general purpose committee

section 3

organisation and resources

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SECTION 3 - ORGANISATION AND RESOURCES.

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ITEM: 100 **Monthly Financial Report - October 2002**

FILE NUMBER: GF011/001/FNC/OGK26NAX.F13

REPORT:

October 2002

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

A. Cash Book (General Ledger) Reconciliation - October 2002

Cash Book (General Ledger) Reconciliation - October 2002	
Opening Balance as at 1 October 2002	$159,290.28
Add Receipts for the Month	$4,047,528.37
Less Payments for the Month	($4,522,666.77)
Closing Balance as at end of October 2002	($315,848.12)

B. Bank Statement Balance - October 2002

Bank Statement Balance - October 2002	
Statement Balance as at end of October 2002	$382,789.54
Less Unpresented Cheques	($1,196,200.12)
Add Outstanding Deposits	$332,040.04
	($481,370.54)
Adjustment: Statement entries not yet posted to GL	$165,522.42
Equals balance as per Cash Book	($315,848.12)

Commentary

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

Expenditure for the months typically consists of payments to contractors, employee salaries, purchase of stores and materials and lease/loan repayments. For October 2002, gross salaries totalled $904,232.01.

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.

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 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 October 2002. All investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

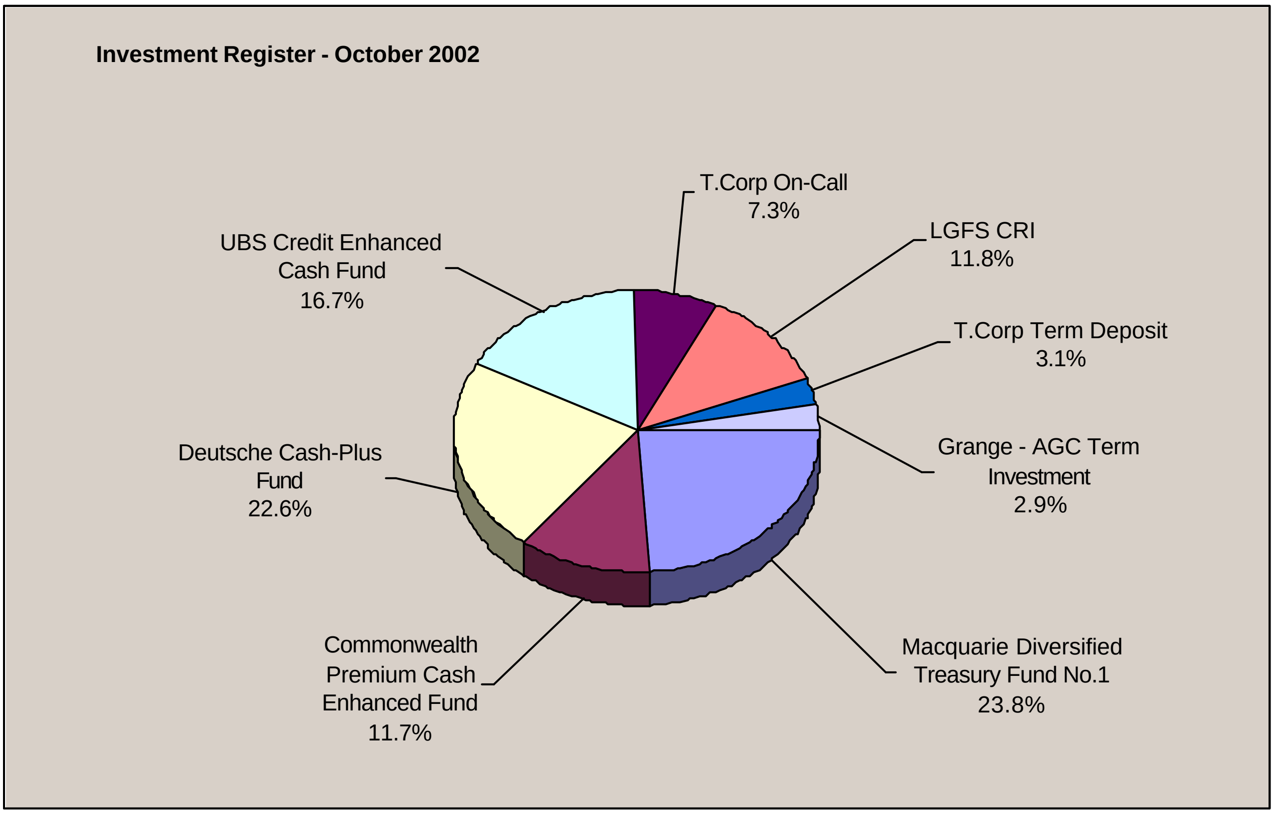
Investment Type	Balance Brought Forward	Deposits	Withdrawals	Interest Added to Investment	Balance End of Month
Managed Funds	$25,540,410.86			$73,788.73	$25,614,199.59
On Call Funds	$3,400,000.00		($900,000.00)		$2,500,000.00
Term Investments	$2,070,000.00	$1,003,780.00	($1,000,000.00)		$2,073,780.00
Committed Rolling Investment	$4,022,131.36			$17,583.05	$4,039,714.41
TOTAL	$35,032,542.22	$1,003,780.00	($1,900,000.00)	$91,371.78	$34,227,694.00

Investment Commentary

Australian financial markets continue to be very much driven by developments in the US with the uncertainties surrounding the US economy persisting. The easing of official rates in the United States from 1.75% to 1.25% has however had a positive impact on the outlook for the US economy over the longer term.

The latest Reserve Bank of Australia quarterly report has a "wait and see" tone. The RBA has expressed concern at the lack of growth in Europe, Japan and the US. Coupled with the expected 1% contraction in GDP forecast as a result of the drought, financial institutions are predicting that the RBA may be done tightening rates for the foreseeable future.

The impact of this scenario is a reduction in the budgeted interest revenue for 2002/2003 as the anticipated interest returns estimated in early 2002 are not going to be achieved. For the financial year to date, the overall return from managed fund investments has been below benchmark. A variety of alternative investment types are currently being investigated with a view to improving returns. The current mix of investments is reflected in the following graph.



Geoff Banting
<u>Responsible Accounting Officer</u>

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 100 Oooo

ITEM: 101 **Cultural Facilities - Funding**

FILE NUMBER: P731/3005/GMA/OGK26NAX.G06

REPORT:

The Council has resolved to have a report to this meeting "relative to the funding of the hospital site, museum and library with the properties that have been identified".

In November 2000 the Council was advised that the project that was confined to the former hospital site was estimated at $13 million. The funds for this were to be as follows:

SOURCE	$m
Bligh Park Reserve	4.608
Section 94	1.983
Heritage Grant	0.300
Library Grant	0.100
Property Sales	4.907
Property Reserve	0.928
Loan	0.174
TOTAL	13.000

The properties that were to form the $4.907 million were:

Groves Avenue sold for $1.470 million
Woods Road sold for $0.388 million
Proposed sale of museum and Thompson Square $0.741 million
Building at the corner of Fitzgerald Street and Union Lane (old library) $0.408 million
Bligh Park Commercial Site $1.4 million
Toxana in Windsor Street, Richmond $0.5 million

In June 2001 Council approved the project that involved restoration of the existing hospital building; construction of a new library and gallery with some office space for rental and additions to the museum in Thompson Square. That project had a capital cost of $15.56 million.

In February 2002 the Council accepted an offer from the New South Wales Government of a grant of $1.15 million dollars for which it was to match dollar for dollar towards the development of a purpose built regional museum. This was to be on the land fronting Baker Street and Thompson Square that contains the current museum building. The Council had previously approved museum extensions of $1.03 million. The total project now is at $16.83 million given the addition of the Government Grant of $1.15 million and the additional $120,000 required from the Council to match this amount.

From the original property sales of $4.907 million the museum building in Thompson Square needs to be removed but added can be the land agreed to be sold in Yarrawonga Street at the last meeting and the land in Stewarts Lane, Wilberforce, originally acquired for the Three Towns Sewerage Treatment Plant Site. This would mean that funds available from property sales could conservatively reach $5.766 million.

This would leave $1.995 million unfunded. This could be funded from a loan or the sale of the land that adjoins the Richmond pool site. This would be the recommended option given the demand that currently exists for residential land.

To date the quantity surveyor has advised that projects are within the allocated budget. The one issue to date that could change that position is the pursuit of a shorter working week within the building industry that certainly would impact on the likely tender prices. Tenders for the projects are likely to be reported to the Council in February/March 2003.

In June 2001 the Council was advised of the then estimated operating costs for the new facilities. The total was $380,000 per annum. At that time extensions only to the museum were proposed and not the separate regional facility that is now envisaged.

The operating costs of $380,000 offset by lease income of $660,000. A separate regional museum would increase these operating costs with the other major cost being the number and type of exhibits changed each year in both the gallery and the museum. Advice is that 6 changes are likely for the gallery, at a cost of between $8,000 to $15,000 per change and 4 for the museum at a cost of $4,000 - $8,000. There have been discussions with staff from Penrith Council, including the Director of the Lewers Gallery about management and a detailed report in this regard will be available early in the New Year. Not including the exhibition changes, it is still considered that the estimated additional operating costs of $380,000 are best estimates at this time.

Since the advice received that Coverdale School would not be proceeding with the rental of the former hospital building there has been very strong interest shown from other areas and it is likely that another organisation can be put to the Council for consideration of approval in the near future.

In terms of the cogeneration plant for the former hospital site, advice is currently being finalised where this would be financed externally and with the Council receiving some income from its operation.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 101 Oooo

ITEM: 102 **University of Western Sydney - Hawkesbury Campus**

FILE NUMBER: GU001/001/GMA/OGK26NAX.G08

REPORT:

The University has begun the process of planning the best future for each of its campuses and one of the tasks involved is the development of options for the revitalisation of the Hawkesbury campus.

The campus as it currently exists, to sustain a viable life would require a student population of between 3,500 to 4,000 students. In 2002, there are 2,386 students on the campus, which equals 1,611 equivalent full-time students. This in itself is a drop of 13.2 per cent from the previous year. This reflects the declining demand for agriculture-related undergraduate and applied science courses. In 1996, when the Nirimba campus was acquired, business studies courses that had a presence with accounting, marketing and hospitality were transferred to that location.

There has been continuous higher education on the Hawkesbury campus for over 100 years, with the original agricultural college run by NSW Agriculture from 1891 to 1976, it then becoming a college of education from 1976 to 1989 and as a part of the University of Western Sydney from 1989.

The university land has an area of 1,280 hectares and is primarily agriculture in nature. The area known as the Yarramundi paddocks bounded by Southee Road, Castlereagh Road, the Driftway and Londonderry Road, contains 354.4 hectares, of this approximately 40 per cent is nature reserve. The main campus buildings between the Driftway and Blacktown Road and Londonderry Road contain 552 hectares excluding the land occupied by TAFE. The remaining area is bounded by Blacktown Road, Rickaby's Creek, Hawkesbury Showground, Richmond Road and Richmond Golf Course and contains 401 hectares. There is a separate piece of land called the "River Farm" on the Richmond Lowlands adjacent to the Hawkesbury River, that has an area of 50 hectares. This is currently leased for commercial agricultural purposes.

There are a variety of buildings on the campus that date from the 1890's, including several heritage listed structures. The majority of buildings were built in the last 20 years to accommodate the expansion in student numbers that occurred during the 1980's and early 1990's. These buildings include the library, lecture theatres, computer laboratories, wet laboratories and new residential accommodation. The adjoining Richmond campus of the Western Sydney Institute of TAFE, is new, currently has programs in agriculture, horticulture, and equine studies and is considering strengthening these to include business and information technology.

All the land is Crown Land for which the university has care, control and management and with the Minister's approval can offer leases for up to 21 years. This was the basis on which the Anglican retirement facility was recently established.

The university's management has indicated quite clearly that closure of the campus is not an option being considered. In the longer term (20 years or so) they indicate the campus has a strong future, offering a range of undergraduate and postgraduate programs linked to an ongoing strong research program and strong community partnerships. The issue currently being addressed is the short to medium term, of five to ten years.

The university's strategic goal is to position it in the best competitive position with the most cost effective operations, then focus would be on building a research profile and other commercial and community partnership options to complement niche applied science teaching programs.

If the university determined that the over-riding goal is to have a strong undergraduate presence on the Hawkesbury campus in the medium term, this could be achieved largely by managed transfers of courses, but not without costs and competitive disadvantage. The university continues to seek competitive advantage as this would seem to be part of the focus of the current major review of the higher education sector underway by the Commonwealth Government. Therefore, managed transfers would need to be very carefully considered if the university is to position itself competitively in an increasingly deregulated context.

In fact, any short term action to increase student numbers could compromise the overall UWS competitive position.

A discussion paper distributed by the university, discusses a number of academic teaching program options, including that of the recent policing program that occurred at Hawkesbury.

The campus currently has a unique combination of agriculture, environmental health and management, food science, horticulture and social/community research established there. As well, there are a number of well-developed and almost unique major research projects that could be quickly and efficiently built on, that could enable a green campus project to emerge. This initiative would be a unique approach to tertiary education and research in Australia and place the university at the leading edge of education and education development. Currently these include:

- water research and recycling,
- horticultural research involving innovative plant breeding, integrated pest management and global greenhouse effects,
- a major food research group with substantial research infrastructure and capacity reflected in significant external research income,
- collaborative research that reflects the combination of agriculture, environmental health and management, tourism and occupational health and safety in a single academic unit.

To facilitate this work further, there is a need to involve both the academic and student community currently involved with the campus as well as the broader community relationships that exist. These groups could, together with the university's management, develop a sustainable approach to the future of the campus.

Professor Kevin Sproats, the Director of the university's Office of Regional Development will be attending the meeting to further advise on the matter and answer any questions.

RECOMMENDATION:

That the University of Western Sydney be advised that the Council strongly supports the retention of the Hawkesbury campus and sees a need to focus on the long term sustainable options. At the same time, given the combination of units and research present, a development strategy could be developed on the concept of a green campus, incorporating a variety of approaches and priorities towards adaptive, sustainable, balanced, living, working and environment. The Council would be pleased to be part of the development of a strategy for the campus's future.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 102 Oooo

ITEM: 103 **Hawkesbury District Tennis Association request for Lease Free Period**

FILE NUMBER: GC283/057 Pt4//OGK26NBX.C03

REPORT:

Council has received a letter from the Hawkesbury District Tennis Association (HDTA) regarding Council granting them a lease free period for 2002 to 2004 due to the high capital costs they currently experience with the upkeep and upgrade of the Richmond Tennis Courts.

The current lease on the Richmond Tennis complex at Ham Common is $6,425.50 (six thousand, four hundred and twenty five dollars and fifty cents). If Council decided to allow a rent free period of two (2) years, the total cost to Council would therefore be $12,851.00 (twelve thousand, eight hundred and fifty one dollars). To justify their request, the HDTA Inc. have supplied Council with the following capital expenses since 1999.

Date	Works Carried Out	Cost
April 1999	Resurface courts 7,8,9 and 10	$48,430.00
March 2000	Resurface courts 4,5 and 6	$38,000.00
June 2000	Surface cleaning of hard courts 1, 2 and 3	$600.00
January 2001	Resurface courts 11 and 12	$26,730.00
April 2001	Repaint and reline hard surface courts 1, 2 and 3	$9,000.00
December 2001	Fit locks to all gates	$980.00
February 2002	Refurbish kitchen	$6,800.00
March 2002	Retile entrance of Pro Shop and kitchen areas	$6,265.00
March 2002	Replace vertical drapes and fly screens	$1,285.00
March 2002	Replace kitchen window with aluminium window	$260.00
April 2002	Replace aging office benches	$3,570.00
August 2002	Repaint interior of entrance, office, toilets and kitchen	$3,500.00
August 2002	Rewiring and replace internal entrance lights	$750.00
2002/2003	(Ongoing) - garden and lawn improvements	$900.00

In addition to the works already carried out since 1999, the HDTA have also included a list of further capital projects which are due to commence shortly. These capital improvements include:

December 2002 Replace rotten bench seats (awaiting quote, high priority)

December 2002	Replace and repairs to court fencing (initial quotation $16,000.00)
February 2003	Build security storage shed for mowers and tools, etc. (to be quoted)
March 2003	Resurface courts 13 and 14 (to be quoted)
June 2003	Paving to comfort areas each side of club house (to be quoted)
June 2003	Install outdoor tables to paved areas (to be quoted)
August 2003	Update children's playing areas (to be quoted)
2003	Update court lighting (to be quoted)
December 2003	Update and extend undercover areas beside club house (as funds permit).

In addition to the above five year improvement program, the HDTA has not included any of its day to day expenses that are part of running a tennis centre. These expenses include:

- tennis nets;
- electricity;
- general cleaning costs;
- mowing and gardening;
- repairs to fencing and gates, etc.

The income that is received by the club is earned through player registrations, competition fees, raffles, contract with centre manager, and in 1998/99 the Club received a grant from the Department of Sport and Recreation for $10,000 (ten thousand). It should also be noted that the competition fee income is dependant on the weather and the number of players involved in any given competition. The main objective of the club at the present moment is to arrange quotations for the works to be carried out in future years to allow the club to prioritise the future works. Its current objective is for the repairs to the court fencing and the future re-surfacing of courts 13 and 14.

In light of the works which have been carried out to date since 1999 and the large costs associated with those works, Council may consider the waiving of the lease fees for the period 1 July 2002 to the 30 June 2004 to assist the Club in the maintenance of the Centre. This will allow the community the opportunity to continue to play and compete at a first class tennis centre complex.

RECOMMENDATION:

That Council consider the waiving of the lease fees for the Hawkesbury District Tennis Association for the centre located at Ham Common Reserve for the period 1 July 2002 to 30 June 2004.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 103 Oooo

ITEM: 104 **Document for Execution Under Seal**

FILE NUMBER: GG120/002/CSV/OGK26NBX.C10

REPORT:

Three Year Funding Agreement 2002 to 2005 Financial Year Between the Commonwealth of Australia and Hawkesbury City Council

The Department of Family & Community Services (FaCS) funds the operations of Hawkesbury Family Day Care Scheme under the Child Care Support Program. A review of funding arrangements has resulted in a "Standard Funding Agreement" being adopted by FaCS.

This report has been submitted due to the requirement to return the Funding Agreement to the Department of Family & Community Services by 31 November 2002.

RECOMMENDATION:

That:

1. The Committee exercise its delegation as Committee of the Whole.

2. The Seal of Council be affixed to the above document.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 104 Oooo

ITEM: 105 **Proposed Acquisition for Road Purposes - Part Portion 119, Portland Head Road, Ebenezer**

FILE NUMBER: 1608/R Pt2/CSV/OGK26NBX.C09

REPORT:

Investigations have revealed that land which is used for road purposes forming part Portland Head Road, Ebenezer has not been formally acquired for that purpose. The land used as road, running through Portion 119, has not been defined by survey or gazetted as road. As such, it relies on Common Law acceptance by the public and Council to be used as a public road. A number of properties gain access via the subject land as it has been historically used as road and is generally accepted and regarded as part of Portland Head Road. Council has undertaken periodic maintenance of the road including that section since 1907 and generally acknowledges it to be public road.

Land known as Lot 5 in Deposited Plan 622478, adjoining Portion 119, which is also currently used as road, was acquired by Council for road purposes. However, it has not been able to be gazetted for road purposes due to the other parcel of land contained in Portion 119 not being formalised as road.

Portion 119 is owned by Putu Pty Ltd and it is proposed that action be taken to acquire the land subject to the Land Acquisition (Just Terms) Compensation Act. The approximate area to be acquired is 935sqm (subject to survey), and compensation would be determined by valuation. Council would also be responsible for survey, registration and legal costs.

Upon acquisition of the part Portion 119, action should then be taken to declare Lot 5 in DP 622478 as road.

RECOMMENDATION:

That:

1. The owners of Portion 119, Ebenezer be advised of the proposal to acquire part of the portion required for road purposes and negotiations be commenced with regard to compensation.

2. Appropriate plan of acquisition be prepared and registered.

3. The matter be further reported to Council upon determination of the compensation amount.

4. Upon acquisition gazette the land and Lot 5 in DP 622478 as public road.

5. All necessary documents be executed under the Common Seal of Council.

ATTACHMENTS:

AT-1 Location plan

Location plan

oooO END OF ITEM 105 Oooo

ITEM: 106 **Inclusion into Property Development Strategy - Proposed Sale of 3 (three) Parcels of Land in Stewarts Lane, Wilberforce**

FILE NUMBER: GC283/048 Pt2, P1950/194 Pt1/CSV/OGK26NBX.C15

REPORT:

Council is the owner of 3 (three) lots in Stewarts Lane, Wilberforce known as Lots 1 and 2 in DP803452 and Lot 1 in DP652461. The 3 (three) parcels of land were acquired in 1990 by Council for the Three Towns Sewerage Treatment Plant site. As these properties are no longer required for this purpose, the 3 (three) parcels of land are now considered surplus and Council may consider their sale. Several enquiries have been received from potential purchasers which would indicate a high level of interest in the properties. The 3 (three) lots are described as follows:

Lot 1 DP652461 has an area of 8347sqm. However, as this is a closed road, under Council's planning scheme, a dwelling cannot be erected on this site.

Lot 1 DP803452 contains a 3 (three) bedroom cottage and has an area of 10.25 hectares.

Lot 2 DP803452 is vacant land having an area of 10.89 hectares and has an access from Stewarts Lane and potentially has access from Singleton Road as well, i.e. an access would need to approved and constructed.

The 3 (three) lots are zoned Rural 1(b) under Hawkesbury LEP1989.

The sites are classified as operational land under the Local Government Act (1993) and may be sold.

No further subdivision potential is available under the current zoning and planning scheme.

The parcel of land known as Lot 1 in DP652461 being the closed road could be offered for sale in conjunction with the adjoining Lot 1 (DP803452) or offered to the owner of the adjoining property.

A valuation was sought from Council's valuers, K D Wood Valuations dated 7 September 2001. Given the passing of time it is recommended that a fresh valuation be obtained and that a reserve be set on the current market valuation determined by K D Wood Valuations.

RECOMMENDATION:

That:

1. The 3 (three) parcels of land known as Lot 1 in DP652461, Lot 1 in DP803452, Lot 2 in DP803452 in Stewarts Lane, Wilberforce be offered for sale by public auction, as per Council Policy.

2. A reserve be set on the 3 (three) parcels of land at the current market valuation determined by K D Wood Valuations.

3. Any necessary legal documents be executed under the Common Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 106 Oooo

ITEM: 107 **Southern Phone Company - Share Offer**

FILE NUMBER: GT001/007 Pt3/CSV/OGK26NBX.C02

REPORT:

A regional telecommunications company, called the Southern Phone Company, is being formed to offer low cost voice and data services in the south east of NSW.

The project is funded by the federal government. Only local councils may hold shares in the company, with any profits returned to councils to return to their community in the form of works and services. Two shares are offered to council at the initial issue price of a normal $1 (one dollar) per share.

Southern Phone Company will provide:
- Low cost long distance, international and fixed to mobile telephony
- Low cost broadband data services.

Telephony services will be offered to all residences and businesses in the region. Users of the service are likely to be those with significant spending on long distance calls, as Southern Phone will provide calls up to 50% cheaper than the rate available from current providers. Local calls and mobile phones are not part of the Southern Phone offering, customers will remain with their current provider for those services.

Broadband data services will be offered in the area covered by the initial network, being the south coast and parts of the southern tablelands and south west slopes. Major users are expected to be larger businesses, education, health and government. Users will enjoy rates significantly below those now seen in the market, and these savings should be passed on, at least in part, to the broader community through lower service charges.

Ownership of the company will be vested in the regional community through the councils of the region that take up this share offer. The company, Southern Phone Company Limited, a company limited by shares, has been formed. This is the most common company structure in Australia. All councils in this region serviced by Southern Phone Company will be offered shares, which will entitle them to a share of profits to be used for community benefit.

The project has been funded by the federal government's Networking the Nation program with a grant of $4,773,000.00 (four million seven hundred and seventy three thousand dollars) to the Eurobodalla Shire Council.

An initial grant of $2,500,000.00 (two million five hundred thousand dollars) was made in July 2001 and, as a result, a meeting of councils was held in Goulburn in that monthly to inform councils of the project and seek their support and endorsement.

Formal resolutions of endorsement or support were passed by 22 regional councils, being:

- Tallaganda Shire Council
- Yarrowlumla Shire Council
- Young Shire Council
- Snowy River Shire Council
- Wollongong City Council
- Yass Shire Council
- Boorowa Council
- Crookwell Shire Council
- Gunning Shire Council
- The Council of the Municipality of Kiama
- Queanbeyan City Council
- Camden Council
- Cooma-Monaro Shire Council
- Goulburn City Council
- Harden Shire Council
- Mulwaree Shire Council
- Bombala Council
- Shellharbour City Council
- Shoalhaven City Council
- Eurobodalla Shire Council
- Tumut Shire Council
- Bega Valley Shire Council

The Southern Phone Company has been formed under the provisions of the *Corporations Act 2001* as a Company Limited by Shares.

A Company Constitution was prepared by legal firm Minter Ellison and approval for councils to form the company and take shares was received from the New South Wales Minister for Local Government on 31 January 2001.

Under the Company Constitution, shareholders in the company must be local governments. No individuals will be permitted to own shares.

A Board of seven Directors will manage the operations of the company. From their number, they will elect a Chairperson. Board members will be appointed for three years. The initial board will be appointed for individual terms of one, two or three years to ensure that on their retirement there will be continuity of management. The Chief Executive Officer (CEO) will be a Director.

The Board will declare dividends payable.

The Board will be accountable to the shareholders through the Annual General Meeting and through General Meetings that may occasionally be called under the terms of the Company Constitution.

The operations of the Board and the Company will also be governed by the *Corporations Act 2001* and all relevant federal and state legislation.

Southern Phone is a regional company so the headquarters and principle place of business will be in the region, in the Eurobodalla Shire.

The Southern Phone Company is fully funded. Grants totalling $4,773,000 have been made by the federal government's Networking the Nation program. There will be no call on councils for funds.

A sum of $2.4 million has already been paid with further payments to be made according to contractual arrangements with the government.

The company expects that these funds will be sufficient to see it through start-up and to a position of self-sufficiency. Additional funding arrangements will be made at the discretion of the Board.

In establishing the company structure advice was sought from Pricewaterhouse Coopers Legal and Minter Ellison on the best structure to ensure there would be no risk to councils of their ratepayers.

Both firms concurred the best structure was the formation of a company limited by shares, as outlined above.

This structure ensures the liability of each shareholder is limited to the value of their shares-in this case two shares per council valued at $1 each. Should the venture fail there can be no call on shareholders for funds.

Councils will not need to seek individual Ministerial approval to take up share in the company. The Department of Local Government has confirmed that the approval to form the company given to the Project Manager, Eurobodalla Shire Council, also encompasses the acceptance of shares by regional councils in line with the Constitution and advice on company formation that was provided with the application.

The project will provide significant social and economic benefits to the community in the form of low cost long distance calls and, in the area served by the data network more affordable and accessible bandwidth.

Councils will also receive a share of profits generated by the company, although there will be no distribution for the first three years.

Council does not have to be a customer to be a shareholder.

Council will be asked to look at the pricing and services of Southern Phone in comparison to other offers they are made by telecommunications. If the service and pricing of Southern Phone is as good or better than that offered elsewhere council may consider placing their long distance, fixed to mobile and international business with the council owned company.

Conclusions

The Southern Phone Company project is significant for regional economic and social development.

Council is being offered shares in the company at nominal cost and these shares will allow profits generated to be returned to the community in the form of improved works and services.

RECOMMENDATION:

That:

1. Council apply to Southern Phone Company Limited for 2 (two) shares at $1.00 (one dollar) each.

2. Council consider the purchase of telecommunication services from Southern Phone Company as they become available.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 107 Oooo

ITEM: 108 **Grant Funding Approved for the Project Titled "Hawkesbury Homebase Business Connection"**

FILE NUMBER: GM001/021/CSV/OGK26NBX.C05

REPORT:

A project initiated by the Hawkesbury Economic Development Advisory Committee (HEDAC), in close partnership with Hawkesbury City Council (HCC) and the Hawkesbury City Chamber of Commerce and Industries (HCCCI) and supported by the Penrith Valley Business Enterprise Centre and Tourism Hawkesbury, has been successful in receiving funding from the Commonwealth Regional Assistance Program (RAP) through the Department of Transport and Regional Services (DOTARS). The projects title is "The Hawkesbury Homebase Business Connection".

The Hawkesbury Homebase Business Connection will link, inform, support and empower the homebase business sector in the Hawkesbury Local Government area. This project aims to strengthen and encourage growth of those businesses which become involved in the networking and information sharing opportunities made available through the project, and to promote the support tools developed under this project to all small businesses in the region.

The project will support the set up and growth of homebase businesses and encourage involvement in regular networking and forums on business issues (primarily determined by the group) which will link in with local professional business advisors such as the Penrith Valley Business Enterprise Centre (BEC).

The project will reach out to all homebase businesses in the LGA and aims to target 50 (fifty) businesses to the networking activities. The aim of the project is to jump start individual businesses and target those with potential for growth and facilitate employment. This project will form a support network targeting various sectors such as service providers, creative artists, trades, women and professionals. The project aims to encourage environmentally and economically sustainable businesses.

Tools to be developed will include print and web based support materials that will direct Hawkesbury homebase business operators to the wide range of information available, such as Federal and State Government programs. This information will draw on existing materials and experiences of the homebase business projects run by the Department of State and Regional Development in Penrith and the RAP project in Baulkham Hills/Blacktown LGA's. The Hawkesbury project differs from these projects in that it will establish ongoing support mechanisms for all homebase businesses in the LGA, strongly partnering with the HCCCI.

To achieve these aims, HCC will employ a project officer 3 (three) days per week for a period of 1 (one) year to facilitate the Homebase Business Connection Project. The officer will be strongly supported by the Executive Officer of HEDAC (Council's Manager of Administration) and other staff within HCC. The total amount of RAP funding received is $47,163.00 (forty seven thousand one hundred and sixty three dollars) (GST inclusive). It is anticipated that the project will take 12 (twelve) months to complete.

RECOMMENDATION:

That:

1. The information be received.

2. Council authorise the Mayor and General Manager to execute any necessary documentation under the Common Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 108 Oooo

ITEM: 109 **Exemption from Rating - 353 Windsor Road, Vineyard**

FILE NUMBER: P2342/0925 Pt1/FNC/OGK26NBX.F14

REPORT:

An application has been received from the Vineyard Christian Church Incorporated requesting exemption from rating for the property known as 353 Windsor Road, Vineyard (Lot 1 DP 1035623), Property number 28291.

The subject property consists of a church, a church hall and a ministers residence.

The Vineyard Christian Church Incorporated is in voluntary fellowship with the Assemblies of God in Australia. Application for rate exemption is made in accordance with section 555 (1) (e) of the Local Government Act, 1993 which provides as follows:

"*S.555 (1)* *The following land is exempt from all rates:*

> *(e)* *land that belongs to a religious body and is occupied and used in connection with:*
> *(i)* *A church or other buildings used or occupied for public worship; or*
> *(ii)* *A building used or occupied solely as the residence of a minister of religion in connection with any such church or building;*"

It is recommended that exemption from rating be granted from 1 July 2002.

The rates for 2002/2003 total $1,569.51 (one thousand, five hundred and sixty nine dollars and fifty one cents) and will need to be abandoned once the rate exemption is approved.

RECOMMENDATION:

That:

1. The Vineyard Christian Church Incorporated be granted exemption from rating from 1 July 2002 for the property know as 353 Windsor Road, Vineyard.

2. An amount of $1,569.51 (one thousand, five hundred and sixty nine dollars and fifty one cents) be written off in respect of rates for the period 1 July 2002 to 30 June 2003

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 109 Oooo

ITEM: 110 **Forgotten Valley Mobile Resource Unit Update**

FILE NUMBER: GC200/004/CSV/OGK26NCX.C11

REPORT:

Hawkesbury City Council receives funds from the NSW Department of Community Services (DoCS) to operate the Forgotten Valley Mobile Resource Unit (FVMRU) located at Wisemans Ferry. Council has been the managing 'agent' for the Unit since September 1994, at which time Council entered into a formal agreement with DoCS and the Incorporated Association which previously managed the Unit to facilitate a restructure of the service so that it could be restored as a viable entity to the Incorporated Association. Following the dissolution of the Incorporated Association (FVMRU Inc.) in 1996, the interim management agreement lapsed and Council was left as the sole managing agent for the Unit.

In recent years, Council staff have been progressively reviewing and restructuring the programs operated by FVMRU to ensure that these programs were operating efficiently and in accordance with funding guidelines. This restructure process has been completed and the Unit is now in a position to begin the task of restoring the management of the Unit to a community committee (as provided for in the lapsed management agreement).

At the beginning of 2002, FVMRU staff approached residents, who use FVMRU services, to determine their interest in participating on a consultative committee to provide advice and input into the running of the Units programs. In September 2002, the first meeting of the Project Consultative Committee (PCC) (made up of eight residents) was held. Over the coming year the PCC will be working with Council and FVMRU staff;

- to review regular reports prepared by staff and to make recommendations about any proposals put forward by staff about activities and programs;

- to monitor how the Unit is using funds (provided primarily by the Department of Community Services) to meet the needs of residents of the Valley;

- to feedback information from residents about what the Unit has done well and what it could do better.

The PCC has been established to fulfil Council's original commitment to work towards restoring FVMRU to a community committee and to meet the Units funding obligation to involve users of FVMRU's services in the operation of the Unit.

On 7 November 2002, the second *Forgotten Valley Mobile Resource Unit Community Report* was presented to a community meeting attended by over 18 residents - over 40 children were also in attendance to watch a performance of the 'Murphy Puppet Show' which was the highlight of the afternoon's program. The report provided information about the services, programs and activities that the

FVMRU had implemented over the last year and included a brief snapshot of some of initiatives that the Unit will be pursuing over the coming year. The report also included the financial statements for the year ending 30 June 2002. These reports indicate that all funded programs operated within budget allocations and that overall the Unit recorded a positive financial result -due primarily to an increase in income from pre-school fees (due to increasing enrolments), newsletter income, and grant income.

The funds derived from these positive operating results will be used to:

- fund continuing enhancements to the Community Development & Youth Project (to maintain the employment of two positions to consolidate and expand community outreach programs);

- fund capital enhancements to the pre-school to meet DoCS licensing standards and to meet the cost of some special initiatives to improve the assessment of children with special needs and the 'purchase' of therapy and other early intervention services to meet these needs;

- fund 'outreach' counselling services within the Family Support program and to expand the vacation care program;

- fund the costs of replacing one of the Unit's vehicles with a small mini bus to improve access to activities and services provided through the community development, youth and vacation care programs

The presentation of the *2002 Community Report* to the community continued Council's commitment to report back to the residents of Forgotten Valley about the work of FVMRU. The establishment of a consultative committee of service users and the presentation of an annual community report will enable Council to remain accountable to the clients who use FVMRU services, to funding bodies, and to the wider community.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 110 Oooo

ITEM: 111 **Community Development and Support Expenditure (CDSE) Scheme 2002**

FILE NUMBER: GC130/039/CSV/OGK26NCX.C12

PREVIOUS ITEM: 119, GPC Section 1 - Environment (27.11.2001)

REPORT:

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.

As recommended by the gazetted guidelines for the CDSE Scheme, in late 2001 Council took a lead role in establishing a CDSE Local Committee to facilitate the implementation of the scheme within the Hawkesbury. The CDSE Local Committee includes representatives of 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 is chaired by the Mayor Councillor (Dr) Rex Stubbs and resourced by Council staff.

In 2001, the Committee developed a process and criteria for assessing CDSE applications (based on local priorities drawn from Council's Social Plan). In 2001 the Committee approved the allocation of $32,378.00 (thirty two thousand three hundred and seventy eight dollars) for 6 (six) local projects. The assessment of applications for the 2002 calendar year have recently been completed and $29,886.00 (twenty nine thousand eight hundred and eighty six dollars) has been allocated for the following 9 (nine) projects.

- $4,834.00 (four thousand eight hundred and thirty four dollars) for Hawkesbury Community Kitchen to purchase capital items for a drop-in centre for homeless people.

- $2,960.00 (two thousand nine hundred and sixty dollars) for Hawkesbury Skills Inc. to run the "Canstop" cannabis reduction program.

- $3,000.00 (three thousand dollars) for the Arcadian Bilpin Performers to purchase performance equipment and leader to run workshops.

- $2,000.00 (two thousand dollars) for Nova Employment to run a "Job Club" at Hawkesbury High for students with special needs.

- $3,000.00 (three thousand dollars) for Richmond Community Services Inc. to set-up a "Food Share" outlet.

- $1,317.00 (one thousand three hundred and seventeen dollars) for Richmond Pre-school for capital items for the "Taking Pictures" Project for children with a learning difficulty.

- $2,000.00 (two thousand dollars) for Hawkesbury Nepean Community Legal Centre to produce an updated version of the "Hawkesbury Domestic Violence Women's Support Directory".

- $4,775.00 (four thousand seven hundred and seventy five dollars) for Hawkesbury Community Health to establish a "Men's Café" (support project).

- $6,000.00 (six thousand dollars) for Camp Quality to run a family camp for families with a child with cancer.

Successful projects were presented with their cheques at a presentation morning tea on Tuesday 12 November 2002. In addition to these projects, the registered clubs participating in the CDSE Scheme have also directly allocated funds for a range other worthwhile community initiatives.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 111 Oooo

ITEM: 112 **Sponsorship Opportunities**

FILE NUMBER: GM001/021/CSV/OGK26NCX.C07

REPORT:

At the Hawkesbury Economic Development Advisory Committee (HEDAC) meeting on 14 November 2002, a report was presented outlining sponsorship opportunities available through Westbiz Expos and the Office of Western Sydney. HEDAC recommended that it support, in principle, both requests for sponsorship and that a report be provided to Council outlining both sponsorship requests to ascertain whether Council could support one/or both requests. The report is reproduced below:

> "*Sponsorship requests have been received from Westbiz Expos promoting trade shows and business promotions and the Office of Western Sydney for the 2003 Western Sydney Industry Awards.*
>
> ***Westbiz Expos***
>
> *Westbiz Expos will be providing companies within the Greater Western area of Sydney with professional trade support and business growth by staging trade shows commencing in February 2003.*
>
> *The host venue will be the Sunnybrook Hotel and Convention Expo Centre situated at Warwick Farm. There are 4 (four) sponsorship packages available which are detailed below:*

Name rights per Expo	*- upwards of $50,000.00*
Major supporter per Expo	*- upwards of $20,000.00*
Supporter per Expo	*- upwards of $5,000.00*
Package sponsorships	*- $500.00 per item*

> *Other opportunities are available to participate in the Expo as an exhibitor, with the cost of an exhibitor stand at the first show being $2,450.00 (two thousand four hundred and fifty dollars) and it is planned to have 120-140 booths for the first show. The date of the first show will be 25, 26 and 27 February 2003.*
>
> ***Office of Western Sydney - Sponsorship of the 2003 Western Sydney Industry Awards***
>
> *An invitation has been extended to Hawkesbury City Council to consider sponsorship of the 2003 Western Sydney Industry Awards. Several Western Sydney Councils have taken the opportunity to support the Western Sydney Industry Awards in the past years and many are again prominent on the list of sponsors for 2003. While this support has been both valued*

and appreciated, there are practical advantages to Councils. These include prominent and continuous exposure as a strategic supporter of new businesses for Western Sydney, and an opportunity to encourage current industry in your Local Government area to be recognised for innovation and excellence.

There will be a series of 2003 awards lunches in October, November and December culminating in the Awards Presentation Gala Dinner which will take place in March 2003. A luncheon has already been held at Hawkesbury City Council where the number of participants was very low and certainly very discouraging.

Over 800 businesses and government leaders will attend the Awards Presentation Gala Dinner in March, a stunning even hosted by the Minister for Western Sydney, the Honorable Kim Yeadon MP, in the presence of the Honorable Bob Carr MP, Premier of New South Wales. There are fifteen award categories in the 2003 Awards of which businesses within the Hawkesbury Region have been very successful.

As in past years, four levels of sponsorship are offered:

> ***Platinum** for an organisation contributing at least $33,000.00 (thirty three thousand dollars) in cash*
>
> ***Gold** for an organisation contributing at least $15,500.00 (fifteen thousand five hundred dollars in cash or up to $20,000.00 (twenty thousand dollars) in cash and/or in kind.*
>
> ***Silver** for an organisation contributing at least $8,500.00 (eight thousand five hundred dollars cash or up to $15,500.00 (fifteen thousand five hundred dollars) in cash and/or in kind.*
>
> ***Bronze** for an organisation contributing at least $5,000.00 (five thousand dollars) cash or up to $8,500.00 (eight thousand five hundred dollars) in cash and/or in kind.*

This year a new category has been introduced titled Agribusiness. It has been suggested by the Office of Western Sydney that this would be an ideal sponsorship package for Hawkesbury City Council to be involved in. The Gold sponsorship for this category is still available, which would allow Council the opportunity to announce and present that category at the Awards Presentation Gala Dinner in March 2003, as well as being named sponsor of that Award Category. Once again the cost of this category is at least $15,500.00 (fifteen thousand five hundred dollars) cash or up to $20,000.00 (twenty thousand dollars) in cash and/or in kind.

Whilst both the Westbiz Expos and the 2003 Western Sydney Industry Awards are worthwhile and beneficial events, it may be more prudent for Council to be involved in the 2003 Western Sydney Industry Awards because of the exposure and the direct benefit local businesses receive from being a finalist and/or a category winner. Whilst it is recognised *that the cost of sponsorship is quite high, many Councils from the Greater Western Sydney Region are involved in sponsoring these awards, including:*

> ***Gold** sponsor, Parramatta City Council*
>
> ***Silver** sponsors, Baulkham Hills Shire Council, Blacktown City Council, Campbelltown City Council, Penrith City Council*
>
> ***Bronze** sponsors, Holroyd City Council, Liverpool City Council*

HEDAC is already a major sponsor for the local Hawkesbury Business awards and does not have sufficient funds available it its budget to contribute to either request."

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 112 Oooo

ITEM: 113 **Payment of External Organisations**

FILE NUMBER: GT050/005, GT070/018, GM001/021 Pt14, GC210/014 Pt3/FNC/OGK26NCX.F04

REPORT:

Set out below are the summarised financials as at 30 September 2002, of external organisations Council has resolved to allocate funds for economic development service delivery and projects for 2002/2003.

Organisations (Unaudited Result)	Operating Income	Operating Expenses	Surplus (Deficit)
Hawkesbury Sports Council Inc.	$270,696.31	$152,376.81	$118,319.50
Hawkesbury City Chamber of Commerce Inc.	$51,473.79	$35,288.88	$16,184.91
Tourism Hawkesbury Inc.	$77,013.28	$63,197.68	$13,815.60
Hawkesbury Harvest Inc.	$24,797.94	$15,242.79	$9,555.15
Hawkesbury Economic Development Advisory Committee	$6,500.00	$8,744.31	($2,244.31)

Hawkesbury Sports Council Incorporated (HSCI)

HSCI has reported an operating surplus for the period ending 30 September 2002 of $118,319.50. HSCI continues to maintain, manage and improve Council's sporting facilities including mowing, cleaning and repairs and security, as well as collecting fees from users of the facilities. Council's funding allocation for 2002/2003 to HSCI is $686,632.00 which includes $200,000.00 for Capital expenses. Projects underway or completed by HSCI include:

- Upgrade of McQuade Park practice nets.
- Landscaping of Bensons Lane Sporting Complex.
- Cricket practice nets at Boundary Reserve, Breakaways and Bensons 6 Grounds.
- New synthetic cricket wickets at Bensons 3 and Colbee Park.
- Completion of training lights at Dont Worry Oval.
- Bench seating to various grounds.
- Synthetic grass to Powell Park Tennis Courts.
- Removal of paved pathways to Bensons baseball amenities and replacing with concrete path and handrails.
- Commencement of new security key system for all grounds.
- Shade shelter to Tamplin Field and Woodlands 1.
- Replacement/upgrade of electrical switchboard at Icely Park.

- Cloudmaster Systems to Berger, Bensons and Colonial Grounds.
- New fencing around Colbee Park Soccer Grounds.
- Turf wicket soil container for Bensons Cricket.
- Flood lighting Capital Assistance Program for Bensons Lane.
- Weed spraying of all grounds.
- Top dressing and fertilising to all Bensons Grounds, Richmond Park, McQuade Oval and Turnbull Oval.

Hawkesbury City Chamber of Commerce Inc. (HCCCI)

HCCCI has reported an operating surplus for the period ending 30 September 2002 of $16,184.91 (sixteen thousand one hundred and eighty four dollars and ninety one cents). Council's funding allocation for 2002/2003 is $118,000.00 (one hundred and eighteen thousand dollars). A summary of HCCCI actions, incorporating the Mainstreet Program for the period include:

- Installation of the Fruits of the Hawkesbury banners over five towns.
- Collaborate and assist Council with the commencement of the Development Control Plan process (August).
- Participation in the Hawkesbury Branding Workshops for the Hawkesbury area.
- Production of monthly mainstreet newsletter.
- Attendance at Regional Development Conference in Orange, International Towns and Cities Conference, IAP 2 Certificate Course in public participation and Town Centre Development Association Meeting.
- Meetings with Ms Libby Osinga from PlanningNSW discussing funding opportunities for Richmond in the preparation of the DCP.
- Collaboration with Tourism, Council and Heritage Committee on development of Heritage Trail brochures for Richmond and Windsor, based on the Orange City model.
- Collaboration with Council on the funding and installation of Christmas lighting throughout the four main streets.
- Continued success with the Music in the Park event in collaboration with Lions Club Markets, UWS - Nepean School of Music and the Hawkesbury Jazz Club.
- Commencement of preparing a Shop Local campaign for Windsor Town Centre.
- Facilitation in the monthly meetings of the four Mainstreet Committees.
- Setting in motion a Mainstreet strategy for South Windsor in collaboration with Council, which entails repaving the road, replacing the bins, cleaning the pavements and relocating mainstreet pots from Richmond.
- Establishment of a Mainstreet Presidents Monthly Networking function.
- Ongoing consultation with Council on the issue of toilets for North Richmond and South Windsor.
- Relocation of 30 (thirty) Richmond mainstreet pots to businesses in North Richmond in collaboration with Council.
- Assistance to Council in the purchasing and placement of new bins on Richmond mainstreet.
- Decoration of the Richmond mainstreet for annual carnival parades and festivals.

Tourism Hawkesbury Inc. (THI)

THI has reported an operating surplus for the period ending 30 September 2002 of $13,815.60 (thirteen thousand eight hundred and fifteen dollars and sixty cents). Council's funding allocation for 2002/2003 is $164,800.00 (one hundred and sixty four thousand eight hundred dollars).

During the quarter under review, THI achieved the following milestones:

- Conducted two branding workshops which brought together key stakeholders, with over 85 participants attending.
- Successful in receiving $50,000.00 in funding for marketing the Hawkesbury under the Bushfire Recovery Fund managed by the Department of Industry, Tourism and Resources.
- Released "The Hawkesbury Region" map which is the first ever produced that covers the Hawkesbury, Baulkham Hills and Hornsby LGA's.
- Attendance at Sydney on Sale.
- The holding of joint networking nights with Hawkesbury Harvest Inc. and Hawkesbury City Chamber of Commerce Inc. members.
- Acceptance by Tourism New South Wales into several of their regional marketing programs.
- The holding of media familiarisation meetings with three key journalists which were held over three days and two nights.
- Conducting familiarisation trips into the area for a group of professional conference organisers as well as a group of New South Wales holiday travel agents, which has resulted in increased awareness of the attractions of the Hawkesbury.

Hawkesbury Harvest Inc. (HHI)

HHI has reported an operating surplus for the period ending 30 September 2002 of $9,555.15 (nine thousand five hundred and fifty five dollars and fifteen cents). Council's funding allocation for 2002/2003 is $43,200.00 (forty three thousand two hundred dollars). During the quarter under review HHI achieved the following milestones:

- In August 2002 HHI was awarded Hawkesbury's Healthy City challenge in recognition of activities and achieving better health for the community.
- HHI organised the first Hawkesbury Harvest Farmers Market at Castle Hill Showground. Approximately 6,000 people attended this market with 35 stallholders. The next markets held attracted more than 10,000 people with 45 stallholders, which was a fantastic result.
- In September 2002 Hawkesbury Harvest was advised it was to receive an International award for Achievement in Regional Development Practice.
- A number of open farm days have been conducted and these events have brought many thousands of people into the Hawkesbury region.
- The weekly promotion of HHI over ABC Radio and, at times 2UE, is also bringing a significant number of people into the area.
- HHI members from Bilpin to Penrith to Ebenezer have been featured on the TV lifestyle program such as "Sydney Weekender" and "The Great Outdoors".

- HHI has been featured in articles in the Daily Telegraph, The Land and, on a regular basis, in the Hawkesbury Gazette.

Hawkesbury Economic Development Advisory Committee (HEDAC)

HEDAC has reported an operating deficit for the period ending 30 September 2002 of $2,244.31. Council's funding allocated for 2002/2003 is $26,000.00 (twenty six thousand dollars).

The deficit is largely a result of sponsorship payments of $6,000.00 (six thousand dollars) to the Hawkesbury Business Enterprise Centre, being due and payable in the first quarter, and sponsorship of the Hawkesbury Business Awards which were held recently at the Windsor Function Centre.

HEDAC has continued to work towards promoting tourism within the local area as well as encouraging business and agricultural sustainability. HEDAC has continued to work closely with the Greater Western Sydney Economic Development Board (GWSEDB) and is currently working with the Board on a project titled "Film Industry Investment Attraction". HEDAC has also applied to Department of Transport and Regional Services (DOTARS) for funding towards the establishment of a database and website for Homebase Business Industries located within the Hawkesbury region. The application has been submitted and notification of approval should occur shortly.

Other major issues which have confronted HEDAC include the release of the RAAF Base Richmond Economic Impact Study which has been a subject of a submission to the consultants engaged by the Department of Defence on behalf of the Federal Government disputing a lot of the findings reported in the released draft report. The outcome of that draft report will be released once all submissions have been received from all interested parties. The Committee has also been been taken on inspections of the RAAF Base at Richmond, Hawkesbury Hospital and, more recently, the UWS campus at Richmond.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 113 Oooo