- Inspection of route and Work for Dole projects in Penrith to Windsor section of walk
- Compilation of contact lists
- Mission Employment and Penrith Lakes Development corporation finish outfitting office for the Great River Walk
- Website designed by Bernie's Web Designs as in-kind donation ie. www.greatriverwalk.asn.au (currently under construction)
- Subcommittees for Hawkesbury area appointed to meet bi-monthly
- Route identification - it was discussed at the last subcommittee meeting that there be four theme loop walks in the Windsor-Richmond area: ie. Historical, Agricultural, Indigenous and Environmental.
- Regional Tourism Grant application submitted for signage for Bents Basin to Windsor section of Walk
- Newsletter mailed out - this will be a quarterly publication and will also be posted on the website.
- Three quotes received from fundraising companies. Decision to be made in November at Board Meeting.
- Meeting with University of Western Sydney Management - full support of project gained.

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- Planning for send-off from Penrith and welcome to Richmond and Windsor of Sydney Bushwalkers who are walking the Penrith to Windsor section of the Walk on weekend of November 17/18.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 114 Oooo

ITEM: 115 **Support for Writers of Local History**

FILE NUMBER: GR030/051 PT2/CSV/OGK27NAX.C02

REPORT:

From time to time, Council receives requests for assistance with the publishing of local histories, usually in the form of family histories or biographies.

Book publishing is not a core activity of Council and the market for publications of this kind is limited. However, it is desirable to show support for those engaged in researching and writing Hawkesbury history and advances in desktop publishing suggest that Council could assist via the following guidelines.

Hawkesbury City Council Local Studies - Guidelines for Publications

Hawkesbury City Council will publish papers relevant to the history and development of the area. Works of a high standard up to 20,000 words will be considered.

- Authors are invited to submit an outline and sample chapter which will be considered by a staff committee consisting of the Manager Policy and Corporate Communications, Manager Hawkesbury City Library Service, Local History Librarian and Community Arts and Events Co-ordinator.
- If the standard of work is acceptable, Council will desktop publish from the applicant's disk and supply to the applicant, at cost, a thermal bound book with cardboard cover for \$8.00 per book. A plain stapled book without thermal binding can be published for \$6.50 per book.
- A number of copies as determined by the Manager, Hawkesbury City Library Service, will be purchased for the library/local studies collection.
- If the work is not of an acceptable standard, advice will be offered on copyright, research and writing for publication, including referencing, footnoting etc.
- If there is sufficient interest, this information may be presented as a workshop, including availability of grants from State, Commonwealth and other sources.
- The decision to publish or not to publish will be final.
- Council shall control the technical details of the publication.
- The publication shall bear the logo of Hawkesbury City Council

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- The author of any paper accepted for publication shall be required to sign a statement indemnifying Council against breach of copyright.
- Copyright of publications shall belong to the author.
- Council will not be responsible for the sale or distribution of books so published.

Given the expected limited demand for this service, and with publishing being provided on a cost recovery basis, funding could be provided from within the current cultural budget.

RECOMMENDATION:

That:

1. The Local Studies - Guidelines for Publications be adopted as a matter of policy.
2. Funding be provided from within the current cultural budget.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 115 Oooo

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Item: **116**

ITEM: 116 **Sister City Exchange Donations**

FILE NUMBER: GP092/004/CSV/OGK27NBX.C03

PREVIOUS ITEM: 10, GPC Section 3 - Organisation & Resources (30.01.2001)

REPORT:

Council resolved on 13 February 2001 that:

"A review be undertaken regarding the total amount given each financial year for student exchanges to both Hawkesbury Sister Cities of Tamba, Japan and Temple City, USA."

In previous years a donation of \$500.00 (five hundred dollars) was given to 6 (six) students on the exchange program to go to Tamba, Japan. Last (2000/2001) financial year, the donation of \$500.00 (five hundred dollars) was also given to each of the 6 (six) students going on the first Temple City, USA exchange.

A recent request has been received from Hawkesbury Sister City Association in regards to financial assistance of \$500.00 (five hundred dollars) each for the 6 (six) students involved in the December 2001 Sister City Exchange with Temple City in Temple City, United States of America. These students are Vanessa Marks, Cindy Belcastro, Lauren Duff, Belinda Reid, Nicole McCubben and Amy Edwards.

RECOMMENDATION:

That:

1. As a Committee of the Whole, \$500.00 (five hundred dollars) be given to each of the 6 (six) students on the December 2001 exchange program with Temple City, United States of America.
2. Both Tamba, Japan and Temple City, USA student exchange programs be financially supported per year. 6 (six) students from each exchange program be given \$500.00 (five hundred dollars). Amount totalling \$6,000.00 (six thousand dollars).

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 116 Oooo

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ITEM: 117

Proposed Sub Licence - Shop 2, Wilberforce Shopping Centre

FILE NUMBER:

GC283/017/CSV/OGK27NBX.C04

REPORT:

The lessees of Shop 2, Wilberforce Shopping Centre, Mr and Mrs Munro have requested Council's consent to a sub licence between them and the St George Bank for the installation of an Automatic Teller Machine in the front window of the premises.

It is considered that the ATM will provide a necessary additional service to the local residents and patrons of the shopping centre.

The Bank will provide necessary additional security for the ATM such as bollards and a back to base alarm, with the money to be collected and replaced by Chubb security.

Council will be required to enter into a Deed of Consent with the bank.

RECOMMENDATION:

That:

1. Council consent to the sub licence between Mr and Mrs Munro and the St George Bank for the installation of an Automatic Teller Machine in the window of Shop 2, Wilberforce Shopping Centre.
2. All documents be executed under the Common Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 117 Oooo

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Item: **118****ITEM: 118** **Hawkesbury Social Plan - Community Needs Report 2001/2002 Update****FILE NUMBER:** GC130/036/CSV/OGK27NCX.C06**PREVIOUS ITEM:** 29, Ordinary (13.03.2001)**REPORT:**

At its Ordinary meeting held on 13 March 2001, Council resolved to receive the *Community Needs Report 2001-2002*. The Community Needs Report summarised the outcomes of the consultation process undertaken as part of an annual community planning cycle initiated under the Hawkesbury Social Plan. The Report identified 45 (forty five) recommendations for projects, programs and works to improve and maintain community well-being.

The adoption of the *2001-2002 Community Needs Report* has provided Council staff with the mandate to work together with community organisations to implement the 45 recommendations contained in the Report. The following table summarises progress to date:

Target Group: Children

	Recommendation	Current Status (as at 1.11.2001)
1	Council to advocate (and seek funding) to address social disadvantages faced by families with children living in Caravan Parks.	Council Staff participate on Caravan Park Working Party. No proposals have been developed as yet for funding initiatives.
2	Council to advocate and financially support Child Protection Week initiatives and forums.	\$5,000 allocated for Child Protection Week. Council staff participated in Child Protection Week activities.
3	Maintain Council representation and support for the work of the Child Protection Interest Group.	Community Services Co-ordinator nominated as Council's representative on CPIG.
4	Council to install air-conditioning in child care centres located in Council facilities (priority list to be determined).	Council funds allocated and government funding secured to install air-conditioning in child care centres at Bligh Park, Windsor, McGraths's Hill & Glossodia in 2001/2002.
5	Council to install nappy-change facilities in Council owned community centres and halls.	Nappy change facilities installed at Yarramundi. Provision for combined baby care room/toilet to be included in design brief for proposed centre at South Windsor and extensions to Nth Richmond Community Centre.
6	Council to investigate possibility of installing shade protection structures in Council owned playgrounds.	To be investigated. Capital Assistance Grant has been applied for to install shade protection structure at oasis swim centre, South Windsor.

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	Recommendation	Current Status (as at 1.11.2001)
7	Council to investigate feasibility of constructing children's playground suitable for 0 to 3 year olds.	No action to date.

Target Group: Young People

	Recommendation	Current Status (as at 1.11.2001)
8	Market and promote transport options available to young people.	Not completed. Transport options currently being developed - will be marketed when finalised.
9	Support and maintain involvement of Youth Advisory Committee in operation of Youth Transport Project.	Youth Transport Advisory Committee has been re-established. Provision has been made for participation of YAC.
10	Investigate innovative and flexible responses to transport needs of young people (review operation of youth transport services).	Youth Transport Project has been reviewed. A number of flexible and innovative transport responses have been identified - currently being investigated and developed.
11	Improve and expand cycleways.	\$100,000 allocated in 2001/2002 works program for cycleways across the City.
12	Undertake research & survey young people (in conjunction with Youth Advisory Committee) to identify what young people want.	Not completed. To be undertaken in first half of 2002.
13	Promote existing services and facilities (e.g., through publication of resources directory, installation of youth notice board).	Updated Youth Services Directory has been published. Feasibility of installing Youth Notice Board in Richmond Pk is being investigated. Scheduled for completion in 2002.
14	In conjunction with Youth Advisory Committee, identify options for providing 'youth friendly' spaces within community facilities.	Council staff currently working with community committee on design of youth facility for Nth Richmond. Funds have been allocated for this building.
15	Develop youth consultation policy to ensure views of young people are incorporated in the planning and provision of services & facilities.	Not completed.
16	Support the establishment of business enterprises that employ young people.	Recommendation has been referred to the Hawkesbury Economic Development Advisory Committee.

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Item: **118****Target Group: Older People**

	Recommendation	Current Status (as at 1.11.2001)
17	Investigate possibility of providing shopping trip for the well-aged using Council Access-Bus (expand availability & affordability of Access Bus).	Service is currently being developed by Hawkesbury Community Transport Service. To be implemented in November 2001.
18	Installation of signage on March Street warning drivers of aged care facility (Hawkesbury Village).	Signs have been upgraded and installed.
19	Identify strategies to assist senior residents to access Councillors to raise issues and make representations.	No action to date.
20	Investigate feasibility of establishing a regular service for pensioners for disposal of large household items. Issue smaller recycle bins to older residents (residing in units).	Discussion with Manager Environment & Waste has been initiated. Proposal for a subsidised disposal service is being investigated
21	Improve pedestrian access in and out of Windsor Country Village, Vineyard.	No action to date.
22	Provision of benches in designated public spaces to provide rest spots for senior residents.	Priority list has been developed in consultation with Seniors Advisory Committee. Matter has been reported to Council. Funding options to implement program are being investigated.
23	Repair footpath in March Street, Richmond (between Chapel & East Market St.).	Maintenance work has been carried out.
24	Advocate for installation of post-box at Western end of Richmond CBD.	No action to date.
25	Improve pedestrian safety in March St, Richmond by regular pruning of street trees overhanging footpath.	Maintenance work has been carried out.

Target Group: People born Overseas

	Recommendation	Current Status (as at 1.11.2001)
26	In conjunction with Hawkesbury Migrant Interagency, conduct a promotional campaign targeting persons from non-English speaking Backgrounds to increase their access and use of library services.	Library Manager to attend HMI meeting in December to discuss requirements and options.

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	Recommendation	Current Status (as at 1.11.2001)
27	Expand community languages collection. (Allocate a proportion of library resources budget for purchase of items in community languages).	Library Manager to attend HMI meeting in December to discuss requirements and options. Proposal to improve marketing of existing community languages service have been considered.
28	Organise an open day (or similar event) for residents from non-English speaking backgrounds to increase their understanding of Council services and functions.	Manager Policy & Corporate Communications and Public Relations Officer attended October meeting of HMI to discuss options. Commitment given to arrange suitable event.
29	Include information (reverse side of Council letterhead) in community languages on how residents can access interpreter services.	Manager Policy & Corporate Communications and Public Relations Officer attended October meeting of HMI to discuss options. Commitment given to implement appropriate strategy.

Target Group: Indigenous Australians

	Recommendation	Current Status (as at 1.11.2001)
30	Council to adopt the relevant recommendations outlined in the ' <i>Aboriginal and Torres Strait Islander Employment: Guidelines for Local Government in the Daruk Region</i> '.	Report is being considered. In principle agreement from Council to seek funding under Elsa Dixon Aboriginal Employment Program for temporary employment of indigenous person in trainee capacity.
31	Hawkesbury City Council to support and resource NAIDOC Week Celebrations.	ATSI Community Access Worker involved in development of NAIDOC Week Celebrations. Funds allocated to support celebrations.
32	Hawkesbury City Council to support and resource 'Koori Kids Day Activities'.	Funds have been allocated to support this initiative.
33	Council to support and resource the functions of the Hawkesbury Aboriginal Community Support Group & the 'DA MURRYTOOLA ' Aboriginal Education Consultative Committee.	ATSI Community Access Worker has been delegated as Council's representative on these committees. Where required resources to be allocated to support work of committees.
34	Council to support and resource Aboriginal Health Initiatives (in conjunction with Hawkesbury District Health Service Ltd.)	ATSI Community Access Worker has been delegated by Council to implement this initiative.
35	Council (in conjunction with community groups) to liaise with Aboriginal Medical Service regarding the provision of dental services to Hawkesbury residents.	ATSI Community Access Worker has been delegated by Council to implement this initiative.
36	Council to fund and support community transport for cultural events (NAIDOC Week, 'Koori Kids Day 'Activities.	Where required, provision has been made to provide subsidised community transport services for these events.

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Item: **118****Target Group: Women**

	Recommendation	Current Status (as at 1.11.2001)
37	Support the development of a Women and Children's Crisis Accommodation Services in the Hawkesbury LGA to cater for the needs of women and children escaping domestic violence.	No action to date. Options to progress this recommendations to be identified by Hawkesbury Housing Forum. Council is committed to implementing options as recommended by Forum.

Target Group: People with Disabilities

	Recommendation	Current Status (as at 1.11.2001)
38	Improve accessibility of disabled toilets (priority list to be established).	List of recommended works has been received from DAC. Currently investigating feasibility for funding of works in 2001/02.
39	Improved policing of advertising signs on footpaths (where signs are impeding pedestrian access and safety).	Recommendation referred to Manager Environment & Waste. Advertising signs to be policed.
40	Install hearing loop (and other equipment) in Council facilities to enable hearing impaired persons (and other persons with disabilities) to access Council services and facilities.	Plan for required facilities has been developed. Will be implemented in 2001/2002.
41	Support and resource the development of a community web site to improve access to information.	\$3,000 Equity & Access Seeding Grant allocated to support this initiative.
42	Specific provisions to be included in Council's Development Control Plan to promote an accessible built environment in the Hawkesbury.	Submission prepared in conjunction with DAC. Matter reported to Council. Proposal to incorporate chapter on access & mobility has been endorsed by Council.
43	Improve accessibility of intersection of East Market & Windsor Streets, Richmond by upgrading existing access ramps.	Required works have been included in 2002/2003 works program (\$85,000).

Target Group: Other (Disadvantaged) Groups

	Recommendation	Current Status (as at 1.11.2001)
44	Council develop an Affordable Housing Policy and investigate funding opportunities to support Affordable Housing projects in the Hawkesbury LGA.	Submission for Affordable Rental Housing Project has been lodged.

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	Recommendation	Current Status (as at 1.11.2001)
45	Council to support the staging of anti-homophobia events.	Financial and 'in kind' resources to be made available as required.

To date 32 of the 45 recommendations contained in the *Community Needs Report 2001-2002* have been achieved or have been substantially implemented.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 118 Oooo

ITEM: 119 **Community Development and Support Expenditure Scheme (CDSE) - Update**

FILE NUMBER: GC130/039/CSV/OGK27NCX.C07

PREVIOUS ITEM: 328, Ordinary (12.12.2000)

REPORT:

As previously reported to Council, the Community Development and Support Expenditure Scheme (CDSE) was established by the NSW Government to encourage registered clubs with annual gaming machine revenue exceeding \$1 million to apply a percentage of this revenue to support community development projects.

The Gazetted guidelines for the CDSE Scheme recommended the establishment of a CDSE Local Committee (in each local government area) to facilitate the implementation of the scheme at a local level.

At its Ordinary Meeting on 12 December 2000, Council endorsed the establishment of a CDSE Local Committee and directed Council staff to co-ordinate this process. A CDSE Local Committee was subsequently established with representation drawn from the Richmond Club Ltd., the Windsor District RSL Club Ltd., the Hawkesbury Panthers Sporting Club Ltd, the Windsor Leagues Club, the Department of Community Services and two community representatives. The Committee was chaired by the Mayor Clr. (Dr) Rex Stubbs.

The Committee has met on an ongoing basis throughout 2001. The Committee formalised a Committee Charter, Committee rules and procedures, and an agreed process and criteria for assessing CDSE applications (based on local priorities drawn from Council's Social Plan).

In June 2001, applications were called for from interested community organisations for CDSE funding. A total of 76 (seventy six) applications were received seeking funding of almost \$1 million. Following the assessment of these applications a priority list of recommended applications were submitted to the Boards of the participating registered clubs who approved the allocation of \$30,000.00 (thirty thousand dollars) for 6 (six) local projects. On 25 October 2001 a presentation was held to hand over funds to the following groups:

1. Navua Community Group - \$3,000.00 (three thousand dollars) for disabled access picnic table and handrails.
2. Hawkesbury District Health Service - \$5,000.00 (five thousand dollars) for a Young Parents Program.
3. Hawkesbury Area Womens & Kids Collective Inc. - \$7,691.00 (seven thousand six hundred and ninety one dollars) for a women survivors of child sexual abuse program.

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4. Hawkesbury Skills Inc. - \$3,215.00 (three thousand two hundred and fifteen dollars) for a composting toilet for the 'Dig It' project.
5. LINC'S Volunteer Scheme - \$3,472.00 (three thousand four hundred and seventy two dollars) for a volunteer training program.
6. The Hayshed Youth Accommodation Service Inc. - \$10,000.00 (ten thousand dollars) contribution to replacement of existing mini-bus.

The amount of funding distributed in 2000/2001 was less than anticipated as participating clubs were required to meet commitments made prior to the establishment of the CDSE Local Committee. However, given the success and positive evaluation of the funding process by the CDSE Local Committee, Committee members are confident that the future of the CDSE scheme in the Hawkesbury has been assured. The experience to date suggest that an excellent level of co-operation has been established and that the likely pool of funds to be allocated in future years will increase.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 119 Oooo