general purpose committee

3

section

organisation and resources

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SECTION 3 - ORGANISATION AND RESOURCES.

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ITEM: 76 **Monthly Financial Report - August 2002**

FILE NUMBER: GF011/005//OGI24NAX.C11

REPORT:

August 2002

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

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

Cash Book (General Ledger) Reconciliation - August 2002	
Opening Balance as at 1 August 2002	($377,708.77)
Add Receipts for the Month	$12,799,477.41
Less Payments for the Month	($11,854,660.17)
Closing Balance as at end of August 2002	$567,108.47

B. Bank Statement Balance - August 2002

Bank Statement Balance - August 2002	
Statement Balance as at end of August 2002	$1,211,333.50
Less Unpresented Cheques	($316,595.48)
Add Outstanding Deposits	$425,733.08
	$1,320,471.10
Adjustment: Statement entries not yet posted to GL	($753,362.63)
Equals balance as per Cash Book	$567,108.47

Commentary

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

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 GL 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 - August 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 August 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	$27,373,298.03		($2,033,667.38)	$101,419.53	$25,441,050.18
On Call Funds	$2,850,000.00	$3,900,000.00	($3,150,000.00)		$3,600,000.00
Term Investments	$3,070,000.00		($2,000,000.00)		$1,070,000.00
Committed Rolling Investment	$0.00	$4,000,000.00		$5,109.04	$4,005,109.04
TOTAL	$33,293,298.03	$7,900,000.00	($7,183,667.38)	$106,528.57	$34,116,159.22

Commentary

The Reserve Bank of Australia has kept the official cash interest rate unchanged for both August and September.

Geoff Banting
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 76 Oooo

ITEM: 77 **Topoclimate Presentation**

FILE NUMBER: GM001/021Pt15, GP070/028Pt2/CSV/OGI24NBX.C04

REPORT:

A presentation will be conducted by the Managing Director of Topoclimate Services, Mr Gary Hutchinson, to Council which will explain what Topoclimate is all about and how the benefits of Topoclimate can be applied to the agricultural industry of the Hawkesbury and its surrounding regions.

The Topoclimate concept grew from a successful project in Southland, New Zealand, where soils and micro-climates were mapped over 105,000ha (one hundred and five thousand hectares) in a three year programme from 1998, costing $4.2M (four point two million dollars) and employing 25 (twenty five) staff.

The New Zealand Government in 2000 brought into a 40% (forty percent) share in the Topoclimate South Project in partnership with five Southland Councils. Requests for similar work from other regions in both Australia and New Zealand has resulted in a commercial company being developed to service the demand.

Topoclimate Services officially opened its offices in Coffs Harbour in January 2002. Since then, Mr Hutchinson has been very busy working on large scale projects in Queensland, Tasmania and New South Wales, initially with some temporary staff from the Southland Project. As Australian demand has grown, the Project has now employed two Technical Services Consultants based out of Coffs Harbour.

Topoclimate Services offers temperature recording and analysis on properties and can also produce heat maps, advice on chilling and heat units and offers independent advice on cropping options and critical factors for production. Good temperature information lets you pinpoint the very best use for your land. Quality information on your climates and soils allow you to diversify without the financial risk of “trial and error” ventures.

Mr Martin Bullock, Chief Executive Officer of the Greater Western Sydney Economic Development Board, and other organisations have been invited to attend the Council meeting to listen to the presentation, due to the potential interest in this project.

RECOMMENDATION:

That Council support the concept of Topoclimate within the Hawkesbury and surrounding regions.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 77 Oooo

ITEM: 78 **Presentation By The Film Makers' of NED**

FILE NUMBER: GC283/107 Pt9/CSV/OGI24NCX.C12

REPORT:

A presentation will be conducted by Mr Dale Robinson, who is the Acquisition Executive of Ocean Pictures Pty Limited located in Sydney. Mr Robinson was the producer of the feature length film titled NED, which was filmed earlier this year on location at the Heritage Farm (Australian Pioneer Village). The film NED is about one of Australia's folk legends and it takes a satirical look at the life of Ned Kelly.

The presentation will involve the showing of a three minute preview of the movie, which will be used in the promotion of the film, which is due for release on Thursday, 23 January 2003. Mr Robinson will also be making a presentation to Council of a letter of appreciation for allowing his filming company to use the facility.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 78 Oooo

ITEM: 79 **Exemption from Rating - Fitzgerald Memorial Hostel Inc, 47 Richmond Road, Windsor**

FILE NUMBER: P1829/0075/CSV/OGI24NBX.C02

REPORT:

An application has been received from Fitzgerald Memorial Hostel Inc. requesting exemption from rating for the property known as 47 Richmond Road, Windsor. (Lot 211 DP 806061 - Property Number 25105).

The application for rate exemption has been made under the section 556 provisions of the *Local Government Act, 1993*:

> *"S.556 (1) The following land is exempt from all rates;*
>
> *(h) land that belongs to a public or benevolent institution or public charity and is used or occupied by the institution or charity for the purposes of the institution or charity;*

Unfortunately, the *Local Government Act 1993* does not provide a definition of what constitutes a "charity". Previous case law has alluded to a charity being a trust established for a purpose that is beneficial to the community. The constitution of Fitzgerald Memorial Hostel Incorporated includes the following objects:

> *"3.(c). To provide for the care, comfort, maintenance, advancement, welfare and benefit of frail aged people through the operation and maintenance of a Hostel facility within Hawkesbury City Local Government Area."*

Fitzgerald Memorial Hostel Incorporated have included in their application for rate exemption, a copy of its authority to fundraise for charitable purposes under the *Charitable Fundraising Act 1991*. However, the provisions of the *Charitable Fundraising Act 1991* are irrelevant in determining whether a body is a public benevolent institution or public charity.

In their application for rate exemption, Fitzgerald Memorial Hostel Incorporated have requested that any exemption approved, be applied retrospectively to the date that they purchased the property (30 June 1995). It is recommended that exemption of rates only be applied to the current 2002/2003 rating year. In support of the exemption only applying to 2002/2003, the *Local Government Act 1993* provides that any appeal on question of whether land is rateable or subject to a charge, must be made within 30 (thirty) days after service of the rates and charges notice.

The rate exemption applies to the Ordinary and Special Rates only. It does not extend to the garbage and sewerage service charges that also apply to the property.

The 2002/2003 rates for the subject property are $4,981.29 (four thousand, nine hundred and eighty one dollars and twenty nine cents) in ordinary rates and $36.55 (thirty six dollars and fifty five cents) in special rates. It is recommended that the combined total of $5,017.84 (five thousand and seventeen dollars and eighty four cents) be abandoned for 2002/2003.

RECOMMENDATION:

That:

1. Fitzgerald Memorial Hostel Incorporated be granted exemption from rating for the property known as 47 Richmond Road, Windsor from 1 July 2002.

2. The amount of $5,017.84 (five thousand and seventeen dollars and eighty four cents) be written off in respect of the rates for the period 1 July 2002 to 30 June 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 79 Oooo

ITEM: 80 **Rate Payment Options**

FILE NUMBER: GR010/004/CSV/OGI24NBX.C08

REPORT:

A number of payment options are available to ratepayers for the payment of rates and charges. The Management Plan requires that rate payment options are regularly reviewed and that any new products are assessed on a cost benefit basis to determine if they are of benefit to both ratepayers and the organisation.

The following graph indicates the current use of the various payment methods offered by Council. Recent trends in ratepayer payments has seen an increase in the number of payments made via credit card and e-commerce payments via BPAY.

Graph

Australia Post

Australia Post can now offers it's customers their total POSTbillpay solution which would provide ratepayers with the choice of over the counter Post Office payments, phone payments and internet payments. At present, Hawkesbury City Council only offers ratepayers the over the counter payment option. In order to offer ratepayers more flexibility in their payment options, it is proposed that Council extend the existing Australia Post payment facility to encompass the full POSTbillpay solution. This would offer ratepayers the flexibility to choose:

1. Preferred payment option and method, which includes cash, cheque, EFTPOS, credit card and direct debit transfers.

2. Choice of payment channels through internet and telephone payment options and over-the-counter service at retail outlets.

3. The ability to pay multiple bills from different billers at the one place and time.

For internet payments, ratepayers can be directed to Council's website where a link would be provided to the POSTbillpay home page or they can directly access www.postbillpay.com.au.

The introduction of the POSTbillpay telephone and internet payment options would incur a $2,750.00 establishment fee. The transaction costs are $0.78 per transaction, inclusive of GST. This represents a significant reduction on the $1.64 transaction fee currently applied to the over-the-counter Post Office payments. The merchant service fee applicable to any credit card transactions (Bankcard, Mastercard and VISA only), is a competitive 1.232% inclusive of GST.

Credit Cards

Council has for some time now offered ratepayers the ability to pay their rates either in person, via the telephone or via BPAY with Bankcard, Mastercard and VISA. American Express and Diners have not previously been offered as the merchant rates have not been competitive.

American Express is currently endeavouring to break into the Local Government market and accordingly it has now substantially reduced it's merchant rate. The new merchant service fee is 1.50%. Unlike BPAY and Australia Post, there are no transaction costs in addition to the merchant service fee.

It is recommended that Council introduce the acceptance of American Express credit cards on a trial basis with the existing over-the-counter and telephone payment facilities. It is not proposed to extend the acceptance of American Express to the BPAY or Australia Post POSTbillpay solutions as the merchant rate being offered to Council direct does not apply to these transactions. This will be reviewed in the future if circumstances change.

RECOMMENDATION:

That:

1. The POSTbillpay telephone and internet bill payment solutions for the payment of rates and charges be introduced.

2. American Express credit cards be introduced on a trial basis as an accepted credit card for over-the-counter and telephone payments.

3. Council's website be updated with information on the available rate payment facilities with a link provided to the Australia Post POSTbillpay website.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 80 Oooo

ITEM: 81 **Rural Fire Service Estimates 2003-2004**

FILE NUMBER: GF004/001 Pt2/CSV/OGI24NBX.C01

REPORT:

The Rural Fire Service requires estimates for the 2003/2004 financial year to be submitted by 30 September 2002. The attached estimates have been prepared by the Fire Control Officer for the Committee's consideration, with the proposal recognising:

1. "The standard of fire cover" survey conducted by the Rural Fire Service in 1993.

2. The need to continue with the plan to upgrade major equipment. It should be noted that it is now Rural Fire Service policy that no vehicle in the fleet is to be over 15 (fifteen) years old. The proposal will allow the Council to provide the brigades with the following improvements:

   (a) The replacement of three Category One heavy tankers.
   (b) The replacement of two Category Seven medium tankers.
   (c) Provision of an additional personnel carrier.

Aside from very small indexation the following are the additional requests from Council:

- Additional $5,000 (five thousand dollars) for radio/pager maintenance;
- Additional $7,000 (seven thousand dollars) for telephone expenses;
- $35,000 (thirty five thousand dollars) for extensions to Rural Fire Service stations. This one is proposed at Oakville;
- $30,000 (thirty thousand dollars) for the purchase of a Generator;
- $10,000 (ten thousand dollars) for additional protective clothing;
- $21,364 (twenty one thousand, three hundred and sixty four dollars) increased cost of contribution to RFS.

In the current financial year the Council's contribution is proposed at $861,859 (eight hundred and sixty one thousand eight hundred and fifty nine dollars) with the 2003/2004 proposal $961,470 (nine hundred and sixty one thousand, four hundred and seventy dollars).

The estimates requested by the Fire Control Officer exceed the current year's allocation by approximately $100,000.00 (one hundred thousand dollars). Accepting this request would commit Council to this level of expenditure for the 2003/2004 financial year.

The current year's estimates were restricted to a 3.3% increase in the rate pegging limit. Using this analogy, as an extension for next year's fire control estimates, Council's contribution would increase from $861,859 (eight hundred and sixty one thousand eight hundred and fifty nine dollars) to $890,300 (eight hundred and ninety thousand three hundred dollars), an increase of $28,441 (twenty eight thousand four hundred and forty one dollars). It would not be prudent to recommend committing Council to an increase, in excess of the most recent rate pegging limit, at this time.

RECOMMENDATION:

That:

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

2. The Rural Fire Service be advised that estimates for 2003/2004 be limited to an increase of 3.3%. Revised estimates from Rural Fire Service be adopted and forwarded to the Rural Fire Service.

ATTACHMENTS:

AT-1 Requested Fire Estimates for 2003/2004.

City of Hawkesbury - Rural Fire Estimates 2003/2004

	From RFS	Subsidy	From Council	Total
Stations	25,000		12,000	37,000
Vehicles	70,000		33,000	103,000
Radio/Pager Maintenance	25,000		15,000	40,000
Pump Maintenance	5,000			5,000
Fuel/Oil	45,000			45,000
Telephone Charges			30,000	30,000
Electricity	20,000			20,000
Services			20,000	20,000
Insurance - Stations/Vehicles	40,000			40,000
Fire Control Salaries - Permanent Staff	415,000			415,000
Fire Control Salaries - Part Time/Casual Staff			22,000	22,000
Fire Control Cleaning			20,000	20,000
Rural Fire Station Subsidy - Oakville Station		18,000	35,000	53,000
Replace Major Equipment - 3 x Heavy Cat 1 Tankers	600,000			600,000
Replace Major Equipment - x Heavy Cat 7 Tankers	220,000			220,000
Changeover Mitigation Officer Vehicle			8,000	8,000
Changeover GC Vehicle			30,000	30,000
Personnel Carrier	46,000			46,000
Replace FCO Vehicle	15,000			15,000
Misc Equipment - Hose, Helmets, tools, etc.	140,000			140,000
Training Courses			18,000	18,000
Catering			14,000	14,000
Brigade Field Day			7,000	7,000
Hire of Emergency Equipment			10,000	10,000
Printing & Stationary			30,000	30,000
Safety Equipment			30,000	30,000
Environmental Consultants Fees for Fuel			10,000	10,000
NSWRFS Communications Platform	28,109			28,109
Fire Control Generator			30,000	30,000
Protective Clothing			10,000	10,000
Supplementary Charges, RFS Admins Charges Emergency Costs, Insurance, Workers Comp	500,000			500,000
Contribution to RFS			294,320	294,320
Contribution to Board of Fire Comm			86,266	86,266
Fire Control Overheads			196,885	196,885
	2,194,109	**18,000**	**961,471**	**3,173,580**

oooO END OF ITEM 81 Oooo

ITEM: 82 **Hawkesbury Leisure Centres Incorporated**

FILE NUMBER: GM001/023 Pt12/CSV/OGI24NBX.C10

PREVIOUS ITEM: 134, Ordinary (08.02.2000)
PREVIOUS ITEM: 127, Ordinary (09.02.1999)
PREVIOUS ITEM: 129, Ordinary (09.12.1997)
PREVIOUS ITEM: 194, Ordinary (11.04.1995)

REPORT:

Following the end of the financial year for 2001/2002, the draft financial reports were put forward on the operations of the Hawkesbury Leisure Centres Incorporated. During this meeting, a presentation on historical and current financial data was considered to appraise new and existing board members on the financial management and current issues of the centre.

Current issues of a strategic nature were considered to be:

- Long term financial viability;
- Asset management and replacement;
- Reduction of overdraft;
- Management continuity;
- Contract changes and underwriting clause.

Below is a table summarising the financial performance of Hawkesbury Leisure Centres Incorporated since its inception.

Year	Operating Income w/out Cnl Cont	Operating Expenditure	Depreciation Plant & Equipment	Depreciation Building	Total Depreciation	Operating Result with Plant & Equipt Depreciation	Operating Result- All Depreciation
1995/96	476,405	710,558	37,465	57,677	95,142	-271,618	-329,295
1996/97	1,444,395	1,594,578	55,503	123,600	179,103	-205,686	-329,286
1997/98	1,584,541	1,657,611	58,194	123,557	181,751	-131,264	-254,821
1998/99	1,674,317	1,754,772	58,405	123,557	181,962	-138,860	-262,417
1999/2000	1,757,332	1,856,563	59,224	123,945	183,169	-158,455	-282,400
2000/2001	1,780,143	1,995,139	51,879	123,606	175,485	-266,875	-390,481
2001/2002	2,266,892	2,350,722	48,564	123,698	172,262	-132,394	-256,092
TOTAL	**10,984,025**	**11,919,943**	**369,234**	**799,640**	**1,168,874**	**-1,305,152**	**-2,104,792**

NB: Council is responsible for Building Depreciation

In an attempt to improve the financial performance of the separate entity, Council has in the past written off debt in the order of $300,000.00 (three hundred thousand dollars) and initiated an annual contribution towards the centres. Leisure Co. (formerly Leisure Australia) have also written off debt of $100,000.00 (one hundred thousand dollars) and as an offset, had their contract extended until May 2005 with an option of five years to May 2010.

Long term financial plans have been prepared in an endeavour to show trends in reducing debt however, these plans have not been met. Debt has continued to increase and it is not expected that the centres will be debt free at the expiry of the current contract with Leisure Co.

As a result Hawkesbury Leisure Centres Incorporated resolved at their last Board meeting held on 4 September 2002 as follows:

1. *Advise Council of current financial situation and negotiate with Leisure Co. to amend the contract to reflect the current changes.*

2. *Advise Council to seek from Leisure Co. how they plan to move forward on reducing the overdraft.*

3. *Advise Council to remind Leisure Co. of their position with the underwriting in the contract.*

A number of changes of been made to the original contact which was signed in November 1995. These changes have rested on correspondence and include:

- The change of name from Leisure Australia to Leisure Co.;
- Retirement of seek funding;
- Reduction of debt by Council;
- Extension of contract period to May 2005 with an option of five years to May 2010;
- Annual contributions by Council;
- Council, through Wespool, accepting responsibility for public liability and professional indemnity.

Recent correspondence from Mr Graham Alder, Chief Executive Officer, Leisure Co. indicated a desire to finalise these matters. This correspondence was dated 4 September 2002 and included *"our arrangements have changed in numerous ways over the years, and, given our letters, discussions, respective resolutions and changes in approach since the original contract was put in place, it is now essential that we update/replace the original document to more accurately reflect the present situation"*.

In addition to these changes, Leisure Co. have suggested that the underwriting clause put forward in the expression of interest by Leisure Australia be removed. The interpretation of the underwriting clause provides: *"underwriting means the provision of start-up funding, initial operational cash flow, support and payment of any operating loss at the termination of this deed or any extension thereof before the deduction of non cash items such as depreciation, provision and the like"*.

The underwriting of losses does not equate directly with the overdraft and variations between these accounting concepts are shown below:

Financial Year	**Overdraft**	**Profit/(Loss) before Depreciation Without Council Contribution**
95/96	38,226	(234,153)
96/97	299,927	(150,183)
97/98	360,924	(73,070)
98/99	400,819	(80,455)
99/00	583,941	(99,231)
00/01	726,838	(214,996)
01/02 Pre-audit	704,119	(83,830)
TOTAL		**(935,918)**

Council's initial resolution accepting Leisure Australia's expression of interest for the Management of Hawkesbury Leisure Centres included the following information in the report of 11 April 1995 *"the company has also offered to fully comply with all aspects of the specifications and to underwrite the centres operation and to guarantee achieving financial viability within one year. The company will also supply all operational seed funding with repayments to be met by future surpluses from the operations of the Centre"*.

In accordance with the resolution from the Board of Hawkesbury Leisure Centres Incorporated, it is recommended that the financial position of Hawkesbury Leisure Centres be noted and that negotiations commence with Leisure Co. to seek their advice on financial measures to reduce debt over the time of the contract. Further, that the contract between Leisure Co. and Council be updated to reflect arrangements that have occurred since the original contract was put in place and finally that the underwriting clause offered by Leisure Co. and agreed to in the contract remain with Leisure Co. being reminded of their financial exposure.

RECOMMENDATION:

That:

1. The current financial position of Hawkesbury Leisure Centres Incorporated be noted.

2. Negotiations commence with Leisure Co. to seek their advice or financial measures to reduce debt.

3. The contract between Leisure Co. and Council be amended to update arrangements that have occurred since the original contract was put in place.

4. The underwriting clause offered by Leisure Co. and agreed to in contract remain with Leisure Co. being reminded of their financial exposure.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 82 Oooo

ITEM: 83 **Hawkesbury Radio Funding**

FILE NUMBER: 610/45 Pt6/CSV/OGI24NBX.C05

REPORT:

A funding application has been received from Hawkesbury Radio Communication Co-operative Society Ltd (2VTRFM) seeking an increased donation towards the costs associated with the transmission site fees, electricity fees, maintenance costs, broadcast licensee fees, microwave link licensee fees and general upkeep of transmission site at Kurrajong Heights.

Council has supported this donation in the past as the local radio station has a significant role in providing emergency management advice and its location as this site allows the station to transmit across the Hawkesbury City Local Government area.

It is understood that Council was substantially committed when the station was established in assisting, organising, housing and the provision of some equipment. Funding for this donation is included in the 2002/2003 budget.

Council, on 11 May 1999 resolved:

> *"That in 1998/99 Council provide 2VTR-FM with a donation of $1,600 (one thousand six hundred dollars). Further that it be indicated that the Council would favourably consider providing this amount each year based on the circumstances at the time with an indexation equivalent to the cost of electricity or the Consumer Price Index whichever is the larger."*

As the increase in price of electricity has been less than CPI, using a CPI figure of 2% (based on Sydney Prices 1998/1999) the donation for 2000 was increased to $1,632.00.

In September 2001 Hawkesbury Radio applied for $5,000.00 (five thousand dollars) and again in September 2002 applied for $3,500.00 (three thousand five hundred) with no increased allocation given for the donation towards Hawkesbury Radio Communications Cooperative Society Ltd’s increasing transmission tower site and broadcast costs. Council has previously given donations of approximately $1,600.00 (one thousand six hundred dollars) per year to assist with transmission costs.

Hawkesbury Radio Board asks for the additional funds to help defray the rapidly escalating fees for site, electricity and insurance which have now risen from $1500.00 (one thousand five hundred dollars) to $15,000.00 (fifteen thousand dollars) in the last two years.

RECOMMENDATION:

That Council determine the level of financial support for Hawkesbury Radio, taking into account two recent applications for an increase on the $1,600.00 (one thousand, six hundred dollars), received annually.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 83 Oooo

ITEM: 84 **Community Donations Program Round 1 2002/2003**

FILE NUMBER: GF008/001/CSV/OGI24NBX.C06

REPORT:

As part of the Donations Policy that came into effect on 1 July 2001 the Community Donations Program has two funding rounds annually. Residents are reminded of due dates through advertisements in the local paper.

A total of 11 (eleven) applications were received requesting a total of $33,915.57 (thirty three thousand nine hundred and fifteen dollars and fifty seven cents). The Emergency Accommodation application has also been resubmitted after the application was considered by the Hawkesbury Housing Forum, as recommended by last years report.

The applications were assessed by a staff committee and are ranked below in order according to the criteria defined in the Policy. Recommendations for amounts of donations are provided as well as comments.

Richmond Pre-School Kindergarten Ass Inc. applies for $345.00 (three hundred and forty five dollars) for the PALS program, a social skills program for young children. The program helps children learn about greeting others, listening, sharing, turn taking and dealing with feelings of fear, sadness and anger through the use of puppets, videos, role playing, song stories and problem solving. This high quality educational program is for children aged 3-6 (three-six) years and assists in the development of skills important for optimum functioning for the school years and beyond.

Initial training for Richmond Preschool staff in using the program will be provided by Hawkesbury Early Childhood Intervention Service Staff (HECIS) at no cost. The project is undertaken over a ten week period and can be repeated every year or as needed with different groups of children. Owning the PALS program would give the staff and children an opportunity to implement it as needed rather than waiting for a “turn” to borrow it from HECIS. HECIS have recommended the purchase of the program and support this application. This program could then be lent to other non profit early childhood services in the Hawkesbury.

Hawkesbury Reclaim the Night organising committee auspiced by the Hawkesbury Action Network against Domestic Violence (HANADV) and the Women’s Cottage applies for $980.00 (nine hundred and eighty dollars) to fund the annual Reclaim the Night event held in October. The event seeks to raise awareness about issues of violence and safety for women and children and promotes community involvement with the aim of creating a safer community.

This year the committee seeks to target isolated regions of the Hawkesbury with a daytime event, with a centralised family orientated event in the evening. The funds applied for would be used for entertainment, food, transport of workers to outerlying areas, promotion of the activities and a generator.

Hawkesbury Schools Music Festival Committee applies for $4010.00 (four thousand and ten dollars) for the hire fees associated with holding this event at Windsor Function Centre (WFC). This festival alternates between music one year and dance the next and has been fully funded by Council for the last 12 (twelve) years. It involves 2000 (two thousand) children from approximately 30 (thirty) Hawkesbury public schools and promotes active participation in performing arts. Costs for the last three years have been $3180.00 (three thousand, one hundred and eighty dollars), $5764.00 (five thousand seven hundred and sixty four dollars) and $2072.72 (two thousand and seventy two dollars and seventy two cents). The hiring cost of the WFC is one quarter of the total cost to stage the event.

Hawkesbury Community Kitchen applies for $4680.77 (four thousand and eighty dollars and seventy seven cents) for the expansion of the Drop in Centre service. $2283.77 (two thousand, two hundred and eighty three dollars and seventy two cents) of the funds would be used to purchase equipment including CD player, television, BBQ, indoor seating, towels, garden equipment and fishing equipment. The other $2400.00 (two thousand, four hundred dollars) to fund 12 (twelve) monthly bus trips using Community Transport.

The Drop in Centre has been operating since October 2001 and provides a secure place for homeless and unemployed to spend their time providing positive recreational alternatives to pubs, clubs and bars. The Centre operates two days a week and it is hoped that with extra funding and more volunteers, this will be extended to seven days a week. The organisation is currently funded through Western Sydney Area Assistance Scheme (WSAAS) and is also applying for funds through this year's Clubs NSW Community Development Support Scheme (CDSE).

Colo Wilderness Mobile Resource Unit (3 applications) totalling $9450.00 (nine thousand four hundred and fifty dollars):

1. **Bilpin Before and After School Care** applies for $3500.00 (three thousand five hundred dollars) for the purchase of a computer, printer and software to replace the existing one at the Bilpin Before and After School Care. The organisation provides community services and child care to remote areas in the Hawkesbury. It is believed the purchase of the new equipment would assist in running the system efficiently.

2. **Kurrajong Before and After School Care** also applies for $500.00 (five hundred dollars) for the purchase of signs and advertisements in the local paper for the new Before and After School Care Centres at Kurrajong. This centre has been opened due to the committee's decision to meet a perceived need in the community for this service.

3. **Colo Wilderness Mobile Resource Unit Management Committee** applies for $5450.00 (five thousand four hundred and fifty dollars) to assist in meeting the objectives of establishing a new out of hours care service and more appropriate office accommodation for their ten projects. DOCS has provided a slippage grant of $8000.00 (eight thousand dollars) towards the project and the requested amount is needed to make up the shortfall. The Committee is hoping that the project falls under the set criteria for seed funding.

The relocation of the office and centre to private rented facilities in the Kurrajong Village was a decision made by this group following difficulty working with arrangements at Blaxland Ridge Community Centre.

Wiseman's Ferry and Districts Community Health and Resource Centre Inc. applies for $7,000.00 (seven thousand dollars) to enclose the existing open verandah to give much needed space for the general area as well as storage and allow for wheelchair access on the community building. The total cost of the project is $16,500.00 (sixteen thousand five hundred dollars) and $9417.00 (nine thousand four hundred and seventeen dollars) has already been raised by the local community.

This is the first time the organisation has applied for funding with previous funds being raised by local residents or received by Hornsby Ku-ring-gai Community Health Services. Baulkham Hills Council has offered to waive the development application fees and help with the cost of fittings towards the project. Funds have also been applied for through Gosford Community Grants Program.

Hawkesbury Writers Group, Regional group of the Fellowship of the Australian Writers Inc. request $1500.00 (one thousand five hundred dollars) to compile an anthology of collected stories and poetry of the eighteen (18) members of the group. This group gives writers of all ages and backgrounds a platform for creative expression, supports and encourages members through evaluation the development process. These funds would be used by the non profit group to format, print and bind the completed book. The members have already contributed $340.00 (three hundred and forty dollars) towards the project.

Windsor District Baptist Church Food Barn applies for $2449.80 (two thousand four hundred and forty nine dollars and eighty cents) for the purchase of a trailer to assist in the transportation of food products to the Food Barn. This organisation provides affordable food to people in need as well as assist in breaking the cycle of the welfare mentality. A Western Sydney Area Assistance Scheme (WSAAS) grant was used in the partial set up of the Food Barn and in last year's Community Donations Program budget $2900.00 (two thousand nine hundred dollars) was donated to buy display refrigeration which was instead used to purchase a scanning system.

Hawkesbury Community Radio applies for $3500.00 (three thousand five hundred dollars) for funds to pay transmission site fees, maintenance costs, broadcast licensee fees, microwave link licensee fees and general upkeep of transmission site at Kurrajong Heights. The registered cooperative provides a community broadcasting service staffed by volunteers and assists in times of emergencies. Council has donated by resolution $1600.00 (one thousand six hundred dollars) for the last two years separate from the Community Donations Program. Hawkesbury Radio Board asks for the additional funds to help defray the rapidly escalation fees for site, electricity and insurance which have now risen from $1500.00 (one thousand five hundred dollars) to $15,000.00 (fifteen thousand dollars) in the last two years.

Pastor Carl Moses as Community Chaplain of Baptist Churches NSW & ACT, (resubmitted after proposal considered by Hawkesbury Housing Forum) applies for $3,000.00 (three thousand dollars) for the provision of a fund which would pay for the cost of accommodation to cover thirty nights accommodation over a twelve month period and the administration costs of managing the program. The program would involve providing emergency housing to people in need, evaluating individual circumstances and where necessary, placement for those in need into a motel for a short time while further assistance is sought.

Several agencies such as Department of Community Services (DoCS) and Hawkesbury Community Kitchen provide such a service although specific to certain conditions i.e. DoCS has an emergency fund which can be accessed 24 hours a day available to house victims of domestic violence and the Kitchen has beds but restricted to men only.

The reply in regards to this issue from the Hawkesbury Housing Forum is as follows:

> *"The Hawkesbury Housing Forum supports the proposal as emergency accommodation is an identified high priority need in the Hawkesbury.*
>
> *The Forum recognises that it is for a "one-off" time limited period and that if the project were successful would require ongoing funding. This funding is normally provided through the Supported Accommodation Assistance Program (SAAP) which is State/Federally funded and is administered through the NSW Department of Community Services.*
>
> *The NSW Department of Housing also provide some emergency accommodation - Carl's proposal would be for an "out of office hours" access to emergency accommodation to compliment this service.*
>
> *Some accommodation is also available through the City of Sydney Council's Homeless Person's Information Service which links up people with accommodation which may be available in SAAP funded refugees and has some funds to purchase accommodation- though not in the Hawkesbury area."*

Summary of Donation Requests Recommendations For Approval

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Richmond Pre-school Kindergarten	PALS Program	$345.00	$345.00	The purchase of this worthwhile program should include the condition that other relevant organisations should have access to this resource.
Women's Cottage and Hawkesbury action Network Against Domestic Violence (HANADV)	Reclaim the Night Events	$980.00	$490.00	Council's Community Services to fund the balance of $490.00 as activities are identified in the Social Plan.
Hawkesbury Schools Music Festival	Festival of Music for Government Schools	$4010.00	$4010.00	This has been fully supported by Council for the last 12 years and is in line with guidelines for making the WFC accessible to community groups for such functions.

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Hawkesbury Community Kitchen	Drop-in Centre Expansion	$4680.77	$300.00	A minor donation recommended towards the purchase of some of the equipment. Funding for the bus trips would be more appropriately funded through Community Transport Fund and Community Support Expenditure Scheme.
Colo Wilderness Mobile Resource Unit Management Committee, Bilpin and Kurrajong Before & After School Care Centres	New Out of Hours Care Service Centre & Office accommodation including Purchase of Equipment and Signs and Advertising	Three applications for a total of $9450.00	$500.00	The services provided are a state government responsibility. Request is mainly for capital equipment replacement. A donation towards advertising and signs for the new centre at Kurrajong would be appropriate to inform the community of new location.
Wisemans Ferry & Districts – Community Health & Resource Centre Inc.	Restoration of verandah for wheelchair access etc.	$7000.00	$1000.00	As a capital upgrade to a building not owned by Council, it would be more appropriate to apply to other funding sources such as WSAAS. The building services communities from several local government areas. Of these approx. 25% are HCC residents.
Hawkesbury Writers Group	Anthology of collected stories	$1500.00	Offer of $500 inkind printing or $500 donation towards printing costs	A donation towards the cost of the printing the document would seem appropriate.

Other applications

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Windsor Baptist Church	Purchase of trailer – assist with picking up food for food barn	$2449.80	Nil	This program was supported last year with a donation for purchase of capital equipment.

Applicant	Activity/ Project	Donation Requested	Donation Recommended	Comments
Hawkesbury Community Radio – 89.9 FM	General fee coverage for site at Kurrajong Heights	$3500.00	Considered as separate to Donations budget	See separate report.
Carl Moses (resubmitted)	Emergency Housing Administration Fund	$3,000.00	**Nil**	Proposal does not demonstrate capacity to start, support and continue the project. These services are seen as a State Government responsibility. Council is currently working with Office of Community Housing, Department of Community Services and Wentworth Area Community Housing addressing this issue.

For information - Nova Employment
Notice was received by Nova Employment in April 2002 that the $200 (two hundred dollars) allocated from the Round 1 2001/2002 report to assist with the launch of Nova's IT centre at Richmond was no longer required.

Although Nova Employment were committed to fund the program and supplied the participants with state of the art equipment and resources, the project fell thorough due to various problems. Nova asks that the funds allocated to the centre be redistributed and that this outcome not adversely affect any future submissions Nova may put forth to Council in the future. The funds were redistributed in the last budget to participants under the Minor Assistance Scheme.

RECOMMENDATION:

That:

1. Richmond Pre-School Kindergarten receive $345.00 (three hundred and forty five dollars) for the purchase of the PALS Program, with the condition that the program be available for use by other similar groups.

2. The Reclaim the Night events receive $490.00 (four hundred and ninety dollars) from the donations budget with an additional $490.00 (four hundred and ninety dollars) to be provided by Community Services.

3. Hawkesbury Schools Music Festival receive $4010.00 (four thousand and ten dollars) for the hire of the Windsor Function Centre for that event.

4. Hawkesbury Community Kitchen receive $300.00 (three hundred dollars) towards the purchase of equipment and be referred to other sources of funding as outlined.

5. Colo Wilderness Mobile Resource Unit Management Committee receive $500.00 (five hundred dollars) towards the signage and advertising of the new Before and After School Care Centre at Kurrajong.

6. Wiseman's Ferry & Districts – Community Health & Resource Centre Inc. receive $1000.00 (one thousand dollars) towards the costs associated with the extension of the building.

7. Hawkesbury Writer's Group receive $500.00 (five hundred dollars) towards the cost of printing their anthology of the members collected stories.

8. The information concerning Nova Employment's notice of unused funds be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 84 Oooo

ITEM: 85 **Community Cultural Grants Program - September Round**

FILE NUMBER: G021/218/CSV/OGI24NBX.C13

REPORT:

A total of eight applications were received under Council's September Round of the Community Cultural Grants Program requesting a total of approximately $42,300 from the $25,000 annual budget. These applications are detailed below.

Garry Ragen on behalf of Macquarie Towns Music Club applies for $1,000 to assist with the staging of the Scarecrow Music Festival. The 2002 festival attracted approximately 360 people, of which about half were visitors from outside the area. A number of community groups are involved, including the Bowen Mountain Association, Grose Vale Scouts, Hawkesbury Jazz Club and the UWS Community Choir, as well as other locally-based artists. The festival offers a wide variety of genres representing many different cultures and art forms, including South American, “Aussie”, Middle Eastern, Classical, Blues, Jazz and Rock and Roll, as well as poetry and storytelling. The festival comprises concerts in two outlying locations (Grose Vale and Bowen Mountain) and two workshops.

Jenni-Mae Clissold on behalf of The Ferry Artists applies for $19,700 for the construction of an arts centre at Wisemans Ferry. The centre would be used for the display of works by local artists as well as workshops and performances.

Ellen Manning on behalf of UWS Community Choir applies for $600 for workshops in Singing Technique with Dr Steve Watson and Simple Movement for choirs by Katherine Manning. The workshops will be open to community members including individuals as well as members of groups.

Diana Hazard on behalf of Colo River Valley Historical Society applies for $11,000 for the printing of a history of the Colo River Valley including approximately 100 archival photographs. The history of the area has never been published and, like the Macdonald Valley, was something of a “hidden valley” until the opening of the Singleton Road in 1942.

Barbara Barnstable on behalf of the Arkadian Bilpin Performers applies for $1,500 towards the purchase of a 20-foot container to be used for costume storage. The application is supported by the Bilpin Hall Committee, in whose premises the container would be installed.

Sharon Payne on behalf of The Women’s Cottage applies for $2,500 for the publication of an anthology of poetry and short stories by the 6 - 8 regular members of a writing group based at the Cottage. The launch is planned for Women’s Day 2003 and books would be sold in order to finance a further edition.

Louise McMahon on behalf of Kurrajong-Comleroy Historical Society applies for $1,000 towards a campaign designed to raise awareness of the millstones on display at Memorial Park, Kurrajong. Members of the society hope to conduct talks on Sunday 20 October, coinciding with the Kurrajong Scarecrow Festival, and to commission a working model of the mill and publish an information brochure.

Bill Watts on behalf of Hawkesbury District Health Service Youth Health Team applies for $5,000 in support of a festival to be held at Colbee Park, McGraths Hill in Youth Week 2003. The "Big Thing Youth Festival" is to be a one-day event, with band competitions, dance music tent, markets, fire-twirling, BMX competition, skateboarding competition, rock-climbing, food stalls etc. The organisers are a sub-committee of Hawkesbury Youth Interagency, and hope to attract $12,000 in commercial sponsorship towards a projected budget of $20,000. A further $3,000, including $1,500 from the Premier's Department, will be provided from Council's youth budget. Funding of $3,000 has been applied for under the CDSE scheme.

Summary of Grant Applications
Recommendations For Approval

Applicant	Activity/Project	Grant Requested	Suggest	Comments
Macquarie Towns Music Club	Scarecrow Music Festival (previously received $500 from Fruits of the Hawkesbury)	$1,000	$1,000	A well-run event with significant benefits to artists and the two communities of Grose Vale and Bowen Mountain. High degree of support for and initiative of applicant.
The Ferry Artists	Art gallery for display of local work + workshops, musical and dramatic performances.	$19,700	Nil	There is a well-run gallery at St Albans where the work of local artists is frequently displayed. The Hawkesbury City Art Gallery in Windsor will also make provision for the display of work by local artists. Groups to be encouraged to reapply for support for workshops and the staging of exhibitions.
UWS Community Choir	Workshops for members in singing and movement	$600	$600	A worthwhile event, open to members of the public and with a strong skills-development component.
Colo River Valley Historical Society	History of Colo River Valley	$11,000	Nil	Refer to Support For Writers of Local History policy.
Arkadian Bilpin Performers	Wardrobe storage container	$1,500	$1,500	Project would enable group to continue functioning and expanding. Provides a valuable community-based cultural experience for members of this isolated community.

Applicant	Activity/Project	Grant Requested	Suggest	Comments
The Women's Cottage	Publication of anthology	$2,500	Nil	Refer to Support For Writers of Local History policy.
Kurrajong-Comleroy Historical Society	"Revealing the Magic of our Millstones" (education and awareness)	$1,000	Nil	Refer to Support For Writers of Local History policy.
Hawkesbury District Health Service Youth Health Team	The Big Thing Youth Festival	$5,000	$,5000	Commitment in Management Plan to support this event, which is the major youth event of the year. This event is valuable in raising self esteem of young people. Funded $5,000 in 2001.

For the information of Councillors the Support for Writers of Local History Policy is as follows:

"Hawkesbury City Council will publish papers relevant to the history and development of the area.

Works of a high standard up to 20,000 words will be considered.

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

- *The author of any paper accepted for publication shall be required to sign a statement indemnifying Council against breach of copyright.*

- *Copyright of publications shall belong to the author.*

- *Council will not be responsible for the sale or distribution of books so published."*

RECOMMENDATION:

That:

1. A total of $8,100 (eight thousand, one hundred dollars) as detailed in the report be allocated as grants under the Community Cultural Grants Program- September Round.

2. Those applicants seeking support for publications be referred to the Support For Writers of Local History policy, which will be extended to include the printing of an anthology of women's writing under the auspices of The Women's Cottage.

3. Colo River Valley Historical Society to be encouraged to forward archival photographs to the Local Studies Librarian for scanning and inclusion in the data base set up for the purpose.

4. Funding to be provided from the Community Cultural Grants Program.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 85 Oooo

ITEM: 86 **Valuation of Council' s Premises Located at 15 George Street, Windsor (next to Governor Phillip Park), being Lot 1 DP998507**

FILE NUMBER: P1620/90 Pt2/CSV/OGI24NBX.C14

PREVIOUS ITEM: 67, GPC Section 3 - Organisation & Resources (30.07.2002)

REPORT:

A report was presented to Council at its General Purpose Committee Meeting on 30 July 2002 summarising an independent building report which was obtained on the above property. It would appear from the summary that the property is in a poor state of repair and the cost of any remedial work would far out-weigh the value of the property.

Council resolved at the Ordinary Meeting of 13 August 2002 that:

> *"1. This matter be deferred to allow presentation of a report from Governor Phillip Park Association at the next General Purpose Committee Meeting.*
>
> *2. A valuation of the property be obtained and further reported at the next General Purpose Committee meeting."*

In line with Council's resolution, a valuation has been obtained from K D Wood Valuations. The valuation states that the current market value of the property is $140,000 (one hundred and forty thousand dollars), which is based on the land being 'Open Space' land with some potential for recreational facilities/establishment.

The parcel of land is rectangular in shape with a total area of 1,998sqm (one thousand, nine hundred and ninety eight metres square). The land is zoned Part 6(a) Open Space (Existing Recreation) and Part 6(b) Open Space (Proposed Recreation) under the provisions of Hawkesbury Local Environmental Plan (HLEP) 1989, as amended. It has a land classification of Operational.

The permissible uses of this property, with the consent of Council are as follows:

- Child care Centre;
- Community facilities;
- Heli-pads;
- Land filling;
- Public buildings;
- Recreation areas;
- Recreation facilities;
- Recreational establishment;
- Refreshment rooms.

Any proposal involving a building must comply with the provisions of clause 25 relating to flood liable land.

The land ranges in height from 1(one) metre AHD at mean high water level to the highest level at 12 (twelve) metres AHD near the centre of the land. Approximately two thirds of the land is between 10 (ten) metres and 12 (twelve) metres AHD, while the remainder of the land forms the bank of the river with slope of approximately 35 (thirty five) degrees (note that this analysis is from contours recorded within Council's mapping system. No survey information was used and no inspection was carried out).

The 1:100 (one in one hundred) year flood level for Windsor is 17.3 (seventeen point three) metres AHD. Development controls for flood liable land are contained within clause 25 of HLEP 1989. Within clause 25, sub-clauses (2) and (4) are the most relevant to the subject land. Sub-clauses (2) and (4) state the following:

> **Sub-clause (2)**
> A building should not be erected on any land lying on a level lower than 3 (three) metres below the 1:100 (one in one hundred) year flood level for the area in which the land is situation, except as provided by sub-clauses (4), (6) and (8).
>
> **Sub-clause (4)**
> Not withstanding sub-clauses (2) and (3), a building that was lawfully situated on any land at 30 June 1997 may, with the consent of the Council, be extended, altered, added to or replaced if the floor level of the building, after the building work has been carried out is not more than 3 (three) metres below the floor height standard for the land immediately before the commencement day.

The land is clearly more than 3 (three) metres below the 1:100 (one in one hundred) year flood level, therefore, prima facia, a building may not be erected. However, clause 25(4) allows an existing building to be replaced, altered, etc. provided the new building is not more than 3 (three) metres below the 1:100 (one in one hundred) year level. In theory, a building could be approved under the provisions of clause 25(4), however, in practice this would require a building with a floor level at (3) three metres above the current ground level, which would still be severely flood affected. Sub-clauses (5) and (6) would be applied to the assessment of any application.

> **Sub-clause (5)**
> The Council shall in the assessment of the Development Application, consider the flood liability of assess to the land and, if the land is within a floodway, the effect of isolation of the land by flooding, notwithstanding whether other aspects of this clause shall be satisfied.
>
> **Sub-clause (6)**
> Minor structures, such as out buildings, sheds and garaging may be erected on land below the 1:100 (one in one hundred) year flood level, with the consent of the Council. The Council shall, in the assessment of the Development Application for such a structure, consider the likely frequency of flooding, the potential flood damage and measures to be taken for the evacuation of the property.

The land is also located within the riverine scenic corridor. Sydney Regional Environmental Plan No. 20 - Hawkesbury Nepean River (SREP 20) contains strategies and development controls which must be considered with any development within the riverine corridor.

When all the scenarios are taken into account, including the zoning and the fact that the property adjoins a large river front park, its location and severe flood affection would mean that any establishment of any substantial building on the land would be considered impractical and undesirable.

RECOMMENDATION:

That the building located at 15 George Street, Windsor (on the river side of George Street at the entrance of Governor Phillip Park) being Lot 1, DP998507 be demolished and the grounds cleared of debris and be maintained as part of the Governor Phillip Park precinct.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 86 Oooo

ITEM: 87 **Disposal of Council Property - Land off Greenway Crescent, Windsor**

FILE NUMBER: GA030/014 Pt6/CSV/OGI24NBX.C09

REPORT:

At Council's Planning Workshop, which was held in February of 2002, several outcomes and actions were identified. Council resolved at the Ordinary meeting held on 9 April 2002 that the outcomes of the Planning Workshop be adopted.

> *"Council agreed that this parcel of land has very limited community use, with discussions indicating that a freehold sale, with restrictions as to the 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 Matthew's 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."*

A letter was sent to St Matthew's Church on the 26 April 2002 advising that Council was prepared to lease the property at the 'Peppercorn Rental rate of $1.00 (one dollar) per annum payable upon demand. All outgoings on the property, such as land and water rates, would be met by the Church. Other conditions associated with this offer include the maintenance of the property, which had to be maintained to an acceptable maintenance standard. The Church was also advised that if they decided not to proceed with the lease of the property, Council had resolved to revisit the matter with a view to the lands freehold sale.

A letter was received back from the Church on 12 June 2002 advising that before the offer could be accepted, a number of concerns must be addressed.

A letter addressing the concerns was sent to the Church on 16 July 2002, the details of which are as follows:

1. The lease of the property is offered for a period of four years, which will allow Council the opportunity to revisit the lease within the term of that Council.

2. Unfortunately, the yearly rates will not be negotiable due to the minimal lease fee being sought for the lease of the property at the Peppercorn rental rate of $1.00 (one dollar) per annum, payable upon demand, plus any outgoings.

3. The lease fee would not be reviewed within the lease period of four years.

4. The lease of the property is not subject to any remedial work being carried out to replace fences. Any fencing and repairs to the existing fencing would become the responsibility of the Church and will need to be negotiated with the adjoining property owners with regards to cost sharing, etc.

5. The property would be mowed and any rubbish removed before the lease period commenced. Whether the property required mowing prior to the commencement of the lease would be the subject of an inspection.

On 23 August 2002, a letter was received by Council from St Matthew's Church rejecting Council's offer of leasing the property. The Church, in its letter to Council, stated that this decision was not taken lightly. However, the Church considered that the additional cost and ongoing care associated with taking over the property were significant factors in their decision.

In light of this, Council's valuers, K D Wood Valuations, were asked to give an update market valuation of the property in Greenway Crescent. That valuation has been received and has been made on the following basis:

> *"Enquiries at Council's Environment and Development Department indicate that a single cottage or attached dual occupancy could be erected on this land. Multi-density or use of S.E.P.P.5 would not be permitted, particularly as part of the land is flood prone.*
>
> *We have made our valuation on the basis that the building approval could be obtained as above and that an access strip would be built to Greenway Crescent".*

K D Wood Valuations have also recommended that the market valuation is the recommendation for any reserve set should Council resolve to auction the property.

RECOMMENDATION:

That:

1. The land off Greenway Crescent, Windsor be offered for public auction in line with Council's current policy.

2. A reserve be set on the property at the current valuation determined by K D Wood Valuations.

3. Three local real estate agents be contacted to submit a proposal to market Council's property for the purpose of public auctioning.

4. Any necessary documentation be executed under the common seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 87 Oooo

ITEM: 88 **Australian Urban Regional Information Systems (AURISA) Conference - Delegate Expenses**

FILE NUMBER: GP027/001 Pt11/ENG/OGI24NBX.E15

REPORT:

The annual Australian Urban Regional Information Systems conference is to be held in Adelaide from 25 November to 30 November 2002.

The Director of Environment and Development who is the President of AURISA and the Geographical Information Systems (GIS) Co-ordinator, who is the current secretary of the NSW Chapter of AURISA, have expressed an interest in attending this conference, which is Australia's premier spatial industry event.

The theme for this year's AURISA conference is the promotion of e-future into the mainstreams.

In accordance with Council's Policy, interstate travel or conference expenses exceeding $1,500 (registration, airfares, accommodation and out-of-pocket expenses) are required to be reported and resolved by council. The cost for attendance at the conference will be approximately $1,400 per delegate.

RECOMMENDATION:

That Council support the attendance of the Director of Environment and Development and the GIS Co-ordinator at the AURISA National Conference in Adelaide from 25 to 30 November 2002 at an estimated cost of $1,400.00 (one thousand four hundred dollars) per delegate.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 88 Oooo

89 **Graffiti Traineeship Grants Scheme**

FILE NUMBER: GP040/002/CSV/OGI24NCX.C03

REPORT:

In July 2002, Council was invited to submit for funds under the Graffiti Solutions Program administered by the NSW Attorney General's Department Crime Prevention Division. The aim of the Graffiti Solutions Program is to support activities that aim to prevent illegal graffiti. The grants scheme is designed to support councils in the delivery of anti-graffiti youth workshops that divert young people from involvement in illegal graffiti by providing artistic and training opportunities in local communities.

In August 2002, Council staff (in Youth Advisory Committee) submitted an application under the Graffiti Traineeship Program seeking $2,600 (two thousand six hundred) to fund the participation of a member of the Youth Advisory Committee (Ms. Amelia Patomaki) in a Graffiti Traineeship Program. On 29 August 2002, Council was advised that the application had been approved in principle (with full endorsement subject to the finalisation of project details).

The funds will be used to enable Ms. Patomaki to attend an accredited TAFE training course with a focus on providing participants with skills in conducting community art projects. Following the completion of this training, Ms. Patomaki, in conjunction with the Youth Advisory Committee and Council staff, will organise structured and supervised workshops and community art projects for young people.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 89 Oooo

ITEM: 90 **Clarendon Skate Park - Opening**

FILE NUMBER: PK/214/CSV/OGI24NCX.C07

REPORT:

At the Ordinary Meeting held on 10 September 2002 Council requested (in relation to the construction of the Clarendon Skate Park) that:

> *'a competition or theme be put in place to involve the youth of the community in the opening of this park'*

This report has been prepared to provide information pursuant to this request.

The Clarendon Skate Park is expected to be completed by the middle of October 2002 with an official opening scheduled for Saturday, 2 November 2002.

Council staff in conjunction with the Hawkesbury Youth Inter-agency and the Youth Advisory Committee are currently planning a program of events to coincide with the opening. The proposed events will include:

- a skate competition - to be organised in partnership with *Skadantix* a skateboard retailer located in Richmond, with prizes to be awarded under different competition categories;
- skate demonstrations - by experienced skateboarders to reinforce responsible and safe skateboarding practice;
- an 'activities' BBQ - involving the PCYC (Police Citizens Youth Club) Activities Bus which includes BBQ facilities and a mobile video arcade;
- aerosol art demonstration - by experienced artists with input from local young people.

A temporary sign is to be erected at the Clarendon site to notify young people of the official opening date. Media and other advertising has commenced.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 90 Oooo