



general
purpose
committee

3
section

organisation
and
resources

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Item: **19****ITEM: 19 Monthly Financial Report - February 2002****FILE NUMBER:** GF011/005//OGC26NAX.F10**REPORT:****February 2002**

Summarised below, are particulars of both the income received and the expenditure incurred by Council for the month of February 2002. This information is reconciled between the cashbook and the bank statement balance as at the end of February 2002. All expenditure is fully supported by vouchers and invoices which have been duly certified.

A. Cash Book (General Ledger) Reconciliation - February 2002**Cash Book (General Ledger) Reconciliation - February 2002**

Opening Balance as at 1 February 2002	\$400,796.13
Add Receipts for the Month	\$13,797,435.99
Less Payments for the Month	(\$13,979,280.44)
Closing Balance as at end of February 2002	<u>\$218,951.68</u>

B. Bank Statement Balance - February 2002**Bank Statement Balance - February 2002**

Statement Balance as at end of February 2002	\$558,818.75
Less Unpresented Cheques	(\$891,566.10)
Add Outstanding Deposits	\$383,493.06
	<u>\$50,745.71</u>
Adjustment: Statement entries not yet posted to General Ledger	<u>\$168,205.97</u>
Equals balance as per Cash Book	<u>\$218,951.68</u>

Commentary

The above reconciliations reflect the cashflow for February 2002. Essentially they are a summary of all of the receipts issued and the payments made during February 2002.

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

The bank account balance may vary significantly from the cashbook balance. The difference is made up of unpresented cheques, outstanding deposits and bank statement entries that have not yet been recorded in the general ledger.

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 entries not yet posted to the General Ledger are mainly 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 - February 2002

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 February 2002. 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	\$29,849,693.62		(\$3,000,000.00)	\$82,429.54	\$26,932,123.16
On Call Funds	\$860,000.00	\$5,100,000.00	(\$1,600,000.00)		\$4,360,000.00
Term Investments	\$3,070,000.00				\$3,070,000.00
TOTAL	\$33,779,693.62	\$5,100,000.00	(\$4,600,000.00)	\$82,429.54	\$34,362,123.16

Commentary

The official cash interest rate has remained unchanged by the Reserve Bank and still stands at 4.25%. Financial Institutions are hinting at the chance of an increase in interest rates in either April or May.

Geoff Banting
Responsible Accounting Officer

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RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

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ITEM: 20 **Planning Workshop - Outcomes and Actions****FILE NUMBER:** GA030/014 Pt6/GMA/OGC26NAX.G01

REPORT:

The following are the outcomes and proposed actions from Council's recent Planning Workshop:

Land off Greenway Crescent, Windsor. It was agreed that this parcel of land has very limited community use, with discussions indicating that a freehold sale, with restrictions as to use for future development in order to protect townscape, was a realistic option. At this stage it is proposed to offer to lease the land to St Matthews Church with a condition requiring acceptable maintenance standards, and if this is not acceptable that the matter be revisited with a view to the lands freehold sale.

Hollands Paddock proposed commercial development. The need was identified to ensure any proposal is integrated into the current town and its residential/retail/administrative/tourism activities. Actions determined are to undertake a traffic study of the town, expected to require approximately \$40,000 (forty thousand dollars); look to a partly developer funded, heritage development control plan and to keep communicating with the community to ensure that their position is taken into account. It was determined that Council was willing to provide a commercial/retail approval with conditions following a traffic study.

Donations Policy. It was determined to maintain current adopted policy.

Heritage. There is a need to look at the broad picture of heritage and to determine direction and priorities. Council is to prepare its draft priorities and submit these to the Heritage Committee for comment, and to look at increased funding of approximately \$20,000 (twenty thousand dollars) for heritage matters in the forthcoming budget, specifically to consider heritage development control plans.

Hawkesbury-Nepean River System - Statement of Joint Intent. Council staff are to prepare a report on key issues and funding implications for Council by August 2002. Council will consider a special environmental levy for the 2002/2003 budget.

Future planning. There was discussion about the need to communicate the issues of the rural urban interface and to be clear about the Council's intent regarding support for agriculture and, in doing so, to reduce the uncertainty about future land use and, specifically, not to support sub-division outside the provisions of the Local Environmental Plan.

It was agreed that there is a need to provide for consistency in decision making and encourage rural area tourism.

Agreed actions are that community consultative meetings are to be held over the sustainable agricultural development strategy to ensure there is no expectation of sub-division outside the provisions of the Local Environmental Plan. Council staff are to prepare a report about privately owned and operated sewerage systems.

Homelessness and associated issues. Actions are to include continued discussions with State Government agencies regarding funding and services; staff are to prepare a report about a policy for homelessness and mental health; Council will encourage a study on the broader basis of the issue of homelessness; staff are to provide a list of services available; Council would like to take an active role in coordinating other agencies and the whole of community response, and to investigate what is being undertaken in other areas of local government.

Cycleways. It was agreed that Council consider increased commitment to cycleways by providing an additional \$50,000 (fifty thousand dollars) in the forthcoming budget and to ensure that bicycle facilities are included in decision making in development matters, such as shopping centres and Council car parks.

Sewerage and stormwater. A special levy is to be considered for stormwater improvement in the forthcoming budget and a report is to be provided to Council by May 2002 on alternatives to the septic systems where these are continuing to break down.

Roads. The four year program was endorsed and a commitment made to a continued review of the program.

Mainstreet. It was agreed that consideration be given to establishing a theme for Mainstreet infrastructure (seats, signs, shelters, rubbish bins). Discussions are to take place with key stakeholders with regard to creating a design brief for integration into a Development Control Plan. A report to be prepared on provision of amenity facilities in North Richmond and Windsor.

Playground equipment. It is noted that the current equipment is continuing to deteriorate and that the replacement cost for items removed and not replaced at this stage is in the order of \$630,000 (six hundred and thirty thousand dollars). There is a need to consider establishing a regional facility. A report is to be provided that looks to rationalising equipment to increase funding by \$200,000 (two hundred thousand dollars) to upgrade the current standard and reduce liability of playground facilities, and to seek grant funding for the regional facility.

Bush regeneration. Agreed actions are to consider an additional staff member in the forthcoming budget to assist with the Bushcare Program and volunteers, and to seek further funding from the Department of Land and Water Conservation.

Relationships, roles and decision making. Council is to hold a team meeting as part of a briefing night, and the General Manager and Director of Environment are to review development applications each week to flag contentious policy issues for members. It was agreed that Council's Ordinary Meeting time will be changed to commence at 7.00pm. The voting board at meetings is to have votes displayed for a longer period of time and additional projectional facilities in the Council Chambers to be considered in the forthcoming budget.

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Assets for potential disposal. The following are considered suitable for disposal: Parts of the former Hawkesbury Hospital site; land adjoining Richmond pool; land at Rifle Range Road; land at Stewarts Lane formerly acquired for a sewerage treatment plant; Toxana; and the former library in Fitzgerald Street. Council is to receive a report on lands owned in North Bligh Park and Half Moon Farm.

Economic development. The four centres of activity are: the RAAF Base, tourism, commercial centres and agriculture. A business plan is to be prepared for longer term investments/return to Council, and a report for Council to consider funding to external bodies for the forthcoming budget. Submissions from external organisations are due by the 23 April 2002. It was agreed that funding be maintained in the order of \$290,000 to \$300,000 (two hundred and ninety to three hundred thousand dollars).

Local Environmental Plans. A list of outstanding Local Environmental Plans is to be provided for Council's consideration by May 2002.

RECOMMENDATION:

That the outcomes of the Planning Workshop be adopted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 20 Oooo

ITEM: 21 Community Donations Program Round 2**FILE NUMBER:** GF008/001/CSV/OGC26NBX.C02

REPORT:

As part of the new Donations Policy that came into effect on 1 July 2001 the Community Donations Program has two funding rounds. The second funding round for the financial year closed on Tuesday 12 March, 2002 Residents were reminded of the due date through advertisements in the local paper and were notified of this date when initial letters went out in August of last year.

A total of 10 applications were received requesting a total of \$35,151.10. (Thirty five thousand, one hundred and fifty one dollars and ten cents). These applications are detailed below.

Hawkesbury Early Childhood Advisory Service requests \$5,000.00 (five thousand dollars) to develop and print brochures, flyers and cards, postage and advertising for the Early Childhood Intervention Service. The aim of the service is to provide educational support services to families of young children 0- 5 concerned about their child's development.

The project has grown over the past 12 (twelve) months to deliver additional services to families of children with developmental delay or disability. They now provide Special Education Support to children in homes and at their childcare centre as well as having an Early Childhood Intervention playgroup at the Centre each Friday.

The Service is funded by DOCS (Department of Community Services) and DADHC (Department of Aging, Disability and Homecare). The service has recently located to the old Stimulus building in Stewart Street, South Windsor. This centre has Council support to be promoted as a one-stop shop for children with disabilities.

North Richmond Community Bank Steering Committee applied for \$1,000.00 (one thousand dollars) to support the fund of \$1,000.00 (one thousand dollars) already generated to finance the costs of setting up a community owned company, to establish a Community Bank. The request is specifically for the cost of registering the company and mail out costs for a community share prospectus at a total cost of approx. \$2,000.00 (two thousand dollars).

This bank will provide financial resources for the community living on the north of the Hawkesbury River. The prospectus would assist in attracting more capital. Of 6,400 (six thousand, four hundred) mailed surveys, approx 1,000 (one thousand) replied showing there is considerable interest in the project.

Life Education NSW applied for \$5,000.00 (five thousand dollars) to assist in the provision of Life Education NSW Drug Education Programs to approximately 10,000 (ten thousand) students in the Hawkesbury area. The funding will be used in salaries, providing worksheets, mobile classroom towing, insurance and maintenance. Council has previously sponsored what was the Hawkesbury Branch of this

organisation to the value of \$1,000.00 (one thousand dollars) for the last few years for the purposes of their financial audit. The majority of previously stand-alone representative branches of this organisation including Hawkesbury have now been incorporated into the main NSW body.

The Drug Education program includes safe and unsafe living, making positive health choices, discussing everyday drugs and the potential for misuse, dealing with harassment, smoking dangers and alcohol misuse.

\$1.6 million partial funding is provided by NSW Health Department for the year which is approximately 28% of the total funds needed. Donations have been received from a number of clubs and other councils. Life Education NSW also applied in Community Donations Round 1.

1st North Richmond Scout Group- Scout Association of Australia requests \$5,000.00 (five thousand dollars) for five (5) scout venturers between 14- 18 (fourteen- eighteen) years of age to attend as part of the Australian contingent, the 20th World Jamboree in Sattahip, Thailand. The young people who have applied: Lachlan Rogers, Phillipa Rogers, Candice Garrett, Bindi Hatcher and Thomas Cunningham. All have to raise \$3,690.00 (three thousand, six hundred and ninety dollars) each to attend the Jamboree.

Kurrajong/North Richmond Rotary Club Inc. applied for \$2,000.00 (two thousand dollars) to support the third annual "Schools Talent Quest". This inter-schools competition for primary and secondary schools provides a talent actor presentation under various headings from drama to individual song and dance. Every school in the Hawkesbury is invited. In 2001 there were 16 (sixteen) separate categories with prizes of \$250.00 (two hundred and fifty dollars) each. The prizes are awarded to the students' school.

The event will be held at Hawkesbury High School on 15th June 2002. With the support Council gives to the Hawkesbury City Eisteddfod, the Hawkesbury Music/Dance Festival (alternating), Voice of Youth Competition and directly supporting schools through various programs already, a donation of \$100.00 (one hundred dollars) was given to the Schools Talent Quest last financial year.

MacDonald Valley Association applied for \$2,500.00 (two thousand, five hundred dollars) for the research, development, production and distribution of a monograph "Norton Bridge"- The Bridge at St Albans to be released in June 2003 to coincide with celebrations for the centenary of the official opening of the Bridge.

The monograph (a writing on a particular subject) involving research and collection of relevant material relating to the history of the bridge and the area, is two thirds completed on a voluntary basis by Ms Diana Wood. Stage two requires funding to ensure the monograph will be an attractive production, well laid out and professional.

The Association believes this project will attempt to address the issue of gaps and inconsistencies about the history of the MacDonald Valley. This composite truss bridge is of importance to the history of civil engineering in Australia. The monograph will be sold in the local community and as part of the celebrations next year.

AFS Exchange Student Programs - Hawkesbury Chapter has applied for between \$50.00 (fifty dollars) and \$9,910.00 (nine thousand, nine hundred and ten dollars) for the purpose of starting a scholarship fund which will only be available to Hawkesbury AFS students. This fund would enable students with financial disadvantages to travel overseas on exchange. The objective of the project is to promote world peace and to break down barriers between different cultures by sending students to experience other countries. The organisation currently has no support through other sponsorship despite a major fundraising drive to 100 (one hundred) businesses in November 2001. The application does not give information about how many students would use the fund, how each student would be assessed or how much would be provided to each student.

Macquarie Towns Orchestra Inc. applied for \$3,000.00 (three thousand dollars) to enable to pay a professional director (\$2,000.00, two thousand dollars) and to purchase more music (\$1,000.00, one thousand dollars). This organisation provides the means for amateur musicians to play in an orchestra leading to public performances on a regular basis for the benefit of the Hawkesbury community. The group believe that the employment of a professional director (who has already been appointed) to work for the group will lift the standard of the players and therefore increase its attractiveness to prospective audiences.

Council supported the Orchestra by donating the fee of the hire of Windsor Function Centre for their annual Concert at the end of the 2001 to the value of approx. \$435.00 (four hundred and thirty five dollars) the group was also supported through Fruits of the Hawkesbury Festival 2001 and is provided with free weekly rehearsal space in the “Dungeon” under the Windsor Function Centre.

Friends of the Hawkesbury Art Collection Inc (FOHAC) applied for \$241.10 (two hundred and forty one dollars and ten cents) for additions to reference library resources. FOHAC has been acquiring a collection of art reference books/journals for the future art gallery reference library which is currently housed at the storeroom at the Creative Art Centre.

The organisation wish to complement the collection with the purchase of seventeen (17) back issues of “Australian Art Collector” before they become rare and therefore more expensive in the book market. It is proposed that this library collection will be housed at the administration offices of the City Art Gallery when functioning and thus provide a useful and “on the spot” resource for the curatorial staff on the gallery management team.

Windsor Lions Club applied for up to \$1,500.00 (one thousand, five hundred dollars) for the fundraising efforts to support Greg Skipper, a tennis wheelchair athlete in various competitions. The Club is fundraising to support costs of travel, tournaments, equipment, sport membership and training. Under the minor assistance scheme Greg has received directly \$100.00 (one hundred dollars) for his sporting endeavours.

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Item: **21****Summary of Donation Requests Recommendations For Approval**

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Hawkesbury Early Childhood Advisory Service	Develop and print brochures, flyers, postage and advertising for the new additional services offered at the centre	\$5,000.00	\$1,000.00	A local group who has moved to a new location and is providing new services to a targeted area of the Hawkesbury population. Recommendation to support with part funding for brochures and promotional materials and not funds for ongoing administrational support.
North Richmond Community Bank Steering Committee	Assist in costs associated with registering company and brochures/ Prospectuses to attract more capital	\$1,000.00	\$500.00	A worthwhile community project, which encourages the community to be involved in something that will directly benefit a large portion of the area. Sponsorship recommended for the prospectus mailout as promotion.
Life Education NSW	Administration support of ongoing fees for this organisations programs	\$5,000.00	\$500.00	An important organisation providing services in the Hawkesbury, but an ongoing project which has funding from other sources. No longer a separate Hawkesbury organisation.
Kurrajong/ North Richmond Rotary Club	Support the third annual Schools Talent Quest	\$2,000.00	\$250.00	Sponsorship of one prize.

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Item: **21****Applications Recommended for Alternative Funding Sources**

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
MacDonald Valley Association	Research, development, production and distribution of a monograph for the Norton Bridge at St Albans	\$2,500.00	\$1,000.00 from 2002/2003 donations budget	Important project for that community. In line with Council's publishing policy, Council can publish the booklet at cost; recommend \$1,000.00 from 2002/2003 budget as donation towards these costs.
1st North Richmond Scout Group	Scout Venturers to attend international Jamboree in Thailand	\$5,000.00	\$500.00 from the Sister City (council functions) budget	Using the guidelines of the minor assistance program, \$100.00 to each individual going overseas. The objectives of this request are not the focus of the Community Donations Program and are better suited to the Sister City budget which is focused on international exchange.
Macquarie Towns Orchestra	Pay professional director and buy more music	\$3,000.00	\$500.00 from Cultural Grants Program	For the purpose of purchasing music and not the professional fees of the musical director. More appropriate from Cultural Grants budget.
AFS Exchange Student Program	Scholarship Fund	\$50.00 up to \$9,910.00	Nil from Donations budget at this time	With little information given on administration of the fund, it would be more appropriate to sponsor each child on an as needs basis, using similar criteria as the Minor Assistance Program.

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Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Friends of the Hawkesbury Art Collection	Reference Library Resources	\$241.10	Nil from Donations budget	Council has already financially supported FOHAC this financial year including provision of stationary, printing, venue hire and Fruits of the Hawkesbury Funding. Council has committed extensive funds to arts infrastructure (i.e. art gallery) which is a priority at this time.
Windsor Lions Club	Fundraising for Greg Skipper, disabled tennis athlete	Up to \$1,500.00	Nil from Donations budget	Athlete already supported under minor assistance program.

It should be noted that from a total budgetary allocation of \$40,086.00, (forty thousand and eighty six dollars) the three donation programs of general/community, minor assistance and schools donation funds, allocations of \$37,530.00 (thirty seven thousand, five hundred and thirty dollars) have been committed towards donations, including \$9,914.00 (nine thousand, nine hundred and fourteen dollars) from Community Donations Round 1 2001/2002 funding.

A balance of \$2,556.00 (two thousand, five hundred and fifty six dollars) remains of which it is recommended \$2,250.00 (two thousand, two hundred and fifty dollars) be spent on Round 2 funding 2001/2002 and the balance will be required to cover minor assistance requests for the remainder of the financial year.

RECOMMENDATION:

That:

1. A total of \$2,250.00 (two thousand two hundred and fifty dollars) as detailed in the report for Hawkesbury Early Childhood Advisory Service, North Richmond Community Bank Steering Committee, Life Education NSW and Kurrajong/North Richmond Rotary Club, be allocated as donations under the Community Donations Program Round 2 2001/2002.
2. \$1,000.00 (one thousand dollars) from 2002/2003 donations budget be allocated for in-kind support through printing for the MacDonald Valley Association.
3. \$500.00 (five hundred dollars) as detailed in the report for 1st North Richmond Scout Group be allocated as donations and taken from Sister City Council functions budget.

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4. \$500.00 (five hundred dollars) as detailed in the report for Macquarie Towns Orchestra be allocated as a cultural grant and taken from that appropriate budget.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 21 Oooo

ITEM: 22 **Community Cultural Grants****FILE NUMBER:** GO21/218, GF008/001/CSV/OGC26NBX.C07

REPORT:

The following applications were received under the Cultural Grants program for the round closing 12 March 2002:

1. Kurrajong Small Business and Community Forum

\$5,000 support has been requested for a scheme similar to that currently running in Richmond Park rotunda by which local performers (with an emphasis on young musicians) are provided with an opportunity to play at public venues, including the CWA Hall and outdoor venues such as the Courtyard and Memorial Park. It is anticipated that entertainment would be provided once per calendar month, free to all. The expected benefits include encouraging young performers, adding to the atmosphere in Kurrajong Village and providing an attraction for visitors. The funds applied for include \$3,000 for a PA system, \$1,000 for artist's fees and \$1,000 for promotion.

2. Hawkesbury Jazz Club

\$5,000 has been requested in support of the third annual Hawkesbury Jazz Festival, a free community event that promotes jazz as a performing art. The event is a showcase for talent drawn from the Outer Western Sydney area, including a number of young performers from Hawkesbury City. The two previous festivals have shown a high degree of musicianship, strong community support and excellent organisation, as well as fostering long-term cultural development in the form of the Hawkesbury Jazz Club. The amount applied for represents less than 50% of the total budget of \$11,000, with the balance to be achieved by commercial sponsorship and contribution by the applicant of \$1,200.

3. Hawkesbury – Blue Mountains Residential String and Wind Workshop

\$500 has been requested by the organiser of the above event, which was held in the Blue Mountains LGA until 2001, when it was relocated to Grace Lodge, Yarramundi. This application does not address a number of issues, including insurance and production costs, and is not submitted on behalf of an incorporated association. Attempts to find more information have been unsuccessful. However, it is understood that some Hawkesbury young people attend the workshop and derive benefit from it, and it is recommended that those young people apply for assistance under the Minor Assistance Program.

4. Hawkesbury Waratah Festival

\$1,000 has been requested for the display and promotion of the local waratah growing industry, including the sale/display of waratah blooms and information on the protection of waratahs in the wild. It is suggested that Hawkesbury residents will benefit from the promotion of an important growth industry,

enabling them to purchase high quality local/seasonal produce whilst ensuring the continued protection of the state's floral emblem in the wild. The application represents less than 50% of the total budget, with the balance coming from commercial sponsorship, flower show entry fees and commission on sale of blooms.

5. Macquarie Towns Orchestra Inc (redirected from the Community Donations Program)

\$3,000 has been requested to enable the orchestra to pay a professional music director (\$2,000) and for the purchase of music (\$1,000). It is suggested that this is a minimal fee for the calibre of the person involved – John Buckley, musical director of the RAAF band.

6. 1st Glossodia Scout Group

\$1,350 has been requested for the painting of murals on the exterior walls of the Glossodia Cub and Scout halls. The project is to be undertaken by Year 11 Visual Arts students from Hawkesbury High School. The applicant hopes to improve the visual amenity of the area, raise awareness of Scouting, and provide school students with an opportunity to participate in the community. The applicant hopes to contribute \$500 to the project and a donation of 6 x 4-litre cans of paint have been donated by BBC Hardware, North Richmond.

7. Community Quilting Project

A separate application has been received from the Country Women's Association, Windsor Branch, for a donation of \$250.00 towards the cost of use of their rooms by the Community Quilting Project. This worthwhile project involves volunteers making quilts which are donated to hospitals and nursing homes.

Funding of \$4,000 is available for distribution under this round of the Cultural Grants Program.

RECOMMENDATION:

That:

1. \$1,000 (one thousand dollars) each be allocated to the Kurrajong Small Business and Community Forum towards costs for musical presentations; to the Hawkesbury Waratah Festival towards promotional costs; and to the Macquarie Towns Orchestra for the employment of a professional music director.
2. \$750 (seven hundred and fifty dollars) be allocated to the 1st Glossodia Scout Group towards costs of the production of a mural.
3. \$250 (two hundred and fifty dollars) be allocated to the Community Quilting Project for room hire costs.
4. \$5,000 (five thousand dollars) be allocated to the Hawkesbury Jazz Club to support the third Hawkesbury Jazz Festival from the 2002-2003 Cultural Grants program.

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5. Hawkesbury residents wishing to attend the Residential Strings and Wind workshop be advised to apply for sponsorship, and be considered for funding, under the Minor Assistance Program.

ATTACHMENTS:

There are no supporting documents for this report.

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ITEM: 23 **Hawkesbury Seniors' Week 2002**

FILE NUMBER: GC100/004/CSV/OGC26NCX.C05

PREVIOUS ITEM: 29, Ordinary (13.03.2001)

REPORT:

Seniors Week in the Hawkesbury was held between 9 and 16 March, a week earlier than the National Seniors' Week. The timing of Seniors' Week in the Hawkesbury, was set in consultation with the Hawkesbury Seniors Advisory Committee.

Seniors were grateful for the early staging of the Hawkesbury events as this allows them to attend Seniors events outside of the Hawkesbury and in Sydney.

To celebrate this event, Council Staff, in conjunction with the Seniors Advisory Committee and a number of local clubs, organised a series of activities. A number of events were staged during Seniors' Week with over 700 seniors participating.

These events included;

- a lunch and movie at the Windsor RSL to launch Seniors' Week;
- lunch and a concert at the Richmond Club attended by 372 seniors;
- a Healthy Lifestyle Expo which (although affected by rain) was attended by over 100 seniors;
- a 'mystery bus trip' - a popular event with 50 seniors participating;
- internet classes and family history classes at the Library;
- genealogy at the Senior Citizens Centre and a games day;
- Seniors Golf Day at the Rum Corps Golf Course;
- Easy Care Gardening at Millers Garden Centre McGraths Hill; and,
- a day to 'Meet the Artists, Writers and Poets of the Hawkesbury', at the Seniors Centre.

Hawkesbury City Council provided funds to transport residents to many of these activities and provided financial contributions for the staging of these events. A grant of \$900 was received from the Department of Ageing, Disability & Home Care (DADHC) as a contribution to the costs of staging these Seniors' Week activities.

RECOMMENDATION:

That the information be received.

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ATTACHMENTS:

There are no supporting documents for this report.

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ITEM: 24 **Hawkesbury Social Plan 2001-2002****FILE NUMBER:** GC130/036/CSV/OGC26NCX.C03

REPORT:

At its Ordinary Meeting of 7 November 2000, Council resolved to accept the three core components of the Hawkesbury Social Plan (*The Hawkesbury Social Atlas*, *The Hawkesbury Community Survey* and the *Hawkesbury Community Planning Strategy*). Council also resolved to forward copies of these documents to the Department of Local Government to comply with its obligations under the *Local Government (General) Amendment (Community and Social Plans) Regulation 1998*.

The focus of the Hawkesbury Social Plan has been the development of an annual community planning cycle (the *Hawkesbury Community Planning Strategy*) rather than the production of a 'stand-alone' planning document. Under this framework, Council staff in conjunction with the Hawkesbury Equity and Access Planning Committee, are required to prepare on a yearly basis, two social planning documents.

The first of these documents, the *Community Needs Report*, is reported separately in the General Purpose Committee Business Paper. The first *Community Needs Report* for 2001-2002 was reported to Council on 13 March 2001. Council resolved to adopt the 45 (forty-five) recommendations outlined in the Report. On the 27 November 2001, a status report was prepared for Council which indicated that (as at November 2001) 32 of the 45 recommendations contained in the *Community Needs Report 2001-2002* had been achieved or substantially implemented. A final review of recommendations will be reported to Council at the conclusion of the financial year.

The second document - an annual social plan - will be published each year and will enable Council to meet its obligations under the *1998 Social Plan Regulation*. The *Regulation* requires Council to prepare (on an annual basis) a list of recommended actions for improving or maintaining community well being. Council is also required to review and report back to the community on progress in achieving recommended actions from the previous year. To meet these requirements, Council Staff have prepared the *Hawkesbury Social Plan 2001-2002*. The recommendations contained in the *Community Needs Report 2001-2002* form the basis of the *Hawkesbury Social Plan 2001-2002*. The *Hawkesbury Social Plan 2001-2002* lists these endorsed initiatives as well as the programs works and activities that Council implements on an ongoing basis to maintain quality of life of the Hawkesbury Community.

The publication of the first annual social plan (*Hawkesbury Social Plan 2001-2002*) has been delayed due to the time required to develop the most appropriate and informative layout for this document. Difficulties were also experienced in the printing of the document. The experience gained in the drafting of the first annual social plan will ensure that subsequent social plans will be available in September of each year.

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The *Hawkesbury Social Plan 2001-2002* provides a formal record of Council's commitment to promoting an inclusive and just community. It documents and estimates the financial outlays of programs and works to improve the quality of life of population groups (mandated under the *1998 Social Plan Regulation*) and of the wider community. It is a key component of Council's accountability to the community and to the Department of Local Government.

RECOMMENDATION:

That the *Hawkesbury Social Plan 2002-2002* be received.

ATTACHMENTS:

AT-1 Hawkesbury Social Plan 2001-2002 (separate document).

oooO END OF ITEM 24 Oooo

ITEM: 25 **Community Needs Report 2002/2003**

FILE NUMBER: GC130/036/CSV/OGC26NCX.C04

PREVIOUS ITEM: 29, Ordinary (13.03.2001)

REPORT:

As reported to Council, Hawkesbury City Council has established an annual community planning cycle to meet the requirements of the NSW Local Government (General) Amendment (Community and Social Plans) Regulation 1998.

The Hawkesbury Equity and Access Planning Committee (a committee of Council) has been delegated the responsibility for co-ordinating this cycle.

The focus of this planning cycle (the *Hawkesbury Community Planning Strategy*) has been the implementation of an annual consultation process to identify possible priorities for inclusion in the Equity and Access Activity Summary which forms a requirement of Council's Management Plan.

This approach has been initiated to provide residents and community groups with the means to identify and rank their concerns in order to inform Council decision making about the allocation of resources and the provision of services and facilities.

A key component of the community planning cycle is the drafting of an annual inventory of community needs. The drafting of the *Community Needs Report* will ensure that information about the changing needs of the community can be considered by Council in the preparation of its Management Plan and Financial Estimates.

The first Community Needs Report was reported to Council in March 2001 and was endorsed for implementation and inclusion in Councils 2001-2002 Management Plan.

In October 2001, the Equity and Access Planning Committee invited community advisory committees to once again identify and rank the concerns and service requirements of the population groups they represent. These committees included:

- The Hawkesbury Disability Access and Advisory Committee
- The Hawkesbury Seniors Advisory Group.
- The Hawkesbury Migrant Interagency
- The Hawkesbury Aboriginal Community Support Group
- The Hawkesbury Child Protection Interest Group
- The Hawkesbury Home and Community Care Forum
- The Hawkesbury Youth Interagency
- The Hawkesbury Housing Forum

- The Hawkesbury Gay & Lesbian Support Group
- The Hawkesbury Interagency
- The Hawkesbury Action Group Against Domestic Violence
- The Hawkesbury Children's Services Forum

In response to this invitation, these community advisory committees have identified and prioritised relevant issues. This information has been used to prepare the second Community Needs Report for 2002-2003.

The report identifies 44 (forty four) practical and modest recommendations for projects, programs and works which will improve and maintain community well being.

A draft of the Community Needs Report 2002-2003 was distributed to Council Managers in December 2001 to provide information to Council staff about the priority needs of different groups within the community. Managers were consulted in relation to the recommendations relevant to their areas of responsibility.

The adoption of the Community Needs Report 2002/2003 by Council will provide a mandate for Council staff, in conjunction with community organisations, to work together to implement the recommendations contained in the Report.

Those recommendations which are adopted by Council will form part of the content of the *Hawkesbury Social Plan 2002-2003* to be published in September 2002. The recommendations will also be included in the Equity and Access Activity Statement within Council's 2002/2003 Management Plan - a mandated reporting requirement for local government Management Plans.

By completing this process, Council will meet in full its responsibilities as outlined in the Social Plan Regulation and its requirement to include information about access and equity activities in its Management Plan.

RECOMMENDATION:

That the Community Needs Report 2002-2003 be received.

ATTACHMENTS:

AT-1 The Community Needs Report 2002-2003 (separate document).

oooO END OF ITEM 25 Oooo

ITEM: 26 **Tourist Railway Association Kurrajong (TRAK)**

FILE NUMBER: GT050/005 PT12/CSV/OGC26NBX.C09

REPORT:

The Tourist Railway Association Kurrajong (TRAK) received Council funding for economic development purposes for 2001/2002 of \$5,000.00. The funding was provided on a dollar for dollar basis to engage a consultant to address the planning, environment, effluent disposal, engineering and private property access issues associated with the proposed North Richmond to Kurrajong Village Tourist Railway Project.

As a result, TRAK engaged McKinlay Morgan & Associates Pty Limited, consulting surveyors and project managers. McKinlay Morgan have finalised their investigation into the possible route of a tourist railway to link North Richmond and Kurrajong. This information is reported to Council;

“Route Location

The possible alternative locations were determined by the parameters of origin; Redbank Road, North Richmond destination Kurrajong - maximum gradient 1:33 (3%) minimum radius of curvature 160 metres. These options are delineated on the plan attached. The routes investigated are:

- Option 1** *Linking Bells Line of Road through the Public Reserve at Kemsley Downs, there to the south of Greggs Road and to the western side of Grose Vale Road.*
- Option 2** *From the Public Reserve at Kemsley Downs westerly along the alignment of the original Kurrajong Railway north of Greggs Road.*
- Option 3** *Generally along the southern/south western side of Bells Line of Road from Redbank Road intersection to Old Bells Line of Road at Kurrajong.*

Route Analysis

1. Gradient

In Options 1 and 3, the gradients are considered excessive, particularly in Option 1. All routes to the west of Bells Line of Road along Redbank Road have excessive grades.

In Option 2 the gradients along the route of the Old Railway from the Public Reserve in Kemsley Downs to the point where the line crosses Greggs Road are obviously satisfactory. This alignment comprises of about 4km of the Old Railway.

2. Vegetation

The area commented upon is therefore only that 4km section defined above. Since time of last usage of the railway, some forty five years has elapsed, significant stands of eucalypts occur towards the western end of the section being discussed. Other parts of the line are overgrown with lantana and other noxious weeds.

3. Land Use

The land is presently zoned, principally 1(c1) rural with each extremity of land zoned 1(b) rural and the land zoned 1(c1) developed as rural residential with further small allotments by the closure of the original Railway.

Development Constraints**a) Acquisition**

The proposal is to construct a Private Railway, therefore the likelihood for TRAK to acquire lands is limited to private treaty. The powers of Council and the State could not be conferred on TRAK other than by special legislation.

To acquire small parcels of land the width of the permanent way and to sever the existing holdings in this manner, would require an amendment to the current Hawkesbury Local Environmental Plan and which likely may not be supported by Planning NSW. Without the power to resume, TRAK would no doubt meet with individual opposition. An alternative approach would be to acquire a "Right of Way" over the various properties along the proposed route.

This method would not require any amending legislation, instead the negotiation of a private arrangement between TRAK and the various landowners.

b) Vegetation

It would be reasonable to argue that the effect on vegetation with the construction of such a relatively narrow band would not be significant.

c) Fragmentation of Land Use Pattern

The suggested method of access by a "Right of Way" would not sever ownerships patterns.

d) Soil and Water Quality

Several sections of the proposed alignment are located within 40 metres of a "stream" under the Rivers and Foreshore Improvement Act 1948, as such a 3A Permit would be required. However in all these matters current engineering practice would provide simple management of these concern."

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Subsequently, TRAK have advised Council that they wish to continue examination of Option 2, outlined above, and that they have an understanding of the difficulties associated with the proposal. TRAK have requested Council's support for their resolution to continue to explore Option 2 from the Public Reserve at Kemsley Downs westerly along the alignment of the original Kurrajong Railway north of Greggs Road.

It is recommended that the information be received and that support, in principal, be provided to the Tourist Railway Association Kurrajong to continue exploration of Option 2 identified in this report.

RECOMMENDATION:

It is recommended that the information be received and that support, in principal, be provided to the Tourist Railway Association Kurrajong to continue exploration of Option 2 identified in this report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 26 Oooo

ITEM: 27 **Sale of 1 Suffolk Street, Windsor and 95 Macquarie Street, Windsor**

FILE NUMBER: P1951/10 PT2, P1341/265 PT2/CSV/OGC26NBX.F06

REPORT:

A letter was received from Mr Trevor Devine of Havelock Real Estate regarding the sale of 1 Suffolk Street, Windsor and 95 Macquarie Street, Windsor. Both properties were being put on the market by the owners, Mr and Mrs Yannakouros and Mr Devine has suggested that Council may be interested in purchasing both properties because they join the old hospital site.

The properties consist of:

1 Suffolk Street, Windsor, Lot A DP328786 - a three bedroom timber/iron roof residence renovated in approximately 1995, land size 824sqm tenanted at \$200.00 per week. This lease is due for renewal on 12 July 2002.

95 Macquarie Street, Windsor - a substantial heritage listed brick building/iron roof built to the Macquarie Street line consisting of a two bedroom downstairs flat and a three bedroom upstairs flat with an attached retail shop which is currently not being leased. In the rear are five older style fibro/iron roof flats of various sizes. The land size is 1320sqm.

<u>Tenancy</u>	Flat 1, \$120.00 per week
	Flat 2, \$115.00 per week
	Flat 5, \$125.00 per week
	Flat 6, \$130.00 per week
	Flat 7, \$115.00 per week
	Flat 8, \$100.00 per week
	Flat 9, \$105.00 per week.

It should be noted that Flat 2 has a reduced rental as the current tenant is responsible for mowing the lawns.

Mr Devine stated in his letter that the purchase of the properties was an opportunity to join the hospital development into the existing CBD and to provide additional parking with easy access via Suffolk Street to the parking facilities already planned for Council's development. The asking price for both properties \$1,100,000.00 (one million one hundred thousand dollars).

The total rental income from the properties is \$1,010.00 per week or \$52,520.00 per year. These figures do not include the rental on the shop as the shop is currently vacant. Mr Devine states that the rental on the shop premises was \$200.00 per week or \$10,400.00 per year before it was vacated.

The rate of return from these properties is currently 4.775%. At this level the rate of return is not acceptable and would be below benchmark. The rate of return is gross of any outgoings such as rates, water, and any maintenance costs associated with the properties which could be quite large due to the age and building structure, especially the buildings located at 95 Macquarie Street, Windsor. It should also be noted that the properties at 95 Macquarie Street, Windsor are heritage listed.

Subsequently, a letter was sent to Mr Devine stating that due to current commitments on the hospital site, it was likely that the purchase of the properties offered would be a low priority to Council at this stage. The funds required to purchase both properties would have to be re-allocated from the overall development of the hospital site.

RECOMMENDATION:

That Havelock Real Estate be advised that Council does not wish to pursue the acquisition of the properties known as 1 Suffolk Street, Windsor and 95 Macquarie Street, Windsor.

ATTACHMENTS:

AT-1 Location of proposed properties for sale

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Location of proposed properties for sale

oooO END OF ITEM 27 Oooo

ITEM: 28 **Alcohol Free Zone Within the Windsor Mall**

FILE NUMBER: GC305/041, GP070/001 PT7/FNC/OGC26NCX.F08

PREVIOUS ITEM: 53, GPC Section 3 - Organisation & Resources (26.06.2001)

PREVIOUS ITEM: 16, GPC Section 3 - Organisation & Resources (26.02.2002)

REPORT:

Council, at its Ordinary Meeting on 12 March 2002, resolved the following in relation to the Windsor Mall:

"That the regulations relating to the designated Alcohol Free Zone be reported to Council."

This is in light of Part B of the recommendation which states:

"That additional signage is to be erected for Alcohol Free Zones with the wording, 'Windsor Mall is a Designated Alcohol Free Zone and precludes the consumption of alcohol within the Mall'."

A previous report was submitted to Council's Ordinary Meeting on 10 July 2001 prohibiting the consumption of alcohol in Thompson Square, Windsor. In accordance with the provisions of the Local Government Act, the consumption of alcohol in the park in Thompson Square, Windsor be prohibited between the hours of 8am and 6pm on Monday to Friday except public holidays and during special events. Further, public notification including the erection of appropriate signage on the site, be given of the restriction. In light of Council's resolution, signs were erected in Thompson Square which state:

"In accordance with the provision of the Local Government Act, the consumption of alcohol in the park in Thompson Square is prohibited between the hours of 8am and 6pm on Monday to Friday, except public holidays and special events. By Order, General Manager".

These signs have now been in existence for several months and whilst initially several complaints were received regarding the Alcohol Free Zone, it would now appear that it has not caused any long term problems with tourism in the area over the peak periods, which are predominantly weekend and public holiday trade. At these times, Thompson Square is a vibrant tourist destination.

Thompson Square, however, does not make up part of Windsor Mall. Windsor Mall runs from the Paddle Wheel, down to the old Post Office corner. The Alcohol Free Zone, which has been resolved by Council in the Windsor Mall area, will exclude people walking up and down the Mall consuming alcohol. It will not preclude Alfresco Dining, which is contained under the verandahs of the establishments.

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RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 28 Oooo