

**ITEM NO: 2****SUBJECT: SCHEDULE OF INVESTED MONIES****FILE NO: C00694**

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**Recommendation:**

*That the Schedule of Invested Monies for November 2008 be received.*

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**Report by Group Manager, Community & Corporate:****Reason for report**

This report is submitted for the purpose of financial accountability and in satisfaction of the investment reporting requirements of the Local Government (General) Regulation 2005 (REG 212) and the Local Government Act, 1993 (Section 625). The report also certifies that the Council investments comply with the forms of investment made by order of the Minister under section 625(2) of the Local Government Act 1993. The current Ministerial Order was issued under the Council Circular 08-48 on 18 August 2008.

The Schedule of the Council Invested Monies for November 2008 is attached for information (refer Table 1).

**Background**

The increased returns, above budget as at November 2008, on the Council investments are due to a greater than anticipated rise in interest rates and increased cash position for the financial year (refer Table 6).

There are some Council Meeting dates that occur quite early in the month and due to reporting and printing deadlines it becomes impossible to receive and report the current month's investment returns and valuations. The November 2008 Schedule of Invested Monies report is one such month where all monthly investment valuations as at 30 November 2008 are unable to be reported due to reporting timeframe constraints.

There also continues to be delays in receiving the detailed monthly reports from Lehman Brothers Australia as a consequence of Lehman Brothers Australia voluntary administration. The Schedule of Investment Monies Table 1 for November 2008 only shows Lehman arranged investment valuations to 31 August 2008. The investment valuations for Lehman Brothers Australia investments will be updated as soon as the Administrator can arrange for the reporting services to be undertaken by another organisation.

In the reporting period of November 2008 the Council investment's fair value market valuation decreased by \$311,397 based on the limited amount of investment valuations that were received in the month (refer Table 2). The decrease in valuations was essentially represented by the Generator Income Notes latest valuation to 31 October 2008 (refer Table 1).

**Global Financial Crisis**

The outlook for the economy remains a moving feast and the threat of global recession is rapidly becoming a reality. Central Banks around the world continued to cut interest rates and the International Monetary Fund (IMF) sharply revised downwards its global forecast. The IMF now projects global growth of 2.2% in 2009.

In advanced economies, output is projected to reduce by 0.3% in 2009 – the first fall since World War II. Growth in emerging economies like China and India is forecast to slow significantly, but fortunately for Australia it is still projected to reach 5% in 2009.

During November 2008 the following occurred (not an exhaustive list):

- The Reserve Bank of Australia cut the official cash rate by 0.75% to 5.25%.
- Markets now forecast the Reserve Bank of Australia will cut the cash rate to 3.5% (from 5.25%) by early next year.
- G20 world leaders agreed to the need for more government spending, widespread financial system reform, increased regulation and removing barriers to global trade.
- Bank of England cut their cash rate by 1.5% to 3.0% - the lowest level since 1955.
- Australian dollar continues its plunge.
- Oil price down 60% since July and major commodity prices have fallen 30-50% as demand and production slows.
- Wild swings in global share markets and US treasury moves to save the US auto industry.

**The Council Investment Position**

The impact of the global financial crisis, the Lehman Brothers Holding Inc. bankruptcy and the Lehman Brothers Australia Ltd administration continues to be reviewed by the Council independent investment advisor Oakvale Capital, in conjunction with advice from the Council legal advisor, Piper Alderman.

Developments in the month of November 2008 included:

- The SPRC 2007-1 “Federation” security (note: the only sub-prime linked security in the Council investment portfolio) arranged by Lehman Brothers received enough votes from note holders to unwind the security. The Federation note was unwound and the Council received the full payment of our \$250,000 face value/investment capital in addition to interest payments (refer Table 1).
- The Generator Income Notes investment valuation was adversely affected by the Lehman Brothers Holding Inc. credit event. The note is still AAA rated and is a principal protected security managed by AXA Investment Management and was arranged by Macquarie Bank. We are advised that the direct impact is primarily on the interest income and not on the Principal, however the market valuation is impacted by such events (refer Table 1).
- Lehman Brothers Australia Administrators, PPB, are finalising a proposal to be placed before affected councils/creditors. The Administrators have noted that they are trying to avoid a long drawn out process with creditors but due to the complexity of the Lehman Brothers group affairs, they have applied to the Court to extend the convening period in the administration from 20 days to three months.

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SCHEDULE OF INVESTED MONEY - November 2008 (Table 1)							
Institution & Fund	Original Rating	Current Rating	Return for month	Face Value	Investment Valuation (Net)	Investment Valuation (Net) Previous Month	Comment on movements and valuation
CBA Bank Bill (maturity 15/12/2008)	A1/AA-	A1/AA-	7.45%	2,300,000	2,300,000	2,300,000	No movement for the month
CBA Bank Bill (maturity 10/11/2008)	A1/AA-	A1/AA-	7.36%	0	0	2,000,000	Investment matured 10/11/08 and re-invested to 12/01/09.
CBA Bank Bill (maturity 12/1/2009)	A1/AA-	A1/AA-	5.18%	2,000,000	2,000,000	0	Re-investment to 12/01/09 of 10/11/08 matured funds
HAB Professional Funds A/C (at call)	n/a	n/a	7.20%	2,158,492	2,158,492	3,140,108	withdrawal for cashflow
Bendigo Bank FRII	BBB	BBB	8.57%	1,000,000	849,981	903,333	Valuation as at 31 October 2008
CBA – Palladin Portfolio Note	AA	BBB-	8.37%	500,000	97,500	97,500	Valuation as at 31 August 2008
Generator Income Notes (administered by Rim Securities Ltd)	AAA	AAA	1.47%	1,000,000	358,281	664,484	Valuation as at 31 October 2008
Macquarie Cash Management	AAA	AAA	7.19%	144,138	144,138	102,483	Coupons received for the month held in cash mgt.
Averon Series AF7 Floating Rate Note (administered by ANZ Bank)	AAA	AAA	0.00%	500,000	399,800	399,800	Valuation as at 31 Aug 2008
CBA – Equity Linked Note	AA	AA	3.00%	1,000,000	953,750	935,800	Valuation as at 31 October 2008
CBA – Callable CPI Linked Note	AA	AA	1.35%	1,000,000	951,800	926,200	Valuation as at 31 October 2008
Athena Series 1 Camelot Notes (administered by ICAP)	AA-	AA-	8.32%	500,000	426,885	422,277	Valuation as at 31 October 2008
Aphex Pacific Capital Phoenix Notes (administered by ABN-AMRO Morgans)	AA1	AAA	9.39%	500,000	426,900	426,900	Valuation as at 31 October 2008
Investments arranged by Lehman Brothers:-							
SPRC 2007-1 – “Federation”	AAA	CCC-	8.32%	0	0	10,500	Unwinding of product October 2008 at full \$250k face value plus interest
Adelaide Bank FR Sub Debt	BBB+	BBB+	8.13%	750,000	738,525	738,525	Valuation 31/8/08
Adelaide Bank FR Sub Debt	BBB+	BBB+	8.51%	1,500,000	1,459,350	1,459,350	Valuation 31/8/08
Aphex (Glenelg)	AA-	BBB	9.09%	280,000	163,912	163,912	Valuation 31/8/08
ANZ Yield Curve Note	AA	AA	8.25%	100,000	87,200	87,200	Valuation 31/8/08
BELO (Kalgoorlie)	AA+	AA+	8.49%	600,000	502,500	502,500	Valuation 31/8/08
Bendigo Bank FR Sub Debt	BBB+	BBB+	8.28%	500,000	484,050	484,050	Valuation 31/8/08
Bendigo Bank FR Sub Debt	BBB+	BBB+	8.04%	500,000	457,250	457,250	Valuation 31/8/08
Corsair (Torquay)	AA	BBB+	9.02%	300,000	154,500	154,500	Valuation 31/8/08
Corsair (Kakadu)	AA-	B+	8.82%	300,000	125,580	125,580	Valuation 31/8/08
Deutsche Bank Yield Curve Note	AA-	AA-	8.25%	250,000	210,250	210,250	Valuation 31/8/08
Elders Rural Bank Sub Debt	BBB-	BBB-	8.65%	500,000	473,900	473,900	Valuation 31/8/08
Beryl (AAA Global Bank Note)	AAA	AAA	8.42%	350,000	273,280	273,280	Valuation 31/8/08
Helium (Esperance)	A+	BBB+	9.52%	450,000	253,035	253,035	Valuation 31/8/08
Helium(Scarborough)	AA	BBB+	9.14%	1,100,000	600,380	600,380	Valuation 31/8/08
Herald Limited (Quartz AA)	AA	A-	9.32%	250,000	176,625	176,625	Valuation 31/8/08
HSBC FRII	AA-	AA-	8.12%	1,000,000	908,000	908,000	Valuation 31/8/08
Lehman CPPI	AA-	AA-	6.45%	250,000	222,500	222,500	Valuation 31/8/08
Magnolia (Flinders)	AA	AA	9.32%	550,000	412,500	412,500	Valuation 31/8/08
MAS6-7(Parkes)	AAA	BBB-	8.82%	250,000	85,250	85,250	Valuation 31/8/08
Start (Blue Gum) (Jun 13)	AA-	AA-	9.24%	300,000	152,220	152,220	Valuation 31/8/08
Zircon (Miami) (Mar 17)	AA	BB-	9.32%	95,000	38,019	38,019	Valuation 31/8/08
Zircon(Merimbula) (Jun 13)	AA	BB-	8.87%	400,000	117,800	117,800	Valuation 31/8/08
Zircon (Coolangatta) (Sept 14)	AA	B+	9.12%	450,000	143,550	143,550	Valuation 31/8/08
<b>Total</b>				<b>23,627,630</b>	<b>19,307,703</b>	<b>20,569,561</b>	

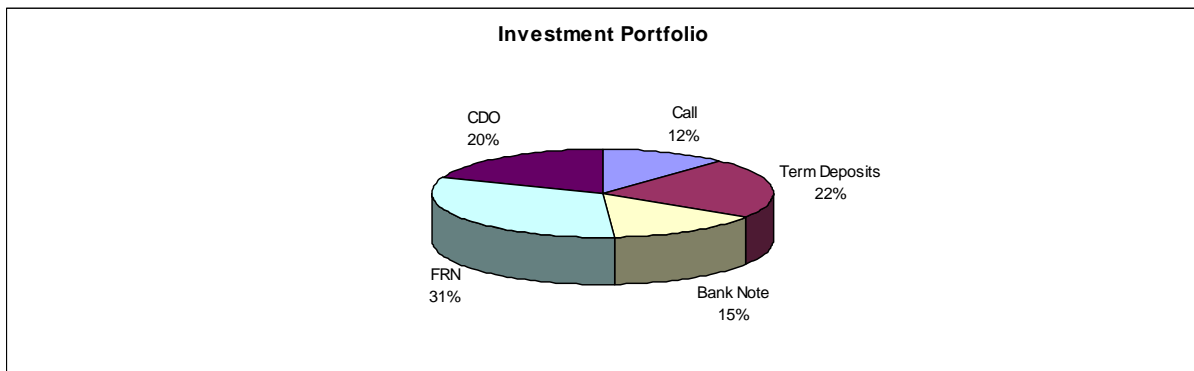
(Table 2)

Balance of investments October 2008 (Market Value)	20,569,561
Funds invested during month (Gross)	0
Funds withdrawn during month (Gross)	(1,010,500)
Interest re-invested during month	60,039
Revaluation of investments during month. Favourable/(Unfavourable)	(311,397)
Balance of investments November 2008 (Market Value)	19,307,703

**BBSW 30 Days 5.6%**  
**Average Rate of Return for Month 5.7%**

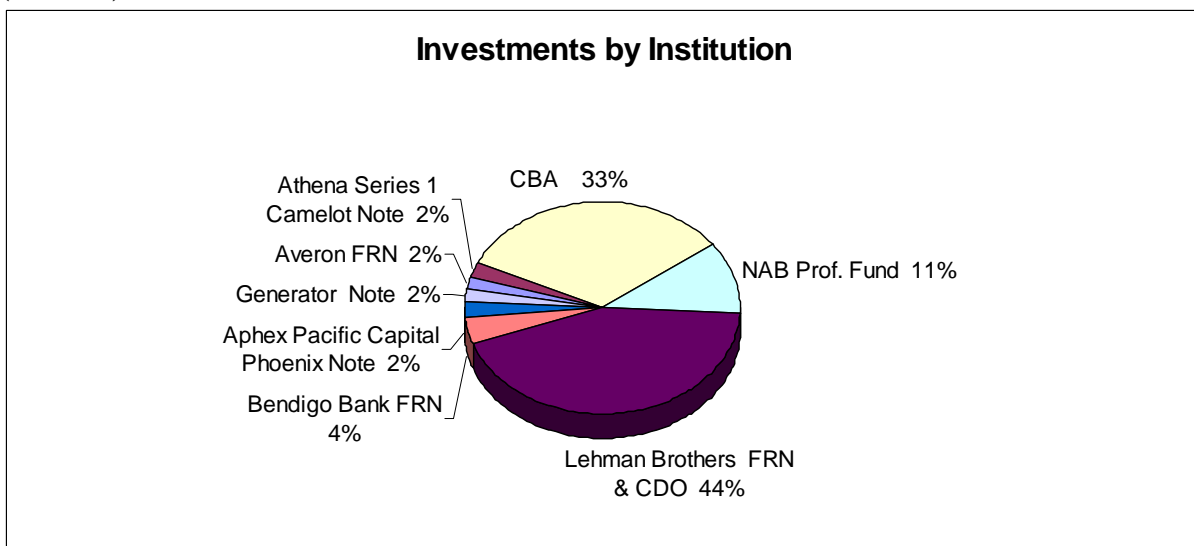
Current market valuations of all investments are as at 31 October 2008 or earlier as advised in the comments column in Table 1. It is also important to note that valuations are indicative only with no assurance that trades could be completed at such values.

(Table 3)

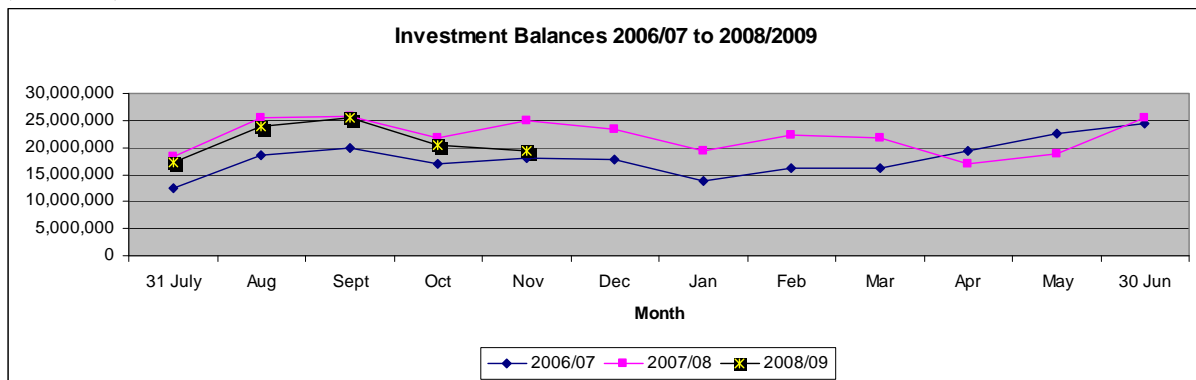


Call – Cash at Call  
 Term Deposits – Deposits for Fixed Term  
 Bank Note – Structured Notes  
 FRN – Floating Rate Note  
 CDO – Collateralised Debt Obligation

(Table 4)



(Table 5)



(Table 6)

*Interest Income (Accrued/Not yet received) - Budget vs Actual*

	Actual	Budget
<b>Income to 31 October 2008</b>	<b>597,992</b>	<b>438,084</b>
<b>Income for month November 2008</b>	<b>109,215</b>	<b>109,521</b>
<b>Total Accrued Income to date</b>	<b>707,207</b>	<b>547,605</b>
<b>Estimated for remainder of year</b>	<b>607,043</b>	<b>766,645</b>
<b>Estimated total 2008/2009</b>	<b>1,314,250</b>	<b>1,314,250</b>

I certify and report that the Schedule of Invested Monies listed above describes all the Council funds invested by virtue of Section 625 of the Local Government Act, 1993. The monies referred to in this Schedule are invested in accordance with the Local Government Act, 1993 (Section 625 and Order of the Minister dated 18/08/2008), and Local Government Regulation 1999 (Clause 16).

Neil Farquharson  
Responsible Accounting Officer

**ITEM NO:** 3

**SUBJECT: EXPRESSIONS OF INTEREST – PANEL OF CONSTRUCTION  
SERVICE PROVIDERS –2008-EOI002**

**FILE NO:** F04442 - 08/319898

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**Recommendations:**

1. *That the Council places proponents recommended in this report on a list of Pre-Qualified Contractors .*
  2. *That the Council declines offers from unsuccessful proponents.*
  3. *That the Council enter into a Deed of Standing Offer with proponents on the list of Pre-Qualified Contractors.*
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**Report by Group Manager, Community and Corporate:**

**Background**

The Council deals with the private sector in providing a wide range of works and services to the community by contract. It is important to demonstrate to all who do business with the Council that proper procedures are in place to obtain the best value for public money while observing the principles of fairness and impartiality in awarding contracts.

The Procurement Policy of the Council specifies the procedures to be followed for all purchases, especially in the tendering process, so as to meet the standards of probity and value for money referred to above and to ensure compliance with legislation and all applicable codes and standards.

Clause 166 (c) of the Local Government (General) Regulation 2005 provides the Council with an opportunity to compile a list of recognised contractors who can be invited to tender for future proposed contracts of a particular kind. After considering an application under clause 166 (c) the Council may either:

- list the applicant as a recognised contractor for some or all of the kinds of work, goods, facilities, services or property specified in the application, or
- reject the application in whole or part.

**The Expression of Interest**

An Expression of Interest (EoI) for a list of Pre-Qualified Contractors (PQC) was called in accordance with the Council's Tendering Policy. The EoI called for submissions in sixteen (16) different contractor categories.

The Tender was advertised in the Sydney Morning Herald on 16 and 23 September 2008 and in the Blue Mountains Gazette on 17 and 24 September 2008.

The EoI was also advertised on the Council's website, with the EoI available for free download from WSROC's eTendering website portal on the NSW Government's Department of Commerce website.

EoI documents were released to two hundred and fifty five (255) potential proponents. Submissions were received from seventy eight (78) interested proponents.

The EoI closed at 2.00pm on Wednesday, 8 October 2008.

**Benefits of EoI Process**

This EoI seeks to establish a list of PQC to provide a range of services. The contractors on the PQC list are proposed to operate under a Deed of Standing Offer for three years, with two one-year extension options.

Benefits of a PQC list are that it streamlines the tendering process by significantly reducing the time required to prepare RFT documents and evaluate responses, and tenderers save time and money preparing a tender response. A typical tendering process commencing with RFT document preparation including reporting and adoption by the Council will normally take 60 (working) days. It is estimated having a PQC list will reduce this timeline by at least 15 (working) days, by reducing the time required to prepare RFT documents and evaluate tender responses.

In compliance with the Local Government (General) Regulation it will still be necessary to allow 21 days for pre-qualified contractors to prepare a tender response; however, PQC's will save time and money for PQC tenderers by not having to prepare a detailed submission to many of the selection criteria questions as they have already been evaluated.

Contractors on a PQC list will also invited to provide quotes for projects not required to go to tender; i.e. a project with expenditure less than \$150,000, and undertake projects on a cyclic selection basis for projects less than \$3,000.

The PQC list will operate on an 'as needed' competitive quotation basis; i.e. contractors appointed to the PQC list will be provided the opportunity to submit a quotation for services as opportunities arise.

It is pertinent to note that the internal service provider, BM City Services, will continue to be allocated works within its capabilities and capacity and that this report is not interpreted as a commitment by the Council to outsource all or any works.

This process does not replace the Council's obligation under Section 55 of the Local Government Act to tender for works over \$150, 000. This requirement is not necessary if awarding works internally.

**Evaluation Criteria**

Evaluation criteria are questions proponents were required to respond to. These were evaluated by the EoI Evaluation Panel (the panel).

All evaluation criteria and responses by proponents are available for viewing on a confidential electronic file for Councillor's reference.

**The Evaluation**

Sixteen panels were established for each of the categories, to evaluate submissions in accordance with assessment criteria and processes specified within the EoI document. The panels, which were made up in accordance with the Council's Tendering Policy, were required to establish proponents that offered the most benefit to the Council.

The evaluation process comprised five (5) phases as defined in the RFT document, and is summarised below:

- Phase 1 – Receipt and registration of EoIs;
- Phase 2 – Evaluation of EoIs, comprising a preliminary evaluation and a detailed evaluation against evaluation criteria and assessment of risk;
- Phase 3 – Clarifications and investigations;
- Phase 4 – Value for Money evaluation; and
- Phase 5 – Evaluation report.

**Evaluation Recommendations**

To comply with the Council's procurement policy a minimum of three contractors is required per category. It is considered desirable to have a selection of six contractors per category to achieve optimal competition from the market. In categories where this was not achieved, it is proposed to approach the market at a later time inviting proponents to submit a proposal for evaluation.

The recommendations below are listed in no apparent order of priority.

Those contractors who were unsuccessful, together with the evaluation criteria and full scoring evaluation report, are available on file for the information of Councillors..

**Builders**

The builder's category is divided into two primary lists:

Builders: Minor Projects PGC List for projects of a few to several weeks duration for one tradesperson (budget circa up to \$100,000, average \$5,000 to \$50,000).

Builders: Major Projects PQC list for major projects of a few to many weeks duration for a team of tradespersons (budget circa \$100,000++).

**Builders Minor Projects PQC List**

Alliance Network International Pty Ltd; Garry M. Starkey; Simpson Building Group Pty Ltd; B&G Enterprises (NSW) P/L; Bellamy Builders; Solitary Group Pty Ltd

**Builders Major Projects PQC List**

Alliance Network International Pty Ltd; Hannas Civil Engineering Pty Ltd; Commercial Building Group Pty Ltd; Bellamy Builders; Proline Building Commercial Pty Ltd; Simcar Constructions Pty Ltd.

**Engineers**

The Engineers category encompasses several disciplines (Civil, Structural, Mechanical, Electrical and Hydraulic), and it is considered appropriate to have 10 consultants for this panel.

**Engineers PQC List**

ACOR Consultants Pty Ltd; BMD Consulting Pty. Ltd; Innovative Engineering Pty Ltd; Kinsley & Associates Pty Ltd; Opus International Consultants Pty Ltd; Barker Ryan Consulting Pty Ltd; Bowdens Group Australia Pty Ltd; H&H Consulting Engineer Pty Ltd; J Wyndham Prince Pty Ltd; Neville Brown & Associates Pty Ltd

**Architectural Consultants PQC List**

Michael Davies Associates Pty Ltd; Opus International Consultants (NSW) Pty Ltd; Artas Architects + Planners Pty Ltd; Caldis Cook Group Pty Ltd; Noel Bell Ridley Smith & Partners P L; TERROIR Pty Ltd

**Lighting Design PQC List**

Lighting By Degree; Umow Lai Enginuity Pty Ltd

**Demolition PQC List**

Ronnies Demolitions Pty Ltd

**Quantity Surveyors PQL List**

Constructoz Qs Pty Ltd; Davis Langdon Australia Pty Ltd; Page Kirkland Cost Management Pty Ltd; WT Partnership (Aust) Pty Ltd; MBM Pty Ltd; Taipan Investments (NSW) Pty Ltd

**Concreters PQC List**

Roadworx Group Pty Ltd; Hannas Civil Engineering Pty Ltd; Peter Farrell T/A Wideline Concrete

**Brick/Block Layers PQC List**

Solitary Group Pty Ltd; Hannas Civil Engineering Pty Ltd

**Stormwater Drainage PQL List**

Hannas Civil Engineering Pty Ltd; B&G Enterprises (NSW) P/L; Roadworx Group Pty Ltd

**Landscape PQC List**

B&G Enterprises (NSW) P/L; Urban Habitat Landscapes Pty Ltd; Integrated Design Associates

**General Civil PQC List**

TF Group Pty Ltd; Hannas Civil Engineering Pty Ltd; Roadworx Group Pty Ltd; JK Williams Contracting Pty Ltd

**Play Equipment PQC List**

Hansen Pty Ltd T/A FORPARK Australia; Parkequip Pty Ltd; Playspace Playground; Moduplay Group Pty Ltd; Playmaker Pty Ltd

**Fencing PQC List**

Parkequip Pty Ltd; Playsafe Fencing Pty Ltd

**Industrial Roof Fall Arrest PQC List**

Murphy's Group Services Pty. Ltd.

**Miscellaneous**

The miscellaneous category was included to allow contractors and consultants an opportunity to submit a proposal as a company that is interested in doing business with the Council. There were only a few questions asked of proponents in this category. It is proposed to keep the details of these companies for future works, with the exception of Stevenson & Associates Pty Ltd listed on the Miscellaneous PQC List.

**Miscellaneous PQC List**

Stevenson & Associates Pty Ltd. Combination of services in association with Aquatic Centres. Include as PQC with speciality of Aquatic Centre Engineering.

**TBL Sustainability Assessment**

<b>Effects</b>	<b>Positive</b>	<b>Negative</b>
Environmental	The evaluation criteria assesses environmental management systems, quality assurance checks (eg ISO 14001).	Nil
Social	Nil	Nil
Economic	Nil	Nil

**Financial Implications for the Council**

Funding for projects utilising the outcomes of the EoI process is contained in many budget areas over the next three to five years.

**Legal and Risk Management Issues for the Council**

The EoI process has been conducted in accordance with the Council Procurement Policies. The Tender Review Committee (TRC) has reviewed the EoI procedures and is satisfied as to the fairness of the process and that the process has complied with the policies. There are no identified legal or risk management issues related to this matter.

**External Consultation**

No external stakeholder consultation was undertaken.

**Conclusion**

It is recommended that the Council places proponents recommended in this report on a list of Pre-Qualified Contractors (PQC), enter into a Deed of Standing Offer with these proponents and declines offers from the unsuccessful proponents.

The compilation and accessibility to a PQC list will:

- reduce the time taken to prepare RFT and RFQ documents and evaluate submissions;
- reduce the cost to tenderers of preparing a tender response;
- provide ready access to contractors/consultants to undertake projects less than \$3,000 on a cyclic basis, in accordance with the Council’s Procurement Policy; and
- reduce the time taken to complete the procurement phase of projects.

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**ITEM NO: 4****SUBJECT: INSURANCE POOL SERVICE PROVIDER TENDER****FILE NO: F04070**

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**Recommendations:**

1. *That Westpool be delegated authority to undertake a review of our insurance broker and claims management team on the Council's behalf.*
  2. *That the results and recommended tenderers be submitted back to the Council for approval.*
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**Report by Group Manager, Community and Corporate:****Reason for report**

To provide Westpool with the delegated authority to proceed with a tender to secure brokerage and claims management services on behalf of its member Councils. The tender review process is required to satisfy the provisions of the Local Government Act.

**Background**

Westpool was formed in 1989 to manage and obtain insurance coverage that Councils are required to carry in accordance with the Local Government Act. The membership of Westpool consists of seven member Councils including Blacktown, Blue Mountains, Fairfield, Hawkesbury, Liverpool, Parramatta and Penrith.

Westpool currently has contracts in place with Willis Australia to provide brokerage services and Claims Management Australasia to manage insurance claims on behalf of the member Councils. Willis Australia, as the broker, is responsible for assisting Westpool in its negotiation of all insurance with exception of Workers' Compensation.

The current broker operates on a fee structure with no commissions to be paid. Claims Management Australasia is responsible for assisting risk managers in the management of medium to large claims. They also work with the lawyers and, if required, provide independent advice and liaise with our brokers insurance claims team located in London in relation to claims that exceed Westpool's self insured retention. Claims Management Australasia also operates on a fee basis and no commissions.

Both contracts with Willis Australia and Claims Management Australasia were for an initial term of three years with a two-year extension. In April 2007, both these contracts were extended due to good performance until April 2009. This date is fast approaching and Westpool is seeking members' delegated authority to undertake the tender process on their behalf.

**Sustainability Assessment (Triple Bottom Line Reporting)**

<b>Effects</b>	<b>Positive</b>	<b>Negative</b>
Environmental	Nil	Nil
Social	Appointment of providers by Westpool ensures that our community are protected by properly appointed insurance advisers.	Nil
Economic	Ensures the Council can meet its financial obligations arising out of unfavourable court decisions.	Nil

**Financial implications for the Council**

There are no negative financial implications. The positive financial implication is that we are one of the seven members Councils of Westpool and that creates economies of scale when purchasing service provider arrangements for the member councils.

**Legal and risk management issues for the Council**

Compliance with the Local Government Act.

**External consultation**

Nil.

**Conclusion**

It is intended that Westpool will undertake the tender on members’ behalf and then submit results and a recommendation back to the members for approval.

The Council’s agreement to delegate the authority to Westpool to undertake the tender process is strongly supported as it demonstrates Councils ongoing commitment to the membership of Westpool.

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ITEM NO: 5

SUBJECT: COMMUNITY ASSISTANCE / DONATIONS – RECOMMENDATIONS  
BY COUNCILLORS

FILE NO: C00944

**Recommendation:**

*That the Council approve the following donations from the Councillors' Minor Local Projects Vote:*

<u>Organisation</u>	<u>Amount</u>
<i>Springwood Ministers Association</i>	<i>\$300.00</i>
<i>Katoomba High School Cadets</i>	<i>\$100.00</i>
<i>Blue Mountains Community Gardens</i>	<i>\$500.00</i>
<i>Katoomba Cricket Club</i>	<i>\$300.00</i>
<i>Grow Group c/- Mid Mountains Community Centre</i>	<i>\$85.00</i>
<i>Lapstone Pre School</i>	<i>\$336.00</i>
<i>Lower Mountains Rotary Club</i>	<i>\$200.00</i>
<i>Fusion Blue Mountains</i>	<i>\$100.00</i>
<i>Blue Mountains Basketball Association</i>	<i>\$200.00</i>
<i>Rotary Club of Lower Blue Mountains</i>	<i>\$200.00</i>
<i>Grow Group c/- Mid Mountains Community Centre</i>	<i>\$100.00</i>
<i>Katoomba High School Cadets</i>	<i>\$100.00</i>
<i>Rotary Club of Central Mountains</i>	<i>\$100.00</i>

**Report by General Manager:**

On 11 July 2000 the Council adopted a revised Policy for Councillors' Minor Local Projects allocations for the provision of community assistance/donations. The following recommendations for donation, which appear to fall within the ambit of the Policy, have been received and are submitted for approval.

**Minor Local Projects**

<u>Recommending Councillor</u>	<u>Organisation</u>	<u>Purpose</u>	<u>Amount</u>
Clr Searle	Springwood Ministers Association	Toward the Springwood Community Carols	\$300.00
Clr Searle	Katoomba High School Cadets	To RFS Eric Berry for the Cadets Christmas Party	\$100.00
Clr Gibbs	Katoomba Cricket Club	Purchase of equipment and uniforms	\$300.00
Clr Greenhill	Grow Group c/- Mid Mountains Community Centre	Toward Hall Hire	\$85.00
Clr Greenhill	Lapstone Pre-School	Assist in the provision of recycling services for 4 years	\$336.00

<u>Recommending Councillor</u>	<u>Organisation</u>	<u>Purpose</u>	<u>Amount</u>
Clr Greenhill	Lower Mountains Rotary	Assisting in the running of the Australia Day Ceremony	\$200.00
Clr Hamilton	Fusion Blue Mountains	Assist with Christmas Celebrations	\$100.00
Clr Hamilton	Blue Mountains Basketball Association	To assist the Junior Members	\$200.00
Clr Luchetti	Rotary Club of Lower Blue Mountains	Australia Day Celebrations 2009	\$200.00
Clr Luchetti	Grow Group c/- Mid Mountains Community Centre	Assist with their support of the work of the Grow Group	\$100.00
Clr Van Der Kley	Katoomba High School Cadets	To RFS Eric Berry for the Cadets Christmas Party	\$100.00
Clr Van Der Kley	Rotary Club of Central Blue Mountains	Assist with cost of Carols in the Park	\$100.00

**Mayoral Contingency Fund**

Clr Searle	Blue Mountains Community Gardens	Toward participation in the first Community Gardens Calendar 2009	\$500.00
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**ITEM NO: 6****SUBJECT: RESIGNATION FROM THE BRAEMAR HOUSE AND GALLERY****FILE NO: F01268 - 08/206150**

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**Recommendations:**

- 1 *That the Council formally accepts the resignation of Mrs Mardi Magree from the Braemar House and Gallery Committee.*
  - 2 *That the Council acknowledge Mardi Magree's service to the community as a Committee member and Gallery volunteer with a letter of appreciation.*
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**Report by Group Manager, Community & Corporate:****Reason for report**

The reason for this report is to advise the Council, in accordance with the requirements of the Local Government Act for the appointment of members to committees, of the letter of resignation dated 2 September 2008 received from Mrs Mardi Magree of the Braemar House and Gallery Committee, effective as of 13 October 2008.

**Background**

At the Ordinary Meeting of 29 January 2008 the Council resolved to appoint Mrs Mardi Magree to the Braemar House and Gallery Committee (Minute No. 375, 29/1/08). During the past eight and a half (8½) months, Mrs Magree held the position of Volunteers' Co-ordinator of the Gallery, on the Committee. Unfortunately, due to ongoing health problems, Mrs Magree has found it necessary to resign from the position and Committee.

Mrs Magree has been a volunteer with the Braemar Gallery for eleven (11) years assisting in various aspects of running the community Gallery. Although she has decided to resign from the Braemar House and Gallery Committee she will be endeavouring to continue volunteering at the Gallery.

In accordance with the adopted Constitution of the Braemar House and Gallery Committee (Minute No. 554, 15/7/08) - Clause 4. 4.1 – *“the Committee shall consist of not more than twelve (12) and a minimum of four (4) members approved and appointed by the Council”*. As the Braemar House and Gallery Committee is currently comprised of eight (8) committee members it will not be necessary to recruit an immediate replacement for Mrs Magree.

In addition, it is also noted that the Braemar House and Gallery Committee at their meeting on 13 October 2008 appointed Committee member, Mrs Pamela Crafoord, to the position of Volunteers' Co-ordinator. As Volunteers' Co-ordinator Mrs Crafoord is entitled to receive an honorarium of \$500 per annum as per resolution of the Council – (Minute No. 554, 15/7/08).

**Sustainability Assessment (Triple Bottom Line Reporting):**

<b>Effects</b>	<b>Positive</b>	<b>Negative</b>
Environmental	Nil	Nil
Social	Status quo maintained	Nil
Economic	Nil	Nil

**Financial implications for the Council**

Nil

**Legal and risk management issues for the Council**

Nil

**External consultation**

Not required

**Conclusion**

That the Council formally accepts the resignation of Mrs Magree from the Braemar House and Gallery Committee and acknowledges her service to the community as a Committee member and Gallery volunteer with a letter of appreciation.

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**ITEM NO:** 7**SUBJECT:** RESIGNATION AND APPOINTMENT – WARRIMOO TENNIS COURTS COMMITTEE**FILE NO:** F00290 - 08/249921

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**Recommendations:**

- 1 *That the Council formally accepts the resignation of Mr Geoff McManus from the Warrimoo Tennis Courts Committee.*
- 2 *That the Council acknowledge Mr Geoff McManus' service to the community as a Committee member and Court Maintenance Officer with a letter of appreciation.*
3. *That the Council formally appoint Mr David Kennedy to the Warrimoo Tennis Courts Committee in the position of volunteer Court Maintenance Officer.*
4. *That the Council formally approve the payment of \$100 per month (\$1,200 per annum) honorarium to the incumbent of the position of volunteer Court Maintenance Officer of the Warrimoo Tennis Courts.*

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**Report by Group Manager, Community & Corporate:****Reason for report**

The reason for this report is to advise the Council, in accordance with the requirements of the Local Government Act for the appointment of members to committees, of the letter of resignation received from Mr Geoff McManus of the Warrimoo Tennis Courts Committee dated 22 October 2008 effective immediately, and the recommended appointment of Mr David Kennedy to the same position.

**Background**

At the Ordinary Meeting 15 February 2005 the Council resolved to appoint Mr Geoff McManus to the Warrimoo Tennis Courts Committee (Minute No. 40, 14/02/05). During the past three years (3) and eight (8) months Mr McManus held the position on the Committee of volunteer Court Maintenance Officer for which he received an honorarium of \$100 per month. Unfortunately, due to family commitments, Mr McManus has found it necessary to resign from the position and the Committee.

The Warrimoo Tennis Courts Committee, in their email dated 19 October 2008, requested the Council to formally appoint Mr David Kennedy to the Committee. Mr Kennedy is a local resident who lives opposite the tennis courts and has agreed to take on the role of volunteer Court Maintenance Officer. The Committee has requested that the position of volunteer Court Maintenance Officer continue to receive an honorarium of \$100 per month (\$1,200 per annum).

**Sustainability Assessment (Triple Bottom Line Reporting):**

<b>Effects</b>	<b>Positive</b>	<b>Negative</b>
Environmental	Nil	Nil
Social	Status quo maintained	Nil
Economic	Nil	Nil

**Financial implications for the Council**

There is budget for the payment of the honorarium in the 2008/2009 operating budget.

**Legal and risk management issues for the Council**

Nil

**External consultation**

Not required

**Conclusion**

That the Council formally accepts the resignation of Mr Geoff McManus from the Warrimoo Tennis Courts Committee and acknowledges his service to the community as a Committee member and volunteer Court Maintenance Officer with a letter of appreciation.

That the Council formally appoints Mr David Kennedy to the Warrimoo Tennis Courts Committee in the position of volunteer Court Maintenance Officer and approves the payment of an honorarium of \$100 per month (\$1,200 per annum) to the incumbent of that position.

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