

Meeting Date: Tuesday 9 April 2013
Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde
Time: To commence following the conclusion of the reconvened Council Meeting of 26 March 2013

Council Meetings will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993.

NOTICE OF BUSINESS

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**1 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING
5/13 held on 2 April 2013**

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/2 - BP13/69

REPORT SUMMARY

Attached are the Minutes of the Planning and Environment Committee Meeting 5/13 held on 2 April 2013. The Minutes will be listed for confirmation at the next Planning and Environment Committee Meeting.

Items 1 and 3 were dealt with by the Committee within its delegated powers.

The following Committee recommendation for Item 2 is submitted to Council for determination in accordance with the delegations set out in Council's Code of Meeting Practice relating to Charters, functions and powers of Committees:

2 6 CLARE STREET, GLADESVILLE. LOT 15 DP 7560. Section 96 application to delete condition of consent for new driveway and parking bay (Condition 49). MOD2012/0196.

Note: Tod Anderson (applicant) addressed the Committee in relation to this Item.

Note: Photographs were tabled by the applicant in relation to this Item and copies are ON FILE.

RECOMMENDATION: (Moved by Councillors Yedelian OAM and Maggio)

That Modification Development Application No. 2012/0196 at 6 Clare Street, Gladesville, being LOT 15 DP 7560 be referred to the next Council Meeting on 9 April 2013.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **9 APRIL 2013** as substantive changes were made to the published recommendation and Councillor **YEDELIAN OAM** requested that the matter be referred to the next Council Meeting.

ATTACHMENTS

- 1 Minutes - Planning and Environment Committee - 2 April 2013

ITEM 1 (continued)

ATTACHMENT 1

Planning and Environment Committee
MINUTES OF MEETING NO. 5/13

Meeting Date: Tuesday 2 April 2013
Location: Committee Room 2, Level 5, Civic Centre, 1 Devlin Street, Ryde
Time: 5.00pm

Councillors Present: Councillors Simon (Chairperson), Chung, Maggio, Pendleton and Yedelian OAM.

Apologies: Nil.

Absent: Councillor Salvestro-Martin.

Staff Present: Group Manager – Environment and Planning, Service Unit Manager – Environmental Health and Building, Team Leader – Assessment, Assessment Officer – Town Planner, Business Support Coordinator – Environment and Planning and Councillor Support Coordinator.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 19 March 2013

RESOLUTION: (Moved by Councillors Yedelian OAM and Chung)

That the Minutes of the Planning and Environment Committee 4/13, held on Tuesday 19 March 2013, be confirmed.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

2 6 CLARE STREET, GLADESVILLE. LOT 15 DP 7560. Section 96 application to delete condition of consent for new driveway and parking bay (Condition 49). MOD2012/0196.

Note: Tod Anderson (applicant) addressed the Committee in relation to this Item.

Note: Photographs were tabled by the applicant in relation to this Item and copies are ON FILE.

ITEM 1 (continued)

ATTACHMENT 1

RECOMMENDATION: (Moved by Councillors Yedelian OAM and Maggio)

That Modification Development Application No. 2012/0196 at 6 Clare Street, Gladesville, being LOT 15 DP 7560 be referred to the next Council Meeting on 9 April 2013.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **9 APRIL 2013** as substantive changes were made to the published recommendation and Councillor **YEDELIAN OAM** requested that the matter be referred to the next Council Meeting.

3 400-426 VICTORIA ROAD, GLADESVILLE. LOT 1 DP 747541. Local Development Application for change of use, signage, and fitout for a gymnasium to operate 24 hours per day. LDA2012/0477.

Note: Stuart Pass (applicant) addressed the Committee in relation to this Item.

Note: Photographs were tabled by the applicant in relation to this Item and copies are ON FILE.

RESOLUTION: (Moved by Councillors Chung and Maggio)

(a) That Local Development Application No. 2012/0477 at 400-426 Victoria Road, Gladesville, being LOT 1 DP 747541 be approved subject to the conditions in **Attachment 2**, with the following amendments:

- (i) Condition 37 - Window Coverage: Blinds are to be fitted to all southern rear windows of the premises to ensure lighting arising from the premises is minimised, in consideration of surrounding residential properties.
- (ii) Condition 43 - to be deleted.

(b) That the persons who made submissions be advised of Council's decision.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

The meeting closed at 5.45pm.

CONFIRMED THIS 16TH DAY OF APRIL 2013.

Chairperson

**2 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 4/13
held on 2 April 2013**

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/2 - BP13/79

REPORT SUMMARY

Attached are the Minutes of the Works and Community Committee Meeting 4/13 held on 2 April 2013. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

All Items (1, 2, 3 and 4) were dealt with by the Committee within its delegated powers.

As a result, no Committee recommendations are submitted to Council for determination in accordance with the delegations set out in the Code of Meeting Practice relating to Charters, functions and powers of Committees.

That Council note that all items of the Works and Community Committee meeting 4/13 held on 1 April 2013 were dealt with by the Committee within its delegated powers.

ATTACHMENTS

1 Minutes - Works and Community Committee - 2 April 2013

ITEM 2 (continued)

ATTACHMENT 1

**Works and Community Committee
MINUTES OF MEETING NO. 4/13**

Meeting Date: Tuesday 2 April 2013

Location: Committee Room 1, Level 5, Civic Centre, 1 Devlin Street, Ryde

Time: 5.00pm

Councillors Present: Councillors Laxale (Chairperson), Etmekdjian and Pickering.

In the absence of Councillor Perram, the Deputy Chairperson – Councillor Laxale chaired the meeting.

Apologies: Nil.

Leave of Absence: Councillors Li and Perram.

Staff Present: Acting Group Manager – Community Life, Acting Group Manager - Public Works, Acting Service Unit Manager – Open Space, Section Manager – Waste, Section Manager – Asset Networks, Section Manager - Governance and Executive Assistant to Mayor and Councillors.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 19 March 2013

RESOLUTION: (Moved by Councillors Etmekdjian and Pickering)

That the Minutes of the Works and Community Committee 3/13, held on Tuesday 19 March 2013, be confirmed.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

2 DOMESTIC WASTE STATUS REPORT

RESOLUTION: (Moved by Councillors Pickering and Etmekdjian)

That Council support the review of the waste education and communications plan to look at different and more effective strategies to minimise waste.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

3 RAYMOND STREET - Concrete Footpath Construction

RESOLUTION: (Moved by Councillors Laxale and Etmekdjian)

That the Works and Community Committee endorse the listing which includes both sides of Raymond Street in the 2013/2014 Footpath Expansion Program, with the schedule of streets determined at the Councillor Budget Workshop on Projects held on 12 March 2013.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

4 BEST VALUE REVIEW - SPORTSGROUND ALLOCATION AND MANAGEMENT

RESOLUTION: (Moved by Councillors Laxale and Pickering)

- (a) That Council place on public exhibition the draft Sportsground Allocation Policy and Sports Ground User Fees and Contribution Policy for a period of 6 weeks.
- (b) Following the public exhibition process, a further report be submitted to Council on the feedback received during the process and any proposed changes to the draft policies.
- (c) That Council endorse the 7% increase in sportsgrounds fees and charges and includes the draft fees and charges for Councils consideration in formulating the Operational Plan for 2013/14.
- (d) That Council endorse in principle "a full direct cost recovery" fee for the use of floodlighting on Council's sportsground. The 2013/14 is to be developed in consultation with sports clubs and associations and included in the draft fees and charges for Councils consideration in formulating the Operational Plan for 2013/14.
- (e) That Council endorse the continued implementation of the recommendations outlined in the Best Value Review.
- (f) That Council thank the SRAC members for their engagement and support during the Best Value Review process.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

The meeting closed at 5.10pm.

CONFIRMED THIS 16TH DAY OF APRIL 2013.

Chairperson

3 PLANNING PROPOSAL 108 HERRING ROAD MARSFIELD - PUBLIC CONSULTATION

Report prepared by: Team Leader - Design and Development
File No.: LEP2012/7/003 - BP13/363

REPORT SUMMARY

Council has received a planning proposal to rezone land at 108 Herring Road Marsfield, known as 'The Ranch Hotel'. The amendment to the Ryde Local Environmental Plan 2010 is to rezone the land from R2 Low Density Residential to B1 Neighbourhood Business. The aim of the rezoning is to facilitate the development of a Dan Murphy's Liquor Store and associated car parking on the subject land, which would otherwise be prohibited in the R2 Low Density Residential Zone.

On 23 October 2012 Council resolved to forward the planning proposal to the Minister for Planning to receive a gateway determination in accordance with Section 56 of the Environmental Planning and Assessment Act 1979. The Minister for Planning issued the gateway determination for the planning proposal on the 18 January 2013 and endorsed the planning proposal for community consultation.

The planning proposal for 108 Herring Road Marsfield was placed on public exhibition from 20 February until 8 March 2013. One submission was received.

It is recommended that the unamended planning proposal be forwarded to the Department of Planning and Infrastructure requesting that the Minister make and finalise an amendment to Ryde Local Environmental Plan 2010.

RECOMMENDATION:

- (a) That Council endorse the planning proposal for 108 Herring Road Marsfield following the community consultation process.
- (b) That Council forward to the Department of Planning and Infrastructure the planning proposal for 108 Herring Road Marsfield requesting that the Minister make and finalise an amendment to Ryde Local Environmental Plan 2010 to rezone land at 108 Herring Road, Marsfield from zone R2 Low Density Residential to zone B1 Neighbourhood Centre and include 'hotel or motel accommodation' as an additional permitted use on the site within Schedule 1 of the Plan.

ATTACHMENTS

- 1 Notification area for public exhibition

ITEM 3 (continued)

Report Prepared By:

Margaret Fasan
Team Leader - Design and Development

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 3 (continued)**Background**

Council has received a planning proposal to rezone land at 108 Herring Road Marsfield, known as 'The Ranch Hotel'. The amendment to the Ryde Local Environmental Plan 2010 is to rezone the land from R2 Low Density Residential to B1 Neighbourhood Business. The aim of the rezoning is to facilitate the development of a Dan Murphy's Liquor Store and associated car parking on the subject land, which would otherwise be prohibited in the R2 Low Density Residential Zone.

A report recommending that the proposed rezoning be referred to the Minister for Planning to request a Gateway Determination was considered by Council at its meeting on 23 October 2012. At the meeting Council resolved as follows:

- (a) That Council note the planning proposal to rezone the land at 108 Herring Road Marsfield from R2 Low Density Residential to B1 Neighbourhood Business under Ryde LEP 2010 and the proposal be forwarded to the Minister for Planning to receive a gateway determination in accordance with Section 56 of the Environmental Planning and Assessment Act 1979.*
- (b) That Council include in the submission to the Department of Planning and Infrastructure that the planning proposal include hotel or motel accommodation at 108 Herring Road Marsfield in Schedule 1 – Additional Permitted Uses Ryde LEP 2010.*
- (c) That in the event of a gateway determination being issued pursuant to section 56 of the Environmental Planning and Assessment Act 1979, the proposal be placed on public exhibition and a further report be presented to Council as soon as practicable after the close of the community consultation period advising of the outcomes.*
- (d) That the applicant, should it lodge a development application with Council which would have any effect on traffic flows into the site, make favourable consideration for ingress and egress of traffic through Epping Road.*

The planning proposal for 108 Herring Road Marsfield was amended to include hotel or motel accommodation as an additional permitted use under Schedule 1 in Ryde LEP 2010 and forwarded to the Department of Planning and Infrastructure on 8 November 2012.

The Minister for Planning issued a gateway determination for the planning proposal on the 18 January 2013. The gateway determination endorsed the planning proposal for community consultation for a minimum period of 14 days and stipulated that the proposal must be finalised within 9 months of the date of the gateway determination.

ITEM 3 (continued)**Community Consultation**

The planning proposal for 108 Herring Road Marsfield was placed on public exhibition for a period of 17 days from 20 February until 8 March 2013. The planning proposal was exhibited on the City of Ryde Website, at North Ryde and Ryde Council libraries, the Civic Centre and the Ryde Planning and Business Centre.

Notification of the exhibition was provided in the City View newsletter. Letters dated 13 February 2013 were sent to local landowners informing them of the exhibition (**ATTACHMENT 1**).

Consultation with relevant external bodies

The gateway determination identified that “*No consultation is required with public authorities under section 56(2)(d) of the EP&A Act*”. Hence no consultation was undertaken with external public authorities.

Submissions

By the close of the exhibition period one submission had been received. This submission identified the following issues:

The B4 zone should have a maximum height restriction of two storeys

Comment: The planning proposal rezones the site to B1 Neighbourhood Business not B4 Mixed Use. It does not propose changes to the current maximum height of buildings. It retains the two storey (9.5m) height restriction of the R2 Low Density Residential Zone.

Building approval should only be given when proponents have demonstrated a commitment to improving local traffic conditions.

Comment: A traffic impact assessment would be required with any development application for the site to ensure that a favourable consideration of traffic movements through the Epping Road/Herring Road intersection is undertaken.

The Traffic and Transport Assessment prepared by Cardno Victoria Pty Ltd as part of the planning proposal presents the following conclusions:

- Turning movement surveys were undertaken at the intersection of Epping Road and Herring Road to measure the existing operational performance of the intersection and compare the post-development performance with the addition of the development generated traffic.
- Analysis of the intersection of Epping Road and Herring Road (with additional traffic generation included) indicates that the intersection will continue to operate under similar conditions post development and that the proposed development will have no significant or discernible impact on the current operating conditions of that intersection.

ITEM 3 (continued)**Financial Implications**

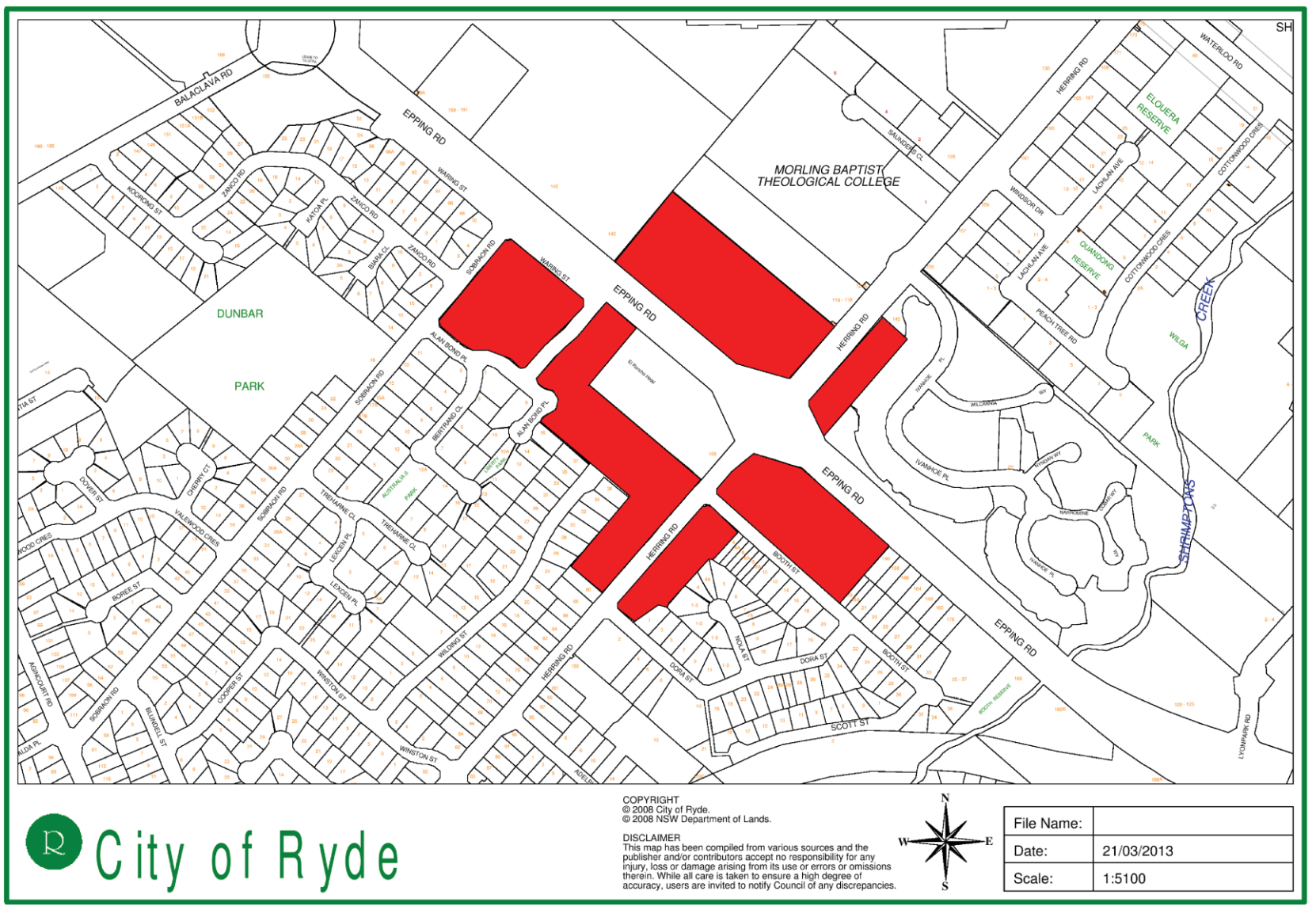
Adoption of the recommendation will have no financial impact.

Next steps

No variations are proposed to the planning proposal following the community consultation process. It is recommended that Council proceeds with the planning proposal and forwards it to the Department of Planning and Infrastructure requesting that the Minister make and finalise an amendment to Ryde Local Environmental Plan 2010.

ITEM 3 (continued)

ATTACHMENT 1



4 MACQUARIE PARK REVIEW OF PLANNING CONTROLS (RYDE LEP AMENDMENT 1)

Report prepared by: Team Leader - Strategic Planning
File No.: GRP/09/6/1/7 - BP13/396

REPORT SUMMARY

The NSW State Government has set growth targets for the City of Ryde of 12,000 new dwellings and 21,000 new jobs by 2031. The City of Ryde plans to meet these growth targets within town centres in order to protect the character of low density residential neighbourhoods (Refer Ryde Local Planning Study). Growth in Macquarie Park will meet 100% of the jobs target and 50% of the dwellings target reducing pressure for growth elsewhere in the Ryde Local Government Area (LGA).

To support growth and development in Macquarie Park, the area requires substantial new infrastructure (including new roads and open space) to meet the needs of existing and future residents and workers. Under the provisions of the proposed planning controls new roads and parks networks are to be funded by major developments through floor space and building height incentives.

Two of the eight Urban Activation Precincts (UAPs) in the Sydney Metropolitan region are located in the Macquarie Park Corridor. The North Ryde Station precinct UAP is currently deferred from the Ryde LEP and accordingly from amendments to the planning controls. The second UAP in Macquarie Park comprises the B4 Mixed Land Use Zone adjoining Herring Road and including Macquarie University. This report proposes that the Herring Road UAP is deferred from the City of Ryde planning controls pending the outcomes of master planning and any subsequent changes to the planning controls undertaken by the State Government.

Council has had a planning incentives scheme in place in Macquarie Park Corridor since 2006. In 2008 refinements to strengthen the incentive planning controls were included in a Draft Local Environmental Plan amendment, known as DLEP Amendment 1. However due to the legal complexities of the proposed incentive controls, it took nearly two years of negotiation with the Department of Planning and Infrastructure (DoPI) before they were satisfied that the LEP was compliant with legislative requirements and in particular, the standard template for LEPs. The delay in approving DLEP Amendment 1 for exhibition meant that the financial incentive model prepared by Council in 2007/8 was outdated and required review. It should also be noted that during this two year period the economy was impacted by the Global Financial Crisis.

To address this, Council allocated funds in the 2011/12 budget to review the Macquarie Park Development Control Plan and DLEP Amendment 1. A multi-disciplinary consultant team - comprising traffic planners, urban designers, land economists and planners - was engaged to prepare a feasibility assessment in relation to the planning incentives (additional height and floor space) and to make recommendations to ensure that council could leverage proposed new open space

ITEM 4 (continued)

and roads through the development process. Other aims of the review were to ensure equity and provide certainty to the planning process.

The 2011/12 review recommended new open space and roads networks and changes to the planning controls. A summary of these recommendations follows:-

New roads and parks are needed in Macquarie Park

There is presently an open space deficiency in Macquarie Park Corridor that will be exacerbated by planned growth. The Ryde Integrated Open Space Study indicated that two new major reserves suitable for active and passive recreation and several smaller open space areas are needed to support planned growth in Macquarie Park. This report recommends new public open space to meet the functionalities identified by the Ryde Integrated Open Space Study.

Existing north-south streets in Macquarie Park are generally 600-800m apart. Existing east-west streets (Waterloo Rd and Talavera Rd) are approximately 400m apart. As a result the road network has poor permeability, few route options and traffic congestion in the morning and evening peaks. In addition it can take 40 minutes to walk around a city block in Macquarie Park discouraging public transport usage - which is currently 15% for the journey to and from work. Council's aim is to reduce traffic congestion by increasing the modal split to 40% public transport use for the journey to work and by implementing new roads that will:

- Promote walking and therefore reduce car trips within the corridor and facilitate public transport use.
- Help reduce traffic congestion within Macquarie Park by providing greater permeability (more ingress and egress points).
- Help reduce traffic queuing by providing more route options.
- Provide new streets that result in increased development opportunities through subdivision and new street addresses for buildings.

The Proposed Incentive Scheme

The aim of the planning controls for Macquarie Park is to guide evolution of the area from Business Park to urban centre, making it more attractive to workers and Ryde residents through the provision of an effective access network and parks, plazas and other recreation opportunities whilst also encouraging employment diversity.

DLEP Amendment 1 introduces an incentive scheme that defers an availability of additional FSR and height until the developer enters into an agreement with Council to deliver roads and/or parks or contribute towards these. Once this agreement is executed the greater height and FSR is made available through a minor site specific LEP amendment. The scheme has been designed to minimise costs to council for new infrastructure and transfer these to the development community. The scheme is voluntary and if a developer chooses not to enter into the agreement the existing Ryde LEP 2010 will apply.

DLEP Amendment 1 (the subject of this Planning Proposal) seeks to amend the height and FSR maps in Ryde LEP 2010 and the text of the instrument in relation height and FSR.

ITEM 4 (continued)**RECOMMENDATION:**

- (a) That Council resolve to defer the land identified as the Herring Road Urban Activation Precinct from the Macquarie Park Corridor Planning Proposal in respect of amendments to the Ryde Local Environmental Plan.
- (b) That Council place the Macquarie Park Corridor Planning Proposal on community consultation for a minimum period of 28 days.
- (c) That the outcomes of community consultation are reported to Council as soon as practicable after the exhibition period.

ATTACHMENTS

- 1 Macquarie Park Plan Review Options Paper March 2013 - CIRCULATED UNDER SEPARATE COVER

Report Prepared By:

Lexie Macdonald
Team Leader - Strategic Planning

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 4 (continued)

Discussion

This report is structured as follows:

1. Background Strategic Directions and Supporting Studies
This section State Government and Council strategic directions and relevant policies are discussed. A brief outline of Council's existing planning controls as they relate to Macquarie Parks is provided
2. Review of Planning Controls for Macquarie Park
In this section the review methodology and key recommendations of the study are provided
3. Considerations for Council
In this section the risks and how they will be managed are discussed. Alternative options and the financial implications for Council are also outlined
4. Next Steps
In the last section of this report approval is sought from Council to proceed to community consultation. A brief outline of consultation activities and the administrative processes relating to planning proposals

1. Background Strategic Directions And Supporting Studies Documents

Study Area

The Macquarie Park Corridor is 340 Hectare employment centre that is bounded by the M2, Epping Road, Delhi Road, Macquarie University and Lane Cove National Park.

Many of Australia's leading companies including Optus, Foxtel, Aristocrat, Microsoft and Johnson and Johnson are located in Macquarie Park. Also located in the Macquarie Park Corridor are magnet infrastructure such as Macquarie University and it's associated private hospital and the Macquarie Shopping Centre (which will be the second largest shopping centre in NSW when the current construction program is complete).

Policy Framework: Growth targets for the City of Ryde set by NSW government
City of Cities: A Plan For Sydney's Future (the Metro Strategy), prepared by the NSW government aims to coordinate growth across greater metropolitan Sydney to limit urban sprawl and make the best use of existing road, rail, health, education and other infrastructure. Subregional strategies translate the aims of the Metro Strategy down to the local level.

DOPI has placed a new Draft Metro Strategy on exhibition. This new document gives greater focus to Macquarie Park placing it in the Central Subregion which is based upon the Global Economic Corridor.

ITEM 4 (continued)

[The Global Economic Corridor] is the area of intense economic activity that runs from Port Botany and the airport in the south, through the Sydney and North Sydney CBDs, north west to Macquarie Park. This corridor, which is the engine room for Sydney's international economic standing, currently provides some 600,000 jobs, attracting people from all over the region and internationally. The Strategy ensures that land use and infrastructure planning and delivery will allow this area to continue to grow as an internationally significant economic hub.

The strategy indicates that office space should be prioritised over housing in Macquarie Park and that planning must provide capacity for 16,000 new jobs.

The Inner North Subregional Strategy sets growth targets for the City of Ryde. These are to facilitate the creation of 21,000 new jobs and 12,000 new dwellings by 2031 by providing development capacity within Ryde's planning controls.

In response Ryde Council's strategy through the recommendations of the Ryde Local Planning Study 2010 is to focus growth in town centres in order to protect the character of low density residential areas and to locate growth close to public transport and other facilities. The success of Macquarie Park is a key component of this strategy.

100% of the jobs growth target will be met in Macquarie Park

According to Transport for NSW there are currently 38,000 jobs in the Macquarie Park Corridor mostly in the retail, warehousing, professional, research and media sectors. It is anticipated that 50,000sqm floor space per annum will be developed in Macquarie Park each year resulting in 20,000 to 45,000 new jobs by 2031. The growth target of 21,000 new jobs in the Ryde Local Government Area set in the Inner North Subregional Strategy will be comfortably met in the Macquarie Park Corridor.

50% of the dwellings target for the City of Ryde will be met in Macquarie Park

The Macquarie Park Corridor, like many urban centres, is structured as a business core with a residential fringe.

There are 2,333 dwellings in Macquarie Park. It is currently anticipated that an additional 6,000 new dwellings will be delivered in Macquarie Park Corridor over the next 20 years. This equates to 50% of Ryde's target of 12,000 new dwellings by 2031, thereby reducing state government pressure to accommodate growth elsewhere in the City Ryde.

Urban Activation Precincts (UAPs)

The Urban Activation Precinct program was developed by the state government to encourage residential growth in established centres within the Sydney Metropolitan region. Under the program the NSW government has set aside \$50M to fund the preparation of new master plans for UAPs and to provide new infrastructure to support growth. Approximately \$5M of new infrastructure will be realised in each UAP (if the funding is shared equally). UAPs are earmarked for significant growth that will exceed Council's residential growth estimates provided above.

ITEM 4 (continued)

Two of the eight UAPs in the Sydney Metropolitan region are located in the Macquarie Park Corridor. The first Macquarie Park UAP comprises the M2 site, Tennis World, areas adjoining North Ryde Station and the Roads and Maritime Services site adjoining Bundarra Reserve. Collectively these sites are known as the North Ryde Station Precinct

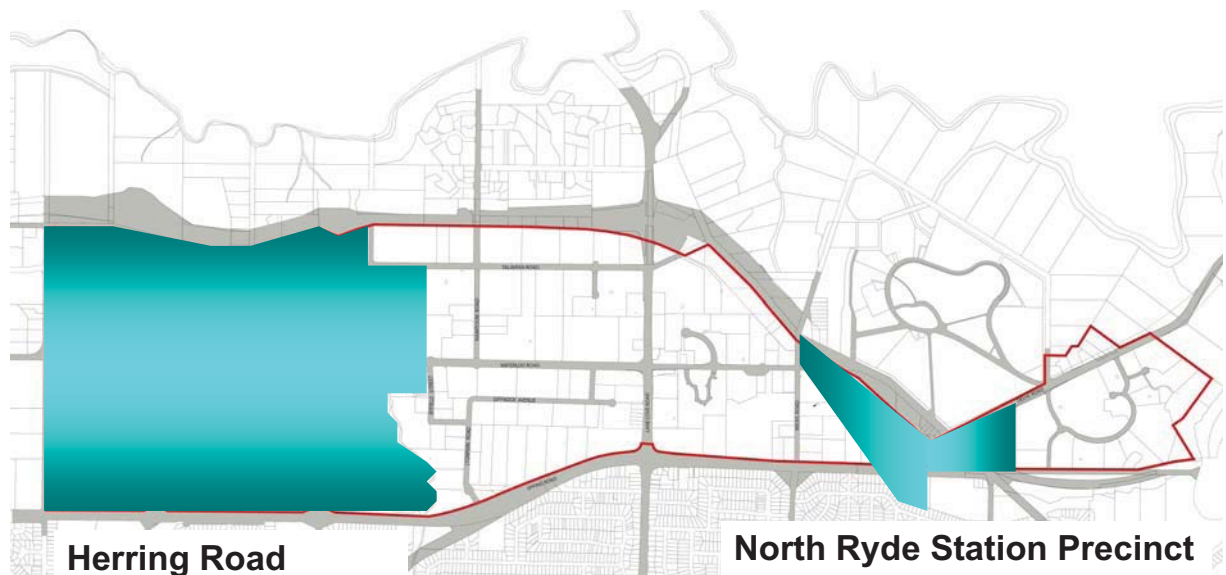
The North Ryde Station Precinct UAP is currently deferred from the Ryde LEP and accordingly from amendments to the planning controls. This UAP was placed on public exhibition by the Minister for Planning on Saturday 16 March 2013. The image below indicates the scale of proposed development and information regarding the proposed FSR and Heights is included in TABLE 1 later in this report. Council's consideration of the exhibition and submission on the proposed planning controls for the North Ryde Station Precinct will be the subject of a separate report.



North Ryde Station Precinct Photomontage

(Source: North Ryde Station Precinct Planning Report, January 2013, page 41)

ITEM 4 (continued)



Map showing Herring Road and North Ryde Station Precincts Urban Activation Precincts

The second UAP in Macquarie Park comprises the B4 Mixed Land Use Zone adjoining Herring Road and including Macquarie University. This UAP includes Macquarie Shopping Centre and Ivanhoe Place. This report proposes that the Herring Road UAP is deferred from the City of Ryde planning controls pending the outcomes of master planning and any subsequent changes to the planning controls undertaken by the State Government.

Northern Sydney Regional Action Plan

This plan aims to identify regional priorities and short term (2 year) actions to complement existing NSW government strategies, such as the *Metro Strategy* and the *NSW Long Term Transport Master Plan*. The regional priorities for Northern Sydney are:

- Improve road and public transport connections to other parts of Sydney.
- Build liveable cities.
- Improve social connections and support for vulnerable communities and the aging.
- Increased community access to open space and protect the natural environment and waterways.
- Grow the economy.
- Improve access to healthcare.

An action plan to deliver the priorities has been developed. The completion of the Macquarie Park Planning Controls is an action identified in order to grow the economy and investigation of the potential for the redevelopment of Ivanhoe Place in Macquarie Park is an action identified in order to build liveable cities. This last action will be addressed through the Urban Activation Precinct Program.

ITEM 4 (continued)**Other residential development in the Macquarie Park Corridor**

In accordance with the Sydney Metro Strategy and the Ryde Local Planning Study City of Ryde has proposed to retain Macquarie Park as a commercial precinct with a residential fringe in order to protect jobs growth opportunities and ensure that growth is gradual. However, landowners have made representations to Council arguing that the Corridor should be allowed to transition to residential development.

At its meeting of 12 June 2012 council resolved the following:

- (a) *That within the next seven days, the Council write to the Landowner of 31 to 33 Waterloo Road, Macquarie Park and request that they prepare a residential commercial mix draft master plan for the sites, in accordance with the principals of a transit orientated development to activate the precinct.*
- (b) *That this transit orientated development draft master plan incorporate the principle of high density living with diverse employment opportunities while integrating the adjacent public transport infrastructure to allow efficient connectivity/accessibility to other parts of Sydney and being consistent with TCA (Transport Construction Authority) Master Plan at Macquarie Park.*
- (c) *That if the landowner agrees to undertake the preparation of this transit orientated development draft master plan at their cost, then they be requested to present the outcome to Council in October 2012.*
- (d) *That Council request the land owners of 31-33 Waterloo Road, Macquarie Park to give consideration to not selling any of the strata lots on the property until the master planning process has been concluded.*

In accordance with the council resolution the Group Manager Environment and Planning wrote to the landowner within 7 days. In response Mr. A. Ludvik wrote to Council in October 2012 as follows:

I refer to Council's resolutions made on 12 June 2012 which requested the owners of this land:

- *to prepare a residential/commercial mixed use master plan for these properties in accordance with the principles of transit oriented development*
- *to activate the precinct around the Macquarie Park Railway Station; and*
- *to present the master plan to Council in October 2012.*

The purpose of this letter is to update you on the current position of the master plan.

ITEM 4 (continued)

A draft master plan is currently reaching the final stages of its preparation. Consultants acting on behalf of the owners have met with officers of the NSW Department of Planning and Infrastructure (DPI) to discuss issues associated with the master plan. This meeting involved:

- *Mr. Craig Baumann, Parliamentary Secretary for Regional Planning;*
- *Ms. Juliet Grant, Regional Director, Sydney Region East of DPI; and*
- *Ms. Danijela Karac-Cooke, Team Leader, Sydney Region East of DPI.*

Ms. Grant offered to facilitate a meeting with the owner's consultancy team and representatives of the Department to provide input into the master plan prior to its submission to Council. It is expected that such a meeting will take place sometime in November, following which the master plan will be submitted to Council.

On this timetable, the submission of the master plan is now likely to be early in 2013.

The above-mentioned correspondence is the most recent advice received by Council in relation to the master plan for 31-33 Waterloo Road.

Open Space deficiency identified in Macquarie Park

Macquarie Park open spaces include Elouera Reserve, Quandong Reserve, Shrimptons Creek parklands and Wilga Park.

The Macquarie university grounds incorporate open space that is publicly accessible. However, over time the university grounds will be redeveloped in accordance with the Concept Plan approved by the Minister for Planning in 2009 resulting in the loss of this open space.

The Macquarie Park Corridor is also bordered by open space – Lane Cove National Park, Christie Park and Blenheim Park for example – but these are not readily accessible to Macquarie Park Corridor due to the barriers created by arterial roads and because these open space areas are more than 400m distant from residents and business locations.

According to the Ryde Integrated Open Space Study Macquarie Park has an open space deficiency due to insufficient quantum and poor accessibility.

Ryde's Open Space Study sets guidelines for future parks in Macquarie Park

Based on land use types, geography, accessibility and population growth, the Ryde Integrated Open Space Study recommends that new open space reserves be provided no more than 400m from any work location in the Macquarie Park Corridor and in the quantum of:

- at least one major reserve close to the core of the precinct generally no less than 1.5 Ha in size to support passive and informal active recreation and
- a suite of local parks distributed evenly across the corridor of a nominal size no less than 0.3 Ha and

ITEM 4 (continued)

- a series of small corner meeting places (as little as 20sqm)

The recommendations of this report meet the functionalities for open space identified in the Ryde Integrated Open Space Study. However, due to the land and embellishment costs and impacts on the ability to develop the site (i.e. reduced building footprint) council's consultants have advised that it is not economically or physically feasible to obtain a new park of 1.5Ha at the core of the precinct. Instead together with a series of smaller spaces, three large active recreation spaces are proposed as follows:

1. increasing the size of Shrimptons Creek parklands to create a playing field at Ivanhoe Place
2. the Central Park on the state government owned site at 43 Waterloo Road
3. A new park on the M2 site.

Macquarie Park is car-dependent and traffic congestion is a concern for locals, workers, business and landowners

In 2009 Council completed a pedestrian study. The Macquarie Baseline Movement Economy Report 2009 concluded that Macquarie Park performs as a car dependent site and that Macquarie Park's large city blocks can take approximately 40 minutes to walk around -- discouraging public transport usage, which is currently 15% for the journey to/from work. The pedestrian study supported the creation of new roads and recommended more pedestrian through site links to encourage walking and public transport use.

Existing north-south streets in Macquarie Park are generally 600-800m apart. Existing east-west streets (Waterloo Road and Talavera Road) are approximately 400m apart. As a result there is poor permeability for the road network, few vehicle route options and traffic congestion in the am and pm peaks.

In March 2012 Macquarie Park Corridor landowners were consulted regarding development issues for the area. Traffic congestion was a significant concern because it impacts on the ability of major landowners to attract and retain tenants and for business to operate efficiently.

The Macquarie Park Traffic Model recommends road network improvements and increasing public transport usage

Finalised in 2008, the Macquarie Park Growth Model 2008 comprised a Paramics traffic model and report. The traffic model tested the "do nothing" option based on the existing roads network and the 2006 LEP at 2031.

"Within minutes of testing major congestion sources were revealed. In the morning peak this mostly involved traffic ... not being able to enter the study area ... In the PM peak, traffic was not able to leave Macquarie Park without excessive ... delays (and eventually "gridlock"). The "do nothing" assessment quickly revealed that major network improvements were required."

ITEM 4 (continued)

The Macquarie Park Growth Model 2008 report:

- Concluded that doing nothing is not an option.
- Concluded that a 20% nett increase in traffic at 2031 would occur. Most of the increased traffic would be experienced:
 - On Herring Road as a result of the new M2 access ramps, and the Macquarie University / Shopping Centre expansion that is already underway;
 - Around the redeveloped M2 site and North Ryde Station; and
 - As through-traffic growth on the M2 and Lane Cove Road.
- Recommended increasing public transport use by introducing a target of 40% for public transport use for the journey to and from work to better manage congestion.
- Made a number of recommendations for the regional road network including improvements to the M2 and grade separated turns at Delhi Road, Epping Road and Herring Road. Some of the recommendations for the M2 have already been implemented.
- Concluded that *“the internal road network proposed under LEP [Amendment 1] 2008 will operate effectively in 2031 due to the density of the street grid proposed and the route choices available.”*

Public Transport Capacity

The Epping to Chatswood Rail Link was fully integrated with the Sydney network approximately 6 months after opening making rail travel convenient. The new North West rail link will not be able to be integrated due to differences in rail gauge and rolling stock. Travel from the north-west will require a change at Epping Station.

Employees within Macquarie Park are drawn from across Sydney. Rail network coverage does not include areas such as the lower north Shore (e.g. Gladesville, Drummoyne) northern beaches and Frenchs Forest areas. As a result buses will continue to be an important part of the public transport network for Macquarie Park. Improvements to the roads network within Macquarie Park will also reduce bus travel times and enhance convenience.

Ryde Council’s vision for the future: Macquarie Park DCP Part 4.5

Ryde’s existing DCP will guide how Macquarie Park will look and feel in the future. DCP Part 4.5 Macquarie Park (which became effective in 2008) includes a section that articulates the built form, access and open space network structure plans.

The Macquarie Park DCP Built form Structure Plan locates density and tallest buildings at the rail stations. Taller development is situated along Waterloo Road. Some tall marker buildings are permitted at entries into the Macquarie Park Corridor.

ITEM 4 (continued)

The Macquarie Park DCP Access Structure Plan proposed new roads to address congestion and improve the amenity of the area by:

- Creating greater permeability (more ingress and egress points).
- More roads that provide route options for traffic with the effect of reducing evening peak queues at intersections.
- Reducing block size so that it is easier to walk around the Macquarie Park Corridor which will facilitate public transport usage.
- Creating new streets that provide opportunities for subdivision and new street addresses for buildings.

The existing Macquarie Park DCP also proposes that new open spaces are acquired through the development process. The DCP identifies an open space network that consists of the following new open spaces:

- a Central Park at 43 Waterloo Road, a site owned by the state government
- a large park set over the rail corridor on the M2 site, also owned by the state government
- a small open space fronting Talavera Road
- plaza spaces around the rail station entries
- linear open spaces on overland flow paths.

The existing planning framework: Ryde LEP 2010 controls

Existing Macquarie Park Floor Space Ratios are between 1:1 and 3:1. Ryde LEP 2010 includes clause 4.4B which provides an incentive which states that

“the consent authority may consent to development that results in excess of the floor space ratio ... if

(a) the land contains part of the proposed access network ... and

(b) the excess floor space does not exceed the equivalent of the site area provided for the portion of the access network...”

This incentive is not included in Draft LEP 2011 as the DLEP Amendment 1 incentive scheme is intended to replace this approach.

DoPI supports changes to the planning controls

Council’s vision to create new roads and open space is supported by the NSW DoPI which has suggested an approach similar to that in place in Green Square. The LEP controls for Green Square (which set gross floor areas) are deferred until such time as an agreement is completed between developers and council to implement new infrastructure. The LEP is then “undeferred” and a DA processed.

DoPI instructed Parliamentary Counsel to draft an LEP that complied with the standard instrument format and supported Ryde Council’s vision. This draft LEP amendment forms the basis of a Planning Proposal and the Department has given approval for Ryde Council to undertake community consultation. DoPI has also given Council until 30 June 2013 to complete the LEP amendment.

ITEM 4 (continued)**The existing funding framework for Infrastructure Delivery in the Macquarie Park Corridor**

Infrastructure in Macquarie Park is to be funded from a number of sources including:

- The Macquarie Park Special Rate Levy which raises approximately \$1M per annum and part funds the Transport Management Association, public domain improvements and some studies.
- Ryde Section 94 Development Contributions Plan 2007 establishes rates for development contributions to fund stormwater mitigation, improvements to existing open space and roads (such as traffic signals), regional roads and community facilities. Under the legislative framework S94 funds may only be generated if a nexus can be shown between growth and the need for new infrastructure.
- The planning incentives scheme which is the subject of this report and which will implement proposed new local roads and open space through the development process via planning agreements.

All three funding sources including Ryde Section 94 Development Contributions Plan 2007 will continue to apply to development in the Macquarie Park Corridor.

2. Review Of Planning Controls For Macquarie Park**Background**

In 2008 council exhibited and adopted a DCP that responded to the new Epping to Chatswood rail line and provided guidelines to assist Macquarie Park evolve from Business Park to urban centre. The DCP was adopted by council and became effective that same year.

Council commenced preparation of an LEP that would complement the DCP and which included planning incentives to fund the proposed new roads and open space. In 2008 DLEP Amendment 1 was submitted to DoPI for approval to publicly exhibit the plan. In December 2010, DoPI gave council permission to publicly exhibit the DLEP amendment in the form of a Planning Proposal. The delay in releasing the DLEP was due to the need for the incentive scheme to be compliant with the legislation and directions of the Department.

The Department's release of the DLEP Amendment 1 in 2010 (two years after it was submitted to them) meant that:

- Financial modelling of the original scheme was outdated.
- Traffic modelling work and the proposed internal road network required update due to development activity in the corridor including:
 - A number of large developments that exceeded the Council's controls were approved in the corridor under Part 3A
 - Commencement of redevelopment studies for the State Government Land Adjacent North Ryde Station

These factors triggered the need to review the provisions of DLEP Amendment 1 prior to placing it on public exhibition. Over 2011-2013 (under the Four Year Delivery Plan) funds have been allocated to review the planning framework for the corridor.

ITEM 4 (continued)**Purpose**

The purpose of the review was to ensure that the scheme is:

- Practicable (including a review of topography and conflicts of proposed new roads with buildings etc)
- Equitable (evidence based and defensible decision making)
- Sufficiently incentivised to leverage implementation of the proposed new roads and parks.

Review Methodology

The 2011/12 review of the Macquarie Park planning controls proposes that the planning incentive is defined by upper limit floor space and height parameters and administrative guidelines. The value of the incentive is also defined so that there is a basis for planning agreements between developers and council.

The review was conducted by a multi-disciplinary team including traffic planners, land economists, urban designers planners and quantity surveyors. The review has involved:

- Updating the traffic model to:
 - Reflect changes to the roads network that occurred as a result of DAs approved by Council, the Joint Regional Planning Panel and by the Minister for Planning under Part 3A of the Act.
 - Incorporate the approved Macquarie University concept plan into the Council model so that cumulative development is considered.
 - Reflect recommendations of the pedestrian study to include traffic signals at most intersections.
- Preparing recommendations for the roads network based on:
 - Review against topography and conflicts with existing buildings (taking into account their longevity and likelihood for redevelopment).
 - Considering proposals for new roads that came out of consultation with landowners and Council's Operations Group staff.
 - Roads located on fewer allotments.
- Preparing recommendations for the open space network based on the Ryde Integrated Open Space Study.
- Testing the recommended access network using the updated traffic model
- Economic modelling to test both the recommended access and open space networks. The financial consultant has established the total cost of roads and parks and divided this by the total incentive floor space for the Corridor to arrive at a value for the incentive floor space.

ITEM 4 (continued)**Key Review Recommendations**

The key recommendations of the review are:

General

- Roads and parks are located on as few sites as possible and that these sites attract the highest FSR.
- All business zoned land has the potential for incentive FSR and the ability to provide cash contributions toward roads and open space delivery.
- That the scheme is reviewed in 10 years and that the monetary funds collected are then used to purchase or acquire key parts of the road or open space network that remain undelivered.
- That the incentive / bonus floor space is valued at \$250 per sqm approximately for the purposes of negotiating a planning agreement.
- That developers are compensated for the land value for roads and open space through either financial or floor space compensation. A land value of \$250/sqm for road and parks is recommended.
- New parks and roads are funded predominantly through floor space planning incentives with maximum FSRs set between 1:1 and 3:1.
- That s94 developer contributions are applicable to all new floor space (regardless of whether or not roads and parks are delivered).

Built Form

- The lowest FSRs are located towards the perimeter of the Macquarie Park Corridor to provide transition to residential areas. The highest FSRs are concentrated along Waterloo Road – the focus of redevelopment and the main street for the Corridor.
- Incentive FSRs are developed and incorporated in the amended LEP.
- Two maximum heights are proposed - 45m and 65m - with the highest fronting Waterloo Rd.

Access Network

- The Proposed Access Network is refined so that roads are approximately 200m apart and pedestrian ways are approximately 100m apart. (This has meant that some roads are deleted from the existing DCP Access Structure Plan and that the pedestrian network is simplified)

Open space

- The Proposed Open Space Network is refined to
 - Include 2 new parks that will cater for active and passive recreation (one in the centre of the area (near 43 Waterloo Rd and one on the M2 site)
 - Retain urban plazas at rail stations.
 - Introduce a new public park in the area contained by Thomas Holt Drive
 - Delete linear parks located on overland flow paths based on the Ryde Integrated Open Space Study advice that “narrow natural corridors should not be seen as an alternative to offering destination reserves.”

ITEM 4 (continued)

- Create a new “town square” along Herring Road between the shopping centre and university.
- Delete lineal (overland flow) open space. It is intended that stormwater management will be the subject of development consent.

ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER – Architectus, *Draft Macquarie Park Plan Review Options Paper* – includes Open Space, Access, Floor Space and Height of Building Maps.

How does the scheme work? - Administration process

LEP Amendment 1 will vary the height and FSR for Macquarie Park but will be deferred. While land is deferred from the LEP, the FSR and Height cannot be accessed and a development proposal cannot be determined under the plan.

To unlock the height and FSR a developer will need to enter into an agreement with council to implement roads and / or parks as an in kind contribution or to provide a cash contribution towards new roads and parks.

The Voluntary Planning Agreement contribution will be calculated on a rate per square metre for the bonus floor space. The contribution rate is nominally \$250/sqm. It should be noted that S94 developer contributions payable under council’s plan will also apply. Once the agreement is executed the greater FSR/height is made available through a minor LEP amendment relating to the site.

It is proposed that pedestrian ways will be implemented through conditions of development consent and that the landowner will make provision for public access by creating an easement in favour of Council. As a result floor space incentives will not be applicable to these.

Where land is to be dedicated to Council for roads and parks it is proposed that the scheme will acknowledge land value by setting a \$250/sqm. This will be less than the market value of the land as the developer will retain the development potential of that land.

Sample calculation for the incentive contribution

The following example is based on a theoretical block of land. It should be noted that:

- The incentive contribution is in addition to any applicable s94 contribution which is calculated on the nett floor space increase.
- If the developer is providing the road or park as an in-kind contribution the cost of construction would be subtracted from the total contribution figure.

Example:

- Site Area: 1,000sqm
- Current FSR: 1:1
- Deferred FSR 2:1
- New Road Area (in DCP): 100sqm

ITEM 4 (continued)

- Contribution Rate: \$250/sqm
- Land Value for Road Area: \$250/sqm
- Cost of Building Road: \$300/sqm

Where GFA = gross floor area

INCENTIVE CONTRIBUTION

$$\begin{aligned} &= (\text{bonus GFA} \times \$\text{rate}) - [(\text{cost of any works provided on site}) + (\text{road area} \times \$\text{land value})] \\ &= (1000\text{sqm} \times \$250) - [(100\text{sqm} \times \$300) + (100 \times \$250)] \\ &= \$250,000 - [\$30,000 + \$25,000] \\ &= \$195,000 \end{aligned}$$

In this example calculation the developer would pay \$195,000 for the bonus floor space and will provide the road.

Once an agreement has been reached by council and the developer, the land will be “underrated” through a minor amending LEP and a DA may be processed.

ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER provides details on the proposed incentive process.

3. Considerations For Council**Risks: impact of increased FSRs**

Under this proposed plan Macquarie Park will retain its “green leafy” character.

This is because Macquarie Park will differ markedly from Rhodes, Chatswood, North Sydney and other comparative urban centres as the proposed incentive FSRs are quite low for a major urban centre. Refer to Table 1 following. As it grows Macquarie Park will be more closely aligned in terms of character with parts of Canberra than with these centres.

ITEM 4 (continued)
TABLE 1

Comparative heights and FSRs for Urban Centres in Greater Metropolitan Sydney

Location	Max HOB	Max FSR	Status
Mac Park	44.5m existing 65m proposed	3:1	LEP 2010
Rhodes	84m	3.3:1 generally 4.5:1 one site	Draft LEP
Mac Uni	108m	Approx 3:1	SEPP
North Ryde Station Precinct	108m	4:1	Draft Plan on exhibition
Norwest Business Park	116m	1.49:1	Draft LEP
Parramatta	200m	8:1	LEP 2007
Sydney	235m	8:1 CBD generally 11:1 a few sites	LEP 2012
Chatswood	90m generally 246m over rail	8:1	LEP 2012

Creating more floor space capacity within the Macquarie Park planning controls does not mean that the area will be flooded by new development. The Macquarie Park Corridor is predominantly zoned B3 Commercial Core and B7 Business Park. Hill PDA advise that the delivery of commercial floor space is independent of supply (i.e. the undeveloped floor space capacity within the planning controls).

Floor space delivery will continue to be gradual and market driven. The consultant, Hill PDA, has observed that approximately 30,000 sqm floor space has been delivered per annum over the last ten years and they anticipate 50,000sqm floor space to be delivered per annum over the next twenty years.

Risks: the roads may not be delivered

As the scheme is voluntary, and achieved through the development process roads may take a long time to be delivered or may be delivered piecemeal. This is an accepted part of the scheme. However, all endeavours have been taken to make the scheme attractive and controls in the DCP will ensure that land identified for roads or parks is not built upon.

ITEM 4 (continued)

To optimise delivery; the consultants have recommended that as few sites as possible are affected by the roads network. The consultants have also tested the FSRs and contribution rates to ensure they are attractive. Council will also utilise design solutions such as cul-de-sacs; which turn into roundabouts when the road is extended.

The consultant team has estimated that the scheme will take 20 years to implement. The team has recommended that a review is undertaken at the 10 year mark and that monetary contributions are used at that time to purchase key road links that have not been implemented.

Financial Implications

The proposed incentive scheme manages council's financial exposure and transfers the cost of new access infrastructure to the development sector. New road infrastructure is proposed to be funded at no-risk to council through the development process as the scheme is voluntary and new roads are to be implemented by developers in return for additional floor space.

Under the scheme it is proposed that the delivery of roads will be cost neutral to Council. However, the delivery of parks may incur a cost.

New parks are proposed to be implemented by developers and dedicated to council. As the park areas may be large (potentially 10,000sqm) it is proposed that the land value is acknowledged in the calculations for the Voluntary Planning Agreements. The costs to Council from the delivery of parks is proposed to be sourced from funds collected from the Incentive Scheme and from s94 Development Contributions, which currently identifies approximately \$44M for open space acquisition.

Options

1. Do nothing

Do nothing is an option that will see the existing open space deficiency become more marked and congestion continue – perhaps even worsen. The outcomes of this will be that Macquarie Park will be unattractive to the market and growth affected. This will in turn impact on Council's strategy to focus growth in Macquarie Park in order to lessen pressure for growth on other parts of the Ryde Local Government Area. As a result, this option is inconsistent with Council's existing policies as outlined in the Ryde Local Planning Study 2010.

2. Infrastructure funded through s94

To fund the proposed new infrastructure entirely through s94 would require an increase of the developer contributions rate to a level that would make the Macquarie Park Corridor uncompetitive with other centres. Developers would likely choose to locate in other centres and growth in Macquarie Park would slow. As a result this option is inconsistent with Council's existing Ryde Local Planning Study 2010.

ITEM 4 (continued)**4. Next Steps****Consultation**

DLEP amendment has been prepared under the provisions of the legislative framework for a Planning Proposal. In issuing the gateway determination for this DLEP amendment DoPI advised that it is satisfied that all conditions precedent up to formal community consultation have been met.

This report seeks approval from Council to undertake community consultation. This would involve consultation with the community and also with state government agencies such as Transport for NSW, and the Roads and Maritime Authority. The Department of Planning and Infrastructure has been consulted throughout the process.

It is proposed that the plan will be placed on public exhibition for a period of at least four weeks. The exhibition material will be available at Council's Ryde Planning and Business Centre, all Council libraries and on council's website. The exhibition will extend into 2013. Workshops and information sessions will also be conducted.

Finalising the Plan

As soon as practicable after the exhibition a report regarding all submissions and consultation activities will be presented to Council. At this time Council will have the opportunity to:

- Proceed with the Plan as exhibited
- Vary the Plan
- Determine not to proceed

Assuming Council determines to proceed with the Plan, it will then be submitted to DoPI for making.

**5 GATEWAY DETERMINATION FOR PLANNING PROPOSAL - 461-495
Victoria Road, Gladesville**

Report prepared by: Strategic Planner
File No.: LEP2012/5 - BP13/416

REPORT SUMMARY

A planning proposal to rezone 461-495 Victoria Road, Gladesville submitted by Bunnings Group Limited was considered by Council at its meeting on 13 November 2012. The proposal was to include additional land uses in Schedule 1 Ryde Local Environmental Plan 2010 to permit bulky goods premises, garden centre and hardware and building supplies, while retaining the IN2 Light Industrial zone, and to amend the Height of Buildings Map in Ryde Local Environmental Plan. As a result of Council's resolution the planning proposal was submitted to the Department of Planning and Infrastructure (the Department) with a request for the issue of a gateway determination under section 56 of the Environmental Planning and Assessment Act to enable community consultation on the proposal.

The Acting Director-General of the Department, as delegate of the Minister, subsequently issued a determination (dated 1 March 2013) that the planning proposal can proceed to community consultation subject to a conditions including that the land use zone applicable to the site be changed. The Department supports the intended outcome of the planning proposal (including that bulky goods premises, garden centre and hardware and building supplies be permitted on the site) but not the approach of retaining the IN2 Light Industrial land use zone and enabling the desired land uses via Schedule 1 Additional Permitted Uses. Instead Council is being asked to zone the site B5 Business Development or another appropriate business zone in order to better reflect the intended land use.

Council must now decide on the appropriate land use zone before the planning proposal is finalised for community consultation. The changes suggested by the Department for the site have been appraised and are discussed in this report. There is justification on planning grounds to zone the site B5 Business Development as it is considered to be the most suitable business zone for the purposes of the planning proposal.

This report recommends Council support the rezoning of the land from IN2 Light Industrial to B5 Business Development and amend the planning proposal accordingly prior to proceeding to community consultation.

RECOMMENDATION:

- (a) That Council endorse amendments to the planning proposal to for 461-495 Victoria Road, Gladesville to change the zone of land from IN2 Light Industrial to B5 Business Development and to delete Clause 4 Schedule 1 *Additional Permitted Uses* relating to the use of Building H (on the site) for business and office premises under Ryde Local Environmental Plan 2010.

ITEM 5 (continued)

- (b) That Council proceed to community consultation and public exhibition of the planning proposal in accordance with the gateway determination issued 1 March 2013 and the communication plan identified in this report.
- (c) That Council advise the Department of Planning and Infrastructure of its decision in response to the gateway determination issued 1 March 2013 for 461-495 Victoria Road, Gladesville.

ATTACHMENTS

- 1 Planning proposal to amend Ryde Local Environmental Plan Letter from Department of Planning and Infrastructure (A/Director General) enclosing Gateway Determination dated 1 March 2013

Report Prepared By:

Melissa Burne
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Report Approved By:

Lexie Macdonald
Team Leader - Strategic Planning

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 5 (continued)

History

A planning proposal to rezone 461 – 495 Victoria Road, Gladesville was submitted by Bunnings Group Limited to Council in March 2012. The proposal was to amend:

- Schedule 1 of the Ryde Local Environmental Plan (LEP) 2010 to permit *bulky goods premises, garden centre and hardware and building supplies* as additional permitted uses on land at 461-495 Victoria Road, Gladesville or amend the draft Ryde LEP 2011 to permit *garden centre and hardware and building supplies* on the land, and
- Maximum building height on the land under the Height of Building Map Ryde Local Environmental Plan 2010.

At its meeting on 13 November, 2012, Council considered a report on the assessment of the planning proposal and it was resolved:

- That Council note the Planning Proposal for 461-495 Victoria Road, Gladesville to amend Clause 4 'Use of certain land at 461-495 Victoria Road, Gladesville' of Schedule 1 under Ryde Local Environmental Plan 2010 to include the following land uses, bulky goods premises, hardware and building supplies and garden centre, and to amend the Height of Building Map (06) under Ryde Local Environmental Plan.*
- That Council forward the planning proposal to 461-495 Victoria Road, Gladesville to receive a gateway determination in accordance with Section 56 of the Environmental Planning and Assessment Act 1979.*
- That, in the event of a gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, the proposed be placed on public exhibition and a further report be presented to Council following the completion of the consultation period advising of the outcomes and next steps.*
- That Council support a site specific addition to the Ryde Development Control Plan 2010 be prepared for 461-495 Victoria Road, Gladesville and public exhibited together with the planning proposal.*

On 20 December 2012, the endorsed planning proposal was forwarded to the Department of Planning and Infrastructure with a request for a gateway determination under section 56 of the Environmental Planning and Assessment Act, 1979.

The Site and Context

The subject site ('the site'), 461-495 Victoria Road, Gladesville, is legally known as LOT 1 DP 739556 and is currently zoned IN2 Light Industrial under Ryde LEP 2010.

ITEM 5 (continued)

The site is located on Victoria Road, which is one of Ryde's three main economic corridors, in the Gladesville Industrial Area, within proximity of the Gladesville Town Centre (located along Victoria Road to the south east of the site).

The surrounding development consists of a variety of light industrial uses, detached single dwellings, recreational and educational uses.

Current Land Use

The current land use zone applicable to the site is IN2 Light Industrial under Ryde LEP 2010 which permits a range of light manufacturing and other light industrial purposes. In addition to the land uses permitted in the IN2, Schedule 1 Additional Permitted Uses also applies to the site and allows additional permitted uses to Building H (currently occupied by Fernwood Gymnasium) by virtue of Clause 4 which states:

4 Use of certain land at 461–495 Victoria Road, Gladesville”.

- (1) This clause applies to land at 461–495 Victoria Road, Gladesville, being part LOT 1, DP 739556 (Building H).
- (2) Development for the purposes of business premises and office premises (Building H) that include 48 car parking spaces is permitted with consent.

The site is bounded by Frank Street, Victoria Road and College Street. It is set below Victoria Road in a disused quarry. The site is occupied by a number of existing warehouse buildings used for a variety of light industrial purposes and a three storey building at the corner of Frank Street and Victoria Road, known as 495 Victoria Road (and Building H under Schedule 1), which is occupied by Fernwood Gymnasium.

Under the planning proposal submitted by Bunnings Group Limited, the intended outcome of the planning proposal is to enable continued use of the existing business premises and office premises known as Building H permitted under Schedule 1 to Ryde LEP 2010, and redevelopment of the remainder of the site for the purposes of a Bunnings retail outlet centre and bulky goods warehouse.

Gateway Determination

On 1 March 2013, a gateway determination on this planning proposal from the Department of Infrastructure and Planning advising that the proposal is approved to proceed to community consultation however it is subject to a number of conditions. In particular the following two conditions require changes firstly to the rezoning, associated mapping and to the planning proposal, and secondly to the explanation of provisions section of the planning proposal to identify changes affecting draft Ryde LEP 2011, prior to proceeding to public exhibition. The relevant conditions of the gateway determination are outlined below:

ITEM 5 (continued)

1. *Council's proposed provision to include 'bulky goods premises', 'garden centre' and 'hardware and building supplies' as additional permitted uses on land at 461-495 Victoria Road, Gladesville is not supported and should be removed from the planning proposal. Council is to zone the site B5 Business Development or another appropriate business zone to permit the above mentioned land uses. Council is to amend the planning proposal and mapping to reflect the above approach prior to proceeding to public exhibition.*
2. *Prior to undertaking public exhibition, Council is to amend the 'explanation of provisions' within the planning proposal to include advice on the changes proposed to be made to draft Ryde LEP 2011, in the event the draft LEP is notified prior to the making of this planning proposal.*

In correspondence attached to the gateway determination, the Acting Director-General of the Department of Infrastructure and Planning, as delegate of the Minister, has advised that:

"While I support the intended outcome of the planning proposal, Council's proposed provision to include bulky goods premises, garden centre and hardware and building supplies as additional permitted uses on land at 461-495 Victoria Road, Gladesville is not supported as a means of achieving the intended outcome. Council is to zone the site appropriate to reflect the intended land use. Council is to zone the site B5 Business Development or another appropriate business zone to permit bulky goods premises, garden centre and hardware and building supplies on the land.

I have also agreed the planning proposal's inconsistencies with S117 Direction 1.1 Business and Industrial Zones is of minor significance. No further approval is required in relation to this Direction."

A copy of the correspondence and gateway determination is **ATTACHED** to this report.

Compliance with condition 1 of the gateway determination changes the planning proposal from that originally supported by Council in its resolution of 13 November 2012. Council needs to consider the zone changes put forward by the Minister's delegate, and whether or not it seeks a formal review of the gateway determination, before proceeding with community consultation stage of the plan-making process under resolutions (c) and (d) of 13 November 2012.

Condition 2 requires Council to include in the planning proposal explanation of the land use zones with respect to Draft LEP 2011. The proponent will be required to address this condition within the revised documentation submitted for the exhibition of the planning proposal.

ITEM 5 (continued)

Planning Appraisal – Condition 1

In response to the conditions imposed under the gateway determination a planning appraisal has been carried out with respect to:

- The change in zone from industrial to business, and
- The choice of business zone.

Key considerations in the change of zone from industrial to business, and in the choice of business zone, include the likely effects on the site and its context, in particular on;

- the desired future of the Gladesville Industrial Area and retention of the viability of employment opportunities on the site;
- the intended outcomes of the planning proposal;
- the permissibility of the current approved uses on the site;
- the development standards applicable to the site as a result of the change in zone.

Change of Zone from Industrial to Business

As reported to Council 13 November 2012, appraisal identified that the planning proposal to retain the land use zone and include additional permitted land uses under Schedule 1 did not conflict with objectives of the relevant state, subregional and local planning strategies and directions. The option to change the zone from light industrial to another zone was not considered.

Retention of industrial land is a direction from the Department to ensure viability of employment lands. As also reported in November 2012, Council sought advice from the Department of Planning on the inclusion of bulky goods premises under Clause 6 Schedule 1 of the draft Ryde LEP 2011 as a permitted use with development consent on the subject site. The Department advised Council the following on 20 June 2012:

“An expansion of land uses in the industrial zones such as bulky goods is acceptable provided the area of land zoned for industrial does not change. The introduction of bulky goods into the land use table for the IN2 zone (therefore all areas of Ryde where the zone exists) would be acceptable subject to a rationale addressing the appropriateness of such a use in the zone being provided to DoPI. Our preference is to exclude bulky goods retail from industrial zones as an additional use across the zone but the inclusion of ‘bulky goods’ is not considered fundamentally to be a retail use that is likely to reduce the amount of industrial land...

The preference now is to either: 1). cluster permissibility of these uses in a suitable area (close to commercial is ideal but may not be achievable) and to give them a B5 zoning or 2) allow the use by a Schedule 1 amendment for the particular site based on suitability criteria”.

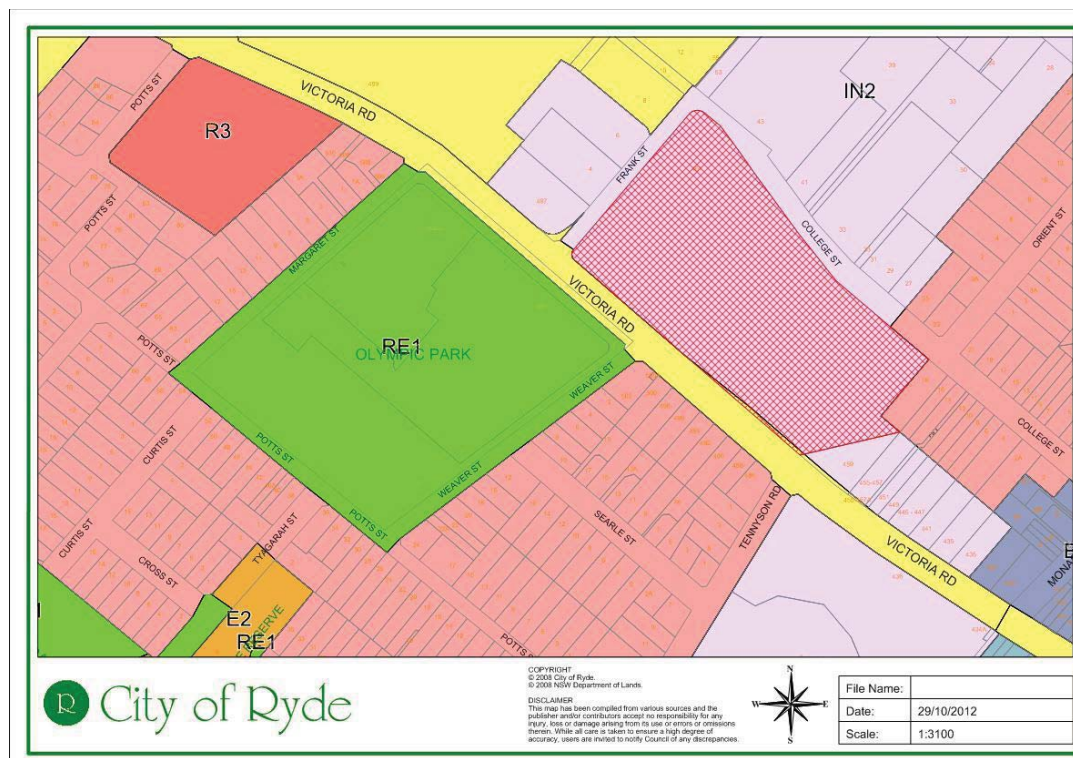
ITEM 5 (continued)

Based on this advice, the inclusion of bulky goods premises by a Schedule 1 amendment in the draft Ryde LEP 2011 was understood to be acceptable to the Department, with proper justification from the proponent.

Implicit in the consideration of the planning proposal by the Department of Planning and Infrastructure as submitted 20 December 2012 is that the Department now proposes a change in the area of land zoned industrial based on the suitability criteria for this particular site.

Key considerations in the change of zone from industrial to business include the desired future of the Gladesville Industrial Area and the opportunity to retain of the viability of employment opportunities on the site. It was identified in the Centres and Corridors Study under Ryde Local Planning Study (adopted by Council December 2010 and referred to in the report on this planning proposal November 2012) that industrial manufacturing uses and demand for warehousing are in decline in this area. The nature and location of the site on Victoria Road was also considered to be a contributing attribute to support a bulky goods land use. As a result of adoption of the Local Planning Study, *bulky goods premises* has been included as a permitted land use with consent on 461-495 Victoria Road, Gladesville in Council's adopted Draft Ryde LEP 2011 by virtue of an amendment to Clause 6 Schedule 1 to include *bulky goods* as a permitted use with development consent (Clause 6 in draft Ryde LEP 2011 is known as Clause 4 in Ryde LEP 2010).

The following map shows the zoning of the site and surrounding land under Ryde Local Environmental Plan 2010.



ITEM 5 (continued)

The existing land use zones for this urban block are R2 Low Density Residential, IN2 Light Industrial which includes the Building H business and office premises on the subject site only. A key consideration in this location is the retention of employment lands to comply with the Metropolitan Strategy and the reduction of scheduled land uses within the zone. Both industrial and business zones are recognised as employment lands under *Section 117 Direction 1.1 Business and Industrial Zones* the objectives of which are aimed to support retention of employment lands in local planning making. A change in zone to a business zone, in particular B5 Business Development, would satisfy these objectives as residential land uses are not permitted in the B5 zone. The B5 zoning would also eliminate the need for Schedule 1 uses for Building H as these would be covered by the land use *commercial premises* which is permissible with consent under that zone.

Choice of Business Zone

Council needs to consider the business zones available to it. There are eight Business Zones available under the Standard Instrument template. Availability of these zones for the Council's use in Ryde LEP 2010 are described below:

- B1 Neighbourhood Centre zone: This zone is specifically designed for small neighbourhood centres and therefore not applicable to the site
- B2 Local Centres: This zone is similarly not applicable to the site as it is specifically designed for Local Centres. The B2 zone is not available under Ryde LEP 2010 as there are no Local Centres in Ryde
- B3 Commercial Core and B7 Business Park: These land use zones have been structured specifically to apply to sites in the Macquarie Park Corridor as a Specialised Centre, and not applicable to the Victoria Road location
- B4 Mixed Use and B6 Enterprise Corridor: these zones under Ryde LEP 2010 are unsuitable for use on this site as they include opportunity for residential components. Enabling residential works against the objective of retaining employment lands in this location
- B8 Metropolitan Centre is not available for use in Ryde LEP 2010 as it only applies in the City of Sydney and North Sydney local government areas.

There remains one business zone, being B5 Business Development. The intended purpose of the B5 Business Development zone as described by the Department of Planning and Infrastructure (LEP Practice Note: PN 11-002) is:

***"B5 Business Development** This zone is to provide for business, warehouse and bulky goods retail uses that require a large floor area, in locations that are close to, and that support the viability of, centres. This zone provides for employment generating uses such as 'warehouses or distribution centres,' 'bulky goods premises,' 'hardware and building supplies,' 'landscaping material supplies' and 'garden centres.' The zone supports the initiatives set out in the Metropolitan Plan for Sydney 2036 (2010) and other regional strategies. The zone may be applied to areas that are located close to existing or proposed centres, and which will support (and not detract from) the viability of those centres."*

ITEM 5 (continued)

As suggested by the Department, it is agreed that the B5 Business development zone is the most appropriate under the circumstances because:

- the proposed land uses of bulky goods premises, garden centres, hardware and building supplies are mandated in the zone
- the objective of the B5 zone is specific to bulky goods premises
- the B5 zone does not permit residential type uses, and
- the B5 zone has been designed to support centres. This site borders the Gladesville Town Centre and Victoria Road Corridor.

Under LEP 2010 commercial premises are a use “permitted with consent” in the B5 zone.

Draft Ryde LEP 2011

Consideration has been given to the effect of the IN2 Light Industrial zone as proposed under Draft Ryde LEP 2011 on the site in the event of this planning proposal not proceeding, or in the event of Draft Ryde LEP 2011 be made the principal planning instrument prior to the changes proposed to Ryde LEP 2010. The gateway determination also requires that the planning proposal be amended to include advice on the changes proposed to be made to Draft Ryde LEP 2011. Under Draft Ryde LEP 2011, as adopted 12 March 2013, two of the three land uses relevant to the Bunnings planning proposal will be permissible with consent, these being:

- *Hardware and building supplies* as a type 3 land use (permissible with consent), and
- *bulky goods* by virtue of the inclusion under Schedule 1 Additional Permitted Land Uses of “*development for the purposes of bulky goods*”.

The third land use sought under the planning proposal, *garden centre*, however, would be prohibited as this use is not included as permissible, and as a type *commercial premises* is prohibited under the Light Industrial zone under Draft Ryde LEP 2011. Given the request by the Department of Planning and Infrastructure in response to the current planning proposal to change the zone rather than add more uses to Schedule 1, it is unlikely that there will be support in future for any request to add *garden centre*, or the like, as an additional permissible use under Schedule 1.

Draft Ryde LEP 2011, as adopted 12 March 2013, will also introduce a building height limit for all land zoned IN2 Light Industrial of a maximum 10 metres. The proponent for the planning proposal, anticipating the introduction of the maximum building height under draft LEP 2011, is seeking to amend the maximum building heights across the site in response to the variable topography (on this former quarry site) and in relation to surrounding land uses and topography. The proposed heights as follows (the range in metres is due to the significant variation in topography):

- RL 63 (12 to 15 metres) for most of the site fronting Victoria Road and Frank Street;

ITEM 5 (continued)

- RL52 (6 to 14 metres) for most of the remainder of the site (generally for proposed ancillary built form structures, such as car parking, awnings, ramps or driveways); and
- RL42 (0 to 4 metres) at the interface with adjoining residential properties in College Street.

These amendments proposed to the maximum building height for this site have been considered and endorsed by Council at its meeting on 13 November 2012 for proceeding to gateway determination. No objection has been raised by the Department to the proposed changes in maximum building height. The planning proposal should proceed to community consultation for consideration by the community of the maximum building heights proposed before Council makes a further determination with respect to the proposed heights under Draft LEP 2011.

OptionsOption 1: Rezone the land to reflect the intended land use

In the conditions attached to the gateway determination the Department has identified a preference for a change in zone of the land to B5 Business Development or another appropriate business zone to permit bulky goods premises, garden centre, and hardware and building supplies on the land.

This is the preferred option on planning grounds because the change from IN2 Light Industrial to the B5 Business Development land use zone:

- Supports the intended land uses under the planning proposal;
- Excludes residential and supports the potential for employment generating uses; and
- Is appropriate for the site's location on Victoria Road in the context of the Gladesville Town Centre.

Option 2: Formal review of gateway determination

As previously reported to Council (27 November 2012), review mechanisms were introduced in October 2012, for gateway reviews. Under a gateway review Council or the proponent may request the Minister (or delegate) alter a gateway determination. Such reviews are informed by advice from the Planning Assessment Commission (PAC) and can only be made if the original gateway determination was made by a delegate of the Minister and where:

- the planning proposal should not proceed
- the planning proposal should be resubmitted to the Gateway, or
- imposes requirements (other than consultation requirements) or makes variations to the proposal that the proponent or council thinks should be reconsidered.

This option is not preferred because there is justification on planning grounds to change the zone in response to the gateway determination.

ITEM 5 (continued)

Option 3: Council decides not to endorse the change to a B5 land use zone
Council can decide not to endorse the change in zone to B5 Business Development.

In this regard, Council should be mindful that:

- the Department of Planning and Infrastructure supports the rezoning of the land from the light industrial zone to a business zone, and requires Council to zone the site appropriately to reflect the intended land use
- there will be another opportunity for Council to decide whether to proceed, vary or reject the proposal following community consultation.

It should be noted that the nature of the expansion of uses to permit bulky goods premises on the site has been recognised and endorsed by Council now on three occasions described in this report:

1. through adoption of the Local Planning Study in December 2010;
2. 13 November 2012 resolving to support the planning proposal for gateway determination;
3. 12 March 2013 to forward DLEP 2011 to the Minister with an expanded uses available to the site under Schedule 1.

It is therefore recommended the planning proposal be amended to identify a change in zone to B5 Business Development and to proceed to community consultation to enable the community to consider and respond to the proposal.

Consultation

Community consultation, including public exhibition, is required to be carried out in accordance with the EP & A Act and conditions of the gateway determination. Conditions of the gateway determination relevant to exhibition and consultation include:

- the planning proposal must be made publicly available for 28 days;
- consultation is to include one specified public authority – Transport for NSW – Roads and Maritime Services (given 21 days to lodge a submission);
- the timeframe for completing the LEP is within 9 months (i.e. by early December);
- a public hearing is not required.

Community consultation has also been discussed with Council's Communications and Media Unit. The following communication plan is proposed:

- public notice in accordance with requirements of the EP&A Act
- exhibition material provided to meet requirements of the EP&A Act on Council's website, and in Gladesville, Ryde and West Ryde Libraries
- mail out to residents and landowners within 100m proximity of the site advising of the public exhibition and invitations to attend information sessions (see below)
- mail out to key stakeholders including newsletter to cover key issues regarding the planning proposal

ITEM 5 (continued)

- information session to be held during the exhibition period. Bunnings and their consultants will attend the information session to provide advice

The proponent (Bunnings Group Limited) has indicated that it also seeks to consult with the local community by pre exhibition contact (doorknock) with the following groups to determine key concerns in relation to the planning proposal:

- adjoining/nearby residential properties focused on the east side of Victoria Road - in College Street, Eltham Street and Westminster Street (extent of area to be identified to Council staff)
- Gladesville Chamber of Commerce
- Schools located in the vicinity of the site

This pre exhibition contact within the community is proposed to be made by staff from Bunnings and Eltons Consulting (as engaged by Bunnings) wearing appropriate identification.

Financial Implications

Adoption of the option(s) outlined in this report will have no financial impact. Council should note that the lodgement of the planning proposal has been subject to Council's Fees and Charges Schedule to amend Local Environmental Plans. Fees are not charged by the Department of Planning and Infrastructure for a gateway determination review.

ITEM 5 (continued)

ATTACHMENT 1



Office of the Director General

Ms Danielle Dickson
Acting General Manager
Ryde City Council
Locked Bag 2069
NORTH RYDE NSW 1670

Contact: Martin Cooper
Phone: (02) 9228 6111
Fax: (02) 9228 6244
Email: Martin.Cooper@planning.nsw.gov.au
Postal: GPO Box 39, Sydney NSW 2001

Our ref: PP_2013_RYDEC_001_00 (13/01580)
Your ref: LEP2012/5/ D12/94082



Dear Ms Dickson,

Planning proposal to amend Ryde Local Environmental Plan (LEP) 2010 or draft Ryde LEP 2011

I am writing in response to Council's letter dated 20 December 2012 requesting a Gateway determination under section 56 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") in respect of the planning proposal to amend the Ryde Local Environmental Plan (LEP) 2010 to permit bulky goods premises, garden centre and hardware and building supplies as additional permitted uses on land at 461-495 Victoria Road, Gladesville or amend the draft Ryde LEP 2011 to permit garden centre and hardware and building supplies and amend the maximum building height on the land.

As delegate of the Minister for Planning and Infrastructure, I have now determined the planning proposal should proceed subject to the conditions in the attached Gateway determination.

While I support the intended outcome of the planning proposal, Council's proposed provision to include bulky goods premises, garden centre and hardware and building supplies as additional permitted uses on land at 461-495 Victoria Road, Gladesville is not supported as a means of achieving the intended outcome. Council is to zone the site appropriately to reflect the intended land use. Council is to zone the site B5 Business Development or another appropriate business zone to permit bulky goods premises, garden centre and hardware and building supplies on the land.

I have also agreed the planning proposal's inconsistencies with S117 Direction 1.1 Business and Industrial Zones is of minor significance. No further approval is required in relation to this Direction.

The Minister delegated his plan making powers to councils in October 2012. It is noted that Council has requested to be issued with delegation for this planning proposal. I have considered the nature of Council's planning proposal and have decided to issue an authorisation for Council to exercise delegation to make this plan.

The amending LEP is to be finalised within 9 months of the week following the date of the Gateway determination. Council should aim to commence the exhibition of the planning proposal as soon as possible. Council's request to draft and finalise the LEP should be made directly to Parliamentary Counsel's Office 6 weeks prior to the projected publication date. A copy of the request should be forwarded to the department for administrative purposes.

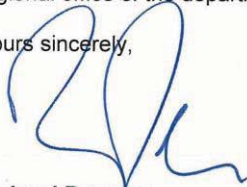
ITEM 5 (continued)

ATTACHMENT 1

The NSW State Government is committed to reducing the time taken to complete LEPs by tailoring the steps in the process to the complexity of the proposal, and by providing clear and publicly available justification for each plan at an early stage. In order to meet these commitments, the Minister may take action under s54(2)(d) of the EP&A Act if the time frames outlined in this determination are not met.

Should you have any queries in regard to this matter, please contact Martin Cooper of the regional office of the department on 02 9228 6111.

Yours sincerely,



1/3/13

Richard Pearson
A/Director General

ITEM 5 (continued)

ATTACHMENT 1



Planning &
Infrastructure

Gateway Determination

Planning proposal (Department Ref: PP_2013_RYDEC_001_00): to permit additional uses on land at Victoria Road, Gladesville and amend the height controls for the land.

I, the Acting Director General, Department of Planning and Infrastructure as delegate of the Minister for Planning and Infrastructure, have determined under section 56(2) of the EP&A Act that an amendment to the Ryde Local Environmental Plan (LEP) 2010 to permit bulky goods premises, garden centre and hardware and building supplies as additional permitted uses on land at 461-495 Victoria Road, Gladesville or amend the draft Ryde LEP 2011 to permit garden centre and hardware and building supplies and amend the maximum building height on the land should proceed subject to the following conditions:

1. Council's proposed provision to include 'bulky goods premises', 'garden centre' and 'hardware and building supplies' as additional permitted uses on land at 461-495 Victoria Road, Gladesville is not supported and should be removed from the planning proposal. Council is to zone the site B5 Business Development or another appropriate business zone to permit the above mentioned land uses. Council is to amend the planning proposal and mapping to reflect the above approach prior to proceeding to public exhibition.
2. Prior to undertaking public exhibition, Council is to amend the 'explanation of provisions' within the planning proposal to include advice on the changes proposed to be made to draft Ryde LEP 2011, in the event the draft LEP is notified prior to the making of this planning proposal.
3. Community consultation is required under sections 56(2)(c) and 57 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") as follows:
 - (a) the planning proposal must be made publicly available for **28 days**; and
 - (b) the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 4.5 of *A Guide to Preparing LEPs (Department of Planning & Infrastructure 2012)*.
4. Consultation is required with the following public authorities under section 56(2)(d) of the EP&A Act:
 - Transport for NSW – Roads and Maritime Services

Each public authority is to be provided with a copy of the planning proposal and any relevant supporting material. Each public authority is to be given at least 21 days to comment on the proposal, or to indicate that they will require additional time to comment on the proposal. Public authorities may request additional information or additional matters to be addressed in the planning proposal.

5. A public hearing is not required to be held into the matter by any person or body under section 56(2)(e) of the EP&A Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).

RYDE PP_2013_RYDEC_001_00 (13/01580)

ITEM 5 (continued)

ATTACHMENT 1



Planning &
Infrastructure

6. The timeframe for completing the LEP is to be **9 months** from the week following the date of the Gateway determination.

Dated

1

day of

March

2013.



Richard Pearson
A/Director General
Delegate of the Minister for Planning and
Infrastructure

ITEM 5 (continued)

ATTACHMENT 1



WRITTEN AUTHORISATION TO EXERCISE DELEGATION

City of Ryde Council is authorised to exercise the functions of the Minister for Planning and Infrastructure under section 59 of the *Environmental Planning and Assessment Act 1979* that are delegated to it by instrument of delegation dated 14 October 2012, in relation to the following planning proposal:

Number	Name
PP_2013_RYDEC_001_00	Planning proposal to amend the Ryde Local Environmental Plan (LEP) 2010 to permit bulky goods premises, garden centre and hardware and building supplies as additional permitted uses on land at 461-495 Victoria Road, Gladesville or amend the draft Ryde LEP 2011 to permit garden centre and hardware and building supplies and amend the maximum building height on the land.

In exercising the Minister's functions under section 59, the Council must comply with the Department's "A guideline for the preparation of local environmental plans" and "A guide to preparing planning proposals".

Dated *1 March* 2013



Richard Pearson
A/Director General
Department of Planning and Infrastructure

ITEM 5 (continued)

ATTACHMENT 1

Attachment 5 – Delegated plan making reporting template

Reporting template for delegated LEP amendments

Notes:

- Planning proposal number will be provided by the department following receipt of the planning proposal
- The department will fill in the details of Tables 1 and 3
- RPA is to fill in details for Table 2
- If the planning proposal is exhibited more than once, the RPA should add additional rows to **Table 2** to include this information
- The RPA must notify the relevant contact officer in the regional office in writing of the dates as they occur to ensure the department's publicly accessible LEP Tracking System is kept up to date
- A copy of this completed report must be provided to the department with the RPA's request to have the LEP notified

Table 1 – To be completed by the department

Stage	Date/Details
Planning Proposal Number	PP_2013_RYDEC_001_00
Date Sent to Department under s56	20/12/2012
Date considered at LEP Review Panel	31/01/2013
Gateway determination date	01/03/2013

Table 2 – To be completed by the RPA

Stage	Date/Details	Notified Reg Off
Dates draft LEP exhibited		
Date of public hearing (if held)		
Date sent to PCO seeking Opinion		
Date Opinion received		
Date Council Resolved to Adopt LEP		
Date LEP made by GM (or other) under delegation		
Date sent to DP&I requesting notification		

Table 3 – To be completed by the department

Stage	Date/Details
Notification Date and details	

Additional relevant information:

6 CIVIC CENTRE - MAINTENANCE SCHEDULE - 2013-2018

Report prepared by: Project Manager - Development
File No.: GRP/09/7/6 - BP13/455

REPORT SUMMARY

This report details the maintenance works schedule proposed to be implemented over the next five (5) years in respect of Council's Civic Centre.

The proposed schedule of works will be undertaken in two stages, Stage 1 (Short term – Year 1) and Stage 2 (Medium term – Years 2 - 5).

Works to be undertaken in Stage 1 are in the services / maintenance areas that will address fire services, hazardous material, accessibility and completion of electronic design plans for the building. Stage 2 will address electrical, hydraulic services and structural components of the building. The second stage also includes a rolling annual program of refreshing staff workspaces on each floor of the Civic Building.

This report seeks Council's endorsement to the maintenance work schedule noting that the proposed maintenance program of works, represents a minimal level of works over the next five (5) years to ensure the Civic Centre provides a safe and healthy working environment and maintains the operations of the building to the required levels.

The program is estimated to cost up to \$4.85 million and is proposed to be partly funded from the balance of funds allocated for urgent works at the Civic Centre, with the remainder to be funded from Council's Investment Property reserve. Adequate funds are located in the reserve to cover the estimated costs of the works.

RECOMMENDATION:

- (a) That Council approve and delegates to the Acting General Manager authority to implement the five year costed Civic Centre maintenance schedule up to a cost of \$4.85 million, as detailed in this report and to incorporate into Council's 4 Year Delivery Plan, 2013-2017, and the 1 Year Operational Plan for 2013-2014.
- (b) That Council note that the implementation of Stage 1 and 2 works will be subject to the completion of procurement in accordance with the Local Government Act and the relevant Council Policies.
- (c) That Council endorses the funding of these works as detailed in the report, from the unexpended funds for the urgent works at the Civic Centre, with the balance of up to \$4.5 million to be allocated from Council's Investment Property Reserve.

ITEM 6 (continued)

ATTACHMENTS

1 Five year costed Maintenance Schedule - Civic Centre

Report Prepared By:

Malcolm Harrild
Project Manager - Development

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 6 (continued)**Discussion**

At Council's meeting on 26 February 2013, when considering the report on the Ryde Civic Centre – Priority Maintenance, resolved as follows:-

- (a) *That the report be received and noted*
- (b) *That the Acting General Manager report back to Council providing a costed maintenance schedule for the building for the upcoming five years.*

A petition was tabled at Council's meeting on the 19 March 2013, relating to the condition of the floor in the Civic Hall. The proposed maintenance schedule incorporates the Civic Hall floor in Year 4 of the program. The external façade and cleaning works will encompass the Civic Hall at the same time, with the Civic Hall amenities being refinished in Year 5 of the program.

The approach taken in preparing the schedule of works, has been to prepare a systematic program of essential maintenance work over the next five years that includes the opportunity for a limited "catch-up" of unattended works and to re-invigorate the building for the benefit of all who use it. However, recognising the age, condition and long term potential of the Civic Centre caution has been taken in specifying works to avoid triggering the need for extensive remodelling and compliance work to the current Building Code of Australia (BCA) standards.

The aim of the works schedule is to maintain a healthy and safe environment for building users and prolong the life of key building components. In taking this approach Council proposes that the basic and simpler building components relating to fire services, hazardous materials and accessibility receive attention first and that the components of electrical, hydraulic and the structure are dealt with later.

Due to the expectation that the Civic Centre was to be replaced following the completion of Top Ryde Shopping Centre, certain works associated with the Civic Centre were delayed except where works became urgent and have subsequently been undertaken. Therefore, the schedule details these "catch up" works.

Accordingly, this report is provided to Council for its consideration with the costed Maintenance Schedule of Works detailed in **ATTACHMENT 1**. The Schedule has been prepared separating the one off costs to undertake the required works in addition to the recurring costs.

The works will be undertaken in two stages, Short term (Year 1) and Medium term (Years 2 - 5).

A summary of the works undertaken in each stage is detailed below:-

ITEM 6 (continued)**Short Term (Year 1)**

Key areas to be undertaken in Stage 1 are:

- Completion of computer aided design (CAD) plans for all aspects of the Civic Centre
- Detailed Fire Services investigations and works
- Detailed review and works relating to the Disability Discrimination Act and Accessibility
- Hazardous materials inspections and works

Computer Aided Design (CAD) Plans

One of the key actions to be undertaken to facilitate the maintenance work is the completion of detailed inspections of the building, together with layout design plans in CAD format. Once completed, this will allow accurate quotations to be submitted for all works, minimising Councils risk.

This work requires measuring and detailing fixed furniture, fittings, equipment, electrical and data service outlets, reflecting ceiling plans including lighting, air conditioning registers, finishes and space allocation for each floor.

Fire Services

Investigations of the fire services will be focused upon ensuring that all the key elements of the alarm system are correctly located and up to date, including the early warning alarm system, smoke and thermal monitors and fire extinguishers. Fire barriers in ducts and risers between the floors have to be checked to ensure they are appropriately rated to prevent the spread of fire. The resistance of the fire doors needs to be confirmed and layouts reviewed to ensure fire exit pathways are safe. The outcome of this work will not only confirm the extent of the fire services in the building (for ongoing maintenance) but will also enable any remedial maintenance work to be specified for procurement purposes.

Disability Discrimination Act and Accessibility

Accessibility requires a Disability Discrimination Act (DDA) consultant to validate internal paths of travel, determine whether doorways and door furniture are adequate and if there is appropriate access to amenities and kitchens. From this analysis, the consultant will be able to advise Council on what flexibility exists in relation to the DDA compliance and will determine what work should be carried out when each floor is refreshed. Accessibility changes, if required on Levels 5 and 6 will be carried out in the first year of the program.

ITEM 6 (continued)Hazardous materials

Two separate approaches have been put in place in relation to hazardous materials. The publicity that resulted from the matter of lead in dust being reported in the report to Council on 26 February 2013, caused concern amongst Civic Centre staff as noticeable dust was found coming out of the conditioning ducts. Council officers believed this was due to the improved air flow through the ducts as a result of the recent improvements to the air conditioning equipment. In order to validate this and respond to concerns, an immediate Indoor Air Quality Assessment was commissioned from SLR Consulting Australia Pty Ltd. Air quality was monitored throughout the building against a range of parameters set by the World Health Organisation (WHO); the National Health and Medical Research Council; Safework Australia; the American Society of Heating, Refrigerating and Air-Conditioning Engineers; and the American Conference of Government Industrial Hygienists.

The Executive Summary of SLR Consulting's Report states;

"The assessment was conducted on Tuesday 12 March 2013 and involved monitoring for the following air quality indicators;

- *Levels of Temperature, Relative Humidity, Carbon Dioxide (CO₂), Carbon Monoxide (CO), Total Volatile Organic Compounds (TVOCs), Dust (milligrams per cubic metre) and Airborne Micro-organisms in air were monitored at various locations.*

The aim of the monitoring was to determine if the current indoor environmental conditions within the Civic Centre were within the recommended parameters for environmental quality in non-residential buildings.

On the day of monitoring, indoor environmental conditions within the Civic Centre were mostly within recommended parameters for environmental quality in non-residential buildings.

The exceptions were the following:

Level 5 IT area where the temperature, at 21.3C, was just below the recommended range of 22C to 26C.

Carbon dioxide concentrations recorded on Level 2, Level 3 and Level 4, exceeded 800 parts per million but were below the WHO guidelines of 1,000 parts per million. This indicated the potential for inadequate fresh air ventilation to these levels of the Civic Centre."

As a result of these findings work is now being undertaken to improve the fresh air flows of each of the respective floors.

ITEM 6 (continued)

However it is important to note that dust levels were within air quality standards. This confirms the assumption that the dust from the air conditioning outlets was caused by the initial improvement to air flow from the new equipment. These compliant dust levels do not signal any requirement to vacuum the air conditioning ducts.

Further to the above, Council is now attempting to confirm the claim from a previous hazardous materials investigation, that lead in dust is present in the ceiling cavities to levels eighteen times greater than Australian Standards guidelines. Samples of the dust laying in the ceiling voids of each floor have been taken and the report of the analysis is expected soon.

For the purposes of the five year costed maintenance schedule it has been conservatively assumed that there is a requirement to remove dust in the ceiling cavities and that it has to be removed as soon as possible. This is an expensive and time-consuming exercise. If the Consultant's report states the levels are safe and dust removal is not essential a significant saving will be made to the proposed maintenance works schedule.

Medium Term (Years 2-5)

Key areas to be undertaken in Stage 2 are;

- Review of building structure and façade and completion of required works
- Electrical services investigation and completion of required works
- Completion and implementation of power generator and associated works
- Hydraulic services works
- Refresh works of Building-External and Internal
- Civic Hall floor replacement and amenities refresh

Review of Building structure and façade

Of all the building components, Council has least current knowledge of the condition of the structure, and the safety of the facades in particular. Some major work was done prior to 2000 (for example window weatherproofing in 1987) but since then the major work has been related to reducing the basement and relocating parking when the Top Ryde City access ramps and tunnels had to be built. The only recent work to the façade was to refix loose terracotta tiles on a column on the western side of the building in 2008. The proposed maintenance schedule includes new weatherproofing, terracotta tile and brickwork repairs. However in order to be able to ensure this is the case and to accurately specify what is required, the whole façade has to be investigated. This detailed inspection can only be done from a cradle suspended from the roof and requires every part of the brickwork, glazing system and tiling to be checked.

ITEM 6 (continued)

Electrical Services

The electrical services investigation is proposed to be limited to the condition, capability and serviceability of the floors' electrical distribution boards. Thermal hot spots have been previously identified and rectified on these boards but they are difficult to service and considered borderline for the loads now carried. If the Consultant's findings are that the boards require replacement, his role will be to specify replacements and any associated changes to cabling. In the interests of safety this work will be carried out in the early part of the program.

The work also includes activating the Building Management system, that will reduce the amount of electricity used in all areas of the Civic Centre, including meeting rooms.

Power Generator

The proposed maintenance program also offers the opportunity to resolve the matter of the generator that was raised in the 11 October 2011 report to Council '**OVERVIEW OF CONDITION OF CORPORATE BUILDINGS AND ESSENTIAL WORKS**'. Council resolved to approve a sum of \$690,000, nearly a third of which was for a generator that would provide automatic power backup in times of a blackout or other failure in the Civic Centre.

Discussions about this with Energy Australia (EA) have revealed that;

- The electricity kiosk next to the Civic Centre supplies both the Civic Centre and all the homes in Blaxland Road to the west of Council's land,
- Energy Australia (EA) wishes to divide this supply as the kiosk is frequently operating in excess of its maximum capacity and it would be more appropriate for the Civic Centre to have a dedicated supply,
- EA is reluctant to initiate this change (at its cost) unless Council can predict its future electrical requirements for the Civic Centre,
- To be effective, a generator needs to operate as soon as power fails, which requires an automatic switch to be linked to the kiosk supply. EA is reluctant to approve this with the existing kiosk, preferring it to be part of the solution with a new kiosk.
- EA have rights to overview the cabling from a new kiosk to the Civic Centre, the status of Council's main switchboard (vintage 1965) and the cabling for the generator.
- A new kiosk may require a new EA easement over Council land,

ITEM 6 (continued)

- It would be most sensible to integrate commissioning the new kiosk, installing the automatic switch and generator, upgrading cabling and the remodelling the main switchboard into a single project. However this combination of work could take up to eight days to complete, during which the Civic Centre would be without power.
- Timing of these major changes would be at the discretion of EA as works would be dependent upon the division of supply and the program to install a new kiosk for the Civic Centre.

In order to progress these matters Council needs to employ a specialist consultant accredited by Energy Australia. The role will be to determine Council's electrical load requirements, specify the capacity of the generator, negotiate the electrical infrastructure design with EA and resolve a program that is realistic with least impact upon Council's operations. The costed maintenance program includes the cost of this specialist, the generator and associated switchboard and cabling work.

Hydraulic Services

Recently urgent works were carried out to the hydraulics system when joints in sewer pipes failed. The aim of appointing a hydraulics consultant is to investigate the condition of pipe work, joints, valves, storage tanks and the heating system boiler with a view to identifying if these components will last the next five years with nothing more than routine maintenance. It is expected that the consultant will find that replacements will be necessary and an allowance for the "worse case" has been included in the maintenance program.

Refresh Building Works – External/Internal

In addition to attending to the safety of the basic building services, it is proposed to carry out some cosmetic work to uplift the tired appearance of the Civic Centre, both outside and inside. To improve the external appearance of the building, the works include cleaning all the windows and facade (including reinstating window cleaning as a programmed maintenance activity), repainting the Council's Coats of Arms and signs, and removing the obsolete "Centenary Library" signs.

The interior "spring clean" would include removing all unwanted stored material and surplus furniture, cleaning all the windows inside, shampooing all carpets and removing the Venetian blinds (all of which need cleaning and many of which require repair) and replacing them, which is more economic, with simple and effective "solar" roller blinds (as installed in the Level 5 Committee rooms). These works would be carried out in the first part of the program.

ITEM 6 (continued)

An area of the building that has received minimal attention other than painting since the Civic Centre was occupied in 1965 are the amenities and kitchens. The proposal is to refinish and re-equip these facilities with modern fittings, make them more pleasant to use, assist with water saving initiatives and accommodate existing equipment in a safer and efficient manner. This work would not include the commercial kitchens and amenities on levels 5 and 6 as they are the least used.

Most of the interior of the building has received little attention other than limited cosmetic work for several years. It is therefore proposed to refresh one office floor each financial year to gradually provide more effective work environments for staff. It is proposed to use designs similar to the work space in Council offices above the Ryde Library in Pope Street, but not to the same specification and cost. The purpose of this is to ensure the design of the floors will provide better future flexibility without the need for significant and costly layout changes. The bathrooms and kitchen on each office floor would be refreshed at the same time because it would be too disruptive to do that work when the floors are occupied. It is not intended to refresh Level 5 and 6 as both floors received fresh paint and carpet not long ago and are in acceptable condition, although an allocation has been made in year one to replace the meeting tables on Level 5. Further consideration of the amenities on Level 5 and 6 may occur later in the program as the upgrade is progressing to determine if there are efficiencies in undertaking these works in parallel with another floor.

In order to refresh a floor as quickly and economically as possible, all staff from each floor will be relocated while the work is being done. Council has two spaces where it can provide temporary accommodation for a short period each year. The breakout space under the Civic Hall could house about 25 staff using some of the existing furniture and some furniture from the floor being refreshed. The second space is on Level 1A above Ryde Library where vacated furnished office space can provide space for up to 9 staff and the adjacent meeting room, if needed, could house another 6 staff. The maintenance schedule provides for both spaces to be equipped with sufficient extra power and data outlets to cater for the relocated staff and allows for labour to assist with the moves. A small sum is proposed at the end of the schedule to refresh the breakout space and return it to its original use.

Civic Hall

It is proposed that the Civic Hall continues to be used in its current condition for the next five years. The only caveat is that the ballroom floor, installed in 1970, is reaching the end of its life. The sprung wooden floor is not performing as it should do and because it has been sanded several times previously further maintenance is likely to weaken it fatally. The cost of replacing the whole floor is included in the latter part of the five year program but the decision will be referred to Council for confirmation when replacement becomes unavoidable.

ITEM 6 (continued)

Maintenance Schedule of Works:

As detailed earlier in this report, the maintenance schedule (**ATTACHMENT 1**) identifies the one off and recurring costs for the proposed works.

The recurring costs allows for the annual improvement of one floor each financial year, including bathrooms, kitchens and accessibility. An allowance for 'business as usual' maintenance covering certifications, breakdowns, repairs and emergencies is also provided annually so that those parts of the building not subject to focussed works do not become degraded during this period. All costs are preliminary estimates and subject to further investigation and confirmation from the market testing process. Every effort will be made to reduce the estimates and ensure Council achieves value for money outcomes.

Building Energy Usage

Noting Councils recent decision to reallocate funds previously earmarked to Green Power purchase to energy saving initiatives it is recommended that for the term of this upgrade those funds be utilised in the refurbishment of the Civic Building, for example in the upgrade of lighting. This may reduce Councils ongoing operational costs.

Consultation

Consultation has occurred internally with Public Works staff in Project Delivery and Operations and with the staff in the Finance and Information Systems Units of Corporate Services.

If Council endorses the recommendations of this report an Engagement Plan will be created to ensure staff and Councillors are kept fully informed of the progress and completion of the planned works.

Risks

The key risks associated with these proposed works are;

- That throughout this project, Council does not meet Work, Health and Safety standards.
 - Compliance with the Work Health and Safety Act is targeted to be maintained at all times, noting there is no intent in this maintenance program to initiate the need for overall compliance with the Building Code of Australia.

ITEM 6 (continued)

- If an unexpected defect is discovered that requires immediate attention, thereby disrupting the program and costs.
 - The mitigation action is to ensure that the specialists carrying out the checks are thoroughly briefed to ensure they give sufficient warning of a new issue in order that it can be incorporated in the budget and program with least impact.
- During the building checks or works a matter arises that would appear to require an unexpected degree of regulatory compliance.
 - The initial guard against this will be the specifications of the checks and works and the ultimate mitigation would be to seek dispensation from the relevant Authority on grounds of reasonableness, practicality or cost.
- Council will maintain its present position in respect of its compliance with the Disability Discrimination Act (DDA). However there may be claims that Council will have to respond to in accordance with its obligations. All proposed works will be undertaken to meet all required standards, noting that Council will not be undertaking any works that activates Council being required to meet the current Building Code of Australia standards.
- Council will need to manage its financial risks with the proposed works. Initially Council will be required to provide its commitment in allocating the required funds to undertake the works. In addition, there is the risk that during the course of these works there are additional works required to be undertaken, that may require additional funding to be allocated.

Critical dates

There are no critical dates.

Financial Implications

As detailed in the schedule of works, the total estimated costs for the maintenance works are projected to be \$4.85 million, with the required funding being in the range \$4.1 to \$4.5 million, after the use of unexpended funds and the reallocation of savings from the cost of green power.

Given Council's current projections, Working Capital is proposed to be \$3 million as at 1 July 2013 and therefore no additional funding is available from Working Capital.

In the 2012/13 Budget, from Council's allocation for urgent works at the Civic Centre, it is estimated that the unexpended funding of \$457,840 for the power generator and urgent sewer works will be available to contribute to Year 1 works.

ITEM 6 (continued)

It is recommended that the balance of funding, up to \$4.5 million be funded from Council's Investment Property Reserve, that will leave a projected balance in the Reserve of approximately \$10.5 million

Conclusion

The aim of this five year maintenance program is to extend the viability of the key building components of the Civic Centre by making the minimum feasible improvements at the most economical cost. It is proposed that all works are carried out in such a way to avoid significant disruption to the business of Council.

The works also include refreshing the building both externally and internally, to ensure Council maintains a safe, healthy and productive work environment.

ITEM 6 (continued)

ATTACHMENT 1

ATTACHMENT 1 - FIVE YEAR COSTED MAINTENANCE SCHEDULE - CIVIC CENTRE

All costs @2013 excl GST, out of hours rates applied, all costs subject to market conditions

Once-Off Costs

Task	FY2013/14 Cost	FY2014/15 Cost	FY2015/16 Cost	FY2016/17 Cost	FY2017/18 Cost	TOTAL 5 yrs
External Clean	\$16,000					
Internal Clean	\$75,000					
Building Documentation	\$100,000					
Building Management System/LED Lighting	\$40,000					
Hazardous Materials Evaluation	\$15,000					
Fire Services Inspection	\$25,000					
Accessibility Design Compliance	\$20,000					
Electrical Infrastructure Inspection/Review	\$40,000					
Hydraulics Check	\$12,000					
Structure Inspection	\$42,000					
Fire Services Work	\$45,000					
Hazardous Materials Removal	\$242,400					
Electrical Switchboard Replacements	\$17,000					
Hydraulics System Replacements		\$125,000				
Structure Work			\$393,000			
Generator Installation		\$214,000				
Civic Hall Floor Replacement				\$175,000		
Breakout Space/L1A temporary office modifications	\$39,000				\$7,000	
Subtotal	\$728,400	\$339,000	\$393,000	\$175,000	\$7,000	\$1,642,400

Recurring Costs

Suggested Floor Sequence

	4	3	2	1	Grd + Civic Hall	
Bathroom & Kitchen Refinish	\$40,900	\$16,200	\$31,600	\$31,600	\$44,700	
Floor Minor Refurb (replan, new desks, furniture and paint)	\$329,000	\$329,000	\$329,000	\$329,000	\$329,000	
Accessibility Work	\$8,000 *	\$2,500	\$2,500	\$2,500	\$2,500	
Business as usual maintenance	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	
Subtotal	\$652,900	\$622,700	\$638,100	\$638,100	\$651,200	\$3,203,000

* floors 4, 5 and 6

Annual Total	\$1,381,300	\$961,700	\$1,031,100	\$813,100	\$658,200	\$4,845,400
FY 2012/2013 Budget Carry Over	\$457,840					
Reduction from Green Power	\$40,000					
Required Funding from Investment Property Reserve	\$883,460	\$961,700	\$1,031,100	\$813,100	\$658,200	\$4,347,560

Potential Range for Required Funding is \$4.1M to \$4.5M over 5 Years

7 COMMUNITY GRANTS PROGRAM- Allocation of Funds 2012-13

Report prepared by: Immunisation Co-ordinator
File No.: GRP/09/4/8 - BP13/460

REPORT SUMMARY

Council's Community Grants Program includes 6 grant categories; Community, Cultural, Sports, Excellence Awards, Community Aid and Community Events.

In December 2009, Council adopted the Community Grants Policy and Organisational Guidelines which provided a framework for administration and distribution of all Council's grant categories (**ATTACHED**).

This report deals with the funding allocation of 2012-2013 for Sport, Community and Cultural grant categories. The report provides advice to Council on the applications received and provides recommendations on the distribution of Council's Sport, Community and Cultural Grant funds.

Council has allocated a budget of \$150,000 for these three categories. This year, 60 applications were received across all categories, totalling \$182,538 in requests for funding.

All applications were assessed by a panel and the recommendation of the assessment panel for each category is **ATTACHED** for Council's consideration.

The projects recommended for funding include a diverse range of activities, events and services which will contribute to community wellbeing, cultural expression and vibrancy in the City of Ryde and align with the outcomes sought through the Community Strategic Plan.

RECOMMENDATION:

- (a) That Council endorse the allocation of the 2012-2013 City of Ryde **Sport Grant Category** as follows:

Organisation	Project Name	Amount
New South Wales Flying Disc Association	Ultimate Conversation	\$2,000
Ryde Hunters Hill Cricket Club	Holiday Clinic	\$3,500
Eastwood Ryde Netball Association	Net Set Go	\$3,500
	Total	\$9,000

ITEM 7 (continued)

- (b) That Council endorse the allocation of the 2012-2013 City of Ryde **Cultural Grant Category** as follows:

Organisation	Project Name	Amount
Armenian Relief Society ARAZ Chapter	An artistic approach to women's emotional wellbeing through stressful lifestyle.	\$1,000
St Kevin's School Band Inc	St Kevin's School Band - To Help Transport Our Bands To Community Events	\$1,200
Sydney Korean Women's Association	" Keep Korean Culture"	\$1,750
Australian Korean Welfare Association	Wheat Saturday School	\$3,000
Communities for Communities	Fork N Art In The Park	\$3,500
Christian Community Aid Community & Adult Education	Food for thought: studies on cooking and cultures	\$3,500
Cornucopia Art Group	Face Look	\$3,500
Eastwood Patchwork Quilters Inc.	Eastwood Patchwork Quilters Inc. 2013 Biennial Exhibition	\$3,500
No 47 Community Home - Salvation Army Ryde	Film School	\$3,500
	Total	\$24,450

- c) That Council endorse the allocation of the 2012-13 City of Ryde **Community Grant Category** as follows:

Organisation	Project Name	Amount
Alzheimer's Australia Nsw	DVD Collection	\$3,500
Armenian Relief Society Araz Chapter	Interaction and Multicultural Day	\$1,000
Armenian Relief Society Araz Chapter	Seniors gathering fortnightly for social interaction	\$3,500
Australian Korean Welfare Association	The East meets the West	\$3,500
Banksia Cottage - U@Mq Ltd	Maintaining Cultural Identity	\$3,500
Calvary Retirement Community Ryde	Resident Engagement Project	\$3,480
Catholic Healthcare Limited	Korean Day Centre	\$2,500
Communities For Communities	Ryde Rollercoaster Run	\$2,000
Constant Companion	Provision of Personal Alarm	\$3,300
Eastwood Chinese Senior Citizens Club	Celebration of the 22nd Anniversary of Eastwood Chinese Seniors Citizens Club	\$1,000
Indonesian Welfare Association Inc	"Healthy & Active Life through Dance"	\$3,500
Italian Women's Group Marsfield	Health Promotion Initiatives	\$500
Italo-Australian Senior Citizens Group	The Italo-Australian Senior Citizens Group	\$2,000
Ivanhoe Estate Tenant Group	Ivanhoe Estate Community Room Activity	\$3,500
Kent Road Public School P And C Association	Kent Road's Kitchen Rules	\$3,500

ITEM 7 (continued)

Korean Cockatoos	Better Understanding, Better Life	\$3,500
Lions Club Of Epping-Eastwood Inc.	Lions Club Youth of the Year Quest	\$600
Lupus Association Of NSW Inc	Lupus Resources Room	\$3,500
Meadowbank Chinese Neighbourhood Centre Inc.	Strengthening confidence Managing Group	\$3,500
No 47 Community Home - Salvation Army Ryde	Playtime in the Park	\$3,000
No 47 Community Home, Salvation Army, Ryde	Cafe 47	\$3,500
No 47 Community Home, Salvation Army, Ryde	Youth diversion therapy	\$3,500
No 47 Community Home, Salvation Army, Ryde	Study Shed	\$3,500
Playgroup NSW	Meadowbank Munchkins Playgroup Initiative	\$2,000
Putney Public School Parents And Citizens Association	Ride2School - Bike and Scooter racks	\$3,500
Reach Community Initiatives	Moving Through Loss & Grief: What to Expect in the First Year	\$1,146
Reach Community Initiatives	Moving Out of Depression	\$1,940
Ryde Community Hub (Good Beginnings Australia)	Bringing Toddler talks to Ryde	\$2,970
Ryde Family Support Service (Auspice)	Feel Young & Chat About Art Group - 50+	\$3,000
Ryde Hunters Hill Community Transport	Servicing CALD clients in the Ryde community	\$2,000
Ryde Multicultural Centre Inc.	Life starts over 60	\$3,500
Ryde Public School	Ryde Public School Welfare Program	\$3,500
Ryde Regional Radio Co-Operative	New Korean Program On 2RRR Radio	\$1,600
St Andrews Socio-Religious Justice, Harmony Of FITA Inc.	"Prepare before the Global Warming Tipping Point"	\$3,500
St Catherine's Aged Care Services	Enriching St Catherine's through Chinese culture and harmony	\$800
Sydney Korean Women's Association	" Help Hands "	\$3,500
	Total	\$97,836

- d) That the successful and unsuccessful grant applicants be informed in writing of the outcome of their applications.

ATTACHMENTS

- 1 Policy Community Grants Program
- 2 Guidelines- Community Grants Policy
- 3 Sport Category Applications
- 4 Cultural Category Applications
- 5 Community Category Applications

ITEM 7 (continued)

Report Prepared By:

Jan Page
Immunisation Co-ordinator

Report Approved By:

Baharak Sahebekhtiari
Manager - Community & Culture

Tatjana Domazet
Acting Group Manager - Community Life

ITEM 7 (continued)

Background

Council's Community Grants Program includes a call for applications from community organisations across three categories; Cultural, Sport and Community.

As part of the 2012-13 Delivery Plan, a sum of \$25,000 was allocated to the Sports Category, \$25,000 to Cultural Category and a total of \$100,000 for the Community Category.

The Community Grants Program was advertised by Council throughout October and closed on 30 November 2012.

This year Council introduced an online application process, which allowed organisations to register online and submit electronic applications. Whilst some challenges were encountered by both community organisations and Council staff in using the online process, overall, the online process has been a positive initiative.

All challenges identified by users of the online tool have been noted and will be resolved prior to next round of call for applications in October 2013.

Discussion

Two information sessions were held on 16 October 2012 which provided interested applicants with information on the grant application process. Community Life staff were available to assist applicants with questions, help to identify and plan a project and consolidate ideas for projects with a community benefit perspective.

A total of 60 applications were received for the 2012-2013 Program. This number, whilst lower than last year, includes a number of new organisations and the quality of applications across the board is much improved.

ATTACHED to this report are 3 tables listing all applications received under each Grant Category outlining a brief project description, the requested amount of funding and the amount of funding recommended for allocation by Council. Where a project has not been recommended for funding, an explanation is also provided.

All applications were assessed by staff as per the selection criteria listed in the Community Grants Policy and Guidelines which are:

- A specific project which addresses community needs
- Create opportunities for skill / knowledge and resource development
- Collaboration or partnership projects
- New and innovative projects
- Value for money and non-reliance on continuing Council funding
- Ability of applicant to manage the program and funding
- Address one of the annual priorities for each Category

ITEM 7 (continued)

The assessment panel, as per the Guidelines, was made up of a multi-disciplinary team of Council staff.

To continue to build the capacity of the community groups and organisations, a number of organisations have been targeted for follow up by staff and to be specifically invited to attend future Grant Workshops to assist them with project development.

Community Category- available funding \$100,000:

•Objective:

Applications in this category may be new or existing initiatives which improve community well-being and address identified need.

• Number of Applications and total amount requested:

46 applications with total request of \$140,096

• Priority Areas 2012-2013

Engaging with Culturally and Linguistically Diverse (CALD) Communities, Supporting and connecting with neighbours and fellow residents, Lifelong learning, Health and Well being

Sports Category- available funding \$25,000:

• Objective:

Available only to sporting organisations, to develop sports and will be initiatives that enhance existing activities to support sustainable, community orientated, specific local projects that increase the opportunity for participation in sports, recreation and physical activity.

• Number of Applications and total amount requested:

4 applications with total request of \$12,500

• Priority Areas 2012-2013

Access, Volunteer Education/Development, Capacity Building, Participation

Cultural Category- available funding \$25,000:

• Objective:

Applications in this category may be initiatives that contribute to a vibrant cultural life in Ryde and strengthen community identity and enhance access to and participation in creative expression.

• Number of Applications and total amount requested

10 applications with total request of \$29,942

• Priority Areas 2012-2013

Community arts, Creative and artistic expression, Migration heritage and Telling local stories

Financial Implications

ITEM 7 (continued)

A total of \$150,000 was allocated for these categories in the Community Life 2012-2013 operational budget. Applications recommended for funding total \$131,286. The remainder (\$18,714) will be returned to Council's General Revenue.

Policy Context

Council's Community Grants Program Policy and Guidelines provide the framework for Council's community grants. The Policy covers 6 categories; Community, Cultural, Sports, Excellence Awards, Community Aid and Community Events.

The objectives and process for administering each of the 6 Grant Categories are detailed below:

COMMUNITY CATEGORY

Applications in this category may be new or existing initiatives which improve community well-being and address identified need.

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

CULTURAL CATEGORY

Applications in this category may be initiatives that contribute to a vibrant cultural life in Ryde and strengthen community identity and enhance access to and participation in creative expression.

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

SPORTS CATEGORY

This category is only available to Sporting Organisations.

Applications in this category aim to develop sports and will be initiatives that enhance existing activities to support sustainable, community oriented specific local projects that increase the opportunity for participation in sports, recreation and physical activity.

ITEM 7 (continued)

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

EXCELLENCE AWARDS CATEGORY

This Category will be available for all primary and high schools to nominate exceptional City of Ryde students in their academic pursuits.

Frequency: Funding in this is available annually in October with the awards made available from late November.

Available funding: A \$100 voucher for high school students and a \$50 voucher for primary school students are available as well as a Certificate of Excellence for each student.

COMMUNITY AID CATEGORY

This Category recognises the significant role of the three community aid organisations within the City of Ryde service network and in meeting diverse community needs. These three organisations to which this Category applies are Christian Community Aid (CCA), North Ryde Community Aid (NRCA) and Hunters Hill Ryde Community Services (HHRCS).

The Community Aid Grants funding will be allocated based on the Eligibility and the Selection Criteria and through the following process:

Council staff will negotiate an agreement with deliverables to meet the following objectives:

- To maintain a high level of participation within the service network
- To collaborate with Council to identify and address emerging issues
- To work with Council to develop and support smaller community organisations
- To participate in Council / community planning processes
- To participate in the implementation of the Ryde 2030 Community Strategic Plan once it is finalised.

Frequency: Funding in this category will be committed to the organisations on a three yearly basis, with funding made available annually in February/March.

Allocation of funding: based on historical arrangements and service coverage the funding available in this category will be allocated as follows:

- Christian Community Aid- 40%
- North Ryde Community Aid- 30%
- Hunters Hill Ryde Community Services- 30%

ITEM 7 (continued)

Council has allocated a budget of \$80,000 for this category.

These percentages will be reviewed every three years, taking into account any service changes and outcomes produced during funding period (review due in 13/14).

Community aid organisations will not be eligible to make application for funding under the Community Grants Category.

COMMUNITY EVENTS CATEGORY

This category covers 6 events (as listed below) which Council has supported historically both with in-kind and cash contributions.

- Combined Schools Spectacular (Ryde School Spectacular)
- Ryde City Concert Band (City of Ryde Concert Band)
- Ryde Art Exhibition (Ryde Art Society)
- Ryde Aquatic Festival (Rotary Club of Gladesville)
- Community Christmas Carols (Rotary Club of North Ryde)
- Ryde Eisteddfod (Ryde Eisteddfod Inc)

Council staff will negotiate the level of in-kind support and deliverables for each event to meet the following objectives:

- To contribute to cultural vitality in CoR
- To promote cultural diversity
- To contribute to the implementation of strategies identified in Ryde 2030 Community Strategic Plan once it is finalised.

Frequency: Funding in this category will be committed to the organisations on a three yearly basis, with funding made available annually in February/March.

Available funding: Funding will be allocated based on historical allocations; Combined Schools Spectacular- \$3000, Ryde City Concert Band-\$3000, Ryde Art Exhibition- \$1500, Ryde Aquatic Festival- \$3500, Community Christmas Carols- \$3500, Ryde Eisteddfod- \$1000.

ATTACHMENT 1



City of Ryde

Community Grants Policy

ITEM 7 (continued)

ATTACHMENT 1

DOCUMENT APPROVAL

This document has been endorsed and approved for use by:

Kim Woodbury
Acting General Manager

DOCUMENT VERSION CONTROL

Document Title:	Community Grants
Document ID:	
Document Status:	ADOPTED
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Date of Approval:	1 December 2009
Author:	Baharak Sahebekhtiari
Authorised By:	Council

CHANGE HISTORY

Version	Issue Date	Author	Reason for Change
1.0			

REVIEW HISTORY

Version	Review Date	Responsible Officer	Signature

ITEM 7 (continued)**ATTACHMENT 1****POLICY STATEMENT**

Councils annual Community Grants Program is a strategic tool for capacity building, supporting innovation, and addressing community need in line with the Council and community's vision. This Policy will provide an equitable, efficient, transparent and sustainable framework for allocation of Council's community grants to community organisations in Ryde.

POLICY CONTEXT

The City of Ryde recognises the value of community grants as a key tool to meet the needs of its residents. Community grants extend the community's capability to conduct activities, create opportunities for community capacity building and develop strong partnerships.

Council has for a number of years provided financial assistance to not-for-profit groups in the categories of cultural, community welfare and community aid grants. These have been administered through distinct processes which in most part have been informed through historical arrangements. Council's contribution to the three community aid organisations and six community events in particular have evolved through historical arrangements over an extended period.

The local Community Development Support Expenditure (CDSE) program is the program where Registered Clubs direct part of club earnings to community services. Councils usually take part in assessment and administration of CDSE program in their areas. Ryde CDSE program will continue to be administered by Council, but will be a separate process to Council's Community Grants program.

PRINCIPLES

The following principles underpin administration of community grants program

- a) Servicing our community
 - Services, programs and initiatives are aimed to benefit the City of Ryde (CoR) residents. Funds will be provided to groups targeting CoR residents and that promote improved health and wellbeing.
 - Initiatives or activities that do not discriminate or disadvantage groups within the community.
 - Acknowledge and recognise the social value and benefits that community based not for profit groups have in our community and that Council has a role in supporting Ryde's needs being met.

- b) Sustainability and Capacity Building
 - Build on the existing abilities and strengths of individuals and organisations to identify and develop local long term solutions to meet community needs.

ITEM 7 (continued)**ATTACHMENT 1**

- Support strategies to support the development of groups to enable them to be more self sustaining.
 - Deliver processes which develop capacity of organisations and groups to reduce the reliance on Council funding.
 - Develop opportunities to link compatible groups and organisations to collaborate and form partnerships.
- c) Inclusion
- Ensure the community grants are accessible to a diverse range of service providers and the projects funded are inclusive of the needs of diverse groups and people within the community.
- d) Collaboration and Partnerships
- Encourage and foster a range of relationships with communities, Council, community groups to deliver improved outcomes for the community.
 - Maximise outcomes through collaboration and partnership projects.
- e) Equity
- Provision of information, services and opportunities for involvement is provided to all groups and services within the community in an open and transparent manner.
 - Deliver processes which are competitive, open to all and transparent.
 - Deliver processes that are consistent for the customers and Council and are aligned to Council's values and other corporate objectives
- f) Responsiveness
- Be proactive in identifying and addressing changing community needs.
 - Support groups who meet identified and emerging community needs.
 - Review and adjust policies and guidelines based on best available practice and feedback.

OBJECTIVES

The objectives of this policy are as follows:

- a) Provision of a consistent, equitable, transparent and efficient framework for administration of all community grant categories inclusive of historical arrangements, that is understood by services and Council.
- b) To support a range of projects that meet the diverse needs of the Ryde community.

ITEM 7 (continued)**ATTACHMENT 1**

- c) To optimise the outcomes of the community grants through improved access, a transparent and supported approach to promoting and allocation.
- d) To continue to support community based not for profit groups targeting City of Ryde residents through the provision of financial support.
- e) To clearly identify the accountability requirements of organisations that receive funding.

STRATEGIES

The key strategies Council will implement to meet these objectives are as follows:

- a) Development and implementation of the Community Grants Program Organisational Guidelines (ATTACHED) that will clearly articulate eligibility, objectives, selection criteria, and selection process.
- b) Development of annual priorities for each grant category in line with Council's strategic documents and identified emerging needs.
- c) Development of a funding method for historic funding arrangements.
- d) Development of support mechanisms to assist groups and organisations in accessing community grants.
- e) Development of opportunities to link compatible groups and organisations to collaborate and form partnerships.
- f) Deliver a program to build the capacity of organisations and groups to reduce the reliance on Council funding, which would enable Council to provide support to a larger group of community service providers.

Categories of funding

The City of Ryde provides 6 mechanisms for the allocation of grants. These are a mixture of annual categories, for which applications are accepted once a year and two categories for which applications are accepted once every three years.

ITEM 7 (continued)
ATTACHMENT 1

Grant Category	Objective
Historic	
Community Aid Grants 3 yearly	To Support the 3 community aid organisations in provision of services and strengthening local service network.
Community Events Grants 3 yearly	Support provision of key events which have a historic and key role in cultural vitality in Ryde.
Project Based	
Community Grants Annual	Support existing and new initiatives and services which improve community well-being and address identified need
Cultural Grants Annual	Strengthen identity, enhance access and participation in creative expression through initiatives that contribute to a vibrant cultural life in Ryde
Sports Grants Annual	To develop sports and enhance existing activities to support sustainable, community oriented local specific projects that increase the opportunity for participation in sports, recreation and physical activity
Excellence Awards Annual	Support exceptional City of Ryde students in their academic pursuits

RELEVANT LEGISLATION

The Local Government Act 1993, s356, states:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance, but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
 - (a) the financial assistance is part of a specific program, and
 - (b) the program's details have been included in the council's draft management plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 percent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

ITEM 7 (continued)**ATTACHMENT 1**

(4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

S 377 of the Act states:

A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

- A decision under section 356 to contribute money or otherwise grant financial assistance to persons.

EXTERNAL CONSIDERATIONS

Changes to the state and federal government funding and the Community Development Support Expenditure scheme may impact local organisations which rely on these funding sources and may increase demand on Council for funding.

RELATED POLICIES/STRATEGIES

- DRAFT Community Facilities Plan 2030
- Ryde 2030 Community Strategic Plan
- Arts and Cultural Development Framework
- Parks on Track for People 2025
- DRAFT Recreation and Leisure Strategy 2009.
- Service Mapping and Gap Analysis Report 2009

STAKEHOLDERS

The key external stakeholders include community groups and organisations in Ryde who would apply for funding. Particularly community organisations which have had historical arrangements for receiving funding from Council are key stakeholders and the implementation of a new policy and guidelines may change the way these stakeholders are used to working with Council.

IMPLEMENTATION

This policy will be implemented through the Community and Culture Service Unit with assistance from Open Space and Events and Community Relations Units.

Implementation of this policy and guidelines will occur from financial year 2010-11.

EVALUATION AND REVIEW

To ensure this policy develops over time to align with better practice and the changing needs of the community, it should be reviewed according to Council's Policy Development, Implementation and Review – Guidelines and Standards. Any review should also adhere to Council's 'Your City, Your Voice' model of engagement.

ITEM 7 (continued)**ATTACHMENT 1**

The following indicators should be considered in measuring the effectiveness of the development and implementation of this program within the first year:

- a) Feedback from staff and Councillors
- b) General feedback from organisations and groups identified through an survey of grant applicants
- c) Number and diversity of groups applying for community grants increased

RESOURCE IMPLICATIONS

The streamlined process and in particular management of all categories of grants through a single process will reduce the amount of staff resources required in delivering the Community Grants Program. Information relating to the allocation of community grant process needs to be collated in a manner to ensure appropriate reporting is provided through the management plan and the annual report.

AUTHORISATION

General Manager

OWNERSHIP

The development, implementation, review and evaluation of this policy is the responsibility of the Community and Culture Unit.

Some of the strategies outlined within this policy will require other service units such as Open Space and Events and Community Relations to assist.

FURTHER INFORMATION

For further information on this policy and attached guidelines contact Council's Community and Culture Manager on 9952 8222.

REFERENCES

Parramatta Council Community Grants Program
City of Sydney Community Grants and Sponsorship Policy
Bankstown City Council- Draft Grants & Donations Policy

ATTACHMENTS:

Community Grants Organisational Guidelines

ATTACHMENT 2



City of Ryde

**Community Grants Program
Organisational Guidelines**
Adopted: Council meeting 1
December 2009

ITEM 7 (continued)

ATTACHMENT 2

DOCUMENT APPROVAL

This document has been endorsed and approved for use by:

Kim Woodbury
 Acting General Manager

DOCUMENT VERSION CONTROL

Document Title:	Community Grants
Document ID:	
Document Status:	ADOPTED
Version Number:	Version 1.1
Date of Approval:	1 December 2009
Author:	Baharak Sahebekhtiari
Authorised By:	Council

CHANGE HISTORY

Version	Issue Date	Author	Reason for Change
1.0	8/09/2010	B Sahebekhtiari	Council resolution 7 September 2010- change to Sports Category

REVIEW HISTORY

Version	Review Date	Responsible Officer	Signature

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ATTACHMENT 2

Community Grants Organisational Guidelines

The administration and allocation of Council's community grants program will be based on the principles and objectives outlined in the Community Grants Policy. This document supports the Policy and provides guidelines for its implementation for Council staff.

OVERVIEW

To streamline processes for both Council and community groups the Community Grants Program will have a common set of eligibility and selection criteria for all applicants and projects (with the exception of the Excellence Award Category), with broad objectives for each of the 6 Grant Categories available under the Program.

CATEGORIES

Council's Community Grants Program has 6 categories of grants with specific objectives and priority areas for funding; Community, Cultural, Sports, Excellence Awards, Community Aid and Community Events.

AVAILABLE FUNDING

Council will determine the amount of funding allocated for distribution under the Community Grants Program annually as part of its management planning process.

RECEIVING APPLICATIONS FOR FUNDING

All Grant Categories will be advertised in one annual round. All requests for funding received outside of this timeframe will be referred to the next round of the Program. In circumstances where the application is deemed to be time sensitive it will be reported to Council for determination.

SUBMISSION PROCESS

Form

Council will receive applications through the Community Grants Application Form. The application form will be developed to be:

- User friendly
- In plain language and format
- Linked specifically to the selection criteria to assist applicants to provide required information
- Available through both electronic and hardcopy formats.

Guidelines

Community Grants Applicant Guidelines will be developed to assist applicants in completing the application form.

PROMOTION AND PROVISION OF ASSISTANCE

The Program will be advertised through:

- The Northern District Times and The Weekly Times

ITEM 7 (continued)

ATTACHMENT 2

- The Ryde City View publication
- Council's website
- Council's Advisory Committees
- Email notification to community networks, previous recipients and other interested groups.

Information about the Program including the application form will be available through:

- Council's website
- Council's Customer Service Centre and libraries
- Email and telephone requests.

A minimum of two information sessions will be delivered when the Program is advertised. This will assist applicants to understand the guidelines and the application form. Council staff will be available to answer questions and to facilitate contact between groups and organisations.

ASSESSMENT AND SELECTION PROCESS

- All applications will be assessed and prioritised by a panel composed of a multidisciplinary team of Council staff
- All applications will be assessed against the selection criteria
- The panel will recommend a list of projects to Council for funding
- Council makes the final decision on successful projects
- All applicants will be advised of the outcomes of the Program
- Council's decisions through this process will be final.

SUCCESSFUL PROJECTS

Organisations that are successful (with the exception of the Excellence Award Category) in obtaining funding for their projects may be asked to:

- Sign a funding agreement accepting responsibility for the delivery of the project
- Attend a cheque presentation to receive approved funds
- Acknowledge Council's support wherever practicable. The sentence "This project has been supported by City of Ryde's Community Grants Program" should be placed on all promotional material, flyers, posters, brochures, newsletters, Annual Reports and any other printed material
- Acquit the funding received and the proposed outcomes of the funded project within prescribed timeframes
- Contact Council staff if they experience difficulty with implementing and acquitting the funded project for support
- Provide CoR with an Australian Business Number (ABN).

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ATTACHMENT 2

ELIGIBILITY

All applications must demonstrate the following in order to be considered for a community grant. To be eligible for funding, an organisation must:

- Be not-for-profit
- Be Incorporated or have evidence of auspice from an incorporated organisation
- Be located within City of Ryde or principally service Ryde residents
- Be open to the general public and not discriminatory
- Have acquitted previous funding received.

SELECTION CRITERIA

The following criteria will be used by the selection panel to assess each application to determine allocation and the level of funding (with the exception of the Excellence Awards Category).

- A specific project which addresses community needs as identified in Ryde 2030 Community Strategic Plan (CSP) and other Council plans and strategies
- Create opportunities for skill / knowledge and resource development
- Collaboration or partnership projects
- New and innovative projects
- Value for money and non reliance on continuing Council funding
- Ability of applicant to manage the program and funding.

ANNUAL PRIORITIES

To assist community organisations develop projects that address community needs Council staff will develop annual priorities for each grant category based on Council's strategic documents, current and emerging community needs. The Ryde 2030 Community Strategic Plan priorities will, once adopted, inform development of annual priorities.

SPECIFIC GRANT CATEGORIES

The objectives and process for administering each of the 6 Grant Categories; Community, Cultural, Sports, Excellence Awards, Community Aid and Community Events are detailed below.

- **COMMUNITY CATEGORY**

Applications in this category may be new or existing initiatives which improve community well-being and address identified need.

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

ITEM 7 (continued)

ATTACHMENT 2

- **CULTURAL CATEGORY**

Applications in this category may be initiatives that contribute to a vibrant cultural life in Ryde and strengthen community identity and enhance access to and participation in creative expression.

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

- **SPORTS CATEGORY**

This category is only available to Sporting Organisations. Applications in this category aim to develop sports and will be initiatives that enhance existing activities to support sustainable, community oriented specific local projects that increase the opportunity for participation in sports, recreation and physical activity.

In addition to meeting the Selection Criteria projects in this category need to address at least one of 4 identified priority areas.

Frequency: Funding in this Category will be advertised annually in October, with the successful project funding made available in February/March.

Available funding: Projects will be funded to a maximum of \$3500.

- **EXCELLENCE AWARDS CATEGORY**

This Category will be available for all primary and high schools to nominate exceptional City of Ryde students in their academic pursuits.

Frequency: Funding in this is available annually in October with the awards made available from late November.

Available funding: A \$100 voucher for high school students and a \$50 voucher for primary school students are available as well as a Certificate of Excellence for each student.

- **COMMUNITY AID CATEGORY**

This Category recognises the significant role of the three community aid organisations within the City of Ryde service network and in meeting diverse community needs. These three organisations to which this Category applies are Christian Community Aid (CCA), North Ryde Community Aid (NRCA) and Hunters Hill Ryde Community Services (HHRCS).

The Community Aid Grants funding will be allocated based on the Eligibility and the Selection Criteria and through the following process:

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Council staff will negotiate a Funding Agreement with deliverables to meet the following objectives:

- To maintain a high level of participation within the service network
- To collaborate with Council to identify and address emerging issues
- To work with Council to develop and support smaller community organisations
- To participate in Council / community planning processes
- To participate in the implementation of the Ryde 2030 Community Strategic Plan once it is finalised.

Frequency: Funding in this category will be committed to the organisations on a three yearly basis, with funding made available annually in February/March.

Allocation of funding: based on historical arrangements and service coverage the funding available in this category will be allocated as follows:

- Christian Community Aid- 40%
- North Ryde Community Aid- 30%
- Hunters Hill Ryde Community Services- 30%

These percentages will be reviewed every three years, taking into account any service changes and outcomes produced during funding period.

Community aid organisations will not be eligible to make application for funding under the Community Grants Category.

COMMUNITY EVENTS CATEGORY

This category covers 6 events (as listed below) which Council has supported historically both with in-kind and cash contributions.

- Combined Schools Spectacular (Ryde School Spectacular)
- Ryde City Concert Band (City of Ryde Concert Band)
- Ryde Art Exhibition (Ryde Art Society)
- Ryde Aquatic Festival (Rotary Club of Gladesville)
- Community Christmas Carols (Rotary Club of North Ryde)
- Ryde Eisteddfod (Ryde Eisteddfod Inc)

Council staff will negotiate the level of in-kind support and deliverables for each event to meet the following objectives:

- To contribute to cultural vitality in CoR
- To promote cultural diversity
- To contribute to the implementation of strategies identified in Ryde 2030 Community Strategic Plan once it is finalised.

Frequency: Funding in this category will be committed will be committed to the organisations on a three yearly basis, with funding made available annually in February/March.

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ATTACHMENT 2

Available funding: Funding will be allocated based on historical allocations; Combined Schools Spectacular- \$3000, Ryde City Concert Band-\$3000, Ryde Art Exhibition- \$1500, Ryde Aquatic Festival- \$3500, Community Christmas Carols- \$3500, Ryde Eisteddfod- \$1000.

ITEM 7 (continued)

ATTACHMENT 3

City of Ryde Community Grants 2012-13 **Sports Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
Ryde Carile Swimming Club	Diving Block Upgrade	Upgrading the diving blocks at Ryde Aquatic Leisure Centre. This is where the swimming members of Ryde Carile swimming Club train on a daily basis and race on Friday Nights.	\$3,500	\$0	This is a request for contribution to capital works at the RALC. RALC has already allocated \$4800 towards this project.
New South Wales Flying Disc Association (NSWFDA)	Ultimate Conversation	5 weekly 2 hour sessions of Ultimate. The events are family friendly. Half hour for coaching, discussion, and introductions, an hour of play, and a half hour for food and conversation.	\$2,000	\$2,000	
Ryde Hunters Hill Cricket Club	Holiday Clinic	To promote sporting opportunities at affordable rates for boys and girls from 4 years and above, and to tie in with the school holidays when children need opportunities in local district to obtain sporting opportunities at low cost.	\$3,500	\$3,500	
Eastwood Ryde Netball Association	Net Set Go	Activities to develop basic skills; fun based games; building teamwork; introducing pathways to participating in team sport. Hopefully 50 young people involved. Introduction of a weekly program at Brush Farm Park to learn and develop basic netball skills for children 5 - 10 years - modified games providing a pathway to participation. Program designed and endorsed by Netball Australia.	\$3,500	\$3,500	
Total			\$12,500	\$9,000	

ITEM 7 (continued)

ATTACHMENT 4

City of Ryde Community Grants 2012-13 **Cultural Category**

Organisation	Project Name	Project Description	Amount Sought	Amount Recommended	Comment
Ryde Hunters Hill Symphony Orchestra	Ryde Hunters Hill Symphony Orchestra	To provide the opportunity for local musicians to take part in a symphony orchestra and to provide the City of Ryde with a symphony orchestra to add to its cultural reputation.	\$3,500	\$0	The project is not well developed and the budget is not clear. Council has already provided financial support equating to \$7,456 at the end of 2012/13 financial year
Armenian Relief Society ARAZ Chapter	An artistic approach to women's emotional wellbeing	To hold a 1 day musical and art event targeting women	\$1,000	\$1,000	
St Kevin's School Band Inc	To Help Transport Our Bands To Community Events	To hire a bus once a term to facilitate the bands so that they can perform at exterior school venues such as senior citizen clubs, nursing homes, and shopping malls within our local area.	\$1,200	\$1,200	
Sydney Korean Women's Association	'Keep Korean Culture'	Objective of this project "Keep Korean Culture" is for the SKWA to act as the mediator between Australian and Communities and promote both the traditional Korean values as well the new adopted Australian culture to enable the two communities for a greater understanding	\$3,500	\$1,750	
Australian Korean Welfare Association	Wheat Saturday School	To encourage Korean people with disability to enjoy artistic expressions in an supported environment outside home To help them to discover their aptitudes	\$3,500	\$3,000	
Communities for Communities Inc.	Fork N Art In The Park	To create an event that the community can participate in and experience social connection. Promote understanding and appreciation of art in its various forms, Facilitate an understanding and acceptance of the different cultures in Ryde	\$3,500	\$3,500	
Christian Community Aid Community and Adult Education,	Food for thought: studies on cooking & cultures	This project provides both a popular and a scholarly approach of learning about food and cooking. This project brings together various learning disciplines and perspectives on food production and eating practices, historic and contemporary, Eastern and Western cultures.	\$3,500	\$3,500	
Cornucopia Art Group	Face Look	Develop a body of work suitable for a group exhibition. To employ an art teacher - To teach the group how to make a portrait artwork, explore ideas and concepts of identity and connection, develop artistic skills, professional practice and increase knowledge about use of different materials to express an idea and tell a story.	\$3,500	\$3,500	
Eastwood Patchwork Quilters Inc.	Eastwood Patchwork Quilters Inc. 2013 Biennial Exhibition	Support for annual exhibition providing a colourful, artistic event where people can come together, promoting life long learning in Ryde, targeting younger people, particularly textile students from local high schools, through to residents of retirement facilities.	\$3,242	\$3,500	
No 47 Community Home Salvation Army Ryde	Film School	Create skills development opportunities for young people to explore art and culture through short film making.	\$3,500	\$3,500	
Total			\$29,942	\$24,450	

ITEM 7 (continued)

ATTACHMENT 5

City of Ryde Community Grants 2012-13 **Community Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
1st East Ryde Scouts	Gumbarie outdoor area refurbishment	Create a functional outdoor area adjacent to the Scout hall.	\$3,500	\$0	Does not address priorities or criteria. This is a donation request for building capital works, no specific project is identified. To be invited to attend Grants Workshop.
Alzheimer's Australia NSW	DVD Collection	The project will update and replace quality dementia related consumer health information, videos with DVD's within the existing library collection. These topics include everything from understanding dementia and its comorbidities to dealing with carer stress.	\$3,500	\$3,500	
Armenian Relief Society ARAZ Chapter	Interaction & Multicultural Day	Organise outings and an event to introduce and interact with other cultures targeting older people and young mothers.	\$1,000	\$1,000	
Armenian Relief Society ARAZ Chapter	Seniors gathering fortnightly for social interaction	To provide the opportunity for gp of seniors to interact with other seniors within the community, to share their experiences and thoughts with each other, provide information about physical wellbeing, social issues relevant to them, assisting them with their needs	\$3,500	\$3,500	
Australian Korean Welfare Association	The East meets the West	The project aims to improve intercultural family relationships targeting Korean speaking community. Particularly providing support to understand the challenges and opportunities of their not so simple dynamics in the relationships and to facilitate intercultural communication and problem solving skills	\$3,500	\$3,500	
Banksia Cottage - U@MQ Ltd	Maintaining Cultural Identity	To maintain children and families' cultural identity and heritage. And to provide children, families and staff with support and tools that help the to engage and participate in a culturally and linguistically diverse community.	\$3,500	\$3,500	
Calvary Retirement Community Ryde	Resident Engagement Project	This Project includes engagement activities with residents to increase participation of residents in leisure programs. The overall aim of the project is to increase social interaction of residents, particularly males, those from CALD backgrounds and those with dementia.	\$3,480	\$3,480	
Catholic Healthcare Limited	Korean Day Centre	Provide language and culturally appropriate art therapy sessions for older people participating in the Korean Day Centre program	\$2,500	\$2,500	
Chinese Australian Services Society Ltd	Day Care Activity Group for Chinese and Korean Seniors	This projects aims to provide a society platform for two culturally and linguistically diverse communities seniors (namely Chinese and Korean) to get connected and have social activities every week.	\$3,500	\$0	Not well scoped. Funding requested for purchase of furniture & maintenance. Proposed service is a duplication

ITEM 7 (continued)

ATTACHMENT 5

City of Ryde Community Grants 2012-13 **Community Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
Chinese Christian Community Service Centre	ID 180 Youth Program	It is anticipated that the project will help expose young people to options of healthy pastimes, increase their confidence in search for cultural identity and improve the inter-generational communication within the family.	\$3,500	\$0	The project not well specified. Success of project dependent on grants from other sources.
Christian Community Aid	The Smart Women Project	This Smart Women's Project aims to create an opportunity to encourage Chinese women in the Ryde LGA to participate in free health screening programs. It is our intention to increase awareness of breast screening and Pap tests.	\$3,500	\$0	Not eligible- under guidelines. Organisation receives specific Community Aid funding
Communities for Communities	Ryde Rollercoaster Run	To create an event that the community can participate in and experience social connection.Promote exercise, fitness and activity. Raise for Big Erin's Place, Royal Ryde Rehabilitation Centre, Klabat Community, Bitung Indonesia	\$3,500	\$2,000	
Constant Companion	Financially Burdened	To identify financially burdened older frail residents and provide a personal alarm, install and maintain the service. A key safe will be setup for emergency services to access the home.	\$3,300	\$3,300	
EASTWOOD CHINESE SENIOR CITIZENS CLUB	Celebration of the 22nd Anniversary of Eastwood Chinese Seniors Citizens Club	Provide an affordable and meaningful program for members of Eastwood Chinese Seniors Citizens Club. Provide a free of charge program for others, majority are seniors. Promote Chinese culture to other CALD groups.	\$2,680	\$1,000	
Eastwood Tamil Study Centre Inc.	Yoga Program	To provide Yoga classes to the community	\$2,200	\$0	Not a well defined project. Difficult to assess effectiveness and impact of the application. To be invited to attend Grants Workshop.
Epping Eastwood Lions Club Inc	Autism Awareness Project	To raise funds to provide some respite care to families in the local community who have children with Autism Spectrum Disorder. To provide services that meets the needs and challenges these families in our community,	\$3,500	\$0	Not a well defined project. Difficult to assess effectiveness and impact of the application. To be referred to Council staff for follow up
First Light Care Association	Mother's P Academy (0 - 5)	A series of parenting workshops to equip mothers with knowledge of child development , effective communication.	\$3,500	\$0	It is not clear how the organisation will target families living in Ryde LGA, no referral path or partnership has been nominated. It is also not clear how the organisation will support the identified target group after program finishes.
Indonesian Welfare Association Inc	"Healthy & Active Life through Dance"	The Project objective is to promote positive ageing and healthy living through dance for the well being and vitality of seniors; to encourage seniors to remain active, healthy and independent and to enhance quality of life by providing regular social interaction with friends	\$3,500	\$3,500	

ITEM 7 (continued)

ATTACHMENT 5

City of Ryde Community Grants 2012-13 **Community Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
Italian Women's Group Marsfield	Health Promotion Initiatives	To provide speakers through counselling services/on issues of health, wellbeing and the future for older Italian women in the community.	\$500	\$500	
Italo-Australian Senior Citizens Group	The Italo-Australian Senior Citizens Group	To run social activities for Italian Speaking older people aiming to prevent social isolation, increase community participation, increase awareness of relevant social services and increase awareness of health issues in community language	\$2,000	\$2,000	
Ivanhoe Estate Tenant Group	Ivanhoe Estate Community Room Activity	Develop and deliver activities for the local community from the Community Room	\$3,500	\$3,500	
Kent Road Public School P and C Association	Kent Road's Kitchen Rules	Provide a galley style kitchen with bench cooktop and underbench oven within the Kent Road Public School Cultural Centre. The primary use for the kitchen will be Parent / Student Cooking Classes which will be based around the use of produce from the school vegetable garden and the promotion / inclusion of our multicultural school community, with over 35 cultural backgrounds present.	\$3,500	\$3,500	
Korean Cockatoos	Better Understanding, Better Life	The project aims to motivate people with disability / carers in the Korean community to use the welfare system positively and actively, and to improve their health and wellbeing.	\$3,500	\$3,500	
Lions Club Of Epping-Eastwood Inc.	Lions Club Youth of the Year Quest	The Youth of the Year Quest is designed to encourage, foster and develop leadership in conjunction with other citizenship qualities in our youth, at the age when they are about to enter the fields of employment and higher education.	\$1,980	\$600	
Lupus Association of NSW Inc (LupusNSW)	Lupus Resources Room	To extend the current library into a "Resources Room" which will provide the community with access to; Space to research into lupus and other associated issues, Free access to a computer and internet, Free training to utilise current LupusNSW Facebook Support Service	\$3,500	\$3,500	
Meadowbank Chinese Neighbourhood Centre Inc.	Strengthening confidence of the Managing Core Group and Linking up Olds with New Comers	Project aims to improve the capacity of volunteers running the organisation and regular activities and therefore provide sustainable roles in promoting Chinese migrants families to start their new life's here.	\$3,500	\$3,500	
No 47 Community Home - Salvation Army Ryde	Playtime in the Park	Improve accessibility to playgroups for parents of children 0-5 yrs from CALD and marginalised backgrounds	\$3,500	\$3,000	

ITEM 7 (continued)

ATTACHMENT 5

City of Ryde Community Grants 2012-13 **Community Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
Number 47 Community Home, The Salvation Army	Cafe 47	The objective of Cafe 47 is to create an environment where residents feel supported cared for in their local neighbourhood.	\$3,500	\$3,500	
Number 47 Community Home, The Salvation Army	Youth diversion therapy	This project aims to engage culturally and linguistically diverse young people and marginalised youths in meaningful activities which celebrate arts and cultures.	\$3,500	\$3,500	
Number 47 Community Home, The Salvation Army, Ryde	Sports Outreach	The sports outreach project aims to engage at risk, marginalised young people in a positive healthy lifestyle and thus increasing social and recreational opportunities in our neighbourhood.	\$3,500	\$0	The project is an existing project and it is not clear how it is progressing. To be referred to Council staff for support and follow up
Number 47 Community Home, The Salvation Army, Ryde	Multicultural Celebration	Celebration of cultural diversity in Ivanhoe Place and tap into cultural talents of residents- host stalls, music, food, dance - empowering CALD residents to showcase their ethnic cultures.	\$3,500	\$0	Project not well defined, not clear what the funding will achieve and whether this is a new project or an existing one. To be invited to attend Grant Workshops.
Number 47 Community Home, The Salvation Army, Ryde	Study Shed	Project offers school aged children opportunity to access coaching and tuition in learning environment	\$3,500	\$3,500	
Playgroup NSW	Meadowbank Munchkins Playgroup Initiative	The project aim to run activities to increase awareness of the playgroup and to purchase toys for the children in order to provide them with resources to assist in early learning and education.	\$3,500	\$2,000	
Putney Public School Parents and Citizens Association	Ride2School - Bike and Scooter racks	To encourage students and parents of Putney Public School to participate in a healthy and active lifestyle by walking, cycling or scooting to and from school. The benefits of exercise before school is that children are better able to concentrate and learn at school.	\$3,500	\$3,500	
Reach Community Initiatives	Moving Through Loss & Grief: What to Expect in the First Year	This program will address local community needs through identifying and supporting local community members who are facing challenges because of the loss of someone significant.	\$1,146	\$1,146	
Reach Community Initiatives	Moving Out of Depression	The objective is to equip participants with information to help understand the nature of depression and strategies to move out of depression. The course will take place in a supportive small group context.	\$1,940	\$1,940	
Ryde Community Hub	Bringing Toddler talks to Ryde	This project includes a series of free parenting education workshops on topics relating to parenting toddlers. Workshops will be run locally and will include activities for children during the workshops, for those parents who don't have childcare options.	\$2,970	\$2,970	

ITEM 7 (continued)

ATTACHMENT 5

City of Ryde Community Grants 2012-13 **Community Category**

Organisation	Project Name	Project Description	Amount Sought	Amount recommended	Comment
Ryde Family Support Service	CALD group program, outreach	To promote healthy parenting, relationship, DV awareness and local support awareness	\$3,500	\$0	Whilst a good project, this is the core business of the Organisation for which the services is funded by State Government.
Ryde Family Support Service (AUSPICE)	Feel Young & Chat About Art Group - 50+	A series of gatherings including art based activities targeting older people to enhance increase social opportunities, improve the co-ordination skills, motor skills, function by use hand/eyes/brain co-ordinate exercise and increase self confidence through art expression.	\$3,500	\$3,000	
Ryde Hunters hill community Transport	Servicing CALD clients in the Ryde community	Translate information about the Service in two community languages and to extend service to Korean and Farsi speaking communities.	\$3,500	\$2,000	
Ryde Multicultural Centre Inc.	Life starts over 60	The Project will include monthly cultural/social sessions contributing to improved wellbeing and connection	\$3,500	\$3,500	
Ryde Public School	Ryde Public School Welfare Program	The project objectives are to increase social capacity within the school and build relationships between families from different CALD backgrounds, Build social skills with 'at risk' children identified by teachers and address identified social and health needs in the school	\$3,500	\$3,500	
RYDE REGIONAL RADIO CO-OPERATIVE LTD.	NEW KOREAN PROGRAM ON 2RRR RADIO	To advertise, locate and train up to three suitable Korean speaking persons with a view to presenting a program in the Korean language on 2RRR.	\$1,600	\$1,600	
St Andrews Socio-Religious Justice, Harmony of FITA Inc.	"Prepare before the Global Warming Tipping Point"	Through 2 seminars and two workshops aim to educate, inform and prepare (assist) diverse ethnic and social groups. The Global Warming Tipping Point and its consequences on Power, Food and Water and its scarcity, rising costs and its availability.	\$3,500	\$3,500	
St Catherine's Aged Care Services	Enriching St Catherine's through Chinese culture and harmony	Build partnerships and networks within the Ryde CALD Community. Educate the St Catherine's Aged Care Services day centre staff on the needs of the Chinese Community.	\$800	\$800	
Sydney Korean Women's Association	" Help Hands "	This project is to help Korean women and their families who are currently and/or have been victim's of domestic violence. Furthermore, the project will empower those women who are in isolation to access the mainstream society and its relevant services available to them.	\$3,500	\$3,500	
Total			\$140,096	\$97,836	

**8 LOCAL GOVERNMENT MANAGERS AUSTRALIA NATIONAL CONGRESS
& BUSINESS EXPO - Hobart - 19 to 22 May 2013**

Report prepared by: Councillor Support Coordinator
File No.: CLR/07/8/73 - BP13/489

REPORT SUMMARY

The Local Government Managers Australia National Congress and Business Expo will be held in Hobart from 19 to 22 May 2013. This report is presented to Council for determination of Councillor attendance.

RECOMMENDATION:

That Council consider the attendance of Councillor/s to attend the 2013 Local Government Managers Australian National Congress and Business Expo to be held in Hobart from 19 to 22 May 2013.

ATTACHMENTS

- 1 2013 LGMA National Congress and Business Expo - Conference Program
- 2 Councillor Attendance at Conferences Guidelines

Report Prepared By:

Carol Mikaelian
Councillor Support Coordinator

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 8 (continued)

Discussion

The Local Government Managers Australia (LGMA) National Congress and Business Expo is Australia's leading forum for local government professionals. The Congress provides Councils in Australia and from around the Asia Pacific with an opportunity to contribute to the future of local government by showcasing examples of leading practice to over 400 national and international peers.

The theme of the Conference this year is "What is local government's role?" Conducted over four days, delegates will be challenged to address five key questions: What is a great society? Why is it important? What does it look like? What is local government's role? How do we measure it?

A copy of the conference event program is **ATTACHED**.

Previously, the Mayor and the General Manager or their nominees attended the conference. In 2012, the Mayor, Councillor Etmekdjian attended the Conference in Perth with Ms Danielle Dickson, Group Manager – Community Life, who attended on behalf of the General Manager.

An invitation was placed in the Councillors' Information Bulletin dated 14 March 2013 calling for expressions of interest for Councillors to attend this Conference. The Mayor has indicated that he wishes to attend the Conference this year.

The Guidelines for Councillor Attendance at Conferences are **ATTACHED**. The Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors sets out the entitlements for Councillors attending such Conferences.

The Guidelines provide that in addition to the Local Government Association Conference and the Australian Local Government Conference, every Councillor is entitled to attend a conference in NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The Guideline provides that a Councillor can attend more than one conference per year but this determination will be dependent on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to attend conferences.

Financial Implications

The early-bird registration cost for the Conference is \$1475 for LGMA members and \$1775 for non-members. The early-bird registration date closes on 05 April 2013, after which the registration cost is increased to \$1575 and \$1875 respectively.

Additional costs for accommodation and flights are estimated at \$850 per person.

The total estimated cost to attend this Conference is \$2325 for LGMA members and \$2625 for non-members.

ITEM 8 (continued)

There is an allocation of \$30,000 in the 2012-2013 budget for Councillor attendance at conferences. The following table outlines an estimation of the balance remaining.

Date of Resolution	Item	Average cost per attendee	Councillors	Balance
Budget for 2012/2013				\$30,000
25/09/2012	Local Government Association - Dubbo	\$1766.00	The Mayor, Councillor Petch and Councillors Chung, Etmekdjian, Laxale, Pickering and Yedelian OAM	\$19,404
25/09/2012	Bike Futures Conference - Melbourne	\$1309.50	Perram and Maggio	\$16,785
26/03/2013	National Community Safety and Security Conference	\$1600.00	Maggio and Yedelian OAM	\$13,585
Balance				\$13,585

Other Options

Council can resolve not to send a Councillor to this Conference.

Conclusion

The LGMA National Congress offers an opportunity for Council to learn, network and capitalise on opportunities that could be gained by attending this Conference.

This report seeks Council's consideration of endorsing Councillor/s attendance at this Conference. If Council attends this Conference, Council's representative/s will be required to provide a report to Council on the findings and recommendations from the Conference.

ITEM 8 (continued)

ATTACHMENT 1



Sunday 19 May

2:00pm	Registration opens	Grand Chancellor Hotel	Outside Federation Ballroom
5:00pm	AGM		Chancellor Room 6
6:00-8:00pm	Welcome Reception & Trade Exhibitor Launch	CongressPlus An excellent opportunity to renew acquaintances and view the exhibitions on offer before proceeding to dinner at a location of your choice. Welcome by Hobart Lord Mayor.	Federation Ballroom \$65 (for day delegates and additional tickets)

Monday 20 May

8:00am	Registration opens		Outside Federation Ballroom
9:00am	Opening Ceremony	Welcome to Country, choir performance	Concert Hall
10:00am	Keynote Address	Great Society and Local Government's Role Bob Brown The former leader of the Greens and long-time advocate on a range of environmental, social and civic issues will set the scene for two days of discussion and debate around great societies.	Concert Hall
11:00am	Morning Tea		Federation Ballroom
11:30am	Keynote Address	Indicators of a Great Society Dr Kathy Alexander, CEO City of Melbourne, At the helm of the city ranked the World's Most Liveable City for two years in a row by the Economist Intelligence Unit's (EIU) Global Liveability Survey, Kathy will share her views on what is important in measuring greatness in societies and how her organisation goes about meeting these ideals.	Concert Hall
12:30pm	Lunch		Federation Ballroom
1:30pm	Concurrent Session One	What the Future Looks Like Aging baby boomers, new immigrants, population growth, the new digital economy – few local governments will escape some kind of demographic or dynamic shift in the coming years. This session will look at the major trends anticipated over the next 20 years, and a number of organisations will share their experiences in dealing with major changes in their community. Presenters Gerard Coutts, Managing Director, Gerard Coutts and Associates John Bennie, CEO, City of Greater Dandenong, VIC Chris Rose, CEO Logan City Council, QLD Ricki Bruhn, CEO, Palmerston City Council, NT Graham Maxwell, City Manager, City of Victor Harbour, SA Who should attend Emerging leaders, executives, elected members, strategic planners, communications staff.	Grand Ballroom 1



ITEM 8 (continued)

ATTACHMENT 1

Monday 20 May (continued)

1:30pm	Concurrent Session Two	<p>Indicators of a Great Society</p> <p>How do you measure a Great Society? Do the existing indicators do a good job of reflecting the value of societies? According to the Economist Intelligence Unit (EIU), Melbourne has been the world's most liveable city two years in a row. But what is this based on and is it an accurate account of all aspects of the indicators that make a society great?</p> <p>The Grattan Institute will look at the various indexes including EIU and the Mercer Quality of Living Survey and the standards they use to define living standards. The Green Building Council of Australia's (GBCA) will discuss how councils can achieve 'great Australian societies', manage change and engagement, and use a community-scale rating tool to measure the social, economic and environmental sustainability of new developments on neighbourhoods to precincts.</p> <p>Presenters Robin Mellon, Green Building Council Australia, Jane-Francis Kelly, Cities Program Director, Grattan Institute</p> <p>Who should attend Executives, elected members, strategic planners, engineers, policy staff.</p>	Grand Ballroom 2
1:30pm	Concurrent Session Three	<p>The Creation of a Great Society, Local Government's Role</p> <p>Local government is going through a period in which it is being asked to redefine itself. What is its role in enabling great societies, beyond collecting rates, maintaining roads and shifting rubbish? Various states have recently or are currently undertaking reviews to establish this, and the constitutional recognition debate continues. This session will bring together a roundtable of the key Australian players in this process and leaders from international professional associations experiencing similar transformations. A representative from PNG will share the challenges confronting an urban local level government, which – apart from catering for the urban population – is expected to extend its limited services and resources to those who dwell on the fringes of the urban boundaries.</p> <p>Presenters Mark Ferguson, General Manager, Pittwater Council, NSW Chris Berry, Manager Structural Reform, Department of Local Government, WA John Gimiseve, Deputy Provincial Administrator, Eastern Highlands Provincial Administration, PNG David Laughler, CEO, Katherine Town Council, NT Bob Ansett, Business Entrepreneur</p> <p>Who should attend Elected members, executives, those involved in the current review processes, emerging leaders. <i>Note: The discussions and outcomes from session will be included in an LGMA white paper for circulation to the sector.</i></p>	Grand Ballroom 3
3:30pm	Afternoon Tea		Federation Ballroom
4:00pm	Keynote Address	Q&A – What makes a Great Society, and what is Local Government's role?	Concert Hall
6:00 - 10:30pm	Social Evening	<p>CongressPlus</p> <p>Join fellow delegates and guests at this event for a tour of the world famous MONA and enjoy award-winning food and drinks at Meadow Bank Vineyard.</p> <p>MONA</p> <p>Named the best experience in the world in Gourmet Traveller's Hot 100 List for 2011, the Museum of Old and New Art (MONA) is the largest privately funded museum in Australia and being paralleled with the Tate Modern and the Guggenheim. A spiral staircase (or the lift) will take you beneath the Courtyard House entrance and through the rock face. Three subterranean levels have been cut into the Triassic sandstone of the river bank. It is not until you reach the ground level that you sense how far you have travelled: about 17 metres (56 feet) 'underground'. The building is a feature in itself. It was designed around specific art pieces and is one of the few museums in the world to have a water-covered gallery floor, a waterfall installation, a crimson velvet-lined gallery with gilded walls, two bars, and facilities to handle effluent from an art piece.</p> <p>Meadowbank Estate</p> <p>Meadowbank Estate, the home of Frogmore Creek Wines, is located at the gateway to the Coal River Valley – Tasmania's fastest growing viticultural region, just 15 minutes by car from Hobart's CBD. Meadowbank Estate's offers a distinctive yet elegant environment in which to enjoy meticulous service and award-winning food and wine.</p>	<p><i>(For registered delegates)</i></p> <p>OPTION 1 – MONA only Depart Grand Chancellor by coach at 6.00pm and travel to MONA for a one hour tour then return by coach to the Grand Chancellor by 8.00pm. Remainder of evening free for own arrangements. <i>COST \$40</i></p> <p>OPTION 2 – MONA and Meadowbank Estate Depart Grand Chancellor by coach at 6.00pm and travel to MONA for a one hour tour then travel to Meadowbank Estate for dinner, returning to the Grand Chancellor by 10.45pm. <i>Cost \$150</i></p> <p>OPTION 3 – Meadowbank Estate only Depart Grand Chancellor by coach at 7.30pm and travel to Meadowbank Estate for dinner, returning to the Grand Chancellor by 10.45pm. <i>Cost \$120</i></p>





ITEM 8 (continued)

ATTACHMENT 1

Monday 20 May (continued)

9.00am - 4.30pm	Partners Tour	<p>CongressPlus Peppermint Bay cruise and lunch</p> <p>Be assured of a relaxing, rejuvenating and rewarding day discovering the real Tasmania on board the luxurious 23 metre catamaran, <i>Peppermint Bay II</i>. Leaving from the tourist hub of Sullivan's Cove in Hobart Tasmania, the Peppermint Bay Cruise takes in the harbour, the River Derwent, and the magnificent waters of the d'Entrecasteaux Channel, on its way to Peppermint Bay.</p> <p><i>Peppermint Bay II</i> vessel is warm, luxurious and fast, delivering a unique and comfortable way to explore the real Tasmania. She features an extensive outer deck space, expansive floor to ceiling glass windows and an atrium on the main deck for unsurpassed views.</p> <p>The cruise includes a banquet style three-course lunch of local produce at the Peppermint Bay restaurant.</p>	Cost \$115 (for registered accompanying persons)
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Tuesday 21 May

7.00am	ICMA/ International Breakfast	This is an informal networking breakfast at which ICMA Service Awards will be presented to eligible members by the ICMA President. All delegates who are interested in local government internationally are welcome to register to attend.	Harbourview Room 1 Cost \$45 (for registered accompanying persons)
9:00am	Keynote Address	<p>Rebuilding and Redeveloping a Great Society Bob Parker, Mayor Christchurch, New Zealand</p> <p>The public face of a historic city coming to grips with the impact of a devastating earthquake two years ago, Bob will discuss the importance of social capital in rebuilding a great city.</p> 	Concert Hall
9:45am	Keynote Address	<p>Modern Democracy and Community Engagement Mark Pesce, Futurist and New Inventors judge</p> <p>An understanding of community issues and needs is essential to great local government leadership and decision-making. This session will explore how technology is influencing community engagement and public policy.</p> 	Concert Hall
10:30	Morning Tea		Federation Ballroom
11:00am	Plenary Session	Raymond West Award and Australasian Management Challenge session	Concert Hall
12:00pm	Lunch		Federation Ballroom
1:00pm	Concurrent Session One	<p>The Value of a CEO</p> <p>What is the use of establishing a vision for local government's role in building great societies, if CEO's are unable to drive them? What is, and should be, the role between executives and elected officials? A potentially provocative session, this workshop will take an honest look at the need for review of the current models of management in Australian local governments. Current CEOs will frankly discuss some of problems they negotiate on a day-to-day basis, including issues like amalgamations, salary caps and political challenges. A number of representatives from our international affiliates will present on their relative models, such as executive mayor, city manager and CEO. Delegates with an interest in this issue are encouraged to attend, and contribute to the process.</p> <p>Presenters Dr Shayne Silcox, CEO, Melville City Council, WA Bonnie Svrcek, President, ICMA, USA Martin Reeves, President, SOLACE, UK Ross McLeod, President, SOLGM, New Zealand</p> <p>Who should attend Executives, elected officials, local government professionals with CEO ambitions. <i>Note: Issues and outcomes from this session will be captured in a white paper for circulation to the sector.</i></p>	Grand Ballroom 1
	Concurrent Session Two	<p>Rebuilding a Great Society; what's important from the local government perspective</p> <p>Major upheavals – such as a natural disaster, community riot or economic downturn – present a number of opportunities and challenges. Once infrastructure and service delivery are operating as normal and the streets are safe, what comes next? Unpacking these next steps is critical in identifying the ingredients of great societies. This session will feature presentations from local governments who have taken on this challenge at the highest level.</p> <p>Presenters Ian Flint, CEO, Lockyer Valley Regional Council, QLD Yasuhiko Tanabe, Director, Japan Local Government Centre, Council of Local Authorities for International Relations (CLAIR)</p> <p>Who should attend Executives, elected officials, local government professionals working in health, environment, infrastructure, planning and communications.</p>	Grand Ballroom 2



ITEM 8 (continued)

ATTACHMENT 1

1:00pm	Concurrent Session Three	<p>Community Engagement, Modern Democracy</p> <p>We live in a hyperconnected world, residing in a local communities, while being a part of many others without geographical boundaries. More and more we are engaged with the media, governments and commercial organisations in two-way communication, empowering us as citizens. What does this mean for democracy and governance? Are local governments doing enough to listen to communities and are they responding appropriately?</p> <p>This session will feature the stand-out work of hundreds of local government professionals from across Australia and New Zealand who took part in the 2013 Australasian Management Challenge. Their task was to consider the issue of community engagement, review their organisation's mechanisms and policies for engagement, and develop improvement strategies. Keynote speaker Mark Pesce will provide expert advice to the participants, and Stonnington City Council, VIC will provide an overview of its Community Jury and how it has evolved, particularly with the increasing use of social media.</p> <p>Presenters</p> <p>Karen Watson, Executive Manager Sustainable Future Division, City of Stonnington, VIC Management Challenge team participants</p> <p>Who should attend</p> <p>Communications and ICT staff, emerging leaders, HR staff, strategic planning and policy staff, CEOs and elected officials.</p>	Grand Ballroom 3
3:00pm	Afternoon Tea		Federation Ballroom
3:30pm	Keynote Address	<p>The Value of a CEO</p> <p>Therese Rein</p> <p>One of Australia's most successful and awarded corporate CEOs with a long history on many non-for-profit boards, Therese will lead the Congress discussions on the Value of a CEO.</p>  <p><small>Julien Starr Photography</small></p>	Concert Hall
4:30pm	Closing Ceremony	LGMA Presidential Handover	Concert Hall
6:30pm	Women in Local Government Networking Drinks	<p>CongressPlus</p> <p>This event provides delegates with an opportunity to celebrate and support women in local government.</p>	Harbourview Room 1 <i>Cost \$45 (for registered delegates)</i>
7:00pm onwards	Congress Gala Dinner	<p>CongressPlus</p> <p>The Gala Dinner will commence with pre-dinner drinks at 7:00pm before proceeding to dinner at 7.30pm. The renowned tradition of great dining and entertainment continues with ample time for conversation and meeting new friends.</p> <p>The winner of the Raymond West Award will also be announced at the Gala Dinner.</p>	Wrest Point Casino <i>Cost \$150 (for day delegates and additional tickets)</i> <i>Depart Grand Chancellor Hotel by coach at 6.45pm</i>
9.30am - 3.00pm	Partners Tour	<p>CongressPlus</p> <p>Enjoy a half-day walking tour of Salamanca topped off with lunch and wine at Smolt restaurant and a scenic trip to Mt Wellington.</p> <p>Highlights of the tour will include:</p> <p>Hobart Town Hall</p> <p>Experience the grandeur and the history of the magnificent Hobart Town Hall, the scene of many special occasions and events since 1866.</p> <p>Battery Point</p> <p>One of Hobart's oldest and most historic areas, Battery Point stands as one of the most authentic ways to step back in time. Buildings made of sandstone have stood since very near the community's founding. It is famed as one of the more exclusive areas and has a number of large, well built homes and historical cottages. Connected to Salamanca by Kelly's Steps which were constructed back in the 1830's out of massive sandstone blocks, Battery Point is one of those places that needs to be explored.</p> <p>Salamanca Place</p> <p>Enjoy the sights, sounds, flavours, action and colour that Salamanca Place has to offer.</p> <p>Buffet lunch at Smolt restaurant</p> <p>Smolt is located in the midst of Hobart's bustling waterfront dining district. With a focus on the approach to food taken by countries like Spain and Italy, Smolt is a relaxed space offering the best produce Tasmania that has to offer.</p> <p>Scenic trip to Mt Wellington</p> <p>Often referred to simply as 'the Mountain' by the residents of Hobart, this is your chance to stroll through cool forested gullies along the historic Pipeline Track. The Park stretches over 20km west of the Mountain's pinnacle, and encompasses 18,250ha. At the summit of Mount Wellington (1270m), the Pinnacle has great views (and extremes of weather!). Lookouts and observation decks provide vistas over Hobart and towards the east coast, and to the west over the World Heritage Area of southern Tasmania.</p>	<i>Cost \$90 (for registered accompanying persons)</i>



ITEM 8 (continued)

ATTACHMENT 1

Wednesday 22 May - Study Tour

CongressPlus		<i>Cost - \$130</i>
Kingborough and Surrounds		
<p>Kingborough Council has been one of the fastest growing municipalities in Tasmania over the last 20 years. The population has increased from less than 15,000 in the early 1990's to the current 35,000. During this time there has been continual pressure placed on the Council to provide improved infrastructure and community related services. In 2010 the State Government built a new \$35M eco-friendly high school adjacent to the Kingborough Council's Indoor Sports Centre. At the same time a new \$40M road bypass was built to relieve the Kingston central area of through traffic to Hobart. Council - with the assistance of both the Federal and State Governments - invested over \$10M in the development of its new Twin Ovals premier playing fields, a new State Gymnastics Centre and a new indoor sports stadium.</p> <p>Council is now in the process of acquiring the former Kingston High School site adjacent to the Kingston CBD from the State Government. This 11 hectare site is a once in a lifetime opportunity to grow the CBD area and provide our residents with a community space. At the same time the Channel Court shopping centre is investing over \$50M in the redevelopment of their site.</p> <p>Kingborough is also the home of the Australian Antarctic Division (AAD). The AAD employees some 400 people at its Kingston headquarters and coordinates all activities and expeditions to the Antarctic.</p> <p>Further down the Channel there are a number of smaller residential settlements, rural holdings and fish farms. Bruny Island, which is part of Kingborough, is renowned worldwide as a tourist destination and for its local produce. The only access to the Island is by ferry which crosses the D'Entrecasteaux Channel multiple times per day. After being collected from your hotel at 9:00am you will travel down the Southern Outlet to Kingston (approx 10 kilometres away).</p> <p>Visiting the Kingborough Civic Centre participants will be briefed on the opportunities and challenges currently facing the Council; visit the new high school and sport precinct and be informed about the integration that has occurred between the school and council's sporting facilities; see first-hand the work being undertaken at the Australian Antarctic Division and be briefed on the latest research around global warming and the impact this is having on Antarctica.</p> <p>Lunch of locally sourced products will be provided at the Council's Twin Ovals Function Centre before delegates will be delivered to Kettering to catch a boat captained by Tasmanian of the Year, Rob Pennicott. In 2011 Rob circumnavigated Australia in a yellow inflatable dinghy raising money for Rotary International's world-wide eradication of polio project. Rob will give delegates a guided tour of the D'Entrecasteaux Channel and the Bruny Island coastline. You may even get the opportunity to see seals and other sea life up close.</p> <p>Rob will deliver you back to Hobart's waterfront by 4:30 pm, on the way you will get to see Hobart's and all it has to offer from the water.</p>		
9:00am	Pickup	Delegates will be collected from Hotel Grand Chancellor, Hobart and transported to the Kingborough Civic Centre
9:20am	Kingborough Civic Centre	<ul style="list-style-type: none"> Welcome to Kingborough by the Mayor Dr Graham Bury. An outline of the Kingborough community and the work Council has been doing in recent years to meet the demands and challenges faced as a result of rapid development. Details of the plans that Council has to further develop its CBD area as a result of acquisition of the former Kingston High School site. As an area with significant coastline provide a snapshot of the Council's response to climate change and its development of a local action plan.
10:00am	Depart Civic Centre	
10:10am	Australian Antarctic Division	A tour of the facility and a briefing on the latest research around global warming and the impact this is having on Antarctica. The impact that Climate Change will have on local governments and in particular coastal councils will also be explored.
11:45am	Depart AAD	
12:00noon	Kingborough Sports Precinct	Visit the new Kingston High School and Kingborough Sports Centre including the State Gymnastics Centre.
12:45pm	Lunch	Twin Ovals Pavilion
1:30pm	Depart Twin Ovals	Travel to Kettering
2:00pm	Pennicott Tours	<p>Met at Kettering by Rob Pennicott for a guided cruise from Kettering to Hobart. The cruise will leave Kettering at 2.00pm, head along Bruny Island, visit the Iron Pot (Australia's Oldest Lighthouse), circumnavigate Betsey Island, travel up the Derwent River to arrive in Hobart at about 4.15pm.</p> <p>Rob is a very successful entrepreneur who will outline the challenges and opportunities from his perspective for his tourism related businesses in Southern Tasmania.</p>
4:30 pm	Hobart Waterfront	Walk back to accommodation



ITEM 8 (continued)

ATTACHMENT 1

2013 LGMA National Congress

Registration Form

• One registration form per person • For detailed program information go to www.lgma.org.au



Delegate information

Title	
Given Name	
Surname	
Position Title (CR/Mayor/CEO)	
Council/ Organisation	
Address	
Suburb/Town	
State	Postcode
Country	
Phone	Fax
Mobile	
Delegate Email	
Contact Email	
Special considerations (dietary/facilities or other)	
Please tell us if you are (tick one)	<input type="checkbox"/> An international delegate <input type="checkbox"/> Attending LGMA National Congress for the first time

Accompanying Persons Information

Title	
Given Name	
Surname	
Special considerations (dietary/facilities or other)	

Ways of Payment

Credit Card
 VISA MASTERCARD AMEX
 Card holder's Name: _____
 Card No: _____ Expiry Date: ____/____/____ CCV: _____
 Cardholder's Signature: _____

Electronic Funds Transfer
 Date: ____/____/____ Reference: _____
 BSB: 017 324 Account #: 1085 82575
 Account Name: Conference Design Bank: ANZ, Sandy Bay Branch
 Swift Code: ANZBAU3M

Cheque made payable to Conference Design (LGMA 2013)
 Send this completed form to:
 Conference Design Pty Ltd, 228 Liverpool Street, Hobart TAS 7000
 T 03 6231 2999 • F 03 6231 1522 • E info@cdesign.com.au

For catering purpose, please indicate if you are attending:

Event	Yes/No	No. of people attending
Welcome Reception		
Gala Dinner Tuesday night		

Congress Registration

Please Note: Registration Fees other than Day Registration include the Welcome Reception and the Official Congress Dinner. All fees include GST. Elected Officials cannot register as LGMA members.

Early Bird Registration Full Congress Delegates Program <i>(Pay in full before 19th April to be eligible for early bird discount)</i>	Total
LGMA Member	\$1475
Non Member	\$1775
Discounted/ Rural LGMA Member <i>(Delegates from rural councils with less than 10,000 population discount by \$200)</i>	\$1275
Discounted/ Rural Non Member <i>(Delegates from rural councils with less than 10,000 population discount by \$200)</i>	\$1575
Late Registration Full Congress Delegates program <i>(Payment and Registration after 19th April)</i>	
LGMA Member	\$1575
Non Member	\$1875
Discounted/ Rural LGMA Member <i>(Delegates from rural councils with less than 10,000 population discount by \$200)</i>	\$1375
Discounted/ Rural Non Member <i>(Delegates from rural councils with less than 10,000 population discount by \$200)</i>	\$1675
*LoGIS Registration(complimentary) Member no: _____ (LoGIS member council)	\$0
Other <i>(includes the Welcome Reception & Official Congress Dinner)</i>	
**Discounted Mentee	\$850
***Management Challenge participant	\$850
Day Registration <i>(Excludes Congress Plus activities)</i>	
Monday – LGMA Member	\$700
Monday – LGMA Non-Member	\$850
Tuesday – LGMA Member	\$700
Tuesday – LGMA Non- Member	\$850
TOTAL	

*registered with LGMA National as a LoGIS subscription council
 ** CEO bringing a young professional from their council is entitled to discounted mentee rate
 ***Participants registered in 2013 LGMA Australasian Management Challenge are entitled to discounted rate

Congressplus Registration

Date	Event	Cost	No. of Tickets	Total
19 May	* Welcome Reception	\$65		
20 May	** Partners Program Full day - Peppermint Bay Cruise	\$115		
	** Social Evening Option 1 <i>(MONA Tour only)</i>	\$40		
	** Social Evening Option 2 <i>(Meadow Bank dinner only)</i>	\$120		
	** Social Evening Option 3 <i>(MONA & dinner at Meadow Bank)</i>	\$150		
21 May	** ICMA/ International Breakfast	\$45		
	** WILG Networking Social Event	\$45		
	** Partner Program – ½ Day – Hobart Highlights Walking Tour with Lunch & Wine and scenic trip to Mt Wellington	\$90		
	* Gala Dinner	\$150		
22 May	** Kingsborough and surrounds Study Tour	\$130		
CongressPlus Total				

* inclusive for full fee paying delegate/Mentee/ Management Challenge Participant registrations
 **all attending delegates and guest registration required

Total Payment

All fees are Australian Dollars and charges include GST.

Congress Registration	\$
CONGRESSplus Registration	\$
TOTAL PAYMENT DUE	\$

continued overleaf ...

ITEM 8 (continued)

ATTACHMENT 1

Registration Form Continued



Registration for Concurrent Sessions

Please tick the adjoining box to indicate the sessions you will be attending

Monday 20 May 1:30 – 3:30pm	What the Future looks like	<input checked="" type="checkbox"/>	The indicators of a great society	<input checked="" type="checkbox"/>	What is local government's role in building great society?	<input checked="" type="checkbox"/>
Tuesday 21 May 1:00 – 3:00pm	What is the value of a CEO?	<input type="checkbox"/>	Rebuilding a great society, What's important – the local government perspective	<input type="checkbox"/>	Community engagement, modern democracy	<input type="checkbox"/>

Accommodation Information

Conference Design has been appointed to assist delegates attending the Hobart National Congress with registration and accommodation arrangements. Conference Design has arranged block reservations and special discounted rates at the hotels indicated below which are in the vicinity of Hotel Grand Chancellor (the Congress Venue). All accommodation rates are listed in Australian dollars, include GST and are valid for the congress only if booked through Conference Design. Rates do not include breakfast. Your credit card details will be passed on to the hotel as a guarantee and guests will need to pay on checkout. Bookings made after 19th April may be subject to availability. For further information please contact Conference Design on (03) 6231 2999 or email info@cdesign.com.au

Hotel	Room Type	Rate	Please nominate preference 1-2-3
Hotel Grand Chancellor (4.5 star)	Moutain View standard	\$195	
	Harbour view	\$230	
Hobart Macquarie Hotel (4 star)	Standard Room	\$105	
	Deulxe Davey	\$185	
	Luxury Water View	\$249	
Zero Davey Apartments (4.5 star)	Two Bedroom	\$440	
Hotel Collins (4.5 star)	Standard Room	\$199	
	1 Bedroom Apartment	\$269	
The Old Woolstore (4.5 star)	Hotel	\$155	
	Studio	\$175	
	1 Bedroom Apartment	\$195	
	2 Bedroom Apartment	\$259	
Henry Jones (5 star)	Standard Room	\$320	

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Check-In date: _____ Check-Out date: _____

Sharing with: _____

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 State LGMA communications Management Challenge Social media Other
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- VISA MASTERCARD AMEX
 Use the same card listed under registration ways of payment

Card holder's Name: _____

Card No: _____ Expiry Date: ____/____/____ CCV: ____

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Cardholder's Signature: _____

Confirmation of Registration

Your registration will be acknowledged via email within 5 working days of receipt of your registration. A Tax Invoice will be provided for GST purposes. If you do not receive confirmation within 5 days please contact Conference Design on (03) 6231 2999 or email info@cdesign.com.au

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Travel

Qantas, Jetstar, Virgin and Tiger airline have frequent daily flights to Hobart. Delegates are encouraged to book early to secure preferred flights.

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Registrations cancelled up to and including 19th April will incur an administration fee of \$150. Cancellations received between 19th April and 10th May will receive a 75% refund. Cancellations after 10th May will receive a refund of 25% except no refund on CongressPlus events is available after 10th May. Please submit cancellations in writing and forward by email to info@cdesign.com.au

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ITEM 8 (continued)

ATTACHMENT 2



Councillor Attendance at Conferences Guideline

Related Policy

This guideline sets out the criteria to determine the attendance of Councillors at Conferences. It relates to the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors.

Guidelines

Council acknowledges the value of Councillor attendance at conferences to enable them to be both knowledgeable and current on issues affecting the City of Ryde. In order to ensure that attendance at Conferences is equitable, transparent and consistent, attendance will be limited as follows:

1. Local Government Association Conference – the number of voting delegates plus one. Details of the delegates and attendee to be determined by resolution of Council.
2. Australian Local Government Association Conference.
3. In addition, to 1 and 2 above, every Councillor is entitled to attend one conference in either NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The conference must directly relate to the business of Council. More than one Councillor may attend the same conference if Council resolves that this will be beneficial for both Council and the Councillors concerned.
4. Within 2 months after the conference the attending Councillor must report to Council on the proceedings of the conference. That report will be included in the Councillors Information Bulletin.
5. No Councillor can attend a Conference without the prior approval of Council. Reports to Council are to include details of the Conference and an estimate of the associated costs including registration, transport and accommodation.
6. Council may resolve that a Councillor can attend more than one conference per year but this determination will be dependant on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to conferences.
7. Each year, as part of the review of the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors, Council officers will provide a full report of expenditure and Conference attendance by Councillors.

Councillor Attendance at Conferences guideline		
Owner: Governance Unit	Accountability: Mayoral and Councillor support service	
Trim Reference: D10/77193	Policy: Payment of Expenses and Provision of Facilities for the Mayor and other Councillors	One Page only

9 RYDE WHARF RECOMMENDATIONS OF HERITAGE ADVISORY COMMITTEE

Report prepared by: Team Leader - Strategic Planning
File No.: GRP/09/6/1/7 - BP13/412

REPORT SUMMARY

Council has upgraded the Shepherds Bay foreshore parklands in accordance with a master plan adopted in 2002/3. There are three wharves in Shepherds Bay, each with a distinct function.

Meadowbank Wharf caters for large vessels and commuter ferries, the rowing club wharf for rowers, and Ryde Wharf was designed for fishermen, pedestrians and small watercraft (such as kayaks and dinghies).

The Heritage Advisory Committee (HAC) has requested that council obtain specifications from Rosman Cruises and costings to install timber pylons at Ryde Wharf so that large vessels can pick up passengers at Ryde Wharf. The request arose from a member of HAC who conducts 4-10 heritage cruises/annum and prefers to use Ryde Wharf because of convenient parking.

Rosman Cruises operates 5 vessels, which are available for hire and private functions. The vessels are either BYO or licensed. The smallest has capacity for 60 passengers while the largest has capacity for 250 passengers. Rosman will collect patrons from any wharf on the request of the client.

Roads and Maritime Services (RMS) owns Ryde Wharf but Council has care and management of the wharf. RMS has advised that any upgrade to Ryde Wharf would be at Council's cost. Council's Public Works staff have advised that the installation of pylons will cost between \$15,000 and \$40,000. Other works to upgrade the wharf, if required, would be additional.

This report recommends that Council determines the matter in accordance with one of the following options:

1. Do not upgrade Ryde Wharf and suggest heritage cruises use Meadowbank Wharf (which was purpose designed to accommodate larger vessels and large passenger groups).
2. Identify and cost works required to upgrade Ryde Wharf to accommodate large vessels and provide a further report to Council.

Option 2 is to include:

- Specifications and costing of installing timber pylons at Ryde Wharf.
- An assessment of the suitability of Ryde Wharf for large passenger groups and people of all abilities. If it is not suitable, identify and cost required works.

ITEM 9 (continued)

- A risk assessment and referral to Council's Manager Risk (because the heritage cruise vessels are BYO / licensed)
- Identify any requirements and associated costs to obtain approvals from Roads and Maritime Services
- Parking availability at Ryde Wharf and Meadowbank Wharf.

The cost of installing pylons is estimated at between \$15,000 and \$40,000. This estimate does not include any upgrade to the pontoon itself if required to accommodate larger passenger groups.

Option 1 is recommended on the basis that:

- The estimated cost to install pylons at Ryde Wharf is \$15,000 - \$40,000 (note this estimate might be more if the pontoon itself also needs upgrading).
- The estimated demand for heritage cruises is between 4 -10 / annum.
- The expenditure is not considered an appropriate use of public funds on the basis of the demand for heritage cruises and the availability of alternate wharf facilities with parking, better passenger amenities and disabled access at Meadowbank Wharf.

RECOMMENDATION:

That Council not proceed with obtaining specifications and cost estimates for the upgrade of Ryde Wharf to accommodate larger vessels because nearby Meadowbank Wharf is purpose designed for larger vessels, available for use and provides better amenities for passengers including disabled access.

ATTACHMENTS

- 1 Rosman Crusies Wharf List for 2013
- 2 Outcomes from Investigations for Ryde Wharf at Shepherds Bay - 5 February 2013

Report Prepared By:

Lexie Macdonald
Team Leader - Strategic Planning

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 9 (continued)**Background**

At the Heritage Advisory Committee meeting of 20 February 2013 it was minuted that:

Councillor Perram advised that a report regarding upgrading the Ryde Wharf had been submitted to the Works and Community Committee and the outcome from that meeting was to refer this to the Heritage Advisory Committee for comment.

[Works and Community Committee Report ATTACHED]

Mr Blaxell provided some background to committee members and advised that he undertakes heritage cruises 4-10 times per year. He prefers Ryde Wharf to Meadowbank Wharf or Kissing Point Wharf because there is ample convenient parking. The vessels used for the cruises do not want to use Ryde Wharf because there are no pylons to prevent damage to the wharf and to the Rosman vessels.

Ms Macdonald advised that this was investigated by Ms Walmsley, the previous Heritage Officer. A letter was written to the RMS who owns Ryde Wharf and they advised that any upgrade would be at Council cost.

Ms Walmsley received a preliminary costing of \$15,000 to upgrade the wharf. However it may actually cost closer to \$40,000 to upgrade the wharf when the costs of studies / approvals etc are also included.

Ms Macdonald advised that there are three wharves in Shepherds Bay and each was designed to have a specific function under the master plan adopted by Council around 2002/3 and associated studies used to obtain RMS approvals.

The wharf at the Rowing Club is specifically for rowers, the Meadowbank Wharf caters for ferries and larger vessels (such as those used for the cruises) and Ryde Wharf is designed for pedestrians, fishing and smaller craft such as kayaks and small fishing boats.

Ms Bishop advised that there was an original proposal for a larger wharf than was eventually constructed at Ryde Wharf. It did not proceed due to the navigation issues it may cause for the vessels.

RECOMMENDATIONS

The [Heritage Advisory] Committee agreed on the following recommendations:- To request that a report is prepared for the Works and Services Committee to seek quotations for the supply and construction of the timber pylons at Ryde Wharf.

ITEM 9 (continued)

The Committee also agreed that Council staff investigate with Rosman Ferries to ascertain the specifications for the pylons to be incorporated into the report together other relevant matters such as parking availability in Rothsay Avenue.

Discussion

The Shepherds Bay Master Plan was adopted by Council in 2002/3. The Master Plan has been implemented and the Shepherd's Bay foreshore is now one of Council's premier recreation areas.

The Master Plan provided for 3 wharves in Shepherds Bay with the following functions:

- Meadowbank Wharf caters for commuter and larger vessels. It includes waiting areas, seating and shelter for passengers. There is disabled parking, a bus stop and approximately 85 parking spaces in the adjacent parking area and Bay Drive parking area. There is also on-street parking in Bowden Street.



- The Meadowbank Rowing Club Wharf caters for rowers.
- Ryde Wharf caters for small craft, people wanting to walk out over the water and fishing. It is a pontoon based design that rises and falls with tides and the wash from passing Rivercats. There are approximately 30 parking spaces in Rothsay Avenue and Parsonage St parking areas. On-street parking is also available in Belmore Street.

ITEM 9 (continued)

Rosman Cruises cater for functions and heritage cruises. Rosman Cruises: -

- Operate 5 timber vessels with a capacity of between 60-250 passengers.
- Provide BYO and licensed vessels.
- Advertise that they will pick up and drop off at more than 50 wharves in Sydney Harbour and Parramatta River including Huntley's Point Wharf, Bango Patterson Wharf and Meadowbank Wharf in the Ryde Local Government Area. The list of wharves is **ATTACHED**.

The following information was provided to Council by Rosman Cruises:

- They will dock their boats to any wharf in Sydney Harbour subject to client requests, however their preference is public wharves used by Sydney Ferries (due to their structural integrity).
- 3- 4 heritage tours were undertaken from Ryde Wharf in the last twelve months.
- Any upgrade to Ryde Wharf would ideally include more structural support such as 2 x pylons (timber or steel) and 2 x bollards and a higher pontoon, however this does not restrict usage of this Wharf to Rosman vessels.
- All the wharves used by Rosman Cruises (see list **ATTACHED**) are public wharves used by Sydney Ferries.
- There is no difficulty in using alternative wharfs due to currents and tides. Currents and tides never restrict any wharf usage;
- There are co-ordination issues with using any wharf along the Parramatta River as priority must be given to Sydney Ferries. This procedure is common practise.
- There is no cost associated with using Sydney Ferries wharves to any private charter boat company.
- Rosman consider that there would be an advantage to upgrading the Ryde Wharf for charter boats throughout the harbour providing an alternative to the wharves used by Sydney Ferries. However this is a preference and not a requirement for Rosman cruise operations.
- That Meadowbank Wharf is considered to have more car parking availability than Ryde Wharf.

Suitability of Ryde Wharf for Large Groups of Passengers

Because Ryde Wharf was designed for use by fishermen, pedestrians and small watercraft an investigation of the suitability of Ryde Wharf for use as a pick up / drop off point for large groups of passengers needs to be undertaken. This will be in addition to obtaining a specification and quotation for timber pylons at Ryde Wharf as recommended by HAC.

This report will recommend that any consideration of upgrading Ryde Wharf for use by Rosman Cruises should also address the following matters:

1. The suitability of the Ryde Wharf for groups of 60 or more people of all abilities because older people may take the cruises and also because the wharf pontoon is purpose designed for very small groups.

ITEM 9 (continued)

2. Risk analysis and referral to council's Manager Risk because Rosman Ferries operates licensed / BYO vessels and because the pontoon was designed for small groups and rises up and down with the tide and passing vessels.
3. Parking availability at both Meadowbank Wharf and Ryde Wharf.
4. The requirements for and costs associated with obtaining development approval / concurrence from Roads and Maritime Services and Sydney Ferries – such as expert reports, consultation etc. It should be noted that the RMS has two functions in relation to the Wharf. They are both the owners and the consent authority. The wharf is leased to council and any upgrade would be at councils cost.

OptionsOption 1 – Do not upgrade Ryde Wharf.

Under this option the 3 wharves in Shepherds Bay would continue to operate in accordance with Council's adopted and implemented master plan. Meadowbank Wharf is designed specifically for vessels larger vessels such as those operated by Rosman Cruises.

Option 2 – Identify and cost works required to upgrade Ryde Wharf to accommodate large vessels.

This will require the preparation of a report that addresses the following:

- Specification and costs for installing pylons at Ryde Wharf (including any necessary consultant fees)
- Identify the requirements for and costs associated with obtaining approval / concurrence for a wharf upgrade from Roads and Maritime Services and Sydney Ferries.
- Assessment of the suitability of the Ryde Wharf for groups of 60 or more people of all abilities. If it is not suitable, identify and cost the required works.
- Risk analysis / referral to council's Manager Risk (to consider potential alcohol consumption by cruise passengers)
- Comparative cost benefit analysis (upgrading Ryde Wharf to accommodate larger vessels compared with using Meadowbank Wharf which is purpose designed for larger vessels).
- Parking availability at both Meadowbank Wharf and Ryde Wharf.

Financial Implications

Roads and Maritime Services (RMS) owns Ryde Wharf but Council has care and management of the wharf. RMS has advised that any upgrade to Ryde Wharf would be at Council's cost.

Preliminary financial indications are that the wharf upgrade will cost between \$15,000 and \$40,000. This expenditure is not within the current budget (nor within the draft four year delivery plan currently being prepared).

ITEM 9 (continued)

Should Council resolve to undertake this work it will likely result in a financial impact of between \$15,000 - \$40,000 for the installation of pylons. The specification and quotation recommended by HAC will allow a more accurate costing. However, if other works are required to upgrade Ryde Wharf is for larger vessels and passenger groups the costs may increase.

PRELIMINARY COSTING	Current approved budget	Estimated cost	Deficit
Ryde Wharf pylon installation	\$0	\$15,000 - \$40,000	\$15,000 - \$40,000

Note: if other works are required to upgrade Ryde Wharf the costs may increase

Consultation

Should council resolve to investigate upgrading the wharf the following should be consulted: -

- Roads and Maritime Services.
- Sydney Ferries.
- Rosman Cruises.
- Council's Manager Risk.

Cost Benefit Analysis

This report has not undertaken a comparative cost benefit analysis of the upgrade of Ryde Wharf compared with using Meadowbank Wharf but it should be noted that:

- Mr Blaxell has advised Council that the demand for heritage cruises is between 4 and 10 per year.
- Rosman Cruises advertises that it can use Meadowbank Ferry Wharf or Ryde Wharf (without an upgrade occurring).
- Meadowbank Wharf is in the near vicinity to Ryde Wharf and has ample parking available.
- Meadowbank Wharf has disabled access and passenger amenities (shelter, seating etc.)
- The parking near to Meadowbank Wharf is seldom fully occupied on week days and capacity is available.
- The Rivercat timetable indicates that a ferry service stops at Meadowbank Wharf every 15-20 minutes during peak hour and every 30 minutes on week days. This includes ferries running both to and from Parramatta.

ITEM 9 (continued)**Conclusion**

This report will recommend that Ryde Wharf is not upgraded on the basis that:

- Rosman Cruises can use Ryde Wharf in its current condition without any upgrade.
- The estimated cost to install pylons at Ryde Wharf is \$15,000 - \$40,000 (note this estimate might be more if the pontoon itself also needs upgrading).
- Rosman Cruises stated that 3-4 times per annum heritage cruises have been engaged to collect patrons from Ryde Wharf.
- The expenditure is not considered an appropriate use of public funds on the basis of the low demand for heritage cruises and the availability of alternate wharf facilities with parking, better passenger amenities and disabled access at Meadowbank Wharf.

ITEM 9 (continued)

ATTACHMENT 1



ROSMAN CRUISES

CHARTERS – TRANSPORTS – AUSTRALIA DAY – NEW YEARS EVE – WEDDINGS

City Regions

(A booking fee of \$50 applies for city region wharves)

Darling Harbour

Aquarium
Casino
Convention (*\$90 fee applies*)
King St 6-9
Pyrmont Bay Ferry Wharf

Circular Quay

Commissioner's Steps
Campbell's Cove
Towns Place East or West
Man O' War East or West
Sebel Pier One
Walsh Bay 3/4 Pontoon
Fort Denison (*No Fee applied*)

Northern Side Wharves

Greenwich Point Ferry Wharf – Mitchell St
Greenwich – Bay St
Riverview (Tide dependent)
Longueville (Tide dependent)
McMahons Point Ferry Wharf – Henry Lawson Av
Lavender Bay
Milsons Point Ferry Wharf – Luna Park
Kirribilli Ferry Wharf – Jeffrey St
North Sydney Ferry Wharf – High St
Neutral Bay Ferry Wharf – Hayes St
Neutral Bay Ferry Wharf – Kurraba Rd
Cremorne Point Ferry Wharf
Mosman Ferry Wharf – Avenue Rd
Mosman Ferry Wharf - Musgrave St
Taronga Zoo Ferry Wharf
Clifton Gardens
Chowder Bay Wharf (Venue: Ripples Restaurant & Sergeants Mess)

Western Side Wharves

Balmain East Ferry Wharf – Darling St
Balmain Ferry Wharf – Thames St
Balmain West Ferry Wharf – Elliot St
Birkenhead Point – Henley Marine Dr
Drummoyne Ferry Wharf – Wolseley St
Huntleys Point Ferry Wharf – Huntleys Point Rd (Gladesville)
Banjo Paterson Wharf (Venue: Banjo Paterson Park Function Centre)
Abbotsford Ferry Wharf – Great North Rd
Chiswick Ferry Wharf – Bortfield Dr
Cabarita Ferry Wharf – Cabarita Point
Sydney Olympic Park Ferry Wharf (*\$55 fee applies*)
Hunter's Hill Wharf – Alexandra St
Woolwich Ferry Wharf – Valentia St
Woolwich Dock Wharf (Venue: Deckhouse)
Meadowbank Wharf Ferry Wharf – Bowden St
Clark Island
Parramatta Ferry Wharf - Cockatoo Island
Birchgrove Ferry Wharf - Louisa Rd
Rodd Island
Goat Island
Kissing Point Ferry Wharf – Off Delange Rd

Eastern Side Wharves

Watsons Bay Ferry Wharf – Military Rd
Rose Bay Ferry Wharf – New South Head Rd
Double Bay Ferry Wharf – Bay St
Darling Point Ferry Wharf – McKell Park
Shark Island

P: 9925 0306 | **E:** cruises@rosman.com.au | **W:** rosman.com.au

ITEM 9 (continued)

ATTACHMENT 2

4 OUTCOMES FROM INVESTIGATIONS FOR RYDE WHARF AT SHEPHERDS BAY

Report prepared by: Heritage/Strategic Planner
File No.: URB/08/1/10/13 - BP12/1543

REPORT SUMMARY

This report advises on the outcomes from the Council resolution dated 24 July 2012 to investigate the potential to upgrade Ryde Wharf.

The report recommends that Council does not proceed with the works to upgrade Ryde Wharf at Shepherd's Bay on the following grounds:

- (a) The prohibitive cost to undertake the required works;
- (b) Council is not the primary consent authority; and
- (c) No funds have been allocated for this upgrade in Council's Four Year Delivery Plan.

RECOMMENDATION:

That no further action is undertaken in relation to upgrading Ryde Wharf at Shepherds Bay.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Nancy Tarlao
Heritage/Strategic Planner

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 9 (continued)

ATTACHMENT 2

Background

The Heritage Advisory Committee (HAC) meets bimonthly to discuss issues and policy relating to the enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic and historic significance.

At meeting no. 01/12 held on March 2012 a member of the HAC advised that large water craft cannot stop at Ryde Wharf because the pylons used for securing the vessels are contained in the concrete pontoon.

The HAC resolved to request that Council undertake works to upgrade Ryde Wharf to enable larger water craft to use the wharf.

Report

A report was prepared for the Works and Community Committee on 17 July 2012 detailing the request by the Heritage Advisory Committee (HAC) for Ryde Wharf to be upgraded.

Ryde wharf, is located at Shepherds Bay, Ryde bounded by Anderson Park to the west and Settlers Park to the east. Refer Figure 1.

The wharf is located in Precinct 3 of the Ryde Riverwalk Master Plan. Ryde Wharf Reserve is the location of the historic Ryde Wharf as identified in the Ryde Riverwalk Master Plan. The wharf is located on land owned and controlled by Roads and Maritime Services (“RMS”). Council hold a current lease agreement for the land from RMS.

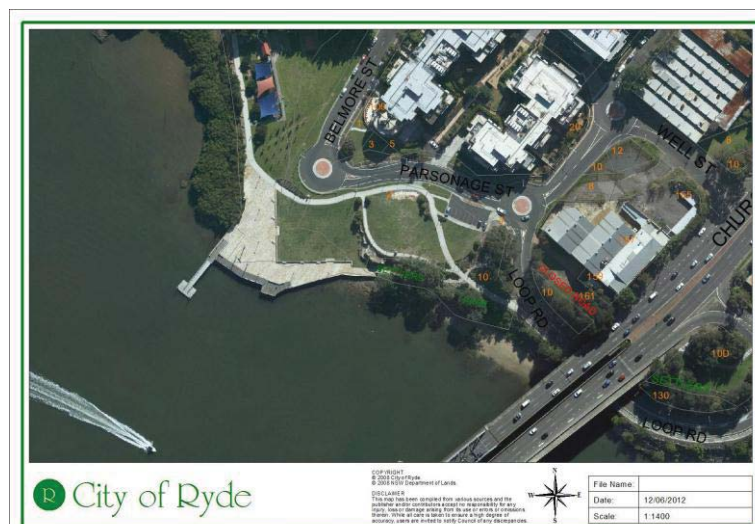


Figure 1: Aerial photograph of Ryde Wharf (pontoon) dated April-June 2011

The outcomes of the Works and Community Committee meeting on 17 July 2012 were presented to a Council meeting held on 24 July 2012 and the following resolution was made (item 3) Heritage Advisory Committee;

- a) *That, at this time, Council does not expend any Council resources to upgrade the Ryde Wharf at Shepherds Bay;*

ITEM 9 (continued)

ATTACHMENT 2

- b) *That Council write to the appropriate Minister and Roads Maritime Services seeking them to undertake the works to upgrade Ryde Wharf at Shepherds Bay and that the response be reported back to the Works and Community Committee Meeting;*
- c) *That the Maritime section of the RMS be invited to give a presentation on the upgrading of the Ryde Wharf to the Works and Community Committee.*

A letter was prepared by Council to the RMS and the response (2.11.2012) was:

“As RMS’s licensee, Council is responsible for the maintenance and repair of these facilities during the term of the license. As Ryde Wharf is not a commuter wharf, the proposed project is not eligible for funding under the Sydney Commuter Wharf program. However, the proposal may be eligible for funding under the Sharing Sydney Harbour Access Program (SSHAP)...”

The applications for SSHAP for 2012-2013 closed on 19 October 2012 prior to receipt of the RMS letter.

It is not proposed to apply for SSHAP funding in 2013 because:

- No more than 50% of the budget for any project will be funded under the SSHAP scheme. Council has resolved that, at this time, it does not wish to expend any Council resources to upgrade the Ryde Wharf at Shepherds Bay.
- The concrete pontoon at Ryde Wharf was part of the upgrade for the Ryde Riverwalk project which has enhanced recreation opportunities for the broader community.

Financial Implications

The cost of undertaking the proposed upgrade works has been estimated at \$15,000 to install two fender (concrete) piles. However, to increase the capacity of the wharf to accommodate larger watercraft is not as simple as just installing two pylons and would require a navigational assessment and may likely be extensive construction works. The cost to upgrade the wharf for larger watercraft is considered to be closer to an approximate minimum of \$40,000.

Given the reasons outlined above, it is recommended that Council does not pursue upgrading Ryde Wharf at Shepherds Bay.

10 HERITAGE ADVISORY COMMITTEE TERMS OF REFERENCE

Report prepared by: Heritage/Strategic Planner**File No.:** GRP/09/6/1/7 - BP13/427

REPORT SUMMARY

This report provides Council with a summary of details of the Ryde Heritage Advisory Committee. As resolved by Council, at its first meeting this Committee reviewed the 14 September 2010 Terms of Reference, and are proposing minor changes and updates.

This report recommends that Council confirms these draft Terms of Reference.

RECOMMENDATION:

That Council confirms the **ATTACHED** Terms of Reference 2013 for Ryde Heritage Advisory Committee.

ATTACHMENTS

- 1 Heritage Advisory Committee Terms of Reference - Draft March 2013
- 2 Heritage Advisory Committee Terms of Reference - 31 May 2010

Report Prepared By:

Nancy Tarlao
Heritage/Strategic Planner

Report Approved By:

Lexie Macdonald
Team Leader - Strategic Planning**Meryl Bishop**
Manager - Urban Planning**Dominic Johnson**
Group Manager - Environment & Planning

ITEM 10 (continued)

Discussion

At its meeting of 26 July 2011, Council resolved to review the structure of the City of Ryde Advisory Committees, and this was followed by the endorsement of an Advisory Committee consultation plan to be implemented during 2012. This plan included:

- Councillor workshops
- Surveys of Advisory Committee members
- Staff attendance at Advisory Committees
- A workshop with Advisory Committee Convenors, and
- Benchmarking with other Councils to identify best practice.

The results of this review were addressed in a Councillor workshop on 16 October 2012, which was followed by an Extraordinary Meeting of Council to determine the matter.

At this meeting, Council convened the Ryde Heritage Advisory Committee for a term of 12 months, subject to a report back to Council.

Community Representatives

At the Council meeting of 16 October 2012, Council resolved that expressions of interest were to be called for community members to nominate to participate in the Ryde Heritage Advisory Committee. Following the expression of interest period, these nominations were to be provided to Council to determine the community representatives.

At meeting of 27 November 2012, Council resolved to accept the following nominations to Ryde Heritage Advisory Committee

	Title	First	Surname	Organisation
1	Dr	Peter	Mitchell	
2	Ms	Jennifer	Noble	Brush Farm Historical Society & National Trust
3	Ms	Suzanne	Marks	
4	Ms	Beth	Kosnik	
5	Mr	Gregory	Blaxell	
6	Mr	Richard	Wright	Ryde District Historical Society
7	Ms	Cate	Fisher	
8	Ms	Eleanor	Chaine	Putney and Districts Progress Association (PDPA).
9	Ms	Jennie	Minifie	
10		Lyn	Langtry	Ryde-Hunters Hill Flora & Fauna Preservation Society

ITEM 10 (continued)

Note: Ryde-Hunters Hill Flora & Fauna Preservation Society advised on the 18 February 2013 that Lyn Langtry was nominated for their representation.

At its meeting of 26 March 2013, Council also welcomed Mr John Hull to the Ryde Heritage Advisory Committee.

Councillor Representatives

At its meeting of 27 November 2012, Council resolved that Mayor Ivan Petch would be the Councillor Chair of Ryde Heritage Advisory Committee until September 2013. Councillors who wished to become a Councillor delegate for this Committee were requested to advise the Councillor HelpDesk. Councillor Terry Perram nominated to become a member of this Committee.

Terms of Reference

At its meeting of 27 November 2012, Council resolved that at its first meeting, each Advisory Committee was to review the Terms of Reference from the previous period and to report back to Council for confirmation.

The first meeting of Ryde Heritage Advisory Committee occurred on 20 February 2013, and the Terms of Reference were reviewed. The proposed draft Terms of Reference includes a number of minor changes and updates, which are highlighted in ***bold italic*** for additions and ~~strikethrough~~ for deletions.

This involved updating of the formatting and content to reflect the standard Terms of Reference, which was endorsed by Council on 23 October 2012, the following specific changes were made:

- Section 1: Inclusion of the new paragraph for the role of Council's Advisory Committees;
- Section 2: Strikethrough removal of 'Heritage Advisory' with retention of Committee;
- Section 3: Strikethrough five paragraphs/sentences and replacement with one concise paragraph;
- Term of Membership: An additional sentence was added relating to members missing three consecutive meetings;
- Section 4: Removal of the word 'additional';
- General Business: Removal of this section as it is no longer part of the standard Terms of Reference template.
- Section 6: Removal of the 'name' given to the Council's 2010 Code of Conduct policy.

The Heritage Advisory Committee on the 20 February 2013 did not propose any amendments to the Terms of Reference.

ITEM 10 (continued)

Additionally the Heritage Advisory Committee recommended on the 20 February 2013 to endorse the Terms of Reference as amended.

Financial Implications

The recommendations in this report will be met from the current budget allocation for Advisory Committees.

Critical Dates


The Ryde Heritage Advisory Committee provides a mechanism for consultation, advice and feedback. It is important that the Committee members and other stakeholders are aware of the Committee's objectives and processes, and these cannot be entirely clear until the Committee's Terms of Reference are confirmed.

ITEM 10 (continued)

ATTACHMENT 1



 City of Ryde
Lifestyle and opportunity @ your doorstep



Terms of Reference
Heritage Advisory Committee
Adopted: **DATE**

ITEM 10 (continued)

ATTACHMENT 1



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Document Version Control

Document Name:	Terms of Reference – (Committee)
Document ID:	D12/85676 (Standard) D1# / ##### (Specific)
Document Status:	Draft – presented to Council for consideration
Version Number:	Version 1.6
Date:	6 February 2013
Author:	City of Ryde
Authorised By:	Council on 16 October 2012
Distribution:	Council

Change History

Version	Issue Date	Author	Reason for Change
1.2	20/4/10	Shane Sullivan	Resolution of Council 7 October 2008: - that at least one (1) Councillor delegate is required to be appointed (with no upper limit) : page 4 - that the Mayor not automatically be represented on certain Committees : page 4 - that where the Mayor is appointed to be a delegate on an Advisory Committee, it not be necessary that the Mayor be Chairperson of this Committee : page 6 - that a Councillor or an appropriate staff member be Chairperson on an Advisory Committee : page 6
1.2	20/4/10	Shane Sullivan	Resolution of Council 8 July 2008 Minutes of all Advisory Committees to be incorporated in the business papers of the next Council/Committee meeting and then placed on Council's website. : page 7
1.2	20/4/10	Shane Sullivan	Resolution of Council 20 April 2010 Provisions for casual vacancies: page 5
1.3	14/9/10	Jennifer Anderson	Resolution of Council 14 September 2010 All Minutes are to be reported in CIB unless a Council resolution of Council is required. Minutes are to be placed on Council's website within 5 days of the Committee Meeting.
1.4	24/8/11	Shane Sullivan	Reformat to align with City of Ryde branding. Insert paragraph linking role to Community Strategic plan



ITEM 10 (continued)

ATTACHMENT 1



1.5	1/11/12	Lorie Parkinson	Resolution of Council 16 October 2012. If a member of a Committee misses three consecutive meetings without apology, the position becomes vacant: page 5.
1.6	6/2/13	Lorie Parkinson	Removal of reference to "Committee of the Whole", as it is no longer in existence.
1.7	19/3/13	Heritage Officer- Nancy Tarlao	Revise and update Terms of Reference 2013 to include and remove comments from previous Terms of Reference

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ITEM 10 (continued)

ATTACHMENT 1

1. Roles

The City of Ryde has adopted a Community Strategic Plan and Delivery Plan that will shape all activities and projects over the next four years. Council's Advisory Committees are an important mechanism for consultation, advice and feedback to Council staff on implementation and review of the Community Strategic Plan.

The primary role of the ~~Heritage Advisory~~ Committee is to:

- provide advice to Council about the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic or historic significance.

2. Responsibilities

The Committee is responsible for ~~providing advice on:~~

- promoting heritage conservation and awareness in the City of Ryde;
- educating and informing the community about the importance of heritage conservation;
- promoting the protection and conservation of Heritage Items, properties located in a Heritage Conservation Area and buildings, structures, places, sites and elements that are of heritage significance;
- relevant heritage conservation practices;
- heritage issues;
- promoting heritage issues that are important to the community;
- projects that actively promote and protect the heritage of the City of Ryde; and
- potential heritage items.

3. Membership, Chairperson and Voting

Membership of the <Committee> comprises:

- No less than one (1) Councillor appointed annually
(Resolution of Council, 7 October 2008)
- Community groups represented by one (1) person.
 - Currently the groups are:
 - Putney and District Progress Associations
 - Meadowbank West Ryde Progress Association
 - Brush Farm Historical Society
 - Ryde District Historical Society
 - Ryde Hunters Hill Flora and Fauna Preservation Society
 - National Trust of Australia (NSW)
- Up to three (3) individual community representatives.

Note: the Mayor is not automatically represented on certain Committees
(Resolution of Council, 7 October 2008)

ITEM 10 (continued)

ATTACHMENT 1

~~Community representation and representatives of community groups shall be appointed by resolution of Council following advertisement for nominations in at least one local newspaper, on Council's website and in the Mayoral column. In addition, the community groups who are members of the Committee shall be requested in writing to nominate a representative.~~

~~Nominations are to be writing and are to be circulated in full to the Councillors for evaluation.~~

~~Nominations of representatives of community groups are to be on the group's letterhead and signed by the Director and Secretary, or equivalent, of the group. One person will represent each organisation; however the nomination is to also identify an alternative person to represent the group in the absence of the nominated member.~~

~~Community representatives may not nominate an alternative representative.~~

~~The Committee will not be involved in the evaluation or the selection process of any local representatives. The above has been replaced with the following paragraph.~~

Local residents shall be appointed by resolution of Council following advertisement for nominations in at least one local newspaper, on Council's website and in the Mayoral Column. Nominations are to be in writing and are to be circulated in full to the Councillors for evaluation. The Committee will not be involved in the evaluation or selection process of any local resident representatives.

The following City of Ryde staff ordinarily attend the Committee meetings but are not members of the Committee:

- Group Manager of Environment and Planning (or representative)
- Heritage Officer
- Local Studies Librarian

Council officers will provide professional advice and administrative support. It should be noted that employees of the Council are not subject to the direction of the Advisory Committee or any members thereof.

ITEM 10 (continued)**ATTACHMENT 1****Term of Membership to Committee**

Members appointed to the Committee shall be appointed for the 4-year (or remainder thereof) term of the current Council, although membership can be altered at any time by resolution of Council. Each September, the current membership of the Committee will be submitted to Council for confirmation.

Membership of the Committee can be withdrawn by resolution of Council only. Council staff will be appointed and removed by the General Manager.

If a member of a Committee misses three consecutive meetings without apology, their membership will be withdrawn and the position will be deemed vacant. (Resolution of Council, 16 October 2012).

Casual Vacancy

(Resolution of Council, 7-October-2008 20 April 2010)

A casual vacancy caused by the resignation or death of a Member, or the withdrawal of membership, will be filled by undertaking the following process:

- (i) Where a casual vacancy occurs, the Committee Facilitator will report this matter to the next Advisory Committee meeting and record it appropriately in the Minutes, and highlight it in the report to the next available Council Meeting.
- (ii) The Committee Facilitator will provide a report to the next available Council Meeting regarding the proposed replacement that will give consideration to the following options:
 - (a) If the Member was nominated as the representative of an organisation it will be recommended that the organisation be invited to nominate a replacement representative (if no alternate member has previously been nominated).
 - (b) If the Member was nominated as an individual, the Committee Facilitator will review the original expressions of interest received and will confirm if any of those individuals who were previously nominated, are still prepared to be considered as a member of the respective committee for the Committee.
 - (c) Where, due to either no other previous nominations, or those nominations not being current, an expression of interest will be called for in replacing member/s, for appointment by Council.
 - (d) Where a vacancy occurs within 9 months of the end of the term of the current Council, the vacancy will not be filled
- (iii) Once endorsed by Council, a Member filling a casual vacancy will hold office for the remainder of the term of the Member he/she has replaced

The Chairperson of the Committee is:

- A Councillor or Staff Member as elected by Council.

The Chairperson is to have precedence at the meeting and shall determine the order of proceedings, generally as set by the agenda.

ITEM 10 (continued)**ATTACHMENT 1**

All remarks by members of the Committee and others present shall be made through the Chairperson. In the absence of the Chairperson, another Councillor Member of the Committee or the Committee Facilitator shall chair the meeting.

A staff member appointed as Chairperson of the Committee, does not become a formal member of the Committee by virtue of this position. All staff are representatives of Council only and not members of the Committee. It is not necessary that the Chairperson be a member of the Committee.

Council's Code of Meeting Practice shall be used as the reference guide for any matters pertaining to the Committee meetings that are not otherwise outlined in these Terms of Reference.

The Chairperson is to be a staff member or Councillor. Where the Mayor is appointed to be a delegate, it is not necessary that the Mayor be the Chairperson of this Committee.

(Resolution of Council, 7-October-2008 20 April 2010)

Committee Facilitator

A Committee Facilitator shall be appointed by the General Manager. The Facilitator shall be a staff member of Council and is responsible for coordinating the preparation of agendas, invitations and minutes of the Committee. The Facilitator shall also be responsible for coordinating any presentations from guest speakers and for considering requests from members of the public to address the Committee. The Facilitator has the right to refuse a request from a member of the public to address the Committee if it is deemed more appropriate for that person to address a formal Council or Committee meeting.

Voting

No formal voting rules apply. As the Committee has an advisory role, its recommendations are made by consensus and no recommendation is deemed to be a decision of Council unless the matter is referred to Council for determination. If consensus is not achieved, and if required, the matter shall be referred to Council for determination.

Proxy

No voting by proxy is permitted. Only members in attendance at the meeting shall be entitled to participate in the decision making process of the Committee. If a member is unable to attend the meeting but wishes to be in attendance for discussion of a particular matter, he/she can notify the Chairperson prior to the meeting to request deferral of the item to a subsequent meeting or to request that the Chairperson formally indicate the member's view to the Committee during the discussion on the matter. The Committee shall decide if a matter is to be deferred to a subsequent meeting based on the representations made to the Chairperson by the absent member.

Quorum

As the Committee is advisory only no quorum is required, however, the Chairperson shall use his/her discretion to determine if any item on the agenda should be deferred to a future meeting if it is considered there are insufficient people at the meeting to consider the item.

ITEM 10 (continued)**ATTACHMENT 1****4. Meetings****Meeting Schedule and Procedures**

Meetings are to be held on the 3rd Wednesday of February, April, June, August, October, and December. The meeting time is 6.00pm - 8.00pm. The Chairperson has the authority to call ~~additional~~ meetings.

The Agenda & meeting papers shall be circulated to members at least 3 days prior to meeting.

Each meeting shall be properly recorded by the taking of minutes.

Public Participation

All meetings of the Committee are public meetings. Members of the public and media can attend meetings as observers, however, they cannot speak at a meeting unless prior arrangements are made through the Committee Facilitator. Presentations shall be limited to a maximum of 5 minutes.

General Business

~~The Committee facilitator, through the Chairperson, may bring an item relating to a development proposal or application to the Committee for information.~~

~~Members may raise matters that they believe are within the Terms of Reference with the Committee for discussion, comment and consideration. Members may advise the facilitator prior to the meeting of matters they wish to raise in General Business. This paragraph is no longer within the standard Terms of Reference.~~

5. Communications and Reporting

The agendas and minutes of the Committee shall be stored as a permanent record of Council, as determined by the General Manager.

The minutes of each meeting shall be circulated to all members as soon as practicable. Any questions by members regarding the minutes are to be referred immediately to the Committee Facilitator and if any error in the minutes is confirmed, the Committee Facilitator shall arrange to make the appropriate changes.

The Minutes of all Advisory Committees will be reported in the Councillor Information Bulletin within two (2) weeks of the Committee meeting. However, if a resolution of Council is required, e.g. allocation of funds, resources or an amendment to any Council Policy, then the Minutes shall be reported to the next available Council ~~or Committee of the Whole~~ meeting. *(Resolution of Council, 14 September 2010)*

All agendas shall be published on Council's website within 5 days of completion.

All Advisory Committee minutes shall be published on Council's website within 5 days of completion or adoption by Council. *(Resolution of Council, 14 September 2010)*

A report may be prepared for Council's consideration where the Committee suggests an action (or actions) which staff cannot carry out within existing delegations.

ITEM 10 (continued)

ATTACHMENT 1



Members of the Committee are not permitted to speak to the media as representatives of the Committee unless approved by Council.

6. Code of Conduct and Other Council Policies

Each Committee member who is not otherwise a Councillor or staff member shall be provided with a copy of Council's Code of Conduct —~~Standards for Volunteers and Community Representations on Council Committee~~ and other related policies that may be applicable to the operation of the Committee.

The conduct of each Committee member is expected to be consistent with the principles outlined in these Council publications.



ITEM 10 (continued)

ATTACHMENT 2



City Of Ryde

HERITAGE ADVISORY COMMITTEE

TERMS OF REFERENCE

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ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

DOCUMENT APPROVAL

This Document has been approved by Council at its meeting held on 11 December 2007, vide Minute No. 260.

DOCUMENT VERSION CONTROL

Document Name:	Terms of Reference – Heritage Advisory Committee
Document Title:	Terms of Reference – Heritage Advisory Committee
Document ID:	D 10/
Document Status:	Final
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Date:	31 May 2010
Author:	City of Ryde
Authorised By:	Council
Distribution:	Council

CHANGE HISTORY

Version	Issue Date	Author	Reason for Change
1.2	8 July 2008	Scott Allen	Council Resolution 8 July 2008 to refer all minutes to Council/Committee meeting
1.3	7 October 2008	Scott Allen	Council Resolution 7 October 2008 to ensure at least 1 Councillor delegate on each Committee, Mayor not automatically represented, Mayor not needed to be Chairperson and Chairperson to be either Councillor or Staff Member
1.4	31 May 2010	Heritage Officer	Resolution of Council 7 October 2008: <ul style="list-style-type: none"> - that Mayor not automatically be represented on certain Committees - that where the Mayor is appointed to be a delegate on an Advisory Committee, it not be necessary that the Mayor be Chairperson of this Committee - that a Councillor or an appropriate staff member be Chairperson on an Advisory Committee Resolution of Council 20 April 2010: <ul style="list-style-type: none"> - Provisions for casual vacancies
1.5	14 September 2010	Jennifer Anderson	Resolution of Council 14 September 2010 to report all Minutes to CIB unless resolution of Council required: page 8

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

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ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

1. ROLE

The primary role of the Heritage Advisory Committee is to:

- provide advice to Council about the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic or historic significance.

2. RESPONSIBILITIES

The Heritage Advisory Committee is responsible for providing advice on:

- promoting heritage conservation and awareness in the City of Ryde;
- educating and informing the community about the importance of heritage conservation;
- promoting the protection and conservation of Heritage Items, properties located in a Heritage Conservation Area and buildings, structures, places, sites and elements that are of heritage significance;
- relevant heritage conservation practices;
- heritage issues;
- promoting heritage issues that are important to the community;
- projects that actively promote and protect the heritage of the City of Ryde; and
- potential heritage items.

3. MEMBERSHIP, CHAIRPERSON AND VOTING

Membership of the Heritage Advisory Committee comprises:

- No less than one (1) Councillor appointed annually
- Community groups represented by one (1) person.
 - Currently the groups are:
 - Putney and District Progress Associations
 - Meadowbank West Ryde Progress Association
 - Brush Farm Historical Society
 - Ryde District Historical Society
 - Ryde Hunters Hill Flora and Fauna Preservation Society
 - National Trust of Australia (NSW)
- Up to three (3) Individual community representatives.

Note: the Mayor is not automatically represented on certain Committees.
(Resolution of Ryde Council 7 October 2008)

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

Community representation and representatives of community groups shall be appointed by resolution of Council following advertisement for nominations in at least one local newspaper, on Council's website and in the Mayoral Column. In addition, the community groups who are members of the Committee shall be requested in writing to nominate a representative.

Nominations are to be in writing and are to be circulated in full to the Councillors for evaluation.

Nominations of representatives of community groups are to be on the group's letterhead and signed by the Director and Secretary, or equivalent, of the group. One person will represent each organisation, however the nomination is to also identify an alternative person to represent the group in the absence of the nominated member.

Community representatives may not nominate an alternative representative.

The Committee will not be involved in the evaluation or selection process of any local resident representatives.

The following City of Ryde staff ordinarily attend the Committee meetings but are not members of the Committee:

- Group Manager Environment and Planning (or representative)
- Heritage Officer
- Local Studies Librarian

Council officers will provide professional advice and administrative support. It should be noted that employees of the Council are not subject to the direction of the Advisory Committee or any members thereof.

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

Term of Membership to the Committee

Members appointed to the Committee shall be appointed for the 4-year (or remainder thereof) term of the current Council although membership can be altered at any time by resolution of Council. Each September, the current membership of the Committee will be submitted to Council for confirmation.

Membership of the Committee can be withdrawn by resolution of Council only. Council staff will be appointed and removed by the General Manager.

Casual Vacancies

A casual vacancy caused by the resignation or death of a Member will be filled by undertaking the following process:

- (i) Where a casual vacancy occurs, the Committee Facilitator will report this matter to the next Advisory Committee meeting and record it appropriately in the Minutes, and highlight it in the report to Council.
- (ii) The Committee Facilitator will provide a report to Council regarding the proposed replacement that will give consideration to the following options;
 - (a) If the Member was nominated as the representative of an organisation it will be recommended that the organisation be invited to nominate a replacement representative (if no alternate member has previously been nominated).
 - (b) If the Member was nominated as an individual, the Committee Facilitator will review the original expressions of interest received and will confirm if any of those individuals who previously nominated, are still prepared to be considered as a member of the respective committee for the Committee.
 - (c) Where, due to either no other previous nominations, or those nominations not being current, an expression of interest will be called for in replacing member/s, for appointment by Council.
 - (d) Where a vacancy occurs within 9 months of the end of the term of the current Council, the vacancy will not be filled.
- (iii) Once endorsed by Council, a Member filling a casual vacancy will hold office for the remainder of the term of the Member he/she has replaced.

(Resolution of Ryde Council 20 April 2010)

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

The Chairperson of the Committee is:

A Councillor or Staff Member as elected by Council.

The Chairperson is to have precedence at the meeting and shall determine the order of proceedings, generally as set by the agenda. All remarks by members of the Committee and others present shall be made through the Chairperson. In the absence of the Chairperson, another Councillor Member of the Committee or the Committee Facilitator shall chair the meeting.

A staff member appointed as Chairperson of the Committee, does not become a formal member of the Committee by virtue of this position. All staff are representatives of Council only and not members of the Committee. It is not necessary that the Chairperson be a member of the Committee.

Council's Code of Meeting Practice shall be used as the reference guide for any matters pertaining to the Committee meetings which are not otherwise outlined in these Terms of Reference.

The Chairperson is to be a staff member or Councillor. Where the Mayor is appointed to be a delegate, it is not necessary that the Mayor be the Chairperson of this Committee.

(Resolution of Ryde Council 20 April 2010)

Committee Facilitator

A Committee Facilitator shall be appointed by the General Manager. The Facilitator shall be a staff member of Council and is responsible for co-ordinating the preparation of agendas, invitations and minutes of the Committee. The Facilitator shall also be responsible for co-ordinating any presentations from guest speakers and for considering requests from members of the public to address the Committee. The Facilitator has the right to refuse a request from a member of the public to address the Committee if it is deemed more appropriate for that person to address a formal Council or Committee meeting.

Voting

No formal voting rules apply. As the Committee has an advisory role, its recommendations are made by consensus and no recommendation is deemed to be a decision of Council.

If consensus is not achieved, and if required, the matter shall be referred to Council for determination.

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

Proxy

No voting by proxy is permitted. Only members in attendance at the meeting shall be entitled to participate in the decision making process of the Committee. If a member is unable to attend the meeting but wishes to be in attendance for discussion of a particular matter, he/she can notify the Chairperson prior to the meeting to request deferral of the item to a subsequent meeting or to request that the Chairperson formally indicate the member's view to the Committee during the discussion on the matter. The Committee shall decide if a matter is to be deferred to a subsequent meeting based on the representations made to the Chairperson by the absent member.

Quorum

As the Committee is advisory only no quorum is required, however, the Chairperson shall use his/her discretion to determine if any item on the agenda should be deferred to a future meeting if it is considered there are insufficient people at the meeting to consider the item.

4. MEETINGS

Meeting Schedule and Procedures

Meetings are generally to be held on the 3rd Wednesday of February, April, June, August, October, and December. The meeting time is 6.00pm - 8.00pm. The Chairperson has the authority to call additional meetings.

The Agenda & meeting papers shall be circulated to members at least three (3) days prior to meeting.

Each meeting shall be properly recorded by the taking of minutes.

Public Participation

All meetings of the Committee are public meetings. Members of the public and media can attend meetings as observers, however, they cannot speak at a meeting unless prior arrangements are made through the Committee Facilitator. Presentations shall be limited to a maximum of five (5) minutes.

General Business

The Committee facilitator, through the Chairperson, may bring an item relating to a development proposal or application to the Committee for information.

Members may raise matters that they believe are within the Terms of Reference with the Committee for discussion, comment and consideration. Members may advise the facilitator prior to the meeting of matters they wish to raise in General Business.

ITEM 10 (continued)

ATTACHMENT 2

Terms of Reference – Heritage Advisory Committee

5. COMMUNICATIONS & REPORTING

The agendas and minutes of the Committee shall be stored as a permanent record of Council, as determined by the General Manager.

The minutes of each meeting shall be circulated to all members as soon as practicable. Any questions by members regarding the minutes are to be referred immediately to the Committee Facilitator and if any error in the minutes is confirmed, the Committee Facilitator shall arrange to make the appropriate changes.

The Minutes of all Advisory Committees will be reported in the Councillor Information Bulletin within two (2) weeks of the Committee Meeting. However, if a resolution of Council is required, e.g. allocation of funds, resources or an amendment to any Council policy, then the Minutes shall be reported to the next available Council or Committee of the Whole meeting. *(Resolution of Council, 14 September 2010)*

All agendas shall be published on Council's website within 5 days of completion.

All Advisory Committee minutes shall be published on Council's website within 5 days of completion or adoption by Council. *(Resolution of Council, 14 September 2010)*

A report may be prepared for Council's consideration where the Committee suggests an action (or actions) which staff cannot carry out within existing delegations.

Members of the Committee are not permitted to speak to the media as representatives of the Committee unless approved by Council.

6. CODE OF CONDUCT AND OTHER COUNCIL POLICIES

Each Committee member who is not otherwise a Councillor or staff member shall be provided with a copy of Council's Code of Conduct – Standards for Volunteers and Community Representations on Council Committees and other related policies that may be applicable to the operation of the Committee.

The conduct of each Committee member is expected to be consistent with the principles outlined in these Council publications.

11 CHANGES TO FEES & CHARGES - TREES AND PLAQUES

Report prepared by: Section Manager - Natural Areas and Urban Forest
File No.: GRP/09/4/1/7 - BP13/435

REPORT SUMMARY

This report recommends the adoption of the proposed fees and charges for Trees and Memorial Plaques to correct the discrepancies identified in the approved 2012-13 Schedule for Fees and Charges. The fees and charges were placed on public exhibition for a period of 56 days and during this time, no submissions were received.

The changes do not propose to increase any fees but rather to correct typographical errors in "Trees" section of the Schedule and significantly reduce a Memorial Plaque fee that was incorrect.

RECOMMENDATION:

That Council adopt the changes to the fees and charges relating to trees and plaques in its 2012/13 Schedule of Fees and Charges.

ATTACHMENTS

- 1 Amended Fees and Charges - Trees
- 2 Amended Fees and Charges - Memorials

Report Prepared By:

Nicola Booth
Section Manager - Natural Areas and Urban Forest

Report Approved By:

Simon James
Acting Service Unit Manager - Open Space

Tatjana Domazet
Acting Group Manager - Community Life

ITEM 11 (continued)**Background**

At its meeting of 11 December 2012, Council considered a report on the fees for Trees and Plaques and resolved the following:

- (a) That Council place on public exhibition the following fees and charges for the period of not less than 56 days, due to Christmas holidays.*
- (b) That a further report be presented to Council for consideration after the public exhibition period addressing any submissions made.*

Discussion

In accordance with provisions of the Local Government Act and relevant Regulation, the proposed fees and charges were placed on public exhibition for a period of 56 days, due to Christmas holidays. No submissions were received during the period.

A copy of the amended fees and charges is attached as Attachment 1 and 2.

Financial Implications

Adoption of the recommendation will have no financial impact to Council as it comprises mostly of the correction of typographical errors in “Trees” section of the Schedule and significantly reduce a Memorial Plaque fee that whilst incorrect, is very infrequently used (if ever).

ITEM 11 (continued)

ATTACHMENT 1

City of Ryde - Fees and Charges		Proposed Draft Scheduled Fees 2012/13 2012/2013					
Description	Fee	Non CoR/ Commer cial	Additional Information	Fee Catego ry	GST Includ ed	Responsible Officer	
Pre Amendment							
PUBLIC TREES							
a)	1) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	60.00		per tree	G	N	Tatjana Domazet
	ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	150.00		2 - 3 trees	G		Tatjana Domazet
	iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	20.00		per additional tree (more than 3) per property	G		Tatjana Domazet
b)	i) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	30.00		per tree Proof of pensioner status must be provided	G	N	Tatjana Domazet
	ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	75.00		2 - 3 trees Proof of pensioner status must be provided	G	N	Tatjana Domazet
	iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	10.00		per additional tree (more than 3) per property	G	N	Tatjana Domazet
c)	i) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	120.00		per tree	G	N	Tatjana Domazet
	ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	300.00		2 - 3 trees	G	N	Tatjana Domazet
	iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	80.00		per additional tree (more than 3) per property	G	N	Tatjana Domazet
d)	Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non-commercial) - Urgency Permit Application	400.00		For permit determination within 3 working days, in addition to the	G	N	Tatjana Domazet
e)	Request for additional inspection by Tree Management Officer	110.00		per visit	G	N	Tatjana Domazet
f)	Arboricultural consultation fee	140.00		per hour	G	N	Tatjana Domazet
g)	Non-refundable charges for Tree Permit Applications under DCP Part 9.6 - Tree Preservation	40.00		per application	G	N	Tatjana Domazet
h)	Non-refundable charges for Tree Permit Applications under DCP Part 9.6 - Tree Preservation Pensioner discount	20.00		per application	G	N	Tatjana Domazet
i)	Request for review of decision of Tree Permit Applications	60.00			G		Tatjana Domazet
Post Amendment							
	Trees on Private Land						#REF!

ITEM 11 (continued)

ATTACHMENT 1

Description	Fee	Non CoR/ Commercial	Additional Information	Fee Category	GST Included	Responsible Officer
a) Trees - Residential (non strata)						
i) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	60.00		per tree, up to 2 trees	G	N	Tatjana Domazet
ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	150.00		3 trees	G		Tatjana Domazet
iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata)	20.00		per additional tree (more than 3) per property	G		Tatjana Domazet
b) Trees - Pensioner discount (Residential - Non Strata only)						
i) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	30.00		per tree, up to 2 trees Proof of pensioner status must be provided	G	N	Tatjana Domazet
ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	75.00		3 trees Proof of pensioner status must be provided	G	N	Tatjana Domazet
iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Residential dwellings (non strata) 50% pensioner discount	10.00		per additional tree (more than 3) per property Proof of pensioner status must be provided	G	N	Tatjana Domazet
c) Trees - Commercial and other (pensioner discount not available)						
i) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	120.00		per tree, up to 2 trees	G	N	Tatjana Domazet
ii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	300.00		3 trees	G	N	Tatjana Domazet
iii) Tree Permit Applications under DCP Part 9.6 - Tree Preservation Commercial and other properties including strata properties.	80.00		per additional tree (more than 3) per property	G	N	Tatjana Domazet
d) Trees - Additional - Urgency permit						
Tree Permit Applications under DCP Part 9.6 - Tree Preservation Urgency Permit Application (Pensioner discount not available)	400.00		For permit determination within 3 working days, in addition to the application fee * Subject to availability	G	N	Tatjana Domazet
e) Trees -Arboricultural service						
i) Arboricultural consultation fee - includes provision of arboricultural report	140.00		per hour	G	N	Tatjana Domazet
ii) Arboricultural consultation fee - includes provision of arboricultural report	70.00		Pensioner discount	G	N	Tatjana Domazet
f) Trees - Other						
i) Non-refundable charges for Tree Permit Applications under DCP Part 9.6 - Tree Preservation	40.00		per application	G	N	Tatjana Domazet
ii) Non-refundable charges for Tree Permit Applications under DCP Part 9.6 - Tree Preservation Pensioner discount	20.00		per application	G	N	Tatjana Domazet
g) Trees - Review of decision						
i) Request for review of decision of Tree Permit Applications	60.00		per application	G	N	Tatjana Domazet
ii) Request for review of decision of Tree Permit Applications - Pensioner discount (non strata)	30.00		per application	G	N	Tatjana Domazet

ITEM 11 (continued)

ATTACHMENT 2

City of Ryde - Fees and Charges			
Description	Fee	Non CoR/ Commercial	Additional Information
Pre Amendment			
Memorial Installation			
Memorial Plaque only	2,680.00		Payable on application
Park Seat without Plaque	2,240.00		Payable on application
Park Seat with Plaque	2,680.00		Payable on application
Tree without Plaque	641.00		Payable on application
Tree with Plaque	1,070.00		Payable on application
City of Ryde - Fees and Charges			
Description	Fee	Non CoR/ Commercial	Additional Information
Post amendment			
i) Memorial Plaque only	440.00		Payable on application
ii) Park Seat without Plaque	2,240.00		Payable on application
iii) Park Seat with Plaque	2,680.00		Payable on application
i) Tree without Plaque	641.00		Payable on application
ii) Tree with Plaque	1,070.00		Payable on application

12 REQUEST FOR TENDER - COR-RFT-25/12 - Courier Service Tender

Report prepared by: Tenders & Contracts Manager**File No.:** GRP/09/3/10 - BP13/433

REPORT SUMMARY

Historically, Council has been using courier services from one service provider with no record of procurement process for the provision of this service.

In Order to address the current procurement requirements of City of Ryde, this service has been a subject of a tender process.

The Request for Tender (COR-RFT-25/12) for the “*Courier Service to City of Ryde*” was advertised from 15 January with a closing date of Tuesday, 26 February 2013.

The tender was seeking proposals for the reliable and cost effective provision of the following Courier Services:

- Daily courier run schedule Monday to Friday
- Home library services delivery run Tuesday, Wednesday & Thursday
- Councillor delivery service
- Daily Ryde Planning & Business Centre service
- Additional on-call services, as requested.

The Contract is for an initial period of three years with an option to extend for a further two year period.

Based on the tender price and other criteria outlined in the Tender Document, the Tender Evaluation Panel recommends that Council accept the tender from Fleet Flyers Pty Ltd trading as Australian National Couriers to the value of up to \$110,000 per annum.

RECOMMENDATION:

- (a) That Council accepts the tender from Fleet Flyers Pty Ltd trading as Australian National Couriers for the Courier Service to the City of Ryde to the amount of up to \$110,000 (excluding GST) per annum, for a three year period with an option to extend for a further two year period as recommended in the Tender Evaluation Report.
- (b) That Council delegate to the Acting General Manager the authority to enter into a contract with Fleet Flyers Pty Ltd trading as Australian National Couriers on the terms contained within the tender and for minor amendments to be made to the contract documents that are not of a material nature.
- (c) That Council advise all the respondents of Council’s decision and thank them for their submissions.

ITEM 12 (continued)

ATTACHMENTS

- 1 Courier Service Tender Evaluation Report - CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL

Report Prepared By:

Jeff Dearden
Tenders & Contracts Manager

Report Approved By:

Jill Webb
Manager - Library Services

Tatjana Domazet
Acting Group Manager - Community Life

ITEM 12 (continued)**Tender Details**

Council chose the method of preferred tendering by advertising a Request for Tender (RFT) for courier services via Tenderlink. The tenders were released on the 15 January 2013 and closed on Tuesday, 26 February 2013.

By the close of tender, the following three companies submitted compliant tenders. These companies were in alphabetical order:-

- Fleet Flyers Pty Ltd trading as Australian National Couriers
- Direct Couriers Australia
- Kings Transport & Logistics

Evaluation

A Tender Evaluation Panel comprising three Council officers (Manager – Tenders and Contracts, Section Manager – Procurement and Emergency Responses and Section Manager – Library Operations) assessed all tenders against the following agreed criteria:-

- Price
- Previous experience
- Works Health & Safety
- Conformity to the EPA requirements Environmental & sustainability considerations
- Ability of Resource
- Conformity to the Documentation and understanding of Council requirements

Council's Evaluations Panel recommends awarding the contact to the Fleet Flyers Pty Ltd trading as Australian National Couriers as their submission ranked the highest, based on their Weighted Score against criteria and provided best value for money for the City of Ryde. Council staff have undertaken a number of steps to ensure that the Fleet Flyers Pty Ltd trading as Australian National Couriers has expertise and resources to deliver the service.

These included:

- Reference checks were made by contacting clients that are currently using the company for provision of similar services. These checks confirmed the company is capable of delivering these services.
- Review of company's structure and capabilities to ensure resources are available to deliver the services
- Review of WH&S systems and Quality management systems to ensure compliance with Council's requirements.

ITEM 12 (continued)

A Tender Evaluation report has been circulated to Councillors **UNDER SEPARATE COVER – Confidential**.

Critical Dates

This contract, if awarded, will need to commence from 1st July 2013 as the submissions are valid for 90 days.

Financial Implications

The provision of this service is already funded through the budget allocations within the existing Operational Budget across a number of Council Groups (Community Life, Corporate Services and Public Works). A sum of \$112,200 has been allocated in the draft Operational Budget for 2013/14 across these Groups.

The tender provided for fixed prices for all services outlined in the tender document for the life of the contract (three years plus two year option).

Year 1	- \$94,610.16
Year 2	- \$96,502.37
Year 3	- \$98,432.42

Most of the services are programmed and have been costed as indicated above. A small part of the service is for the provision of a one-off, irregular delivery service that cannot be quantified at this point in time and as a result, the overall value of the annual contract has been rounded up to \$110,000 to cater for these occasions.

PRECIS OF CORRESPONDENCE

1 INDEPENDENT COMMISSION AGAINST CORRUPTION

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/11 - BP13/500

CORRESPONDENCE:

Submitting correspondence from Jacqueline Fredman, Manager Assessments from the Independent Commission Against Corruption (ICAC) dated 21 March 2013.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

- 1 Letter from Jacqueline Fredman from the ICAC dated 21 March 2013

Precis of Correspondence 1 (continued)

ATTACHMENT 1



Danielle Dickson
A/General Manager
City of Ryde
Locked Bag 2069
NORTH RYDE NSW 1670

Our ref: E13/0504
Contact: Heidrun Blackwood
Telephone: 8281 5807

21 March 2013

IN CONFIDENCE

Dear Ms Dickson

Thank you for your letter of 18 March 2013 regarding the City of Ryde's resolution passed by Council meeting on 12 February 2013 requesting an investigation by the Independent Commission Against Corruption as well as informing the Commission that Council resolved for you to appoint an external investigator to inquire into certain dealings.

Whilst not a report of suspected corrupt conduct pursuant to section 11 of the ICAC Act, the information provided will still be assessed and referred to the Commission's Assessment Panel. We will advise you of the Commission's position in relation to the matter in due course.

Should you wish to discuss the matter, you can contact the Senior Assessment Officer with carriage on the number provided above. Alternatively, you are welcome to contact me direct on 8281 5786.

Yours sincerely



Jacqueline Fredman
Manager Assessments

Level 21, 133 Castlereagh Street
Sydney NSW 2000
GPO Box 500, Sydney NSW 2001
ABN 17 934 402 440
T 02 8281 5999 F 02 9264 5364
E icac@icac.nsw.gov.au
www.icac.nsw.gov.au

2 LOCAL GOVERNMENT AMENDMENT (EARLY INTERVENTION) BILL

Report prepared by: Executive Assistant to the Mayor
File No.: MYR/07/10/7 - BP13/508

CORRESPONDENCE:

Submitting correspondence from Local Government NSW, dated 26 March 2013, regarding Local Government Amendment (Early Intervention) Bill.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

1 Local Government Amendment (Early Intervention) Bill

Precis of Correspondence 2 (continued)

ATTACHMENT 1



Our ref: R90/1262 Out 21537
26 March 2013

Cr Ivan Petch
Mayor
Ryde City Council
Locked Bag 2069
NORTH RYDE NSW 1670

Dear Cr Petch,

Local Government Amendment (Early Intervention) Bill

We thought it useful to update you on our negotiations with the Minister for Local Government, the Hon Don Page on the Local Government Amendment (Early Intervention) Bill, given the Minister wrote to all Mayors last week.

We are well aware that deep concern exists amongst our members about this Bill.

The Board was very concerned that the Early Intervention Bill had been introduced into the NSW Parliament without considerable detail and supporting guidelines being shared with us in advance.

As a result the Board resolved as follows:

- That the Presidents seek a further urgent meeting with the Minister to discuss the Bill;
- That a press release be issued calling for an immediate deferral of this Bill until all details are released;
- That LGNSW brief members on our concerns and request member councils to contact their local members calling for an immediate deferral of this Bill; and
- That LGNSW concerns be conveyed to all government and opposition members.

In the past two weeks we have met three times with the Minister for Local Government or his senior advisers to explore LGNSW and our member councils' issues with the Early Intervention Bill.

Firstly, we successfully sought an urgent meeting with the Minister for Local Government on the day of the board meeting (14 March 2013). The following day staff from his office and the Division of Local Government had discussions with senior Association staff on the draft guidelines, flow chart, and details of what comprises a Performance Improvement Order. There was further meeting with the Minister on 20 March 2013.

We have pressed for answers to the following questions:

1. Is the Minister prepared to defer the Bill for a round of detailed consultations with councils and LGNSW?
2. Is the Minister prepared to amend any parts of the Bill to address the concerns we have raised?

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
LB, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882

Precis of Correspondence 2 (continued)

ATTACHMENT 1

3. Is the Minister prepared to release the mooted guidelines to try to reassure councils the Performance Improvement Orders and Suspensions powers will not be able to be abused

We have been able to explain Local Government concerns at length to the Minister, in a very frank way. In turn we have been able to gain a good understanding of the thinking behind the detail of the Bill.

To date the Minister has not been prepared to defer the Bill for a round of detailed consultations.

However, while the negotiations have a way to go, the Minister has indicated his preparedness to alter some key points in the Bill in response to our concerns. It appears he is prepared to alter the Chapter 13 Introduction which is fuelling concerns about fundamental shifts in accountability, and to alter Sections 438I (6) & 438M (5) of the Bill to address concerns about lack of notice. We will announce any detail as soon as it is possible.

The Minister has indicated he is prepared to release the mooted guidelines for discussion with LGNSW prior to their adoption.

We will continue to press for a deferral and encourage councils to continue to support us in this demand. Nonetheless, given the prospect of a deferral seems unlikely we will also continue to press strongly for appropriate amendments to the Bill to address the widespread concerns about the Bill and appropriate safeguards being built into the guidelines. We will continue to carry this debate to the Minister vigorously.

If you would like further information please do not hesitate to contact either of us or our Director – Policy Noel Baum on 9242 4014 or noel.baum@lgnsw.org.au.

Yours sincerely



Cr Keith Rhoades, AFSM
Joint President



Cr Ray Donald
Joint President

3 UPDATE FROM INTERIM BOARD - LOCAL GOVERNMENT NSW

Report prepared by: Executive Assistant to the Mayor
File No.: MYR/07/10/7 - BP13/509

CORRESPONDENCE:

Submitting correspondence from Local Government NSW, dated 28 March 2013, regarding various actions of the Interim Board.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

1 Update from Interim Board - Local Government NSW

Precis of Correspondence 3 (continued)

ATTACHMENT 1



Our ref: R10/0016 Out

28 March 2013

Cr Ivan Petch
Mayor
Ryde City Council
Locked Bag 2069
NORTH RYDE NSW 1670

Dear Cr Petch

As you would be aware, the Local Government Association of NSW and the Shires Association of NSW merged to become one single and united association called Local Government NSW (LGNSW) on 1 March 2013. The new LGNSW Board and President will be elected at the first annual LGNSW conference on 1-3 October 2013 at the Sydney Town Hall.

In the meantime the Interim LGNSW Board will be conducting fortnightly Board meetings to address policy, industrial and operational issues and will be writing to all mayors, councillors and general managers each month to keep them up-to-date. You are also encouraged to read the LG Weekly Newsletter each week for updates, which you can find on our new website at www.lgnsw.org.au

At the most recent Board Meeting on 14 March 2013, the Interim Board adopted eight major portfolio areas covering the main political and policy concerns of LGNSW. Individual portfolio holders were elected to deal with specific strategic issues and in representations to Government and other stakeholders. The portfolios and their representatives are:

- Industrial relations and employment – Cr Maria Woods
- Finance & Economic Development – Cr Paul Braybrooks OAM
- Governance, functions and responsibilities – Cr Rex Wilson OAM
- Infrastructure – Cr Allan Smith
- Planning – Cr Leo Kelly OAM
- Natural Resources and Environmental Management – Cr Kevin Schreiber
- Social Policy – Cr Julie Hegarty
- Transport – Cr Bruce Miller.

Another important issue that has been brought to the Interim Board's attention by our members recently is the Early Intervention Bill. We are well aware that there is great concern amongst our members about the details of this Bill and we take this very seriously. LGNSW and the Joint Presidents were not consulted with or provided with the detail of this Bill and the supporting guidelines before it was introduced to the NSW Parliament, and we took this up with Minister Page in the strongest terms. Mayors were sent a letter on 27 March 2013 updating them on progress with this issue.

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
LB, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882

Precis of Correspondence 3 (continued)

ATTACHMENT 1

At the Board Meeting on 15 March 2013, the Board also received an update from Professor Graham Sansom and Glenn Inglis from the Independent Local Government Review Panel about their third and final discussion paper, *Future Directions*. They gave a strong indication that this paper, to be released in April, will address proposals and options on: ways to improve the financial management of councils; the number of recommended councils for NSW; and the need for a greater self-regulatory role of the NSW Local Government sector.

We are pleased to advise that the Board has appointed Bill Gillooly AM as the Chief Executive of Local Government NSW. Mr Gillooly has extensive experience in Association and Public Sector Management and will be an asset to LGNSW.

In the months leading up to the inaugural LGNSW Conference, we will continue to keep you updated on these and other new issues. Members of the Interim Board will be visiting councils across the state to discuss key issues of importance and ensure all the benefits of a single association are understood, and to address any issues that councils may have.

We look forward to seeing you on our visits and at the annual conference in October 2013.

Yours sincerely



Cr Ray Donald
Joint President
Local Government NSW



Cr Keith Rhoades, AFSM
Joint President
Local Government NSW

4 LEGAL LIABILITY - USE OF SEA LEVEL RISE PROJECTION DATA

Report prepared by: Executive Assistant to the Mayor
File No.: MYR/07/10/7 - BP13/510

CORRESPONDENCE:

Submitting correspondence from the Hon Robyn Parker MP, dated March 2013, regarding legal liability from the use of sea level rise projection data.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

- 1 Council liability - Use of sea level rise projection data

Precis of Correspondence 4 (continued)

ATTACHMENT 1



The Hon. Robyn Parker MP
Minister for the Environment
Minister for Heritage

Clr Ivan Petch
Mayor
Ryde City Council
Locked Bag 2069
NORTH RYDE NSW 1670

Dear Clr Petch

I understand that a number of councils have requested information about legal liability from the use of sea level rise projection data, that varies from forecasts adopted by the previous NSW Government in 2009.

As you may recall as part of the Government's Stage 1 coastal reforms advice was sought from the NSW Chief Scientist and Engineer, Professor O'Kane, on the adequacy of the science behind the 2009 sea level rise projections. Professor O'Kane found that while the science was adequate, the potential application of a single set of projections did not satisfactorily reflect local conditions, either within the ocean or different coastal landforms and receiving environments.

In addition Professor O'Kane noted that sea level rise science is continuing to evolve and that better models will be available in the near future to enable councils to better plan for local impacts.

It is for these reasons that the Government no longer recommends state-wide sea level rise projections but rather encourages councils to adopt locally relevant projections as appropriate.

The Government has received legal advice on the potential liability of councils in relation to sea level rise projections and the policy changes to the application of projections. This advice noted that councils should consider adopting sea level rise projections that are widely accepted by competent scientific opinion, to minimise their potential liability.

The advice also noted that it was not necessary for the science to be universally accepted if it is otherwise widely accepted by competent scientific opinion. This allows councils to adopt the best available knowledge for their local conditions and the needs of their communities.

The Intergovernmental Panel on Climate Change (IPCC) has developed a range of global mean sea level rise projections, ranging from 0.2 metres to 0.8 metres by 2100. The lower figure is similar to the average increase in global mean sea level over the last century and the upper figure assumes significant acceleration in sea level rise. From a probability perspective, I am advised that the lower figure is almost certain to be reached, while the upper figure has a lower likelihood of being exceeded.

Further information on sea level rise projections and historical data is available on the Office of Environment and Heritage website www.environment.nsw.gov.au/climateChange/sealevel.htm.

Precis of Correspondence 4 (continued)

ATTACHMENT 1

Councils could adopt a range of projections for any given point(s) in time if they consider this reflects competent scientific opinion. These projections could then be reflected as risk categories within local planning instruments with appropriate development controls applied.

I appreciate that with a variety of possible sea level rise projections for councils to take into account, determining which level to base future decisions on, could appear difficult.

This is why I am actively pursuing the Chief Scientist's recommendation that an expert advice centre for councils be established. This will allow councils to refer the question of local sea level rise projections to the centre, who will then be able to provide independent advice.

I trust this letter is of assistance, but please feel free to contact me should you require any further information.

Yours sincerely



Robyn Parker MP
Minister for the Environment

NOTICES OF MOTION

1 DRAFT METROPOLITAN STRATEGY - Councillor Roy Maggio

File Number: CLM/13/1/4/6 - BP13/476

MOTION:

- (a) That Council write to the Planning Minister, Brad Hazard inviting a major community forum to be held in the City of Ryde to discuss the draft Metropolitan Strategy and any impacts on the future of our city; and
- (b) Subject to the Minister's agreement to this request, the City of Ryde extend an invitation to all of our community and action groups to attend the forum and present their views to the Minister.

2 REHABILITATION/RESURFACING PROGRAM IN THE CAPITAL WORKS PROGRAM - Councillor Roy Maggio

File Number: CLM/13/1/4/6 - BP13/477

MOTION:

That the Acting General Manager and Senior Council Officers provide the Council, Councillors, user groups and residents with a report at the May Council Meeting on what are the current actions of the Council towards a Rehabilitation/Resurfacing Program in the Capital Works Program this financial year to formalise and resurface the Bill Mitchell and Peel Park unformed car park areas and provide a pedestrian link to the sports field.

3 SKATE BOARD PARK - Councillor Roy Maggio**File Number:** CLM/13/1/4/6 - BP13/478

MOTION:

That Council establishes a working party involving key stakeholders including interested active members of the sport and recreation wheeled advisory committee, relevant industry experts and other interested groups to consider the implementation of a skate board park in the city.

That the working party be chaired by Councillor Maggio with in conjunction with the Council project team. The brief for the working party will be to meet at regular intervals to discuss possible designs, total costs (inclusive of construction cost & ongoing maintenance costs) and potential locations. The working party is to compile a report and present to Council for consideration and implementation. The report should also outline required funding and whether the skate park be included in the 2014 Capital Works Program.

Consideration should also be given to whether the proposed facility could be run by a licensed operator and any potential source of revenue Council may be able to receive from such a facility.

4 INDEPENDENT LOCAL GOVERNMENT REVIEW PANEL'S DISCUSSION PAPER - Councillor Roy Maggio**File Number:** CLM/13/1/4/6 - BP13/498

MOTION:

That the Acting General Manager convene a Councillor workshop within one week of receipt of the Independent Local Government Review Panel's Discussion Paper (due late April 2013), in order to consider Council's response.

**5 CENTENARY OF ANZAC AND COMMEMORATION OF WORLD WAR 1
COMMITTEE - Councillor Jerome Laxale**

File Number: CLM/13/1/4/6 - BP13/504

MOTION:

1. That Ryde Council establish a Centenary of Anzac committee to provide our city a coordinated approach to Centenary of Anzac celebrations due to commence in 2014.
2. That the committee be comprised of a mixture of following (up to a total of 10 members):
 - (a) Local RSL/Ex-Services Clubs
 - (b) Ryde Historical Society
 - (c) No less than one Councillor
 - (d) Interested members of the community
3. That the committee have a fixed term until 31 December 2018.
4. That Ryde Council prepare a report which explores ways of commemorating the Centenary of Anzac and World War 1 by:
 - (a) the possible erection of memorial site and/or upgrades of existing memorial sites
 - (b) holding other activities such as ceremonial celebrations and educational events that the City may wish to develop to mark the commemoration
5. That suitable amounts of funding for Centenary of Anzac and World War 1 commemorations in the City of Ryde be explored, noting that funding of up-to \$100,000 exists under the "Anzac Centenary Grants" federal scheme.