



general
purpose
committee

3
section

organisation
and
resources

GENERAL PURPOSE COMMITTEE - ORGANISATION & RESOURCES**Table of Contents****Meeting Date:** 29 April 2003**Page 2**

ITEM	SUBJECT	PAGE
SECTION 3 - ORGANISATION AND RESOURCES.		
32:	Monthly Financial Report - March 2003 GF011/005/FNC/OGD29NAX.F06	3
33:	Leave of Absence 80109/CSV/OGD29NAX.C08	6
34:	Review of Federally Funded Child Care Programs Including Family Day Care 80563/CSV/OGD29NBX.C01	7
35:	Families First - 'Strengthening the Connections Between Communities & Families' Project 79771/CSV/OGD29NBX.C02	9
36:	Proposed Road Closure - Bellbird Ave, Kurrajong Heights P0203/0025/ENG/OGD29NBX.E01	11
37:	Seniors Week 2003 107/CSV/OGD29NCX.C04	14
38:	Youth Week Program - 'Big Thing 2003' 80241/CSV/OGD29NCX.C03	15
39:	Potential for Arts and Economic Development in the Hawkesbury 80363/CSV/OGD29NCX.C07	17
40:	Appointment of Aboriginal Community Representative to the Hawkesbury Nepean Catchment Management Board 107/CSV/OGD29NCX.C05	18

oooO END OF TABLE OF CONTENTS Oooo

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **32****ITEM: 32** **Monthly Financial Report - March 2003****FILE NUMBER:** GF011/005/FNC/OGD29NAX.F06**REPORT:**

Summarised below, are particulars of both the income received and the expenditure incurred by Council for the month of March 2003. This information has been reconciled between the cashbook and the bank statement balance as at the end of March 2003. All expenditure is fully supported by vouchers and invoices which have been duly certified.

Cash Book (General Ledger) Reconciliation - March 2003

Opening Balance as at 1 March 2003	\$136,811.64
Add Receipts for the Month	\$10,172,373.57
Less Payments for the Month	(\$10,278,692.77)
Closing Balance as at end of March 2003	<u>\$30,492.44</u>

Bank Statement balance - March 2003

Statement Balance as at end of March 2003	\$102,751.86
Less Unpresented Cheques	(\$125,053.55)
Add Outstanding Deposits	\$68,507.25
	<u>\$46,205.56</u>
Adjustment: Statement entries not yet posted to GL	(\$15,713.12)
Equal balance as per Cash Book	<u>\$30,492.44</u>

Commentary

The above reconciliations reflect the cashflow for March 2003. Receipts include rate payments, fees and charges, grant payments and matured investments. Expenditure for the month typically consists of

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **32**

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.

Cash management procedures are in place that ensure adequate funds are available to meet daily expenditure obligations. Active cash management minimises the risk of Council's bank account going into an overdraft situation.

Any surplus funds are invested so as to maximise interest earnings.

Investments - March 2003

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 March 2003. All investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

March 2003

Investment Type	Balance Brought Forward	Deposits	Withdrawals	Interest Added to Investment	Balance End of Month
Managed Funds	\$23,049,762.12			\$85,248.46	\$23,135,010.58
On Call Funds	\$1,750,000.00	\$3,800,000.00	(\$3,650,000.00)		\$1,900,000.00
Term Investments	\$1,070,000.00	\$165,000.00			\$1,235,000.00
Rolling Investments	\$5,621,736.83	\$1,000,000.00		\$17,290.51	\$6,639,027.34
TOTAL	\$31,491,498.95	\$4,965,000.00	(\$3,650,000.00)	\$102,538.97	\$32,909,037.92

Investment Commentary

The investment portfolio increased by \$1.4 million during March. The investment deposits and withdrawals are included in the receipts and payments for the month as indicated in the Cash book Reconciliation.

Managed Fund performance was in line with the benchmark index for the month of March.

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 32

Official cash interest rates continue to be on hold (Currently at 4.75%).

Speculation as to whether the Reserve Bank of Australia (RBA) will cut rates 0.25 - 0.50% is never ending. To date the RBA has opted to keep rates locked at 4.75% waiting for signs that the US and global economy are on the mend before taking action.

Geoff Banting
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 32 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **33**

ITEM: 33 **Leave of Absence**

FILE NUMBER: 80109/CSV/OGD29NAX.C08

REPORT:

Councillor Joan Woods has sought leave of absence from the General Purpose Committee meeting 29 April 2003.

RECOMMENDATION:

That leave of absence be granted to Councillor Joan Woods for the General Purpose Committee meeting 29 April 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 33 Oooo

ITEM: 34 **Review of Federally Funded Child Care Programs Including Family Day Care**

FILE NUMBER: 80563/CSV/OGD29NBX.C01

REPORT:

The Federal Department of Family and Community Services (FACS) has engaged consultants to review Commonwealth funding provided to a range of child care programs. This review process has been termed the 'Child Care Broadband Development Project'.

Broadband is the name given by FACS to all the funding provided for a range of childcare programs. The 'Broadband Development Project' will review the operation and funding of 21 programs including Family Day Care. The Hawkesbury Family Day Care Scheme is sponsored by Hawkesbury City Council and presently receives \$220,000 (two hundred and twenty thousand dollars) in operational subsidies from FACS per year. These funds are used to contribute to the staffing costs of the Scheme. The Scheme also receives child care assistance payments (which are reimbursed to parents) and also raises additional income through levies and charges. These funds are used to meet the working costs of the Scheme so that the Scheme operates on a 'cost-neutral' basis to Council - Council does not provide additional direct funding to subsidise the operation of the Scheme.

The Federal Government has indicated that the primary focus of the Review will be to explore options for the development of future program arrangements. This review of options is to occur in the context of no additional growth in funding. It is likely therefore that the Review will consider the current funding arrangements of FACS funded programs as any proposed changes or enhancements to existing programs will need to be funded from within existing funding allocations. While it is difficult to anticipate the findings of the Review, it may be the case that Review could conceivably recommend changes to the funding of programs such as Family Day Care to enable the investment of funds in other programs or initiatives (as occurred in 1996, when the Commonwealth Government withdrew operational subsidies from all long day care children's services to reinvest it in capital projects for child care centres).

Any changes to the current funding arrangements for the Hawkesbury Family Day Care Scheme will be of concern to Council staff as it may impact on the affordability and viability of family day care services in the Hawkesbury. Currently the funding provided to the Scheme (together with the additional income raised through fees and charges) ensures that the Scheme is in a position to operate in accordance with required children's services licensing standards and can recruit and retain sufficient Carers to meet service demands while maintaining the affordability of the child care services.

The consultants engaged by FACS have conducted consultations for service providers, resource agencies, and parents to provide information about the process and to assist participants in answering a structured questionnaire. In addition written submissions can be lodged with FACS up until the 30th April 2003.

The Hawkesbury Family Day Care Scheme is currently preparing a submission on behalf of Council in response to the Review. The submission will canvass a number of issues regarding the operation of the Hawkesbury Family Day Care Scheme. The submission is also intended to highlight the critical need to maintain existing levels of funding to ensure the continued provision of quality and affordable child care options which are consistent with child care licensing standards. Approval is sought for the submission to be lodged with the Department of Family and Community Services.

RECOMMENDATION:

That:

1. The information be received.
2. A submission be lodged with the Department of Family and Community Services in response to review of funding arrangements for federally funded child care services as canvassed in the 'Child Care Broadband Development Project'. This submission to highlight the potential implications of any reduction in the level of operational subsidy provided to the Hawkesbury Family Day Care Scheme.
3. A copy of the submission to be forwarded to Mr Kerry Bartlett, Federal Member for Macquarie.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 34 Oooo

ITEM: 35 **Families First - 'Strengthening the Connections Between Communities & Families' Project**

FILE NUMBER: 79771/CSV/OGD29NBX.C02

REPORT:

Families First is a New South Wales Government initiative to support parents and carers raising children by providing a co-ordinated network of services focusing on prevention and early intervention support.

The Families First Program is divided into four 'fields of activity'. Council has been successful, in conjunction with a consortium of local agencies, in securing recurrent funding for a Family Worker Project (The Family Co-op) under the third of these 'fields of activity'. The fourth 'field of activity' - Strengthening the Connections Between Communities & Families Project - is intended to support the development of locally specific community plans outlining strategies to improve support to families with young children 0-8 years of age in identified high needs communities.

Within the Nepean Area South Windsor, Hazelbrook, North St Marys and Cranebrook have been identified as a high needs community under the fourth field of activity. The Families First Nepean Implementation Plan for 2002/2003 has allocated \$20,000 for each of these areas to develop a local action plan and to pilot activities which might be recurrently funded in future years in each of these areas. The funding is intended to facilitate consultation with stakeholders about locally significant issues which may impact on parenting capacity and to recommend local solutions to these issues. At the same time the funds are to be provided to enable local agencies to trial strategies for building social capital and strengthening local community networks.

In December 2002, the Department of Community Services (DoCS) conducted a consultation in South Windsor to gauge if any agencies would be willing to lodge an expression of interest to take up the \$20,000 (twenty thousand dollars) to develop a community plan for South Windsor. Unfortunately there was poor attendance at the consultation and, coupled with a tight time frame to lodge an expression of interest, no expressions of interest were received by DoCS for the South Windsor area.

Council staff subsequently met with representatives of the Department of Community Services to review the outcome of the consultations. It was agreed that Council would convene a meeting of stakeholders to discuss options for how the \$20,000 (twenty thousand dollars) might be used to achieve the objectives of the funding grant. Council staff also negotiated a revised time frame and a more flexible funding brief for the project.

A meeting was held on 31 March 2003, and an initial agreement was reached to establish a Reference Group to co-ordinate a project within South Windsor using the \$20,000 (twenty thousand dollars) provided under the Families First plan. The Reference Group includes the following agencies:

- Bligh Park Community Services Inc.

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 35

- Women's Cottage Inc.
- Hawkesbury District Health Service Ltd.
- Department of Housing
- Windsor Pre-School
- South Windsor Primary School
- Hawkesbury Care Inc.
- Hawkesbury City Council

The Reference Group will be finalising a community action plan for South Windsor by May 2003 (a pre-condition for receiving the available funding of \$20,000). The action plan will detail the activities that will be piloted and evaluated in conjunction with information collection strategies. This information will be used to identify local solutions for the issues facing South Windsor that impact on the capacity of this community to support families to raise healthy and well-adjusted children. This strategic plan will then inform the future allocation of funding under the Families First Framework.

In order to facilitate this process, the Reference Group has requested that Council write to DoCS to secure the available funding at \$20,000. It is estimated that these funds will be held by Council to fund the activities identified in the community action plan. The reference Group will be responsible for determining how these funds are to be spent. Accepting the funds on behalf of the Reference Group will hold no financial implications for Council - Council will merely be required to forward funds to agencies to enable them to conduct the activities identified in the community action plan as approved by the Reference Group.

RECOMMENDATION:

That Hawkesbury City Council write to the Department of Community Services to obtain the funding of \$20,000 available under the Strengthening Communities component of the Families First Program on behalf of the South Windsor Families First Reference Group. These funds are to be held by Council and allocated to fund activities in the South Windsor Families First Community Action Plan (as approved by the Reference Group).

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 35 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 36

ITEM: 36 **Proposed Road Closure - Bellbird Ave, Kurrajong Heights**

FILE NUMBER: P0203/0025/ENG/OGD29NBX.E01

REPORT:

An application has been received for the closure and purchase of an unformed section of road on Bellbird Avenue, Kurrajong Heights from the adjoining neighbours Andrew and Leeann Beddoes.

The subject site, which is shown on the attached plan, is an irregular shaped block of land and comprises a total area of approximately 455 m2. The applicants are interested in acquiring the land and consolidating it with their existing block at 19 Bellbird Avenue (Lot 29 in Deposited Plan 203876), Kurrajong Heights.

Public Consultation has been undertaken with all adjoining land owners and service providers, as well as consultation with various Branch Managers within Council. Whilst no objections have been received to the closure, the Hawkesbury Rural Fire Service expressed concerns regarding access across the block in case of emergencies. A neighbour has also expressed concerns regarding the intended future usage of the block, if acquired by Mr and Mrs Beddoes. These concerns were forwarded to the applicants.

Written confirmation has since been received from Mr and Mrs Beddoes who have advised that the Hawkesbury Rural Fire Service will continue to have unlimited access across the block. A Right of Way ensuring the same could be included in the Contract for Sale of Land, as is necessary. Mr and Mrs Beddoes have also indicated that intended future use of the land may include the construction of a garage, however, would be subject to a Development Application which would allow adjoining neighbours the opportunity to comment on the construction.

KD Wood Valuations have advised that the current market value of the unused section of road is \$20,000 (twenty thousand dollars) however, the land would require rezoning. An appropriate zoning of the land would be Environmental Protection 7(d), as is the zoning of the majority of property in that locality. In light of the applicants costs associated with the rezoning (in excess of \$2,500) a purchase price of \$18,000 (eighteen thousand dollars) has been negotiated.

RECOMMENDATION:

That:

1. Council support the closure and sale of the unformed portion of road, adjoining 19 Bellbird Avenue, Kurrajong Heights, subject to the following terms and conditions:
 - i. Mr Andrew and Mrs Leeann Beddoes pay Council the sum of \$18,000 (eighteen thousand dollars).
 - ii. The portion of the closed Road is to be consolidated with the applicants existing land.

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 36

- iii. The land to be appropriately rezoned and all associated expenses to be borne by the applicants.
 - iv. A Right of Way, allowing Hawkesbury Rural Fire Service unlimited access to/across the block be included in the Contract for Sale of Land.
 - v. All relevant legal and survey costs to be borne by the applicant.
2. The Seal of Council be affixed to all relevant documents.

ATTACHMENTS:

AT-1 Plan of Proposed Road Closure

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **36**

Attachment 1 - Plan of Proposed Road Closure

oooO END OF ITEM 36 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 37

ITEM: 37 **Seniors Week 2003**

FILE NUMBER: 107/CSV/OGD29NCX.C04

REPORT:

Seniors Week in the Hawkesbury was held between 16 and 22 March, 2003. The theme for Seniors Week 2003 was 'the best time for ages'.

To celebrate this event, Council Staff, in conjunction with the Seniors Advisory Committee and a number of local clubs and agencies organised a series of events including:

- A program of activities at the Hawkesbury District Senior Citizens Centre including Hoy (bingo), workshops on digital photography and computers, and two open days where morning and afternoon tea were provided. These activities were well attended.
- 'Surfing the Internet' training sessions held at Hawkesbury City Council Library Service in Windsor.
- A program of healthy exercise events held at the Hawkesbury Oasis including aqua fitness, yoga, learn to swim classes and east gym.
- A lunch and show held at the Richmond Club (which was sold out).

The highlight of the Seniors Week 2003 program was the launch of the Hawkesbury Seniors Gym on 20 March 2003 at the Senior Citizens Centre. The Gym was launched by the Mayor - Councillor (Dr.) Rex Stubbs.

The Seniors Gym is open to all persons over 55 years and is intended to deliver specialised fitness and development exercise programs for this age group. 89 (eighty nine) seniors have already registered with the gym and Council staff are currently working with the Senior Citizens Centre to recruit a fitness instructor to co-ordinate the gym and to purchase the required gym equipment. Council has received a grant of \$3,000 (three thousand dollars) from the Department of Sport and Recreation for the purchase of gym equipment.

RECOMMENDATION:

That the information be received.

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **37**

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 37 Oooo

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 38

ITEM: 38 **Youth Week Program - 'Big Thing 2003'**

FILE NUMBER: 80241/CSV/OGD29NCX.C03

REPORT:

Youth Week is an annual, national event celebrating the contribution of young people. In 2003, it was held between April 5 - 13.

In NSW, Youth Week 2003 was sponsored by the Motor Accidents Authority who promoted the event in conjunction with the road safety message 'Arrive Alive'.

In the Hawkesbury, Planning for Youth Week 2003 began in May 2002 following the success of the first Big Thing Youth Festival. The 'Big Thing 2003' was once again held at Colbee Park, McGrath's Hill and took place on Saturday 5 April from 10am to 4pm. It was the major event for Youth Week 2003 in the Hawkesbury.

The Mayor - Cllr. (Dr) Rex Stubbs - officially launched the event. Hawkesbury City Council were the main sponsors of the event, contributing over \$8,000 (eight thousand dollars), \$5,000 (five thousand dollars) of which was allocated from Council's Cultural Grants Funding Program and \$3,000 (three thousand dollars) from the Youth Programs budget which was supplemented by a grant of \$1,500 (one thousand five hundred dollars) from the Department of Education, Employment and Training. Penrith Plaza contributed \$2,000 (two thousand dollars) to the event.

The day attracted over 2,000 people - mostly young people but also some young families. A range of entertainment was provided on the day. Seven (7) local youth bands and a local D.J. provided the music on a professional stage. Other attractions included more new rides (including 'Sumo' wrestling, Gladiators, Bucking Bull and mechanical surfing), graffiti art demonstration murals, horizontal bungee, temporary tattoos, Council's skate ramp, Circus Skills; and three (3) dance companies performing on stage.

A large marquee was central to the event hosting youth and community information from a range of agencies. There was also commercial stalls and snacks. The main food and drink was provided by the Richmond Lions Club and its members.

Hawkesbury Community Transport operated a continuous transport service on the day using Council's Community and the Youth Access Bus and hired a second bus to assist young people in attending the event. Many young people used this service.

Planning is already underway for 'The Big Thing 2004' with new promotional material being made to attract more local sponsors. The 2003 event was organised by members of the Hawkesbury Youth Interagency and young people from Council's Youth Advisory Committee (YAC).

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: **38**

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 38 Oooo

ITEM: 39 **Potential for Arts and Economic Development in the Hawkesbury**

FILE NUMBER: 80363/CSV/OGD29NCX.C07

REPORT:

Ms Tiffany Lee-Shoy, Regional Cultural Planning Coordinator from Western Sydney Regional Organisation of Councils (WSROC) Ltd and Jeremy Wright, National Partnerships Manager from Australian Business Arts Foundation, have been invited to present to Council on the subject of arts-business partnerships.

The following is an extract from a WSROC discussion paper about arts-business partnerships:

"Over recent years, a number of councils in the Greater Western Sydney region have focussed on the economic development and tourism potential of promoting and supporting Sports and Recreation events in their LGA. These pursuits are an important aspect of the lifestyle and culture of our region.

The focus of this paper is to uncover and highlight the potential of the Arts sector to similarly promote Western Sydney identity, contribute to economic development, creative industry and cluster development, tourism and marketing strategies. It further proposes a realistic and proven strategy and partnerships to facilitate this course of action.

When sports and recreation, arts and cultural heritage, hospitality, the natural and built icons and other features of our region are considered simultaneously as assets and expressions of the regions identity, unique industry development and branding opportunities arise."

Ms Lee-Shoy and Mr Jeremy Wright will provide further information regarding this regional initiative.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 39 Oooo

**ITEM: 40 Appointment of Aboriginal Community Representative to the
Hawkesbury Nepean Catchment Management Board****FILE NUMBER:** 107/CSV/OGD29NCX.C05

REPORT:

On 24 January 2003, The Hawkesbury-Nepean Catchment Management Board (HNCMB) was established under the Catchment Management Act 1989. The role of the Board is to promote and co-ordinate the implementation of total catchment management policies and programs for the hydrological catchment of the Hawkesbury-Nepean River System (excluding Brisbane Waters). A key component of this role is to assist in developing greater understanding within the community of issues and actions required in the management of the Hawkesbury-Nepean catchment.

Membership of the Board is drawn from land holders or land users within the catchment area, persons representing environmental interests, persons nominated by local government authorities and officers of relevant state government authorities. Board members are paid an annual stipend, sitting fees and other expenses.

The majority of Boards also include provision for a member(s) to represent the interests of indigenous communities. The role of these Aboriginal community representatives is to consult with the local indigenous community regarding the work of the HNCMB - particularly in relation to the protection of sacred sites and other sites of cultural and environmental significance to the indigenous community.

One of the two aboriginal community representatives appointed to the HNCMB is Shirley Palmer who is currently employed by Council on a part time basis in the position of Aboriginal and Torres Strait Islander (ATSI) Community Access Worker. This position is currently funded from a grant secured from the Department of Urban Affairs and Planning under the Western Sydney Area Assistance Scheme. A condition of this grant was that an advisory committee be established to oversee the work of the position.

Within this structure, Council is responsible for the administration of this project (and the employment of the ATSI Community Access Worker who is located at Council) while the advisory committee - the Hawkesbury Aboriginal Community Support Group made up of local indigenous workers and representatives of the local indigenous community - is responsible for developing and monitoring a program to direct the work of the position. Acting under a request from the committee, Mrs. Palmer submitted an application for membership of the HNCMB as an Aboriginal community representative. Mrs Palmer will sit on the Board in the capacity of a private individual and not as a representative of Council.

ORGANISATION AND RESOURCES

Meeting Date: 29 April, 2003

Item: 40

As a part-time employee of Council, it is considered that Mrs. Palmer's membership of the HNCMB will not have an impact on her capacity to perform her work duties. Given the respective briefs of Council's ATSI position, and the Aboriginal Community Representative on the HNCMB (with regard to consulting and advocating on behalf of the local indigenous community) there may well be an overlap in the work performed by Mrs. Palmers in these roles - which will largely be to the benefit of the local indigenous community.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 40 Oooo