



Vincent Street
CESSNOCK 2325

11 June 2008

To All Councillors

You are hereby notified that the next Meeting of the Corporate & Community Committee will be held in the Council Chambers, on Wednesday, 18 June 2008 immediately following the conclusion of the Infrastructure & Services Committee Meeting, for the purpose of transacting the undermentioned business.

**B R MORTOMORE
GENERAL MANAGER**

AGENDA:

PAGE NO.

(1) APOLOGIES.

(2) CONFIRMATION OF MINUTES.

Minutes of the Corporate & Community Services Meeting held
on 4 June 2008

(3) OFFICERS' REPORTS

DIRECTOR CORPORATE & COMMUNITY

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(4) QUESTIONS WITHOUT NOTICE.

OFFICER'S REPORTS

DIRECTOR CORPORATE & COMMUNITY REPORT NO. 47/2008

SUBJECT: INVESTMENTS

Financial & Administrative Services Manager, Mr Robert Maginnity, reports:

Details of investments held by Council as at 31 May 2008 are set out below:

I, Robert Maginnity, Responsible Accounting Officer, hereby certify that this report is produced in accordance with Clause 212 of the Local Government (General) Regulation 2005 and all investments have been made in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2005 and Council's investment policies.

Inv. No.	Amount \$'000	Instru ment	Term	Coupon Date	Maturity Date	Interest Rate %	Interest to Date \$	Form Held With
	3,439	CASH						Commonwealth Bank of Australia
1001p	500	FRN	92	27/08/2008	27/11/2008	9.49%	520	Greater Building Society
1010o	500	FRN	92	17/06/2008	15/12/2008	9.51%	9,771	Wide Bay Capricorn Bldg Society
1020p	1,000	CDO	91	5/08/2008	5/05/2011	9.79%	6,705	Credit Suisse First Boston Int.
1029p	1,500	CDO	91	5/08/2008	5/05/2011	9.79%	10,058	Credit Suisse First Boston Int.
1069m	2,000	CDO	92	8/07/2008	8/10/2011	9.89%	29,264	RIMsec
1102i	500	AN	91	17/06/2008	16/12/2010	7.50%	0	Commonwealth Bank of Australia
1126e	500	AN	90	6/08/2008	6/11/2011	9.25%	0	Commonwealth Bank of Australia
1132f	500	CDO	92	20/06/2008	20/12/2009	8.78%	8,660	JP Morgan Chase Bank
1133a	1,000	ELD	364	22/12/2008	20/12/2009	5.00%	21,781	Commonwealth Bank of Australia
1138a	500	ELD	365	5/03/2009	5/10/2010	3.00%	3,575	Commonwealth Bank of Australia
1142d	1,000	CDO	91	20/06/2008	20/03/2011	9.08%	17,662	Lehman Brothers
1143a	500	ELD	365	30/06/2008	30/03/2013	2.00%	9,178	ANZ Banking Group
1146c	1,000	CDO	92	20/06/2008	20/06/2010	8.78%	17,319	Merill Lynch International
1147	500	ELD	366	5/06/2008	7/10/2010	5.00%	24,726	Commonwealth Bank of Australia
1149d	500	TD	91	17/07/2008	17/07/2008	8.06%	4,858	Newcastle Permanent B.S.
1161b	500	TD	91	7/08/2008	7/08/2008	8.01%	2,524	Illawarra Mutual Building Society
1165a	500	TD	91	17/07/2008	17/07/2008	8.04%	4,846	Illawarra Mutual Building Society
1169a	500	TD	63	24/07/2008	24/07/2008	7.78%	959	Illawarra Mutual Building Society
1170	500	TD	108	5/06/2008	6/06/2008	8.16%	11,513	Maitland Mutual Building Society
1171	500	TD	112	12/06/2008	12/06/2008	7.99%	10,945	Newcastle Permanent B.S.
1172a	500	TD	49	17/07/2008	17/07/2008	7.68%	210	Illawarra Mutual Building Society
1174	500	TD	98	19/06/2008	19/06/2008	8.23%	8,906	Newcastle Permanent B.S.
1175	500	TD	83	31/07/2008	31/07/2008	8.35%	2,516	Maitland Mutual Building Society
1176	500	TD	90	14/08/2008	14/08/2008	8.12%	1,668	Newcastle Permanent B.S.
1177	500	TD	48	3/07/2008	3/07/2008	8.20%	1,685	Maitland Mutual Building Society
1178	500	TD	55	10/07/2008	10/07/2008	8.20%	1,685	Maitland Mutual Building Society

20,939

211,534

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Weighted Average Return on Portfolio (Year to Date)	7.18%
Average 90 day BBSW (Year to Date)	7.25%
Interest on investments matured so far in 2007/08	1,057,643
Interest on above investments	<u>211,534</u>
	<u>1,269,177</u>

N.B. This amount includes investment returns on Section 94 and Waste Services Funds.

Percentage	Amount Held	
	\$'000	of Total
Financial Institution Summary		
Commonwealth Bank of Australia	6,439	30.74%
Credit Suisse First Boston Int.	2,500	11.94%
Newcastle Permanent Building Society	2,000	9.55%
Maitland Mutual Building Society	2,000	9.55%
Illawarra Mutual Building Society	2,000	9.55%
RIMsec	2,000	9.55%
Lehman Brothers	1,000	4.78%
Merill Lynch International	1,000	4.78%
ANZ Banking Group	500	2.39%
Greater Building Society	500	2.39%
JP Morgan Chase Bank	500	2.39%
Wide Bay Capricorn Bldg Society	500	2.39%
	<u>20,939</u>	<u>100.00%</u>

Instrument	Amount Held	Percentage
	\$'000	of Total
Cash	3,439	16.42%
Collateralised Debt Obligation (CDO)	7,000	33.43%
Floating Rate Note (FRN)	1,000	4.78%
Term Deposit (TD)	6,000	28.65%
Equity Linked Deposit (ELD)	2,500	11.94%
Accrual Note (AN)	1,000	4.78%
	<u>20,939</u>	<u>100.00%</u>

RECOMMENDATION that the information be noted.

To: **The General Manager**
Corporate & Community
Committee – 18 June 20088

C BENNETT
DIRECTOR CORPORATE & COMMUNITY
5 May 2008

DIRECTOR CORPORATE & COMMUNITY REPORT NO. 48/2008

SUBJECT: SERVICE AGREEMENT FROM THE DEPARTMENT OF COMMUNITY SERVICES (DOCS)

Social Planner, N Drage, reports:-

SUMMARY

Council's Social Planner position is jointly funded by the Department of Community Services (DoCS) and Council. The two organisations enter into an annual Service Agreement whereby each party's obligations are expressed and agreed. This report recommends that Council affix its Seal to the 2008/2009 Service Agreement to ensure that the joint funding arrangement continues.

BACKGROUND

An annual Service Agreement between DoCS and Council has been in place for several years. Through this agreement, DoCS and Council work together to plan and provide social and community services in the Cessnock Local Government Area as part of the statewide provision of such services. The agreement outlines responsibilities and processes to facilitate the achievement of beneficial outcomes for individuals, families and communities. It also provides a financial contribution to the Social Planner's annual salary.

REPORT

Council has recently received its 2008/2009 Service Agreement from the Department of Community Services (DoCS) which is linked to an annual grant of \$32,139. A copy of the Service Agreement can be found in the Enclosure documents.

In order demonstrate its commitment to another year's collaboration with DoCS, and to receive the available funding for the 2008/2009 financial year, Council is required to affix its Seal to the Service Agreement.

RECOMMENDATION that Council affix its Seal to the Department of Community Services Service Agreement.

To: **The General Manager**
Corporate & Community
Committee – 18 June 2008

C BENNETT
DIRECTOR CORPORATE & COMMUNITY
11 June 2008

DIRECTOR CORPORATE & COMMUNITY REPORT NO. 49/2008

**SUBJECT: CESSNOCK REGIONAL ART GALLERY PROPOSAL PROGRESS REPORT
AND REQUEST FOR SUPPORT**

Cultural Services Manager, Mr Simon Eade, reports:

PURPOSE

This report provides an update on progress achieved towards the establishment of a Cessnock Regional Art Gallery (CRAG) since Council last considered the proposal at its meeting held 7 May 2008 (Acting Director Strategic & Community Services Report No 37/2008). Council resolved at that meeting to express its in principle support for the proposal and to receive regular updates.

BACKGROUND

Mr John Reid AO and Ms Patricia Marsland, residents of the Cessnock Local Government Area, have continued to develop their plans to advance the proposal to establish a Cessnock Regional Art Gallery.

The proposal seeks to establish a gallery through the auspices of a not for profit incorporated association with tax exemptions for donations, a management committee, members, a foundation council and an advisory group.

Ms Marsland has recently written to Council advising of a number of key actions which have been taken in the past six weeks (a copy of the correspondence is included in the Enclosure Documents).

REPORT

Ms Marsland's correspondence (and further verbal advice received since the letter was written on 22 May 2008) informs Council that the following progress has been made:

- Mr Reid has instructed Sternbeck's Real Estate to begin negotiations with the owner of the former Hunter Water Corporation building at 16 Vincent Street to secure a two year lease with an option to purchase the building at the end of that time. It is hoped that the lease will be in place before the end of June 2008.
- The building owner has agreed to effect a number of repairs and address certain maintenance items prior to the lease being signed.
- An incorporated association (Cessnock Regional Art Gallery Incorporated) has been established and registered.
- CRAG has been registered with the Australian Taxation Office as an eligible recipient for tax deductible gifts and charitable donations.

Once the lease has been finalised, and as funding becomes available, either through Federal and/or State government grants and private/corporate donations, the building will be prepared for exhibitions.

In her letter, Ms Marsland seeks further commitment from Council in its support of the project, beyond its initial in principle support, and as additional indication of its ongoing encouragement for the project. She requests in particular that Council consider the following:

- Appoint a senior officer of Council to be a member of the management committee of CRAG, and perhaps a second staff member to sit with a community advisory panel of CRAG
- Assist with inspection of the building and reasonable access to Council staff for advice
- Provide administrative support through access to office equipment and services
- Provide surplus/superseded office equipment
- Provide a grant of \$5,000 to assist with establishment costs
- A written indication of Council's ongoing support and involvement in the facility

In the previous Council report on the CRAG proposal (Acting Director Strategic & Community Services Report No 37/2008 on 7 May 2008) it was stated that "if the establishment of a gallery looks like becoming a reality, Council may be approached to provide representation on the gallery's management committee, and also to consider a funding commitment. It has been made clear, however, by Council staff, that such a commitment would be a matter for Council to determine, and would be unlikely to be a substantial amount in the immediate future."

The speed with which the proponents of CRAG have moved in a matter of weeks is an encouraging indication of their commitment and intent, and the progress to date highlights the likelihood that a gallery will soon be established.

It is suggested that Council accept the invitation to have staff representation on the management committee, and that it consider the request to provide a grant of \$5,000. This grant could be funded from the current financial year's Cultural Services budget, where there are some small funding allocations as yet unspent, thereby avoiding the need for an additional allocation. It is further suggested that an allocation of \$1,000 to assist with office expenses be made from within the proposed Cultural Services 2008/2009 budget.

It is felt that these funding allocations will demonstrate Council's support for the project, but without creating a significant financial burden on its 2008/2009 budget.

With regard to in kind support, it is suggested that this be provided as required and if feasible, without imposing any undue burden on other Council staff commitments.

CONCLUSION

The proposal to establish a Cessnock Regional Art Gallery is exciting, and has the potential to deliver a new cultural facility for the area which has significant financial support from business and benefactors within the community. Such a development will be of great benefit to all sectors of our community.

Council's support and encouragement will be increasingly important in the success of the project, which now appears to have a strong prospect of becoming a reality in the near future.

RECOMMENDATION that Council:-

1. Express its ongoing support for the proposal to establish a Cessnock Regional Art Gallery.
2. Be represented by a member of staff on the proposed management committee.
3. Provide a grant of \$5,000 to Cessnock Regional Art Gallery Inc from the 2007/2008 Cultural Services budget.
4. Provide in kind support and an allocation of \$1,000 from within the 2008/2009 Cultural Services budget to assist with CRAG Inc administration expenses.

To: ***The General Manager***
Corporate & Community Committee
Meeting – 18 June 2008

C BENNETT
DIRECTOR CORPORATE & COMMUNITY
11 June 2008

DIRECTOR CORPORATE & COMMUNITY REPORT NO. 50/2008

**SUBJECT: REPORT OF THE CESSNOCK CITY COUNCIL ACCESS COMMITTEE
MEETING HELD ON 2 JUNE 2008**

A meeting of the Cessnock City Council Access Committee was held on 2 June 2008 and reports as follows:-

Attendees at the meeting included Mr Simon Eade (Acting Director Corporate and Community) in the chair, Cr Bob Pynsent, Ms Nicole Benson (Recreation and Community Services Manager), Ms Natalie Drage (Social Planner), Ms Tracy Sharp (Senior Planning and Assessment Officer), Ms Maureen Donnelly, Mr Owen Partridge, Ms Leanne Harris (Home and Community Care)

GUEST SPEAKER

Ms Leanne Harris provided an overview of the Home and Community Care Service. Home and Community Care is funded by both the Federal and State Governments. Home and Community Care administer programs which include:

- Meals on Wheels
- Community Transport
- Community Nursing
- Neighbourcare Services (including social outings and shopping)
- Respite Services
- Access to Podiatry Services
- Home Modification Services
- Home Maintenance Services

Future services that are being proposed include, Dietary Services and Falls Prevention Programs. To make a referral to any of the above listed programs, people need to contact the Community Access Point on 1300 731 556. Ms Harris circulated a brochure explaining further the Access Point in addition to the booklet, 'Hunter Valley Community Care Directory'. Ms Harris explained that Home and Community Care Services have volunteer opportunities. People who would like to know more about being a Home and Community Care volunteer should contact direct the Home Care Service of interest.

RECOMMENDED that the information be noted.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. UPDATE - DISH AT CORNER OF WOLLOMBI ROAD AND IVAN STREET

The committee were informed that the works have been completed.

RECOMMENDED that the information be noted.

2. UPDATE - LINE MARKING OF CAR PARK AT PEACE PARK (WESTON)

Ms Benson informed the committee that funds have been secured to complete the line marking at Peace Park. The line marking will allow for nine (9) extra car parks.

RECOMMENDED that the information be noted.

CORRESPONDENCE

The newsletter, ParaQuad Northern News (April 2008) was circulated.

RECOMMENDED that the information be noted.

GENERAL BUSINESS

1. MOBILITY MAPS

The Mobility Maps for the Cessnock Central Business Area and the Kurri Kurri Business Area were circulated in the meeting for comment. It was discussed that the toilet facilities within private establishments such as local clubs be omitted from the Mobility Maps. The Mobility Maps to include toilet facilities located in the Council Administrative building and the Public Libraries. It was noted that the symbol for the toilet facilities were not matching on the maps circulated. This amendment to occur.

A copy of the brochure format for the Kurri Kurri Business Area was circulated. Prior to the brochure being made available, Council is to improve the printing quality of the brochure. The committee advised that once the above changes have been made, Council will update the Mobility Map on the web page and promote through customer service.

RECOMMENDED that the Mobility Maps be amended as stated above and once complete be updated on Council's web page and promoted through customer service.

2. SIR RODEN CUTLER CHARITIES 'WHEELCHAIR ROLL' PROJECT

The Sir Roden Cutler Wheelchair Roll is to occur on Wednesday 9th July 2008 at Peace Park. The event is different to last years in that the Sir Roden Cutler Foundation has advised that an individual will be awarded the monetary prize and not a charitable organisation. The role of Council will be to:

- advertise the event to the community
- network with organisations and via a media release, call for nominations regarding a person who requires financial and/or equipment support for a disability issue. This person will be awarded \$500.00.
- via a media release call for nominations for the 'awarding of an achievement award' to a person who has a disability. This award is presented by the Sir Roden Cutler Foundation. This award recipient will receive a certificate.
- advise through the media release that all carers who attend the event will be awarded a medal via the "You Deserve a Medal" program which is part of the Foundation.

Given the event is to occur prior to the next Access Advisory Meeting, the meeting members provided Council staff with the delegation to choose the award recipients.

RECOMMENDED that Council contact the Sir Roden Cutler Foundation and request further information regarding the guidelines in choosing the award recipients. Once this documentation has been received, Council to begin advertising for nominations.

3. ENTRANCE TO THE CESSNOCK EX-SERVICEMANS CLUB

It was stated at a previous meeting that the entrance of the Cessnock Ex-Serviceman's club is difficult to access for people who require a wheelchair. It was advised that a final inspection at the Cessnock Ex-Services Club is yet to occur. Council officers are to inspect the entrance to the building prior to the next meeting.

RECOMMENDED that Council investigate the entrance of the Cessnock Ex-Serviceman's Club and report back to the next meeting. The steepness of the ramp and the lip at the entrance is to be inspected.

4. ABERMAIN/WESTON STORM RECOVERY PROPOSAL FOR PEACE PARK

Ms Benson advised the committee that a community group has been awarded a grant through the Hunter Community Recovery Fund, to erect tables and chairs at Peace Park as a commemoration to the June 2007 floods. A proposed plan showing where this is to occur within the park was circulated to the committee. The proposal includes a plaque memorial.

RECOMMENDED that the information be noted.

5. AUSTRALIAN STANDARDS AND AUTOMATIC TELLER MACHINES

Ms Sharp advised that the Australian Standards for Automatic Teller Machines are outlined in the standard, AS 3769. Ms Sharp advised that this standard is not raised in the Building Code of Australia. Hence, the Building Code of Australia does not trigger Council Officers to inspect compliance of Automatic Teller Machines in respect to the required Australian Standards. Ms Sharp circulated for viewing a reference document titled, "Human Rights and Equal Opportunity Commission Access Audit, Automatic Teller Machines", January 2000 (Author: Moxon, Green and Associates Pty Ltd).

RECOMMENDED that the information be noted.

6. HEARING LOOPS

The committee was advised that Council has made contact with local banks and building societies regarding the availability of hearing loops. All organisations contacted stated that they do not have hearing loops.

RECOMMENDED that the information be noted.

7. MOBILITY DAY

The committee was advised that a Mobility Day is being organised by the Ministry of Transport. The event is to occur on Tuesday 24th June 2008 at East Cessnock Bowling Club. The day will feature a collection of transport vehicles and services that assist with mobility and access.

RECOMMENDED that the information be noted.

QUESTIONS WITHOUT NOTICE

The committee was informed that the access from the Cessnock Cinema to the accessible car parking area is difficult to access for people who require a wheel chair.

RECOMMENDED that Council investigate this issue and report back at the next meeting.

RECOMMENDATION that Council endorse the report of the Cessnock City Council Access Committee meeting held on 4 February 2008.

To: **The General Manager**
Strategic & Community Services
Committee – 18 June 2008

C BENNETT
DIRECTOR CORPORATE & COMMUNITY
11 June 2008

DIRECTOR CORPORATE & COMMUNITY REPORT NO. 51/2008

SUBJECT: REQUEST FOR DONATION

Community Worker, Ms J Forbes, reports:-

On the 6 September 2006 Council resolved to adopt a Donations Policy. Since this time Council has funded various requests for donations. The Policy was amended at Council's meeting held on 16 April 2008.

Below are two further donation requests that Council has received that meet the revised criteria set out in the Donations Policy.

MR MATTHEW WENTA

Correspondence received 15 April 2008 seeking sponsorship towards assisting Mr Matthew Wenta travel to numerous tennis tournaments to compete for rankings.

The correspondence states that since tennis is very much a global sport and is based on a national and international ranking system it is crucial for Mr Wenta to travel to numerous tennis tournaments (sometimes Inter-state) to compete for rankings.

To date, Mr Wenta has been very successful in many tournaments. His overall success is reflected in the correspondence. However, his recent achievements include being selected to compete in the NSW Country team in January 2008. This team was placed runner up and on an individual level, Mr Wenta was placed 2nd in skill in the team. In addition, Mr Wenta placed in the top 50 young people at Nationals in Mildura in April 2008. It is also anticipated that Mr Wenta will be successful in receiving a wild card entry to the Nationals in June 2008.

MR KORI BARBER

Correspondence received 28 May 2008 seeking a donation towards assisting Mr Kori Barber be a representative in the NSW Country Catholic Schools Rugby League team in Western Australia in July 2008.

The correspondence states that at just 16 years of age, Mr Barber has been selected to represent the NSW Country Catholic Schools in the 18 years age group from the 6th -12th July 2008. Mr Barber initially achieved selection in a regional team. This team then competed at the State trials against five (5) other regional teams and from that Mr Barber was selected in the NSW Country Catholic Schools team.

His achievements in the past with regard to football have been vast. He is currently playing in the under 16s division of the Maitland-Newcastle Minor Rugby League and is a member of the Newcastle Knights 2008 Harold Matthews squad. Mr Barber has been a member of the Maitland District Schoolboys Representative team since 2004 and has played for the Cessnock Goannas Minor Rugby League Club since 1998.

A copy of these requests has been included with the Enclosure Documents and there is presently \$328 remaining in the Donations Budget for Council's consideration.

RECOMMENDATION that the correspondence be submitted for determination.

To: **The General Manager**
Corporate & Community
Committee – 18 June 2008

C BENNETT
DIRECTOR CORPORATE & COMMUNITY
10 June 2008