

21 MARCH 2013

NOTICE OF MEETING

You are advised of the following meeting:

TUESDAY 26 MARCH 2013.

Ordinary Meeting of Council Meeting No. 5/13

Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde - 7.30pm

Meeting Date: Tuesday 26 March 2013
Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde
Time: 7.30pm

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

NOTICE OF BUSINESS

Item	Page
MAYORAL MINUTES	
6/13 WELCOME MR JOHN HULL TO HERITAGE ADVISORY COMMITTEE – The Mayor, Councillor Ivan Petch	1
COUNCIL REPORTS	
1 CONFIRMATION OF MINUTES - Council Meeting held on 12 March 2013	2
2 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING 4/13 held on 19 March 2013	3
3 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 3/13 held on 19 March 2013	7
4 DEVLIN STREET PEDESTRIAN BRIDGES	19
5 COXS ROAD MASTER PLAN STUDY - OUTCOMES OF COMMUNITY CONSULTATION	29
6 INVESTMENT REPORT - February 2013.....	69
7 COMMUNITY STRATEGIC PLAN REVIEW - Ryde 2021	89
8 NSROC CODE OF CONDUCT REVIEWERS PANEL	97
9 NATIONAL COMMUNITY SAFETY AND SECURITY CONFERENCE - Melbourne - 4 to 5 June 2013	102
10 AUDIT AND RISK COMMITTEE - APPOINTMENT OF COUNCILLOR REPRESENTATIVES.....	109
11 MACQUARIE PARK FORUM - TERMS OF REFERENCE	126
12 SUPPORT TO THE RYDE HUNTERS HILL SYMPHONY ORCHESTRA ...	136
13 PROCUREMENT PROCESS - SUPPLY OF ELECTRICITY FOR LARGE SITES AND STREET LIGHTING, SMALL SITES AND THE SUPPLY OF GAS TO LARGE SITES	142
14 REQUEST FOR TENDER - (COR-RFT-21/12) FOR THE UPGRADE, INSTALLATION AND MAINTENANCE OF MACQUARIE PARK PARKING METERS	150
15 PERFORMANCE DEVELOPMENT SYSTEM (PDS)	156

Meeting Date: Tuesday 26 March 2013
Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde
Time: 7.30pm

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

NOTICE OF BUSINESS (continued)

Item		Page
16	REPORTS DUE TO COUNCIL	159
17	DEFERRED REPORT: POLICY ON THE PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR THE MAYOR AND OTHER COUNCILLORS	210

PRECIS OF CORRESPONDENCE

1	THANK YOU LETTER TO COUNCIL FOR \$1000 DONATION TOWARDS ERIN'S PLACE INC WOMEN'S REFUGE	222
2	JOINT REGIONAL PLANNING PANELS OPERATIONAL PROCEDURES - TIMEFRAME FOR COMPLETION OF COUNCIL'S ASSESSMENT REPORT	224
3	NORTH RYDE STATION PRECINCT - TENNIS WORLD SITE - INVESTIGATIONS BY THE DEPARTMENT OF PLANNING AND INFRASTRUCTURE	226

NOTICES OF MOTION

1	DEFERRED NOTICE OF MOTION: SUPPORTING LOCAL BUSINESS LEASING COUNCIL PROPERTIES - Councillor Bill Pickering	228
2	NATIONAL DISABILITY STRATEGY: NSW IMPLEMENTATION PLAN 2012-2014 - Councillor Denise Pendleton	228
3	MONTHLY REPORTING TO COUNCIL - Councillor Denise Pendleton	229
4	ADVERTISING SERVICES - Councillor Jeff Salvestro-Martin	229

MAYORAL MINUTES

MM6/13 WELCOME MR JOHN HULL TO HERITAGE ADVISORY COMMITTEE – The Mayor, Councillor Ivan Petch

Mr John Hull, a long standing and committed member of the Ryde Heritage Advisory Committee missed the call for nominations late last year. Mr Hull has recently expressed an interest in again joining the Heritage Advisory Committee.

As the Chair of the Committee I am pleased to recommend Mr Hull as a member of the Ryde Heritage Advisory Committee.

RECOMMENDATION:

That Council endorse and welcome Mr John Hull to the Ryde Heritage Advisory Committee for its present term.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By

Councillor Ivan Petch
The Mayor

1 CONFIRMATION OF MINUTES - Council Meeting held on 12 March 2013

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/2 - BP13/58

REPORT SUMMARY

In accordance with Council's Code of Meeting Practice, a motion or discussion with respect to such minutes shall not be in order except with regard to their accuracy as a true record of the proceedings.

RECOMMENDATION:

That the Minutes of the Council Meeting 4/13, held on 12 March 2013 be confirmed.

ATTACHMENTS

- 1 Minutes - Ordinary Council Meeting - 12 March 2013 - CIRCULATED UNDER SEPARATE COVER

**2 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING
4/13 held on 19 March 2013**

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/2 - BP13/68

REPORT SUMMARY

Attached are the Minutes of the Planning and Environment Committee Meeting 4/13 held on 19 March 2013. The Minutes will be listed for confirmation at the next Planning and Environment 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 Planning and Environment Committee meeting 4/13 held on 19 March 2013 were dealt with by the Committee within its delegated powers.

ATTACHMENTS

1 Minutes - Planning and Environment Committee - 19 March 2013

ITEM 2 (continued)

ATTACHMENT 1

Planning and Environment Committee
MINUTES OF MEETING NO. 4/13

Meeting Date: Tuesday 19 March 2013

Location: Committee Room 2, Level 5, Civic Centre, 1 Devlin Street, Ryde

Time: 5.00pm

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

In the absence of Councillor Simon, the Deputy Chairperson – Councillor Pendleton chaired the meeting.

Apologies: Councillors Simon and Salvestro-Martin.

Absent: Councillor Maggio.

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

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 5 March 2013

RESOLUTION: (Moved by Councillors Chung and Yedelian OAM)

That the Minutes of the Planning and Environment Committee 3/13, held on Tuesday 5 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 GANORA STREET, GLADESVILLE. LOT 6 DP 27608. Local Development Application for alterations and first floor addition to dwelling. LDA2012/0426.

Note: James Koulouris (objector) and John Denton (on behalf of the applicant) addressed the Committee in relation to this Item.

ITEM 2 (continued)

ATTACHMENT 1

RESOLUTION: (Moved by Councillors Yedelian OAM and Chung)

- (a) That Local Development Application No. LDA2012/0426 at 6 Ganora Street Gladesville be approved subject to the conditions in **Attachment 2**.
- (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.

3 20 BEATRICE STREET, NORTH RYDE. LOT 73, DP 36618. Local Development Application for a new two storey dwelling. LDA2012/0408.

Note: Karmen and Raymond Stepanian (objectors) and Balagai Ramamurthy (owner) addressed the Committee in relation to this Item.

RESOLUTION: (Moved by Councillors Chung and Yedelian OAM)

- (a) That Local Development Application No. LDA2012/0408 at 20 Beatrice Street North Ryde be approved subject to the conditions in **Attachment 2**.
- (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.

4 62 DARVALL ROAD EASTWOOD. LOT 11 DP 6247. Local Development Application for demolition of the existing dwelling and erection of an attached dual occupancy. LDA2011/380.

Note: Jeff Brown (objector) and Hock Chua (applicant) addressed the Committee in relation to this Item.

RESOLUTION: (Moved by Councillors Yedelian OAM and Chung)

- (a) That Local Development Application No. LDA2011/0380 at 62 Darvall Road, Eastwood, being LOT 11 DP 6247 be approved subject to the conditions contained in **Attachment 1** with an additional condition:
 - (1b) that the bathroom window of Dwelling A at first floor be provided with frosted glass and bedroom window (Dwelling A, Bedroom 3) is to have a 1.5 metre sill height.
- (b) That the persons who made submissions be advised of Council's decision.

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 5.53 pm.

CONFIRMED THIS 2ND DAY OF APRIL 2013.

Chairperson

3 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 3/13 held on 19 March 2013

Report prepared by: Section Manager - Governance
File No.: CLM/13/1/4/2 - BP13/78

REPORT SUMMARY

Attached are the Minutes of the Works and Community Committee Meeting 3/13 held on 19 March 2013. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

Items 1, 3 and 5(a), 5(b), 5(c), 5(d), 5(e), 5(f), 5(g), 5(h), 5(j), 5(k), 5(m), 5(n), 5(o), 5(q) and 5(r) were dealt with by the Committee within its delegated powers.

The following Committee recommendations for Items 2, 4 and 5(i), 5(l) and 5(p) are 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 SIGNIFICANT TREE NOMINATION - 135 MARSDEN ROAD, WEST RYDE

RECOMMENDATION: (Moved by Councillors Pickering and Etmekdjian)

That the *Maclura pomifera* (Osage Orange) located at the road frontage of 135 Marsden Road, West Ryde not be added to the Significant Tree Register due to its horticultural / botanical significance.

Record of Voting:

For the Motion: Councillors Pickering and Etmekdjian

Against the Motion: Councillor Laxale

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as dissenting votes were recorded and substantive changes were made to the published recommendation

4 DEEBLE STREET - Negotiations on Landscaping

RECOMMENDATION: (Moved by Councillors Pickering and Etmekdjian)

- (a) That the proposal by the owners of 70a Champion Road to move their stone letterbox behind their property boundary line and erect a front fence in accordance with Development Control Plan 2010 Part 9.4 Fencing, to delineate the property boundary be accepted with the works to be completed within six (6) months at no cost to Council.

ITEM 3 (continued)

- (b) That no further action be taken on removal of the sandstone landscaping constructed on the Deeble Street road reserve.
- (c) That the owners of 70a Champion Road be required to maintain the vegetation and sandstone walls on Council land and should it not be maintained in a satisfactory manner, Council reserves the right to remove the plantings and sandstone walls.
- (d) That in maintaining the landscaping on the road reserve outside their property, the owners of 70a Champion Road annually provide Council a copy of their policy of insurance covering public liability with Council's interest noted on the policy.
- (e) That a notification be placed on the S149(2) certificate relating to the landscaping noting the obligation to maintain the landscaping. within the road reserve and the fact that such landscaping is unapproved by Council.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

5 TRAFFIC AND PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE held on 31 January 2013

RECOMMENDATION: (Moved by Councillors Pickering and Li)

- (i) That Council adopt the following recommendation in relation to the report titled "FIR TREE, WEST RYDE" – Request for 10 Minute Parking, as follows:

That ten minute parking signs be installed as requested in Fir Tree Ave West Ryde, permitting parking between 6.30am - 8.30am and 4.30pm - 6.30pm.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

RECOMMENDATION: (Moved by Councillors Li and Pickering)

- (l) That Council adopt the following recommendation in relation to the report titled "NORMA AVENUE AND WISHART STREET, EASTWOOD" – Request for traffic calming measures, as follows:

ITEM 3 (continued)

- (i) That Council take no action to introduce traffic calming measures in Norma Avenue and Wishart Street.
- (ii) That the NSW Police Service be requested to enforce the 50km/hr speed limit along Norma Avenue and Wishart Street.
- (iii) That this item be reviewed in 6 months time.
- (iv) That Council write to the residents of Norma Avenue, Wishart Street and Oakes Avenue and advise them of the outcome of the Traffic Report.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

RECOMMENDATION: (Moved by Councillors Li and Pickering)

- (p) That Council adopt the following recommendation in relation to the report titled "ROWE STREET, EASTWOOD" – Rowe Street Pedestrian Crossing, as follows:
 - (i) That this issue be referred back to the Traffic Committee for further consideration
 - (ii) That the funding body be requested to advise if the funding offered could be used for a signalled crossing.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

ATTACHMENTS

- 1 Minutes - Works and Community Committee - 19 March 2013

ITEM 3 (continued)

ATTACHMENT 1

**Works and Community Committee
MINUTES OF MEETING NO. 3/13**

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

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

Councillor Li arrived at the meeting at 4.42pm and was not present for consideration of Items 1 and 2.

Apologies: Nil.

Leave of Absence: Councillor Perram.

Staff Present: Acting Group Manager – Community Life, Acting Group Manager - Public Works, Acting Service Unit Manager – Open Space, Tree Management Officer, Section Manager – Open Space Planning and Assets, Open Space Planner, Section Manager – Asset Networks, Service Unit Manager - Integration and Infrastructure and Executive Assistant to Mayor and Councillors.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 5 March 2013

RESOLUTION: (Moved by Councillors Pickering and Laxale)

That the Minutes of the Works and Community Committee 2/13, held on Tuesday 5 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 SIGNIFICANT TREE NOMINATION - 135 MARSDEN ROAD, WEST RYDE

RECOMMENDATION: (Moved by Councillors Pickering and Etmekdjian)

That the *Maclura pomifera* (Osage Orange) located at the road frontage of 135 Marsden Road, West Ryde not be added to the Significant Tree Register due to its horticultural / botanical significance.

ITEM 3 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: Councillors Pickering and Etmekdjian

Against the Motion: Councillor Laxale

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as dissenting votes were recorded and substantive changes were made to the published recommendation

Note: Councillor Li arrived at the meeting at 4.42pm.

3 ADOPTION OF THE CHILDREN'S PLAY IMPLEMENTATION PLAN

RESOLUTION: (Moved by Councillors Etmekdjian and Laxale)

That Council adopt the Children's Play Implementation Plan as amended.

Record of Voting:

For the Motion: Unanimous

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

4 DEEBLE STREET - Negotiations on Landscaping

RECOMMENDATION: (Moved by Councillors Pickering and Etmekdjian)

- (a) That the proposal by the owners of 70a Champion Road to move their stone letterbox behind their property boundary line and erect a front fence in accordance with Development Control Plan 2010 Part 9.4 Fencing, to delineate the property boundary be accepted with the works to be completed within six (6) months at no cost to Council.
- (b) That no further action be taken on removal of the sandstone landscaping constructed on the Deeble Street road reserve.
- (c) That the owners of 70a Champion Road be required to maintain the vegetation and sandstone walls on Council land and should it not be maintained in a satisfactory manner, Council reserves the right to remove the plantings and sandstone walls.
- (f) That in maintaining the landscaping on the road reserve outside their property, the owners of 70a Champion Road annually provide Council a copy of their policy of insurance covering public liability with Council's interest noted on the policy.

ITEM 3 (continued)

ATTACHMENT 1

- (g) That a notification be placed on the S149(2) certificate relating to the landscaping noting the obligation to maintain the landscaping within the road reserve and the fact that such landscaping is unapproved by Council.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

5 TRAFFIC AND PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE held on 31 January 2013

RESOLUTION: (Moved by Councillors Councillors Li and Pickering)

That this Item be considered in Seriatim.

Record of Voting:

For the Motion: Unanimous

Note: The Item was then considered in Seriatim.

RESOLUTION: (Moved by Councillors Li and Pickering)

- (a) That Council adopt the following recommendation in relation to the report titled "LANCASTER AVENUE, MELROSE PARK" – Request for No Stopping sign between 146 and 148 Lancaster Avenue, as follows:

"No Parking" signs for a length of 4 metres along Lancaster Avenue, Melrose Park, to cover driveway of No 146 Lancaster Avenue as well as the space in between the driveways of No's 146 and 148 Lancaster Avenue.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (b) That Council adopt the following recommendation in relation to the report titled "LACHLAN AVENUE, MACQUARIE PARK" – Request for time extension of resident parking scheme, as follows:

ITEM 3 (continued)

ATTACHMENT 1

That Council not support the time extension to the existing resident parking scheme along Lachlan Avenue, Macquarie Park.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (c) That Council adopt the following recommendation in relation to the report titled "COX'S ROAD, NORTH RYDE" – Request for 2P parking restrictions along Cox's Road, between Badajoz Road and Blamey Street, as follows:

That Council approve the implementation 2P, 8am-6pm, Mon-Fri parking restrictions on Cox's Road between Badajoz Road and Blamey Street on the north eastern side of the road.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (d) That Council adopt the following recommendation in relation to the report titled "HARVARD STREET, GLADESVILLE" – Request for No Parking signs along the side of 20 Pittwater Road, as follows:

That Council approve the implementation of 'No Parking, 5am-11am Tuesdays only' signs on the west side of Harvard Street for a distance of 24 metres.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (e) That Council adopt the following recommendation in relation to the report titled "TRELAWNEY STREET, EASTWOOD" – Request for a "Keep Left" sign, as follows:

ITEM 3 (continued)

ATTACHMENT 1

That Council install a “Keep Left” sign for the westbound lane as well as associated line-marking subject to Roads and Maritime Service (RMS) concurrence.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (f) That Council adopt the following recommendation in relation to the report titled “NELSON STREET, GLADESVILLE” – Request for a report on effectiveness of introduced parking restrictions, as follows:

That Council retain the recently installed 2P, 8am-6pm, Mon-Fri parking restrictions in the designated 90 degrees angle parking area in Nelson Street Gladesville, fronting 15 Buffalo Road Gladesville, as permanent parking restrictions.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (g) That Council adopt the following recommendation in relation to the report titled “FARADAY LANE, MEADOWBANK” – Request for a Turn-around area, as follows:

That a “No Parking” sign be introduced at the end of Faraday Lane for a length of approximately 8 metres on the north-western side of Faraday Lane in order to provide sufficient space for motorists to turn around.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (h) That Council adopt the following recommendation in relation to the report titled “PERMIT PARKING POLICIES, MEADOWBANK” – Request for removal of 2P parking near the TAFE, as follows:

ITEM 3 (continued)

ATTACHMENT 1

That the current parking restrictions be retained in order to maintain residential amenity.

Record of Voting:

For the Motion: Unanimous

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

RECOMMENDATION: (Moved by Councillors Pickering and Li)

- (i) That Council adopt the following recommendation in relation to the report titled "FIR TREE, WEST RYDE" – Request for 10 Minute Parking, as follows:

That ten minute parking signs be installed as requested in Fir Tree Ave West Ryde, permitting parking between 6.30am - 8.30am and 4.30pm - 6.30pm.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

RESOLUTION: (Moved by Councillors Li and Pickering)

- (j) That Council adopt the following recommendation in relation to the report titled "DENISTONE ROAD, EASTWOOD" – Request for a pedestrian crossing outside of Ryde Hospital, as follows:

- (i) That Council not approve the installation of a 'marked' pedestrian crossing facility outside Ryde Hospital on Denistone Road as the RMS warrants have not been met.
- (ii) That Council list for future capital works consideration, the construction of a "pedestrian refuge" along Denistone Road near Ryde Hospital.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (k) That Council adopt the following recommendation in relation to the report titled "LANCASTER AVENUE, MELROSE PARK" – Request for traffic calming devices on Lancaster Avenue, as follows:

ITEM 3 (continued)

ATTACHMENT 1

That the NSW Police Service be requested to enforce the 50km/hr speed limit along Lancaster Avenue as the recorded 85th percentile speed was 58.4km/hr.

Record of Voting:

For the Motion: Unanimous

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

RECOMMENDATION: (Moved by Councillors Li and Pickering)

- (l) That Council adopt the following recommendation in relation to the report titled "NORMA AVENUE AND WISHART STREET, EASTWOOD" – Request for traffic calming measures, as follows:
- (i) That Council take no action to introduce traffic calming measures in Norma Avenue and Wishart Street.
 - (ii) That the NSW Police Service be requested to enforce the 50km/hr speed limit along Norma Avenue and Wishart Street.
 - (v) That this item be reviewed in 6 months time.
 - (vi) That Council write to the residents of Norma Avenue, Wishart Street and Oakes Avenue and advise them of the outcome of the Traffic Report.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

RESOLUTION: (Moved by Councillors Li and Pickering)

- (m) That Council adopt the following recommendation in relation to the report titled "MONS AVENUE, WEST RYDE" – Request for Traffic Calming Devices, as follows:
- (i) That line-marking be placed between the parking aisle and through lane, subject to RMS concurrence.
 - (ii) That the NSW Police Service be requested to enforce the 50km/hr speed limit along Mons Avenue.
 - (iii) That this item be reviewed in 6 months time.

Record of Voting:

For the Motion: Unanimous

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

ITEM 3 (continued)

ATTACHMENT 1

RESOLUTION: (Moved by Councillors Li and Pickering)

- (n) That Council adopt the following recommendation in relation to the report titled “FONTENOY ROAD, MACQUARIE PARK” – Request for Traffic Calming, as follows:
- (i) That Council install a dynamic Variable Message Sign (VMS) for a maximum of two weeks that provides information regarding the speed of approaching vehicles.
 - (ii) That the NSW Police Service be requested to undertake periodic enforcement of the 50km/hr speed limit along Fontenoy Road.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (o) That Council adopt the following recommendation in relation to the report titled “THROUGHOUT RYDE” – Smiddy Challenge (Bicycle Event)
- That the event be supported subject to a Traffic Management Plan (TMP) being prepared in accordance with the RMS Guide to Traffic and Transport Management for Special Events.

Record of Voting:

For the Motion: Unanimous

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

RECOMMENDATION: (Moved by Councillors Li and Pickering)

- (p) That Council adopt the following recommendation in relation to the report titled “ROWE STREET, EASTWOOD” – Rowe Street Pedestrian Crossing, as follows:
- (iii) That this issue be referred back to the Traffic Committee for further consideration
 - (iv) That the funding body be requested to advise if the funding offered could be used for a signalled crossing.

Record of Voting:

For the Motion: Unanimous

ITEM 3 (continued)

ATTACHMENT 1

Note: This matter will be dealt with at the Council Meeting to be held on **26 MARCH 2013** as substantive changes were made to the published recommendation

RESOLUTION: (Moved by Councillors Li and Pickering)

- (q) That Council adopt the following recommendation in relation to the report titled "POPE STREET, RYDE – Introduction of an accessible taxi rank, as follows:

That the disabled taxi rank layout construction in Pope Street, be supported with any adjustment (new or existing) to be undertaken subject to RMS concurrence.

Record of Voting:

For the Motion: Unanimous

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

RESOLUTION: (Moved by Councillors Li and Pickering)

- (r) That Council adopt the following recommendation in relation to the report titled "PEDESTRIAN REFUGES" – Introduction of pedestrian refuges in several locations, as follows:

- (i) That the committee support the construction of pedestrian refuges at Twin Road and Belmore Street.
- (ii) That the pedestrian refuges proposed at Isabel Street, Curzon Street and Higginbotham Road be reviewed with the RMS to resolve specific technical issues.

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 5.15pm.

CONFIRMED THIS 2ND DAY OF APRIL 2013.

Chairperson

4 DEVLIN STREET PEDESTRIAN BRIDGES

Report prepared by: Manager - Infrastructure Integration
File No.: GRP/09/3/10 - BP13/406

REPORT SUMMARY

This report seeks to address Council's resolution of the 26 February 2013 regarding the two (2) pedestrian bridges and four (4) associated lifts at the Top Ryde Shopping Centre (TRSC) Precinct.

This report has two distinct parts one to provide answers in regards to all questions asked within the Council resolution of 26 February 2013 and the other to open dialogue with the Roads and Maritime Services (RMS) in regards to the current pedestrian movement plan across Devlin Street.

The report will also detail actions taken to date to satisfy concerns raised. A summary of the implemented measures are:

- Regular inspections are being carried out on the pedestrian bridges to record any deficiencies and report them to TRSC;
- Council's customer service procedure has been amended to record and report all complaints associated with the pedestrian bridges;
- Council staff have contacted the office of the Regional Manager Sydney RMS to arrange a meeting time.

RECOMMENDATION:

- (a) That Council, as Lessor, approve the required service levels for the pedestrian bridges as detailed in the report and that negotiations be entered into to confirm these with the lessee.
- (b) That the summary report format as a minimum include the date, time, lift location, issue reported, if passenger trapped and for how long, stoppage time and action taken including time and date reported to Council.
- (c) That all resident submissions received as a result of the CityView article and website information be forwarded to Top Ryde Shopping Centre management and included in the summary reports to be circulated to Councillors in the Councillor Information Bulletin.
- (d) That Council confirm the Group Manager – Public Works as the main contact for strata committee related issues and for all issues related to the performance of the pedestrian bridges.

ITEM 4 (continued)

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Austin Morris
Manager - Infrastructure Integration

Report Approved By:

George Dedes
Acting Group Manager - Public Works

ITEM 4 (continued)**Discussion****History**

On 26 February 2013 Council resolved as follows:

- (a) *That the progress report be noted pending a comprehensive report to the Council Meeting on 26 March 2013 with particular effort placed on completing the summary report on performance, legal options and improvements to Council's process included in Item 2 (e) of the original motion.*
- (b) *That the Acting General Manager be requested to arrange a meeting with the Regional Manager Sydney RMS and with interested Councillors, to discuss pedestrian conditions on Devlin Street. The schedule of the meeting is to consider the work commitments of the interested Councillors.*
- (c) *That Council, as Lessor, confirm the required service levels for the pedestrian bridges and, after they have been confirmed by Council, then confirm the requirements with the Lessee.*
- (d) *That the Council records and reports to the Lessor all instances of lift stoppage. That the Lessor will provide monthly reports of all lift failures in a summary format to be agreed with Council, with these summary reports circulated to Councillors in the CIB until further notice.*
- (e) *That the residents be informed that Council is now welcoming all complaints about the performance of the bridge lifts, either by letter to residents or an item in the City View (or both)*
- (f) *That the role and reporting responsibilities of the Council representative to the Strata Committee be confirmed, particularly with raising issues related to the performance of the pedestrian bridge lifts.*

Ownership

In February 2011 the Top Ryde Shopping Centre (TRSC) was placed into receivership under McGrathNicol. In late 2012 TRSC was purchased by Blackstone Group. Council records do not show a formal notification for the change of ownership. The conditions of the lease now fall to the new owner Blackstone Group.

There are six items to be addressed in this report which will follow a similar sequence as listed above in the Council resolution.

ITEM 4 (continued)

- (a) That the progress report be noted pending a comprehensive report to the Council Meeting on 26 March 2013 with particular effort placed on completing the summary report on performance, legal options and improvements to Council's process included in Item 2 (e) of the original motion.

ITEM 2e of Council Resolution 13 November 2012

Report on the two pedestrian bridges' lift performance:

- *Instances of lifts stoppage (date) and duration*
- *Instances of pedestrians trapped inside lifts – number of pedestrians trapped and the duration they were trapped (not average time)*
- *Number of complaints received by Council on lift performance and pedestrian safety concerns*
- *Number of complaints investigated and closed by Council staff and actions taken.*

Instances of lifts stoppage (date) and duration

TRSC Centre Management has provided service reports for all four (4) lifts for the most recent six (6) month period.

In summary, for the period 1 August 2012 to 14 February 2013 the following lift stoppage statistics were recorded:

Date	Lift	Stoppage time
3/8/2012	7	1.9 hours
4/8/2012	8	2.8 hours
9/8/2012	8	1.5 hours
18/8/2012	8	2.2 hours
22/8/2012	8	2 hours
4/9/2012	7	28 minutes
7/9/2012	5	3.9 hours
21/9/2012	8	2.1 hours
22/9/2012	8	1.9 hours
23/9/2012	8	3 hours
18/10/2012	5	2.6 hours
24/11/2012	8	1.5 hours
10/12/2012	5	2.2 hours
11/12/2012	7	4.7 hours
21/12/2012	5	2.5 hours
1/1/2013	7	32 minutes
23/1/2013	8	2.4 hours
29/1/2013	8	1.5 hours

ITEM 4 (continued)

Lift locations:

Lift No.5 located at the southern bridge link western side – Civic Town Hall,
 Lift No.6 located at the southern bridge link eastern side – TRSC,
 Lift No.7 located at the northern bridge link western side – Civic Town Hall,
 Lift No.8 located at the northern bridge link eastern side – TRSC.

Instances of pedestrians trapped inside lifts – number of pedestrians trapped and the duration they were trapped (not average time)

From the stoppages listed above three instances occurred where passengers where trapped, being:

Lift	Date	Response time	Technician comment
8	18/8/2012	49 minutes	Passenger out before arrival
7	4/9/2012	3 minutes	Found passengers out on arrival and lift running normal
8	22/9/2012	54 minutes	Passenger out on arrival

In each case the trapped passengers were out of the lift before the technician arrived (“out on arrival”), so the duration they were trapped is not known, but is less than the times shown above.

Number of complaints received by Council on lift performance and pedestrian safety concerns

All complaints received by Council have been forwarded to TRSC Centre Management. The number of complaints received by Council has not been recorded.

Number of complaints investigated and closed by Council staff and actions taken.

No complaints were investigated or closed by Council staff and no actions taken with regard to trapped passengers or lift performance.

ITEM 4 (continued)ITEM 2f of Council Resolution of 13 November 2012

What legal options does Council have if the performance of the infrastructure is considered unacceptable e.g. penalties, license termination etc?

Clause 7 of the agreement between Bevillista Pty Ltd now the Blackstone Group and City of Ryde stipulates (as detailed in the response to Item 2(a)):

“The Lessee is responsible (to the satisfaction of the Lessor) at its own expense, to maintain and repair the bridges in safe and efficient condition including remedying damage and replacement caused by vandalism, fire, rain, civil disturbance, neglect and omission and Acts of God.”

Based on the wording of this clause, Council’s General Counsel has confirmed it would be reasonable to interpret that the responsibility to maintain the existing operational performance is borne by the Blackstone Group as opposed to adding additional capacity in the form of improved air-conditioning (as an example) may be borne by Council.

However this clause also states that the Blackstone Group must maintain the bridges to the satisfaction of Council. What constitutes ‘satisfaction of Council’ has not been defined and will be an integral part of the negotiations with TRSC to confirm these service levels.

The lease agreement does not have termination or penalty clauses and was part of a wider voluntary planning agreement. If the bridges are not maintained to the ‘satisfaction of Council’ the lease allows for Council to carry out the work and recover the costs from the lessee.

ITEM 4 of Council Resolution of November 2012

Urgent review of Ryde Council’s complaint management and risk assessment processes, particularly related to infrastructure and complaints where public safety issues are reported.

Council’s current complaint management and risk assessment processes are outlined below:

- 1) Incidents that involve members of the public or any infrastructure damaged from the conduct of our work, the relevant supervisor writes an *Incident Report* and this goes through the process below:
 - incident reported to supervisor from employee or from our Customer Services section
 - supervisor advises both Coordinator WHS and Risk & Audit Investigator

ITEM 4 (continued)

- supervisor conducts investigation which includes a risk assessment
 - document is signed off by Service Unit Manager and Group Manager.
 - document is provided to Coordinator WHS and Risk & Audit Investigator (either one shall make sure both have report) .
- 2) Where service requests are received that are not related to Council's work, but where infrastructure is damaged:
- Member of the public contacts customer service
 - Customer service advises the particular section of council that manages the particular infrastructure
 - Risk and Audit are advised of issue and follow-up with the particular section of council involved.

As previously advised it has been Council's practice to forward complaints regarding the Devlin Street pedestrian bridges and associated infrastructure directly to TRSC Management. As a result no records have been kept associated with the pedestrian bridges.

Customer service has amended their system to now be able to record and report on all customer complaints on the pedestrian bridges.

Council has also established a Customer Feedback system under the Customer Feedback Policy as adopted by Council on 9 March 2011. The process aims to:

- create a second chance to provide service and satisfaction to dissatisfied customers,
- identify areas or processes that need improvement,
- identify areas of good performance and customer satisfaction,
- provide opportunities to strengthen public confidence in Council, and
- inform planning and allocation of resources decisions.

For the purposes of this process the Customer Feedback Policy defines a Complaint as an 'expression of dissatisfaction with Council's level and quality of service, employee conduct, or the application of policies and procedures affecting an individual customer or group of customers'. The procedure document related to the Policy goes on to explain that a complaint is specifically not:

- An initial request for service;
- A request for information or explanation of Council's policies or procedures;
- The lodging of an appeal in accordance with legislative appeal provisions;
- A refusal or desire not to follow an existing documented appeal process;

ITEM 4 (continued)

- An objection; or
- Negative feedback in a submission or survey, or dislike of a policy or procedure.

This procedure also clarifies that it does not apply to complaints involving the following issues:

- Decisions made by the elected Council;
- Appeals against fines issued by Council officers;
- Internal staff complaints which will follow the normal grievance procedures as defined in the Local Government State Award;
- Complaints about third parties (e.g. a neighbour dispute);
- Complaints relating to Development Applications.

The most significant aims of the process are to create a second chance to provide a service to Customers and identify areas that may require improvement. Each complaint received by Council is recorded in a Customer Feedback Register and referred for investigation by an Investigating Officer. The complaint is then investigated and a response provided to the customer within an allotted time period (5 working days for Tier 1 Complaints, 15 working days for Tier 2 or 3 Complaints). Details of the outcome of the complaint, the cause of any failure of service and business improvement recommendations are recorded in the Customer Feedback Register. This information is reported to the Executive Team and Council on a quarterly basis.

- (b) That the Acting General Manager be requested to arrange a meeting with the Regional Manager Sydney RMS and with interested Councillors, to discuss pedestrian conditions on Devlin Street. The schedule of the meeting is to consider the work commitments of the interested Councillors.**

Council staff have contacted the office of the Regional Manager, RMS to organise the meeting to discuss pedestrian conditions on Devlin Street. Councillors will be notified once the details of this meeting have been confirmed.

- (c) That Council, as Lessor, confirm the required service levels for the pedestrian bridges and, after they have been confirmed by Council, then confirm the requirements with the Lessee.**

Proposed service levels are outlined below for confirmation by Council which exceeds industry standards:

Business Hours (7:30am – 6:00pm**) Response Times:

- Stopped with Persons: 30 minutes
- Stopped: 45 minutes
- Other (door not closing etc): 60 minutes

ITEM 4 (continued)

After Hours Response Times:

- Stopped with Persons (SWP): 45 minutes
- Stopped: 75 minutes
- Other (door not closing etc): 90 minutes

*** Please note that this is currently 4.00pm*

Council will also request that new appropriate signage be erected for all lifts when 'out of service' so that users are notified and these signs are visible from a distance to assist pedestrians.

- (d) That the Council records and reports to the Lessor all instances of lift stoppage. That the Lessor will provide monthly reports of all lift failures in a summary format to be agreed with Council, with these summary reports circulated to Councillors in the CIB until further notice.**

Council's customer service workflow has been updated so that all pedestrian bridge complaints including lift stoppages will be recorded prior to being forwarded to TRSC. The agreed monthly report summary and format will be discussed with TRSC at the forthcoming meeting to confirm service levels. Once confirmed monthly reports will be provided via Councillor Information Bulletins.

- (e) That the residents be informed that Council is now welcoming all complaints about the performance of the bridge lifts, either by letter to residents or an item in the City View (or both)**

A notice has been placed in the CityView to be published on 20 March 2013 calling for resident feedback on the performance of the bridge lifts. The notice has also been placed on Council's website for further publicity.

- (f) That the role and reporting responsibilities of the Council representative to the Strata Committee be confirmed, particularly with raising issues related to the performance of the pedestrian bridge lifts.**

Council's representative on the Strata Committee has been the Section Manager – Buildings. The role of Council's representative on the Strata Committee is as per any strata committee representative that being to ensure strata and by-laws are adhered to on behalf of the owners corporation. Council's representative can raise issues relating to the performance of the pedestrian bridge lifts directly with TRSC Management at the committee meetings. Council's representative will report back to the Group Manager – Public Works. Any serious issues that would impact the workings of the bridges will be reported back to Council via a Councillor Information Bulletin.

ITEM 4 (continued)**Financial Implications**

Adoption of the recommendations will have no direct financial impact for Council as the infrastructure at present is wholly managed by the Blackstone Group.

There will be an indirect cost as the customer service section begins recording and reporting on bridge complaints and the Buildings Section not only represents Council on the strata committee but also will be managing the compliance of TRSC to the terms of the lease and any agreement reached on the maintenance of the bridges. This will also involve staff time and periodic inspections and could have an impact on labour resources.

Consultation

This report has been prepared in consultation with:

- Public Works;
- Corporate Services;
- Office of the General Manager;
- Top Ryde Shopping Centre Management;
- ThyssenKrupp (TRSC lift contractor).

5 COXS ROAD MASTER PLAN STUDY - OUTCOMES OF COMMUNITY CONSULTATION

Report prepared by: City Urban Designer

Report dated: 6/06/2012

File No.: PM2009/443/003 - BP12/688

REPORT SUMMARY

In 2012 two draft Masterplans for the Coxs Road shopping centre were exhibited for six weeks from 9 May to 20 June. One Masterplan was prepared by a number of landowners in Coxs Road the other was prepared by Council. The exhibition of two master plans was undertaken in accordance with Council's resolution at its meeting on 24 April 2012.

During the exhibition period an allegation was made in the press questioning the validity of submissions received as part of the exhibition process. In response to these public allegations an independent company Micromex Research was engaged to undertake submission verification research. The research found that a significant number of submissions could either not be verified or were invalid.

The research concluded: "There are enough irregularities identified in the verification process to indicate that there has been an orchestrated attempt to significantly influence the public consultation on the Coxs Road Master Plan".

The outcome of the submission verification research is that the exhibition process and the masterplanning work carried out to date is invalidated.

This report recommends that further consultation with the community is undertaken to identify their expectations for the future built form, facilities and infrastructure in the Coxs Road area. This should be carried out independently of and prior to moving forward with any Masterplan.

RECOMMENDATION:

- (a) That Council notes that the outcome of the exhibition process the draft Coxs Road Masterplans is invalidated.
- (b) That Council undertakes consultation with the community to identify their expectations for the future of the Coxs Road centre.
- (c) That Council allocates the amount of \$30,000 at the March quarterly review from General Revenue for the purpose of consultation with the community.
- (d) That Council receives an update report for the Council meeting of 30 April 2013 outlining the community consultation process.
- (e) That a further report be prepared for Council's consideration following the community consultation.

ITEM 5 (continued)**ATTACHMENTS**

- 1 Council Report - 24 April 2012
- 2 Meeting Minutes Public Meeting - 30 May 2012
- 3 SMH Articles
- 4 Letters sent out as part of the consultation process

Report Prepared By:

John Wilson
City Urban Designer

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 5 (continued)

History

A detailed background of the Coxs Road Master Plan and Traffic Study was reported to Council at the meeting of 24 April 2012 (**ATTACHMENT 1**). A brief history of the project is provided below.

A master plan study of a number of the City's small centres was undertaken in 2010 to determine their development potential and their desired future role and character. The Coxs Road centre is the final small centre being considered as part of this study. The following timeline provides an outline of the preparation of the Cox's Road Masterplan

Date	Action
3 Aug 2010	Council endorses the Small Centres Study in principle and resolves that a Traffic Study is required to address issues relating to the development capacity of Cox's Road
Feb 2011	Traffic Study which was co-funded by Council and some of the landowners was commenced
1 Nov 2011	The implications of the Traffic Study on the Cox's Road Masterplan presented to a Councillor Workshop
6 Dec 2011	Several of the landowners at Cox's Road presented their Masterplan to a Councillor Workshop
24 Apr 2012	Council considered a report that recommended that the Council Masterplan be placed on public exhibition.

The draft Coxs Road Masterplan prepared by Council as reported to Council on 24 April 2012 proposed reinforcing the significance of Cox's Road as a local centre and contributing to a lively streetscape along with increased pedestrian amenity. It proposed the existing retail shops be improved and expanded with residential apartments above to create mixed use development. The main issues that the Masterplan considered are outlined below:

Uses and zoning

- Retaining and extending the existing B1 zoning in Coxs Road

Built form

- New development would be built to a consistent alignment along the length of Cox's Road. Building heights are typically four to six storeys with the top storey set back to reduce the impact on the streetscape.

Public domain

- The draft Masterplan proposed improved public domain including widened footpaths and street tree planting which would improve pedestrian amenity in the centre and allow more opportunities for outdoor dining and cafes. Two new public spaces were proposed.

Community facilities

- The plan proposed mechanisms for funding upgrading community library and hall in accordance with the Ryde Cultural Places and Spaces Plan (2011).

ITEM 5 (continued)

Traffic infrastructure

- An additional left turning lane in Cox's Road is proposed to assist in minimising traffic congestion in Cox's Road.
- Retaining off street public parking numbers and proposing an additional 17 new on-street parking spaces.

At the Council Meeting of Tuesday, 24 April 2012, Council resolved:

(a) That Council accepts the Landowner's draft Masterplan dated 6 December 2011 for Coxs Road and the draft Coxs Road Masterplan prepared by Council to be publicly exhibited by Council for a period of 6 weeks from 9 May 2012 to 20 June 2012.

(b) That a further report be provided to Council following the public exhibition period.

The Landowner Masterplan document presented to Council was not available for staff to view before the meeting. The main differences between the two Masterplans presented to Council on the 24 April were the height and density of potential future development allowed under each plan and the provision of additional open space. Both plans propose changes to the existing planning controls for Coxs Road.

A comparison of the heights is shown in the following table:

Masterplan height comparison table

	Height along Coxs Road	Height along Cooney Street
Council Masterplan	4 – 6 Storeys	3 Storeys
Landowner Masterplan	5 – 8 Storeys	4 Storeys

Comparison of the density or the amount of development is more complex and varies from site to site. Overall the Landowner Masterplan allows for 28% more development (floor space) than the Masterplan prepared by Council in Coxs Road. That equates approximately to an additional 26,700m² of floor space for the Landowner plan.

Public Exhibition

This report refers provides an outline of the public exhibition process.

As per Council's resolution the two draft Masterplans for the Coxs Road shopping centre were exhibited for six weeks from 9 May to 20 June. The two Masterplans were exhibited on the City of Ryde Website, at Council libraries in the LGA, the Civic Centre and the Ryde Planning and Business Centre.

ITEM 5 (continued)

Notification of the exhibition was provided in the local paper and in the City View newsletter. Letters dated 9 May 2012 were sent to more than 2000 local landowners informing them of the exhibition of the two Masterplans and inviting them to a public meeting on 30 May 2012. Early in the exhibition period it became apparent that there were some questions in the community regarding the exhibition of the two Masterplans and their status. On 23 May 2012 the same landowners were sent a second letter and information sheet dated to answer these questions.

ATTACHMENT 4 contains copies of the letters sent as part of the consultation process.

During the exhibition period a public meeting was held on 30 May 2012 where both Masterplans were discussed. Over 200 people attended the meeting. The meeting was facilitated by Elton Consulting to ensure independence. The minutes of the meeting are included in **ATTACHMENT 2**.

By the close of the exhibition period 1730 submissions had been received. Of these 415 were received directly by Council either as electronic submissions or letters. The remainder were delivered to Council by a representative of the Landowners Masterplan.

A letter dated 27 July 2012 was sent thanking those who had made submissions on the Masterplans.

The submissions received on the two Masterplans were not summarised or analysed as prior to the end of the exhibition period it became evident that there were concerns regarding the consultation process. These concerns resulted in the need for a submission verification process.

Verification of the Exhibition Process

During the exhibition period a public allegation was made in the media questioning the validity of submissions made as part of the exhibition process. Refer to **ATTACHMENT 3** for a copy of the media articles including a clarification to the original allegations. The City of Ryde was concerned that the integrity of the consultation process may have been compromised and that public confidence in the exhibition process was undermined. With this in mind a letter was sent to local landowners on 26 June 2012 (**ATTACHMENT 4**).

At the close of the exhibition period an independent company Micromex Research was engaged to undertake submission verification research to determine the validity of the submissions. The verification was carried out prior to reviewing the submissions. The research found that a significant number of submissions could either not be verified or were invalid. That is either the respondent could not be contacted (contact details were incorrect) or the submission made was not theirs.

ITEM 5 (continued)

The key findings of the research were:

- Those submissions received directly by the City of Ryde, for the most part were successfully verified.
- A review of other submissions found that the submission process was compromised based on:
 - A high number of submissions with either disconnected or incorrect contact numbers provided on the submission
 - A significant number of respondents contacted claiming that they did not enter a submission
 - A significant number of respondents indicated that they had signed a petition not the individual statement of support received by Council. (*Note no petition was received by Council.*)

Other findings included:

- The full Masterplans being formally exhibited were not viewed by the majority of those who made submissions.
- There was confusion about the status of the two plans being exhibited.
- There is doubt that the plans being formally exhibited were those being commented on.

The research concluded: “There are enough irregularities identified in the verification process to indicate that there has been an orchestrated attempt to significantly influence the public consultation on the Coxs Road Master Plan”.

A copy of the Micromex research report is available on file if required. Note that the research was for verification of submissions only. There was no suggestion that any particular individual or group is responsible for this outcome.

Masterplan Exhibition Outcomes and Next Steps

The outcome of the submission verification research is that the Masterplan exhibition process is invalidated. In light of this finding a review of the submissions was not undertaken nor was a submission summary table prepared.

The findings of the Micromex research support the public’s concern about the exhibition processes and undermine public confidence in both Masterplans. The failure in the exhibition process has compromised the current draft Masterplans. The following issues need to be addressed:

- The exhibition process has failed to provide a way forward in terms of a preferred Masterplan.

ITEM 5 (continued)

- There is uncertainty about the community's expectations for the Coxs Road area.
- The community should be given an opportunity to have input into the future built form, facilities and infrastructure in the area.
- With no Masterplan in place ad hoc 'unplanned' development may occur through planning proposals which could affect the long term amenity of the area.
- Major infrastructure improvements such as road intersection upgrades will only be achieved if a coordinated approach is taken to the Coxs Road area.
- There is pressure from landowners to allow more growth in the area.

To address these issues it is proposed to put the masterplanning process on hold and to undertake further consultation with the community. The purpose of the consultation will be to:

- Obtain the communities views on what future amenity, built form and infrastructure is needed in Coxs Road. Note the discussion will include
 - Traffic
 - Parking
 - Overshadowing
 - Size and types of buildings
 - Services
 - Footpaths and pedestrian use
 - Community facilities
- Establish the opportunities and constraints that exist in Coxs Road based on community input.
- Establish a formal and transparent process that has the support of the local community.
- Define the scope of a future Masterplan (if any).

The public consultation should be undertaken by external consultants to demonstrate fairness and equity. Consultation will be undertaken without reference to the two existing draft Masterplans.

The outcomes of the public consultation will be reported to Council for review. Council will determine future action in regards to a Masterplan. No additional masterplanning shall be undertaken until such an action is endorsed by Council.

ITEM 5 (continued)

Financial Implications

The total project budget for the Cox's Road Masterplan was \$20,000. Council's contribution to the traffic study was \$10,000

Should Council resolve to undertake additional community consultation it will result in a financial impact of \$30,000 and this requires additional funding.

	Current approved budget	Estimated cost	Surplus/(Deficit)
Coxs Road Centre Community Consultation	\$0	\$30,000	(\$ 30,000)

It is proposed to fund the project from General Revenue.

Consultation with relevant external bodies

A consultant will be appointed to develop and implement an independent community consultation program. The program shall include consultation with residents, shopowners, landlords, community groups and other parties interested in the future of the Coxs Road Shopping Centre.

The public consultation would include the following:

- A walk around with the community
- Public meeting(s)
- Meetings with community representatives/ focus groups
- Establishing a resident and landowner reference group
- Workshops with resident and landowner reference group
- Letters, brochures and other presentation materials

Options

The Micromex report found that the exhibition of two Masterplans caused confusion in the community. Alternatives to the recommendations in this report are based on only one Masterplan being exhibited at a time. They are:

- That the Masterplan prepared by Council be re-exhibited
- That the Masterplan prepared by Landowners be re-exhibited
- That no further action be taken regarding the development of planning controls for Coxs Road.

ITEM 5 (continued)**Conclusion**

The Micromex report found that the exhibition process is invalidated. The exhibition process has failed to provide a preferred Masterplan option and has undermined the existing masterplanning process. To move forward further consultation with the community is required to identify their expectations for the future built form, facilities and infrastructure in the Coxs Road area. This should be carried out independently of and prior to moving forward with any Masterplan.

ITEM 5 (continued)

ATTACHMENT 1

6 COX'S ROAD MASTERPLAN

Report prepared by: Team Leader - Design and Development; City Urban Designer

Report dated: 8/03/2012

File No.: PM2009/443/002 - BP12/237

REPORT SUMMARY

A draft Masterplan for the Cox's Rd shopping precinct has been developed following a number of councillor workshops and consultation with relevant landowners. This report details the content, intention and community benefit of the Masterplan and seeks a resolution of council to place it on public exhibition for a period of six weeks. Subject to such a resolution a further report will be provided to Council detailing the community's response, proposed changes to the Masterplan and a recommendation as to whether the masterplan be adopted, re-exhibited or no further action taken.

RECOMMENDATION:

- (a) That the draft Cox's Road Masterplan prepared by Council be publicly exhibited for a period of six weeks from 9 May 2012 to 20 June 2012.
- (b) That Council not accept the landowners draft Masterplan for Cox's Road.
- (c) That Council delegate to the General Manager the task of identifying ways of optimising community benefit including how Council land and land holdings should be integrated in discussion with land owners.
- (d) That negotiations be commenced with key landowners regarding a Voluntary Planning Agreement to ensure an appropriate public benefit is achieved from the uplift in zoning.
- (e) That a further report be prepared for Council's consideration following the targeted consultation of the draft Cox's Road Masterplan.

ATTACHMENTS

- 1 Coxs Road Traffic Study Final - CIRCULATED UNDER SEPARATE COVER
- 2 Draft Cox's Road Masterplan - CIRCULATED UNDER SEPARATE COVER
- 3 Cox's Road Commercial Assessment - CIRCULATED UNDER SEPARATE COVER
- 4 Landowners Master Plan Study Cox's Road for Councillor Workshop 6 December 2011 - CIRCULATED UNDER SEPARATE COVER
- 5 Draft Cox's Road Masterplan Report - CIRCULATED UNDER SEPARATE COVER

ITEM 5 (continued)

ATTACHMENT 1

Report Prepared By:

Margaret Fasan
Team Leader - Design and Development

John Wilson
City Urban Designer

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 5 (continued)

ATTACHMENT 1

Background

A master plan study of a number of the City's small centres has been undertaken to determine their development potential and their desired future role and character. When considering a report on the Small Centres Master Plan Study, Council resolved on 3 August 2010 in part as follows:

- (b) *That the Small Centres Master Plan Study be endorsed in principle and to prepare a traffic analysis report prior to undertaking targeted community consultation for the Cox's Road, North Ryde centre.*
- (c) *That the Group Manager Environment and Planning be authorised to undertake negotiation with the key land owners in the Cox's Road Centre regarding joint funding of a traffic analysis.*

This report responds to the above resolutions that relate to the Cox's Road Centre, North Ryde. At the time that the report went to Council in 2010, some of the key landowners in the Cox's Road Centre advised that they were supportive of an uplift in zoning and that they would be prepared to contribute towards a traffic analysis. Hence, the Traffic Study that was prepared was jointly funded by Council and three of the key landowners in the Cox's Road Centre. The landowners have also submitted an alternative Masterplan to the draft plan prepared by Council – this is discussed later in this report.

In January 2011 Council commissioned GTA Transport Consultants to undertake a traffic study of the Cox's Road Centre (**ATTACHMENT 1 - CIRCULATED UNDER SEPARATE COVER**). The objective of the study was to assess the expected impacts of the draft Masterplan on the surrounding road network and to determine the most suitable future access requirements and road/intersection upgrades to support the future land use growth proposed for the centre.

Key findings of the existing conditions investigation undertaken by GTA were:

- The traffic conditions on Cox's Road were particularly congested during the 3:00pm school pick up period with eastbound and westbound queues on the approaches to Wicks Road and Lane Cove Road. This is further exacerbated by the delays associated with the use of the pedestrian crossings and vehicles turning into and out of parking spaces accessible from Cox's Road.
- Both traffic and parking congestion was worse on a weekday than on a Saturday.
- Cox's Road traffic volumes exceeded the RTA's environmental capacity standards for a collector road classification although it is noted that traffic is generally slow moving on Cox's Road.
- There is adequate short-term and long-term parking capacity within the existing Cox's Road centre to meet current parking demand.

ITEM 5 (continued)

ATTACHMENT 1

Traffic modelling of the draft Masterplan indicated that the existing road network could not support the proposed future growth, particularly relating to the queues and delays at the Cox's Road / Wicks Road intersection and to a lesser extent at the intersection of Lane Cove Road / Cox's Road. The Traffic Study recommended that in order to significantly improve the performance of the Cox's Road/Wicks Road intersection and support the expected future Masterplan traffic volumes, an additional left turning lane in Cox's Road to Wicks Road would be required.

The Study also tested the traffic impacts that the creation of two new roads between Cox's Road and Cooney Street and between Cooney Street and Marilyn Street would have on the local network. It was found that these roads improved the accessibility of the centre, although they would only provide minor improvements to traffic movements on Cox's Road.

The Study determined that a maximum of 783 additional car parking spaces would be required as part of the Masterplan development. Under the Masterplan, the on-street car parking along Cox's Road would increase by approximately 17 spaces due to the parking changing from parallel to 90 degree parking in some locations. The remainder of the additional parking requirement could readily be provided within individual development sites. The Study assumed that any redevelopment of the Council owned carpark site would require the retention of the existing 32 public parking spaces.

A Councillor Workshop was held on 1 November 2011 to discuss the implications of the Traffic Study on the draft Cox's Road Masterplan. There was some support for the upgrade to the Cox's / Wicks Road intersection and to increase pedestrian and cyclist access to the centre. There was no support for additional road connections to the local road network. As an outcome of that workshop a further workshop was held on 6 December 2011 to provide landowners from Cox's Road with the opportunity of presenting their proposals for the Centre.

Following this workshop, Council staff undertook additional work on the Masterplan to integrate the traffic study, define the community benefits and retest the economic viability. This report provides the details of this additional work.

Draft Cox's Road Masterplan

The Masterplan study brief was based on obtaining excellence in urban design with an urban form that integrated long term economic viability and traffic outcomes. The brief included providing for viable development that would contribute to significant and substantial public space and streetscape improvements. The Masterplan was undertaken by independent external consultants.

ITEM 5 (continued)

ATTACHMENT 1

The draft Cox's Road Masterplan and Report (**ATTACHMENTS 2 and 5 - CIRCULATED UNDER SEPARATE COVER**) which were presented at the Councillor Workshop in November 2011, has been amended to include the recommendations of the Traffic Study and the Ryde Cultural Places and Spaces Plan that was prepared in 2011. The amendments include a left turning lane into Wicks Road, the retention of the existing library on its current site rather than a new facility within a consolidated site and the inclusion of a small public plaza on the south side of Cox's Road. Possible road connections to the local streets have been removed.

The draft Masterplan includes the following:

Uses and zoning

The draft masterplan offers an opportunity to reinforce the significance of Cox's Road as a local centre. It will contribute to a lively streetscape along with increased pedestrian amenity. The existing retail shops will be improved and the supermarket expanded with residential apartments above to create mixed use development.

The Cox's Road Centre is currently zoned B1-Neighbourhood Centre. There are six sites within the centre that are currently zoned SP2 Infrastructure:

Site	Address	Current zoning
North Ryde Public School	154 Cox's Rd, W Ryde	SP2 Infrastructure
St John's Anglican Church	152 Cox's Rd, W Ryde	SP2 Infrastructure
Council carpark	150 Cox's Rd, W Ryde	SP2 Infrastructure
Church (demolished) – now part of supermarket site	215 Cox's Rd, W Ryde	SP2 Infrastructure
North Ryde Library	201 Cox's Rd, W Ryde	SP2 Infrastructure
Holy Spirit Primary School and Church	191-195 Cox's Rd, W Ryde	SP2 Infrastructure

It is noted that Council on 14 February 2012 resolved:

That Council seek an amended Section 65 Certificate from the Department of Planning that does not rezone any current SP2 land to other purposes and that this will be reflected in the Draft LEP for public exhibition.

Retail, commercial and residential uses are not permitted in the SP2 Infrastructure Zone. Whilst North Ryde Primary School and St John's Anglican Church could retain the SP2 Infrastructure zoning the remaining sites would need to be rezoned to implement the Masterplan.

A further report on the recommended zoning of the centre will be brought to Council if Council resolves to proceed to a planning proposal following the public exhibition of the draft Masterplan.

ITEM 5 (continued)

ATTACHMENT 1

Built form

New development would be built to a consistent alignment along the length of Cox's Road. Building heights are typically four to six storeys with the top storey set back to reduce the impact on the streetscape. The building envelopes have been developed to minimise overshadowing of neighbouring residential buildings and to assist in ensuring good solar access, visual and acoustic privacy to new and existing residences. New development on the northern side of Cox's Road, along the frontage of Holy Spirit Primary School, would be set back from the boundary to maintain a consistent building alignment and provide for footpath widening and 90° angle parking rear to kerb. The proposed built form is suitable for Cox's Roads continued role as a small centre in accordance with the Local Planning study.

Public domain

The draft Masterplan proposes widened footpaths and street tree planting which would improve pedestrian amenity in the centre and allow more opportunities for outdoor dining and cafes. Two new public spaces are proposed, an urban square on the south side of Cox's Road, and the other a small park immediately opposite and adjacent to the Holy Spirit Primary School. These two spaces would be linked by a relocated pedestrian crossing to improve access. These spaces have the potential to create new community nodes within the centre as they would be supported by active uses on the ground floor of adjacent building, and both would receive ample amounts of sunlight. The two spaces will form a core for the area and address the current lack of open space in the centre. The Masterplan proposes a new cycle / pedestrian link to Cooney Street from Cox's Road. The existing public pathway between Cooney Street and Marilyn Street would be retained. These pedestrian and cycle linkages would improve access to the centre for local residents. The existing public car parking which services the community facilities and local shops will be maintained in any future development of the site.

Community facilities

The Ryde Cultural Places and Spaces Plan (2011) identifies that an expansion and refurbishment of the existing library and performance hall in Cox's Road is required to meet future community needs. The recommended works include the installation of a lift for disability compliance, expansion of the library footprint by approximately 30% into the current forecourt and the provision of new back-of-house facilities for the performance hall.

Traffic infrastructure

An additional left turning lane in Cox's Road is proposed to improve the performance of the Cox's Road/Wicks Road intersection and to support the expected future traffic volumes. This will assist in minimising traffic congestion in Cox's Road.

The existing parking spaces within Council's car park would be retained as part of any redevelopment of that site. An additional 17 new on-street parking spaces would be provided as angled parking on the northern side of the street.

ITEM 5 (continued)

ATTACHMENT 1

Commercial viability of the draft Masterplan

Sphere Property Company has provided a commercial assessment (**ATTACHMENT 3 - CIRCULATED UNDER SEPARATE COVER**) of the 2010 version of the Masterplan and a further assessment of the amended 2012 draft Masterplan. The study looked at the commercial viability of the proposed Masterplan by examining three example sites, namely the existing supermarket site (Site A), 140-150 Cox's Road (Site D) and 132-138 Cox's Road (Site E).

The assessment assumed that the following public benefits would need to be delivered at no cost to Council as part of the delivery of the proposed Masterplan:

- an upgrade of the Council library and other facilities – the cost will depend on the extent of the upgrade but has been estimated to cost up to \$6 million;
- the turning lane into Wicks Road – with an estimated cost of \$0.9 million;
- the inclusion of 32 public car spaces in the development of site C – at a cost of approximately \$0.8 million (in addition to other mandatory parking required); and
- open space and footpath improvements –estimated at \$3 million.

The assessment determines that the redevelopment of the three example sites as proposed in the amended Masterplan would be financially attractive and that the three developments would be capable of making a contribution towards the cost of the proposed new infrastructure. Additional public benefit would be captured from the up-zoning process by Voluntary Planning Agreements with the landowners which would be a prerequisite to any up-zoning occurring. Section 94 contributions from new development would be an additional source of funding.

Landowners Masterplan

The landowners of the existing supermarket site (Site A) and 140-150 Cox's Road (Site D) have prepared their own masterplan (**ATTACHMENT 4 - CIRCULATED UNDER SEPARATE COVER**) which they presented to the Councillor Workshop on 6 December 2012.

The Landowners Masterplan is not supported because:

- the proposed building heights and development yield are considered excessive;
- it does not provide any details of public benefit nor demonstrate any benefit in terms of improved amenity; and
- it does not equitably distribute development potential across all sites in the centre, but rather gives two landowners substantially more development potential than others.

ITEM 5 (continued)

ATTACHMENT 1

Consultation

Council is not required to publicly exhibit the draft Masterplan under the Regulations to the Environmental Planning and Assessment Act. However, it is recommended that targeted consultation of the draft Masterplan with key stakeholders be made. The exhibition period shall be for a period of six weeks.

Stakeholders shall include:

- Landholders and businesses within the centre
- Landholders immediately adjoining the centre
- Local community and business groups
- Internal council groups

The proposed exhibition period will commence on the 9 May 2012 and run until 20 June 2012.

As part of the exhibition process the following will occur:

- Letters to landowners advising of the draft Masterplan
- Hard copies of the draft Masterplan available for viewing at Customer Service Centre, Ryde Planning and Business Centre and Cox's Road Library.
- Website – material on the draft Masterplan.
- Community workshop, preferably held within the Cox's Road Centre.

A report on the outcome of the targeted consultation will be brought to Council. If Council resolves to adopt the draft Masterplan, a Planning Proposal and draft DCP would need to be prepared to facilitate the masterplan proposals.

Financial Implications

The total project budget for the Cox's Road Masterplan is \$20,000. Should Council resolve to place the draft Masterplan on public exhibition there will be associated advertising costs of approximately \$1000 and this is available within the current budget.

Options

Alternative options include the following:

- 1) That Council not proceed with the public exhibition of the draft Cox's Road Masterplan and take no further action;
- 2) That Council exhibit the landowner's masterplan; and
- 3) That Council defer exhibition of the draft Masterplan to effect any changes required by the Councillors.

ITEM 5 (continued)

ATTACHMENT 2



Client
City of Ryde Council

Project
Coxs Road Master Plan Public Meeting

30 May 2012
6.30pm – 8.45pm
Holy Spirit Church Hall

Presentation of City of Ryde Council's
Master Plan and the Landowners' Master
Plan

Date
August 2012

Contact
Brendan Blakeley
9387 2600
brendan@elton.com.au



ITEM 5 (continued)

ATTACHMENT 2

Sydney
t (02) 9387 2600
PO Box 1488
Level 6, 332-342 Oxford St
Bondi Junction NSW 1355
f (02) 9387 2557
consulting@elton.com.au
www.elton.com.au
ABN 56 003 853 101

Prepared by Emily Pow

Reviewed by

Brendan Blakeley

Date August 2012

Job number

Coxs Road Master Plan Public

Document name Meeting Final Notes

Version 1

This document is
printed on paper produced
using sustainable forestry
practices and chlorine
free pulp.

ITEM 5 (continued)

ATTACHMENT 2

Contents

1	Welcome and background – Dominic Johnson	2
2	Outline of Session Proceedings – Brendan Blakeley	2
3	Council Master Plan Presentation – Margaret Fasan	2
4	Landowners Master Plan Presentation – Lisa Dent, Andy Ludwig and Terry Morris	2
5	Key Differences Presentation	2
6	Summary of Issues from Discussion	3
7	Discussion	3
8	Show of hands in support of the master plan	9
9	Thank You and Close – Dominic Johnson	9

ITEM 5 (continued)

ATTACHMENT 2

1 Welcome and background – Dominic Johnson

Dominic Johnson, Director of Planning at the City of Ryde Council, welcomed everyone and explained the purpose of the meeting was to discuss the two master plans currently on exhibition:

- Council Master Plan
- Landowners Master Plan

Council explained what a master plan was and why a master plan was being considered for Coxs Road.

Council stated that they recognised the existing issues at Coxs Road for example traffic, ageing infrastructure and access.

Explanation given about the process of the master plan and that this was the first of several opportunities to comment on the proposals.

Agenda

- Background
- Outline of session proceeding
- Council Master Plan
- Landowner Master plan
- General different between plans
- Open discussion
- Summary of comments and close.

2 Outline of Session Proceedings – Brendan Blakeley

The purpose of the meeting was to provide members of the public with an opportunity to:

1. Learn more about the two master plans
2. Ask question about the two master plans
3. Opportunity for the council to hear your views on the two proposals.

Community members were asked to focus of discussion on the two master plans and if they wished to discuss other issues to contact Council during Council hours.

The format of the evening was outlined along with some ground rules to assist as many people as possible to have an opportunity to provide comments or ask questions.

Members of the community were also encouraged to make a submission to Council, complete the survey on the web, or email Council any questions or comments.

3 Council Master Plan Presentation – Margaret Fasan

4 Landowners Master Plan Presentation – Lisa Dent, Andy Ludwig and Terry Morris

5 Key Differences Presentation

ITEM 5 (continued)

ATTACHMENT 2

6 Summary of Issues from Discussion

- Planning process
- Traffic and parking issues
- Pedestrian safety
- Impacts of this proposal and cumulative development on community and character
- Amenity impacts on surrounding residents and on the school (particularly privacy)

7 Discussion

Question/ Comment

Response

Planning Process

Resident

I understand North Ryde Commons has a 99 year lease from State Government, how can the Landowners Master Plan propose changes to this land?

Response from Council

The Landowners essentially have no right to develop on that land. They have put this forward as possible community benefit.

The Landowners Master Plan can suggest development options for the North Ryde Commons however development decisions are made by Local and State governments.

Community Member

Who is the ultimate approval authority on development of this nature? What are the issues that would be considered by JRPP, over overshadowing, inconsistent boundaries? JRPP does not have interest in economic viability.

Response from Council

The likely steps would be:

- Master Plan is adopted by Council but it is not a statutory legal document
- Local Environmental Plan which outline the planning controls is changed to reflect the Master Plan including zoning, height, FSR
- Minister for Planning and Infrastructure approves the changes
- Landowners then can lodge a development application
- Council staff assess the application considering impacts on neighbours such as overshadowing and make a recommendation
- The JRPP would determine the development application.

ITEM 5 (continued)

ATTACHMENT 2

Community Member

Where is the exhibition on display? Should it not be around this area where people can have a look at it?

Resident

You have mentioned you will be widening, traffic lanes and foot paths, how does Council acquire land from land owners to allow this traffic flows to occur?

Resident – Question

1. When will the chosen plan be approved?
2. When will it be completed after that is considered?
3. How long will all activity be suspended while alterations are being done?
4. How would the two schools operate while development is occurring?
5. Why would a change of lights timing at Coxs Road not achieve what you want to do now, instead of introducing a slip lane?

Anglican Church Member and Resident

What development can be done under B1? Can we know and have an opportunity to discuss Council's final recommendation?

Response from Council

You can view both master plans on exhibition on the website, and Council libraries including the library in Coxs Road.

Response from Council

As part of their development consent, landowners contribute money under Section 94. This money is then essentially used to improve public amenity and undertake council works for example acquire land, build the extra slip way or plant street trees and furniture.

Response from Council

1. There may not be a plan approved at all but if it were to be it will be in term of this Council.
2. The process would take a long time.
3. Yes, its disruptive but you manage situation by construction management and good traffic management, the development happening at West Ryde centre is an example.
4. The school would operate as usual, however temporary drop off zones and entrances and exits would be put in place during construction should the school be affected.
5. This was the advice given to Council from the traffic engineers. Council is following the recommendations provided by professionals.

Response from Council

Firstly, Council will decide if it wants a master plan for the Coxs Road centre. Then it will follow through with the legal process of amending the Local Environmental Plan (LEP). During this process there will be more opportunities for you to have your say about the proposed plans.

The B1 zoning is essentially the current zoning of the area, it allows for:

- Neighbourhood stops
- Community facilities
- Childcare centres

ITEM 5 (continued)

ATTACHMENT 2

Community Member

How do we get the master plans to be redone in more detail?

- Shop-top housing.

Response from Council

The master plans currently on exhibition are just the beginning of a process. Once one of the master plans are chosen (and neither maybe adopted by the Councillors). The master plan would then be translated into controls in a Development Control Plan and Local Environmental Plan.

Community Member – Question

What are the Development Control Plans, is there a Social Impact Study? Has one been commissioned, where is it?

Response from Council

The master plan process does not require Social Impact Assessment (SIA). Large developments require a SIA, these would be undertaken and considered during the assessment of a specific development.

Traffic and Parking

Resident

I'm not against improvements, but there is a lack of information about entrances and exits from the underground car parks from the buildings onto Coxs Rd . It's a real shemuzzle now and with an increase of traffic coming in and out will get worse. Where cars will be coming in and out of car spaces and buildings?

Response from Council

The detail is not yet known, Council would put in place requirements for new development such as underground parking and ensuring entrances and exits had good lines of sight. One of the benefits of a master plan is that it could allow us to develop a more coordinated approach to traffic management and consolidate exits and entry points.

Resident

We are going to have all this extra traffic, other streets could be utilised. You need to coordinate volumes of traffic going down Coxs Road with growth.

Noted.

Resident

My concerns are traffic and parking, also Coxs Road is narrow, apart from the left hand turning lane what else is proposed? Coxs Road is narrow and congested, parking on Coxs Road is difficult, and the pulling in and out of car spots on Coxs Road causes congestion.

Response from Council

Traffic is a major problem on Coxs Road and Cooney Street, the question for us is how do you deal with new development and parking?

Council would work with developers, traffic engineers and the community to find the best solutions for the centre in regards to traffic and parking.

Response from the Landowners

Traffic is a concern, the traffic study has indicated with additional work both master plans can go ahead with improvements. Our suggestion of a footbridge would free up green time as well to improve traffic flow.

ITEM 5 (continued)

ATTACHMENT 2

Resident

I was previously a Crossing Supervisor at North Ryde Primary for many years and the traffic was bad then, it's worse now. I don't think the traffic study reflect the existing situation which is very bad. As a Crossing Supervisor we stand there every day, there is traffic coming from 4 or 5 driveways, have you ever been there at night or during the day and traffic use the other way in the area (from Epping Road), traffic is bumper to bumper. Also Top Ryde Shopping Centre is going bust, why are you putting in extra shops? Where are people who are going to work in these new shops in Coxs Rd going to park? You are not taking into account traffic coming down Pittwater Road, or going to Macquarie University, there is a new hospital being built. There is now over 4,500 thousand cars coming through daily.

Resident

There is a land owner up there [Cox Road centre] that has a lease on the property and hasn't been able to lease it for the last three years.

Resident

In the picture that showed parking, it was rear to curb, it was suggested it would be less disruptive, however with rear to curb you have to stop flow of traffic while you park, and this would be multiplied by the number cars trying to park there, [stopping traffic].

Resident

A part from the \$6m, how much more would the rate payers have to put in? Basically does council need to purchase any other land, is council going to build units or car parking?

Resident

I come here twice a day, the traffic study was taken between 4pm – 7pm people had already left, it needs to be from 2.30pm. Also, the traffic study was undertaken during the week of the June long weekend, the study is not a

Response from Council

Traffic is a problem across Sydney, Macquarie Park is growing, Macquarie University is growing, there are still large DA's to be approved, the issue of traffic doesn't go away neither does the issue of population growth. People have to live somewhere. Our task is to provide places for people to live such as our local centres while also protecting lower density residential neighbourhoods.

In order to help protect the low density areas in Ryde, Council has adopted a strategy which focuses on putting density in centres.

It is important to note Council's housing targets provided by the State Government will be met through measures made to other larger town centres in the LGA.

Response from the Landowners

There won't be a surplus retail commercial floor space, the amount proposed isn't a great increase, it will be an upgrade of what is already here.

Noted.

Noted.

Response from Council

Council would use money generated by development under Section 94 to pay for improvements to the centre. This includes upgrade of the library, revitalisation of the public domain and other community infrastructure such as car parking.

Noted.

ITEM 5 (continued)

ATTACHMENT 2

reflection of the normal people of the area.
What about turning right onto Coxs Road,
what about people who do that?

Pedestrian Safety

North Ryde Pedestrian Safety Group

Noted.

We are concerned about the safety of school children walking to school. Why is it very centric and focused to the east side of Franklins in the commercial district, neither master plan does not take into account the pedestrian traffic attending North Ryde Public School. Also, the survey of people on the street show a majority of people are there to go shopping. The survey was not taken during peak pick up times. The crossing over Land Cove Road is currently dangerous, pedestrian crossing needs to be considered, the vision needs to be expanded along the entire of Cox's Road not just the commercial precinct.

Amenity

Resident

What privacy is going to be afforded to people on the Lane Cove and Cooney St side, with a 6 storey building looking over them?

Response from Council

Council recognises that the taller the building the more chance for overlooking. To ensure the interests of all parties are considered, when Council assesses development applications, we ensure steps are taken to protect as much privacy of neighbours as possible through distances between buildings, particularly window treatments when there is potential to conflict, and other privacy features include trees and landscaping. The respective heights of the buildings at the Cooney St edge of the master plan site are:

- Council master plan three storeys
- Landowners master plan four storeys

Holy Spirit Parishioner

Noted.

There is an inherent privacy conflict between the proposed development and the operation of a school. I have concerns about the open space along Coxs Rd. If the school site wasn't encumbered by the larger setback required to create the open wider footpaths the buildings proposed along the school frontage could have a greater separation from the school site. Why is the large foot path on the shady side of Coxs road not on sunny side, the school is disadvantaged?

ITEM 5 (continued)

ATTACHMENT 2

Impacts of Development – community and character

Community Member

This shopping centre is attractive because its small scale, convenient and serves the local community. It is also occupied by two schools. I really despair what would happen to Holy Spirit, I feel sorry for any child having to go to school near so much development. Everyone should start to get active about this overdevelopment. What about the loss of character and community feel. In isolation this development is a problem and it is worse when you consider the cumulative impacts of the other development proposals nearby?

Resident

I have a question about zoning, we worked together to overturn the Alangrove development, we said no high rise development should be south of Epping Highway. PAC overturned its decision in our favour. Why then is this still in the same block in Alangrove being considered? Why is there a view to change zoning now from R2.

Resident

I believe this is inappropriate development, we need responsible development, the zones to school will be changed to commercial or residential development, what about the Corridor Strategy which facilitates large high rise? We do not want high rise in North Ryde, we want low density housing, we like the amenity of local shopping centre, high rise should near railways. Can bendy buses go on Coxs Road? Will we be made to pay for parking? Will heritage buildings be preserved?

Resident

I have strong objections to a public walk way between what is currently the non-public walk between the Church and the School, what is currently unused school land, what has been allocated school space. Also, is the slip lane

Response from Council

Yes, there are 11 big developments in the pipe line but we are only looking at this centre.

Council does consider the cumulative impact of development in an area however the Cox Road centre has been identified as an appropriate place for consolidating higher density development. This strategy helps to protect and maintain low density throughout the rest of the LGA while also achieving housing targets set by the State Government.

Response from Council

The master plan does not propose to rezone any residential land in the Coxs Road centre. The master plan proposes to only increase the building heights currently permissible under B1.

Response from Council

The zoning to churches and schools will not be changing, unless supported by the churches and schools and supported by Council.

The Corridor Strategy is guided by its own set of controls identified in the assessment process and is for very specific areas within the Ryde LGA. Coxs Rd is not one of these areas.

The issue of capacity to accommodate bendy buses is one for the traffic planners to consider of this proposal advances to the next stage.

Under Council's guidelines there will be no paid parking on the street.

The heritage houses will be protected.

Response from Council

Proposed angle parking would be placed on the northern side of Coxs Road. Footpaths would be the same width on either side of the road and widened.

ITEM 5 (continued)

ATTACHMENT 2

been acquired compulsory? Will there be equity in regards to setbacks of development and footpaths on both sides of the roads.

Other

Chair of Holy Spirit Council

Holy Spirit Parish is happy to participate in discussions with Council as the largest land owner in the Coxs Road centre. We would like to make this clear. We did not participate in what is called the 'landowners Master Plan', we do not endorse either master plan, we encourage all to make up their own minds, we are not motivated by commercial benefit but community benefit, our development plans include future seniors living, youth facilities and improved facilities for the school and parish.

Noted.

Community Member

If the development does occur, what will happen to the existing rental agreements with shop owners?

Response from Council

That would be between the landowner and the tenant as per their individual lease agreements.

Community Member

I received this glossy leaflet, about the Landowners master plan, it's says we are the Council, Holy Spirit and Shop owners. I would just like to know, how does Council feel about being name in this leaflet?

Response from Council

Not going to comment on that.

People have asked why is there two master plans? Well the Landowners wanted to make some changes to the centre and so were recommended to create a master plan, during this process Council officers concluded the Landowners Master Plan was too ambitious, so it was decided to progress a council developed plan that was of a lesser intensity but still viable.

8 Show of hands in support of the master plan

In support of the Landowners Master Plan	2 approximately
In support of Councils Master Plan	20 approximately
In support of neither Master Plan	Majority

9 Thank You and Close – Dominic Johnson

ITEM 5 (continued)

ATTACHMENT 3

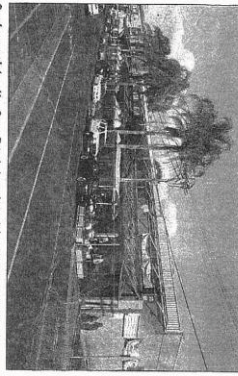
The Sydney Morning Herald

smh.com.au

MONDAY, JUNE 11, 2012

NEWS 3

Salvos helped organise dubious lobbying over redevelopment proposal



Controversial... the Cox's Road shopping strip. Photo: Anthony Johnson

Kelly Burke
URBAN AFFAIRS

THE Salvation Army and a state Liberal Party campaign director were implicated in a scheme to open up the controversial redevelopment of the Cox's Road shopping strip has divided Ryde Council members, going so far as to propose a referendum on the issue.

The controversial redevelopment of the Cox's Road shopping strip has divided Ryde Council members, going so far as to propose a referendum on the issue. The proposal, which would see the strip redeveloped into a modern shopping and dining precinct, has been met with significant opposition from local residents and business owners.

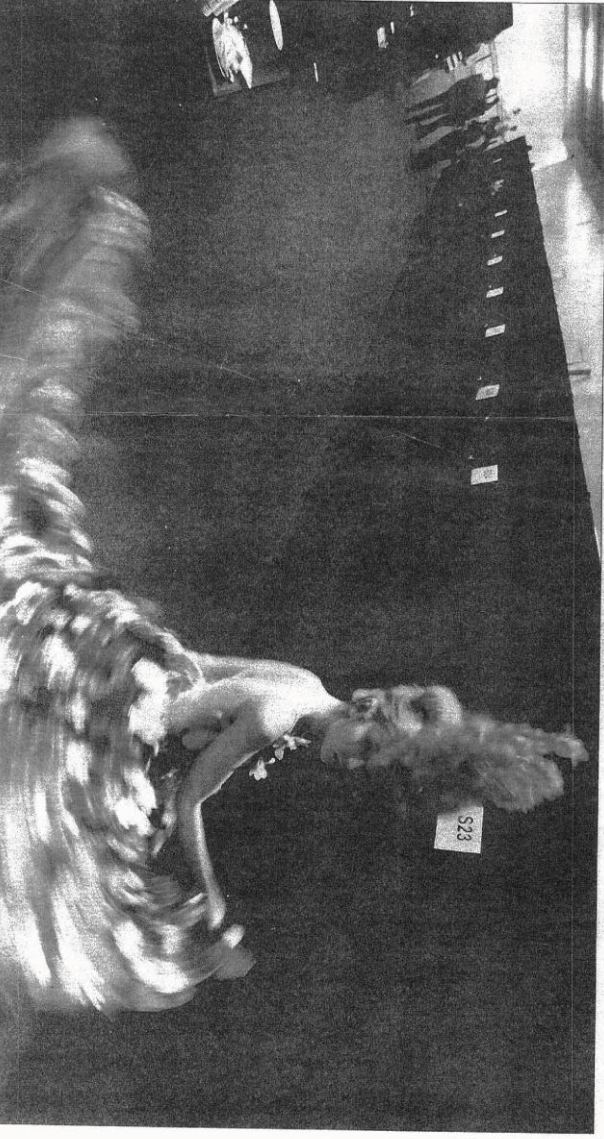
Salvation Army officers, including the local commander, have been accused of lobbying council members to support the proposal. A former Salvation Army officer, who has since left the organization, is alleged to have provided a template letter to council members, asking them to support the redevelopment. The letter, which was dated in May, stated that the Salvation Army was interested in the site and was willing to pay \$15 per hour for people to hand-write letters in support of the Cox's Road redevelopment.

The letter also stated that the Salvation Army was willing to provide a service to council members, which would involve hand-writing letters in support of the redevelopment. The letter was signed by a Salvation Army officer, who has since left the organization. The letter was dated in May, and was sent to council members in the days leading up to a council meeting in June.

The council members who received the letter were asked to support the redevelopment proposal. Some of the council members who received the letter have since resigned, and have been accused of lobbying council members to support the proposal. The council members who received the letter were asked to support the redevelopment proposal, and some of them have since resigned.

The council members who received the letter were asked to support the redevelopment proposal, and some of them have since resigned. The council members who received the letter were asked to support the redevelopment proposal, and some of them have since resigned.

Hair-dressed to impress: colourful curls get a twirl for expo opening



Those local markets where once independent grocers were king are now being challenged by big supermarkets and Coles, causing local retailers to lobby the federal government and Consumer Commission.

Master Grocers, which represents independent grocers, has been lobbying the federal government and the Australian Competition and Consumer Commission. The company is concerned that the entry of big supermarkets and Coles into the market will lead to the closure of local independent grocers.

The independent grocers are preparing to lobby the federal government and the Australian Competition and Consumer Commission. They are concerned that the entry of big supermarkets and Coles into the market will lead to the closure of local independent grocers.

The independent grocers are preparing to lobby the federal government and the Australian Competition and Consumer Commission. They are concerned that the entry of big supermarkets and Coles into the market will lead to the closure of local independent grocers.

The independent grocers are preparing to lobby the federal government and the Australian Competition and Consumer Commission. They are concerned that the entry of big supermarkets and Coles into the market will lead to the closure of local independent grocers.

ITEM 5 (continued)

ATTACHMENT 3

Council DA process in doubt after Salvos error

Map: Ryde 2112

A Sydney council is seeking legal advice about whether its public consultation process has been compromised after a mistake by a Salvation Army officer.

Ryde Council, in the city's north-west, has two competing development applications for the Cox's Road shopping strip which are open for public comment.

The Salvation Army says one of its Joblink officers was asked by a local Ryde woman to find people to handwrite letters to Ryde Council for \$15 per hour, supporting the landowners' development proposal.

Major Bruce Harmer says the Joblink employee did not realise it was wrong to pay people to write such letters.

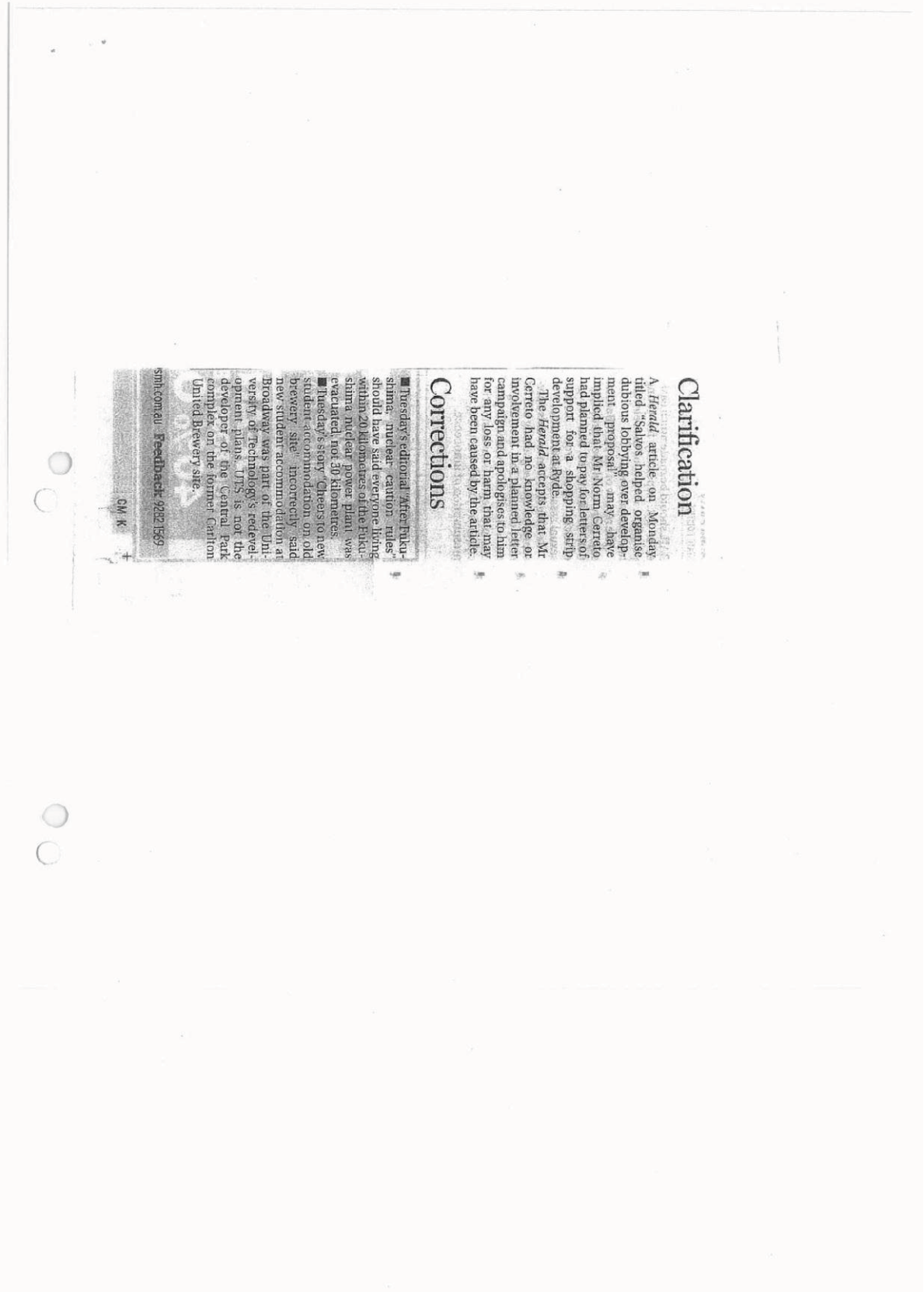
"Certainly paying someone to have a particular opinion isn't correct," he said.

Major Harmer says the employee has been counselled and the Salvation Army has made sure that any details that were passed on have not been used.

A spokeswoman for Ryde Council says such an approach is irregular and that Council is checking what to do next.

ITEM 5 (continued)

ATTACHMENT 3



ITEM 5 (continued)

ATTACHMENT 3

Council undeterred by writ threat

Page 1 of 1

Council undeterred by writ threat

Kelly Burke
June 15, 2012

[Read later](#)



Contaminated Coxs Road development process. Photo: Anthony Johnson

A LOCAL council is standing firm against threats by a developer to sue for defamation over a sham letter-writing campaign.

Ryde Council was given until close of business on Tuesday to retract a memo sent by its environment and planning manager, Dominic Johnson, which informed councillors it was investigating attempts to contaminate the public consultation process for the multimillion-dollar redevelopment of a shopping strip in Coxs Road in Ryde.

A local employment agency run by the Salvation Army was authorised to offer \$15 an hour to people willing to write letters in favour of the developers' proposal, which is two storeys higher than a competing proposal put forward by the council. The developer, Norm Cerreto, has denied any involvement.

The memo informed Ryde's councillors that the general manager, John Neish, would be formally writing to the landowners and instructing them "to desist from such inappropriate activity or risk fatally contaminating the process".

The council also would review all submissions to ensure they were legitimate and report the matter to the corruption watchdog, the memo said.

Within several hours of the memo being received by councillors, Mr Neish was served with a legal notice by Mahony Taren lawyers, acting for the developer, Mr Cerreto.

"Unless we have received from you by 4.30pm this afternoon written confirmation that Mr Johnson's email to councillors will be retracted in full ... we will commence immediate defamation proceedings against Mr Johnson," the letter said. It also said an injunction would be sought in the Supreme Court restraining further action.

Mr Neish told the *Herald* yesterday he would not be retracting Mr Johnson's memo. "I stand by what was written," he said. "I'm obligated to report this to ICAC and we'll be doing that."

Mr Neish said discussions with the Salvation Army's Joblink office in Minchinbury had revealed several clients had taken up the letter-writing offer, which came with 50 template letters attached, all praising the landowners' master plan for the Coxs Road redevelopment.

ITEM 5 (continued)

ATTACHMENT 3

25/6/12

The Sydney Morning Herald



Photo: City of Sydney

Legal threats as plans create a flood of letters

Kelly Burke
URBAN AFFAIRS

AN ORDINARY row of shops in a north-west suburb has become the subject of an extraordinary dispute, with the local council receiving almost 2000 letters over the controversial redevelopment and threats of legal action.

Concerns were raised by City of Ryde council management that the public consultation process had been sullied when it was discovered, two weeks ago, that a call had gone out from a local employment agency to its clients offering to pay \$15 an hour to write letters in support of the landowners' development proposal for the shops in Coxs Road.

An alternative design, put up by the council and smaller in scale, is also on exhibition, with residents invited to comment on the competing proposals. Councillors Ivan Petch and Vic Tagg have broken with council and sided with the landowners' proposal.

The landowner developers, represented by a local businessman, Norm Cerreto, have denied knowledge of the letter-writing scheme and threatened legal action against the *Herald* for its

reporting of the incident. The *Herald* traced the letter-writing offer to a former Liberal Party campaign manager, Millie Booth, who has also threatened the *Herald* with legal action.

The council's environment and planning manager, Dominic Johnson, wrote to staff on June 13 saying an investigation would be launched and the matter would be reported to the Independent Commission Against Corruption. He, too, received a threat of legal action from Mr Cerreto.

However, none of this stopped Mr Cerreto authorising the delivery of more than 1000 pro-forma letters supporting his proposal to Ryde's council chambers late last week.

Mr Johnson said council staff had begun sifting through the pile of letters, and had already noticed multiple letters lodged with the same contact details.

It was a Ryde councillor, Nicole Campbell, who alerted the council to the pay-for-comment letter-writing campaign.

"This is a very serious matter and needs to be thoroughly investigated," she said.

Mr Cerreto could not be contacted for comment.

ITEM 5 (continued)

ATTACHMENT 4

City of Ryde

ABN 81 621 292 610
Civic Centre
1 Devlin Street Ryde
Locked Bag 2069
North Ryde NSW 1670
cityofryde@ryde.nsw.gov.au
www.ryde.nsw.gov.au
TTY (02) 9952 8470
Facsimile (02) 9952 8070
Telephone (02) 9952 8222

x
x
x
x

09 May 2012

Our Ref: UPS2009/33/016

Dear Sir/Madam,

COXS ROAD SHOPS - PRELIMINARY DRAFT MASTER PLANS - COMMUNITY CONSULTATION

The City of Ryde is considering changes to the planning controls for the Coxs Road shopping centre, if there is found to be sufficient community support. The planning controls set the height and density of future development in the area. Before considering changes to the planning controls the City of Ryde has undertaken a master plan of the area

What is the purpose of a master plan? The purpose of the master plan is to provide a long term vision for the Coxs Road shops and to improve the public domain, parking, traffic congestion, appearance of the buildings and landscaping.

Council at its meeting of 24 April 2012 endorsed the exhibition of two draft master plan studies of the area. One draft master plan study has been prepared by council staff. The other has been prepared by landowners.

Why is this relevant to me? We are encouraging community members who live near the centre and use the shops and facilities, to comment on which master plan (if any) you prefer and what your vision for the Coxs Road shops may be.

How can I look at the plans? The exhibition period will run from Wednesday 9 May 2012 to Wednesday 20 June 2012. The two master plans can be viewed on the 'Have Your Say' section of the Council website: www.ryde.nsw.gov.au/haveyoursay or at your local City of Ryde library.

How can I find out more about the plans? You are invited to attend an information session to discuss the preliminary draft master plans.

The meeting will be held from **6.30 pm until 8.30 pm on Wednesday 30 May 2012** at the Holy Spirit school hall next to the Holy Spirit Church at 191 Coxs Road, North Ryde. If you wish to attend please email John Wilson at jwilson@ryde.nsw.gov.au or call 9952 8222 by Friday 25 May 2012.

ITEM 5 (continued)

ATTACHMENT 4

How can I make my thoughts known to Council? If you would like to comment on the draft master plan studies you can complete and return the survey included with this letter or you can write to:

The General Manager
City of Ryde
Locked Bag 2069
NORTH RYDE NSW 1670

Alternatively written comments can be made online through the "Have Your Say" section of the City of Ryde website: www.ryde.nsw.gov.au/haveyoursay.

The survey and written submissions will be received up until 4.00 pm Wednesday 20 June 2012.

What happens with my comments? Following the exhibition, the issues raised in the submissions/surveys received and the outcomes of the workshop will be reported to Council for consideration. If there is sufficient support for either master plan a planning proposal will be put forward to change the existing planning controls for the area.

It is Council's policy that all submissions will be publicly accessible on request. Supply of personal information is voluntary, however anonymous submissions may be given less weight.

For further information on the draft plans and the consultation program please John Wilson on 9952 8222.

Yours sincerely,



Dominic Johnson
Group Manager
Environment and Planning

ITEM 5 (continued)

ATTACHMENT 4

«Name»
«Address_1»
«Address_2»
«Address_3»
«Address_4»

23 May 2012

Our ref: UPS2009/33/16

Dear Sir/Madam

COXS ROAD SHOPS – PRELIMINARY DRAFT MASTERPLANS – INFORMATION SHEET

Our previous letter dated 9 May 2012 included an invitation to attend an information session to discuss the preliminary draft Masterplans for the Coxs Road shops.

This session will be held from **6.30 pm until 8.30 pm** on **Wednesday 30 May 2012** at the Holy Spirit school hall next to the Holy Spirit Church at 191 Coxs Road, North Ryde. If you wish to attend please email John Wilson at john.wilson@ryde.nsw.gov.au or call 9952 8222 by Friday 25 May 2012 to register.

On the basis of community feedback following the initial information letter Council has prepared the attached information sheet with the aim of answering a number of frequently asked questions about the Master Plan process and next steps.

The information sheet may answer some of the questions you have in preparation for the information session next week.

For further information on the draft plans and the consultation program please contact John Wilson on 9952 8222.

Yours sincerely



Dominic Johnson
Group Manager
Environment and Planning

ITEM 5 (continued)

ATTACHMENT 4



**COXS ROAD PRELIMINARY DRAFT MASTERPLAN (PREPARED BY COUNCIL STAFF)
INFORMATION SHEET**

What is a built form Masterplan?

A Masterplan sets the vision for the future character of an area and provides a framework for future development. It ensures that the community and local government have a clear vision for the future of an area so that they can move in the same direction. A Masterplan provides a foundation for considering changes to planning controls.

Why has Council prepared a Masterplan for Coxs Road?

The Coxs Road shopping centre Masterplan was begun as part of the Ryde Local Planning Study. The Ryde Local Study included a review of planning controls for a number of town and small centres which included Coxs Road. Coxs Road is the final small centre being considered. Changes to the planning controls for the Coxs Road shopping centre may occur, if there is found to be sufficient community support.

What Planning Controls would be considered in a Masterplan?

The planning controls considered in a Masterplan are the zoning (land use), maximum height, density and setbacks of development in the area.

Why is Council currently undertaking consultation for the Masterplan for Coxs Road?

The Coxs Road Masterplan prepared by Council was begun in February 2010. The Masterplan was carried out by an independent specialist consultant team. The lead consultant prepared the Masterplan independently and has not discussed the plan with any landowner. A preliminary draft Masterplan was reported to Council in August 2010. At this meeting Council endorsed the Masterplan study in principle but resolved that a traffic study of Coxs Road be undertaken prior to community consultation taking place. The traffic study was undertaken in 2011. The Masterplan was placed on hold until the traffic study was complete.

The Masterplan and traffic study were reported to Council on the 24 April 2012. At this meeting Council resolved that the Masterplan prepared by council staff and a second Masterplan prepared by a number of local landowners should proceed to exhibition for community consultation.

On 9 May 2012 both plans were put out on exhibition for public comment.

This exhibition is the first opportunity for all landowners to respond to the Masterplan prepared by council staff.

What is the status of the Coxs Road Masterplan Studies?

Both the Coxs Road Masterplan studies are preliminary draft documents. The Masterplan prepared by Council was prepared to undertake consultation with the local community. The final Masterplan will be a guiding document for changes to the planning controls for the Coxs Road shopping centre, if there is found to be sufficient community support. The Masterplan has not been approved. No changes to the planning controls have been passed.

Why is this relevant to me?

We are encouraging community members who live near the centre and use the shops and facilities to comment on which Masterplan (if any) you prefer and what your vision for the Coxs Road shops may be.



ITEM 5 (continued)

ATTACHMENT 4



How can I look at the plans?

The exhibition period is from Wednesday 9 May 2012 to Wednesday 20 June 2012. The two Masterplans can be viewed on the 'Have Your Say' section of the Council website: www.ryde.nsw.gov.au/haveyoursay or at your local City of Ryde library.

How can I find out more about the plans?

You are invited to attend an information session to discuss the preliminary draft Masterplans. The session will be held from **6.30 pm until 8.30 pm on Wednesday 30 May 2012** at the Holy Spirit school hall next to the Holy Spirit Church at 191 Coxs Road, North Ryde. If you wish to attend please email John Wilson at jwilson@ryde.nsw.gov.au or call 9952 8222 by Friday 25 May 2012.

How can I make my thoughts known to Council?

A survey form was sent to you previously. If you would like to comment on the draft Masterplan studies you can write to:

*The General Manager
City of Ryde
Locked Bag 2069
NORTH RYDE NSW 1670*

Alternatively written comments can be made online through the "Have Your Say" section of the City of Ryde website: www.ryde.nsw.gov.au/haveyoursay.

The survey and written submissions will be received up until 4.00 pm Wednesday 20 June 2012.

What are the Next Steps?

- Following exhibition of the two Masterplan studies the submissions will be collated and reviewed by council staff.
- The outcomes of the consultation resulting from submissions received and any recommended changes will be reported to Council. **At this point Council may recommend a planning proposal be undertaken to change the existing planning controls for the area or not.**
- If Council supports these changes, draft planning controls will be prepared and the draft controls will be exhibited for public comment.
- The outcomes of the public exhibition resulting from submissions received will be reported to Council. **At this point Council may resolve to proceed with the changes to the planning controls or not.**
- If Council adopts the changes they are then submitted to the Department of Planning for gazettal.
- **A development application for a site cannot be considered under the new planning controls until they are gazetted.**
- When a development application for a site is submitted the community will again have opportunity to respond.



ITEM 5 (continued)

ATTACHMENT 4

x
x
x

26 June 2012

Our ref: UPS2009/33/16

Dear Sir/Madam

COX'S ROAD (LAND OWNERS) MASTER PLAN – PUBLIC CONSULTATION PROCESS

I refer to Council's letter seeking submissions with respect to both the draft Council preferred master plan and the draft Cox's Road land owner's master plan.

You may be aware of recent press articles relating to allegations that members of the community were being paid to write supportive letters in relation to the land owners master plan for the redevelopment of the Cox's Road shopping centre.

Council is most concerned that as a result the public exhibition process for the "land owners" Master Plan for the Cox's Road shopping precinct may have been improperly influenced.

Council is also concerned that the integrity of the consultation process may have been compromised and I wish to reassure you and the community at large that Council will do everything possible to ensure that public confidence in Council processes is not undermined. If you have any information that may assist with our investigation please contact Council Customer Service unit on 9952 8222.

I can confirm that the matter has now been referred to the Independent Commission Against Corruption for their advice.

I reiterate that Council's concerns relate only to the community consultation process for the "land owners" Master Plan for the Cox's Road shopping precinct and not to the community consultation process for Council's Master Plan which is also currently on public exhibition.

Yours sincerely



John Neish
General Manager

ITEM 5 (continued)

ATTACHMENT 4



x
x
x

27 July, 2012

Dear Sir / Madam,

Coxs Road Master Plan Studies – Confirmation of Receipt of Submission

Thank you for your recent submission regarding the above draft Master Plan Studies.

All submissions received will be taken into account when reported to Council later in the year. The City of Ryde will write to inform you when this meeting will occur so that you can review the report and address Council at its meeting if you wish.

You may be aware of recent press articles relating to allegations that members of the public were being paid to write supportive letters in relation to the "landowners" master plan for the redevelopment of the Coxs Road shopping centre.

Council is most concerned that as a result the public exhibition process for the "landowners" Master Plan for the Coxs Road shopping precinct may have been improperly influenced.

Council is also concerned that the integrity of the consultation process may have been compromised and I wish to reassure you and the community at large that Council will do everything possible to ensure that public confidence in Council processes has not been undermined. If you have any information that may assist with our investigation please contact the Council Customer Service unit on 9952 8222.

I can confirm that the matter has been referred to the Independent Commission Against Corruption for their advice.

I reiterate that Council's concerns relate only to the community consultation process for the "land owners" Master Plan and not at all to the community consultation process for Council's Master Plan, also currently on public exhibition.

Yours sincerely



John Neish
General Manager

6 INVESTMENT REPORT - February 2013

Report prepared by: Chief Financial Officer**File No.:** GRP/09/3/10 - BP13/377

REPORT SUMMARY

This report details Council's performance of its investment portfolio for the month of February 2013 and compares it against key benchmarks. The report includes the estimated market valuation of Council's investment portfolio, loan liabilities, an update on Council's legal action against various parties and a commentary on significant events in global financial markets.

Council's financial year to date return is 5.10%, which is 1.69% above benchmark. Income from interest on investments and proceeds from sale of investments totals \$3.8M, which is \$1.45M above budget projections, which includes the full payment of two investments held in the Lehman / Grange IMP investment and the sale of the Oasis CDO totalling \$976k, which has been transferred into the Financial Security Reserve. The balance relates to additional interest earned on Council's Section 94 Contributions, which are projected to be \$18.80 million at 30 June 2013.

The above changes will be brought to account in the March Quarterly Budget Review, together with confirmation of Council's projected income from Interest on Investments.

RECOMMENDATION:

That Council endorse the report of the Chief Financial Officer dated 6 March 2013 on Investment Report – February 2013.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 6 (continued)

Discussion

Council’s Responsible Accounting Officer, is required to report monthly on Council’s Investment Portfolio and certify that the Investments are held in accordance with Council’s Investment Policy and Section 625 of the Local Government Act.

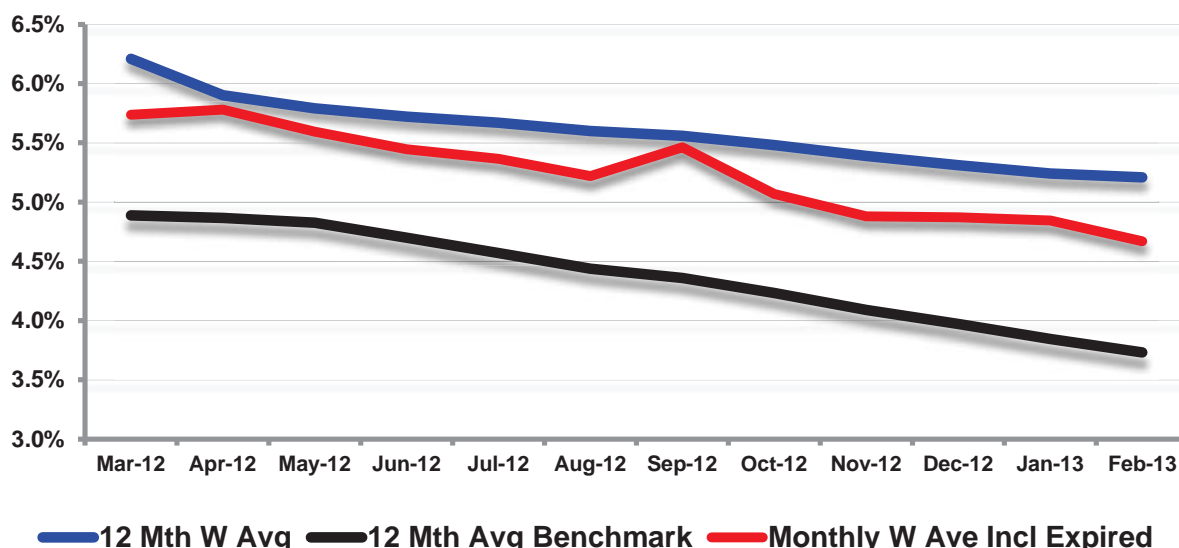
Council received settlement on two (2) investments that had previously been held within the Lehman / Grange IMP, being the “Global Bank Note” and “Zircon” securities. Council received \$560K and \$192K against face values of \$500K and \$200K respectively. These investments had previously been written down to zero. As advised previously, Council has sold the Oasis CDO at 35.7 cents in the dollar for an amount of \$224k, resulting in a total of \$976k, for matured or sold investments in February 2013. These funds have been transferred to the Financial Security Reserve.

Investment Performance Commentary

Council’s performance against the benchmark for returns of its investment portfolio for February 2013 and the past 12 months are as follows:

	Feb 2013	12 Mth	FYTD
Council Return	4.67	5.21	5.10
Benchmark	2.97	3.73	3.41
Variance	1.70	1.48	1.69

Performance - All Investments



ITEM 6 (continued)

Council’s investment portfolio as at the end of February was as follows:

Cash/Term Deposits	\$67.4M	64.6%
Floating Rate Notes	\$19.9M	19.0%
Fixed Rate Bonds	\$2.0M	1.9%
Total Cash Investments	\$89.3M	
Property	\$15.1M	14.5%
Total Investment Portfolio	\$104.4M	

Whilst the amount of investments appears high, approximately \$18.8M of the total funds held, relate to Section 94 contributions.

Council continues to utilise the Federal Government’s current guarantee (\$250K) investing in Term Deposits with a range of Authorised Deposit Taking Institutions (ADI’s) on short to medium term investments (generally 30 days to six months maturity) where more competitive rates are available.

Whilst Council has moved some of its investment portfolio out to longer terms, locking in some of the returns. Should Council consider utilising its internal, this will have a direct impact on the amount of investment income that will be realised and will require a reduction in the future projected investment income and will place pressure on Council to be able to maintain its current level of expenditure on Capital or Maintenance.

Financial Security Reserve (FSR)

The Financial Security Reserve has a balance of \$3.056M as at February 2013 as detailed below:

Financial Security Reserve	(\$'000)
Balance 1 July 2012	2,064
Interest on Written Down CDO’s	20
Proceeds from Sales & Maturities of Written Down CDO’s	972
Balance of Financial Security Reserve	3,056

Council has resolved to transfer all proceeds and interest earned on written down investments to this reserve.

Economic Commentary

The RBA, at their March meeting, left the cash rate unchanged, noting that previous cuts of 1.25% were gaining some traction. Projections for the economy show maintained health in the mining sector, however a decline in the manufacturing sector. Fourth quarter GDP figures for the Australian economy was 0.6%, meeting expectations.

ITEM 6 (continued)

Chinese authorities have clamped down on rampant property speculation in attempts to deflate a growing property bubble, which sent some shocks through global stock markets. While there was an initial dip, this has since recovered.

In the US, suggestions of possibly winding back the \$85B per month of bond purchases sent markets down, though the Dow has since recovered to record highs. Given that numbers from the US are improving, there are still issues with the health of the underlying companies that make up the Dow. The main reason is due to the pressure upwards by historically low interest rates and the Federal Government's \$1trillion per annum qualitative easing.

The Eurozone remains in a troubled state. Greece is still struggling under an imposed austerity measures that are shrinking their GDP drastically, and Italy still have not formed a government after their recent elections. This has sent bond prices on Italian government debt higher.

Legal Issues

As previously reported to Council, the LGFS Rembrandt CDO Investment and the Grange (Lehman Brothers) IMP Investment are currently before the Courts. Council at its meeting on 17 July 2012 also endorsed being a third party to an action against the Commonwealth Bank (CBA).

The following update is provided in respect of Council's legal action in these matters due to recent developments.

Lehman / Grange IMP

On Friday 1 March, Justice Rares handed down the judgment in this matter, which was in favour of the Councils involved in this legal action. This was reported to Council in the September Investment Report. Council is still waiting for final orders to be handed down, which are expected in the near future.

Whilst this court action has been proceeding, the related investments of the Lehman / Grange IMP (Merimbula and Global Bank Note) have been finalised and paid to Council. As detailed in this report, Council has received \$752k for these investments representing full payment of the principal and interest.

LGFS – Rembrandt

On 5 November 2012 Federal Court Justice Jayne Jagot ruled that Councils were entitled to succeed in their claim for damages against LGFS, ABN AMRO and Standard & Poors (S&P). This result has vindicated Council's Investment in this product with Justice Jayne Jagot finding against LGFS, ABN AMRO and S&P had collectively been responsible for misleading and deceptive conduct and negligent misrepresentation of this investment to Councils.

ITEM 6 (continued)

On 1 March 2013, the Federal Court of Australia awarded compensation and costs to Councils against S&P. Council was awarded \$933K principal (equivalent to the balance outstanding) and \$331K in interest. Of this, 70% is payable to IMF for their funding of the legal action, resulting in a net benefit to Council of approximately \$380K. Council is still awaiting a full reconciliation of the proceeds to be paid to Council by IMF and Piper Alderman.

Piper Alderman are currently preparing a lump sum costs order to put before the Court, so the Court can make an order as to the quantum of legal fees and disbursements which Council may be entitled to recover from the Respondents. As at the date of this report there is no further detail as to what Council may be entitled to recover.

CBA – Oasis and Palladin

Council has endorsed Council being a third party to an action against CBA in relation to the Oasis CDO investments for \$1 million that Council has written down to zero. It is still early in this legal action being taken and no further updates have been received since last reported to Council.

Whilst Council had written off the Oasis investment, the investment had one further default until it completely defaulted. As detailed in the last investment report, Council has sold the Oasis investment at 35.7 cents in the dollar on the remaining principal of \$625k, being \$223,337. Should Council be successful in this legal action, then this will be taken into account as part of any settlement.

As part of this action, Council is also a party to action against CBA for its investment in the Palladin CDO, of which Council held \$2M. This investment defaulted in October 2008.

Council's Property Investment Portfolio

The following properties were held as part of Council's Property Investment portfolio:

- 2 Dickson Avenue, West Ryde
- 1a Station St, West Ryde
- 8 Chatham Road, West Ryde
- 202 Rowe St, Eastwood (commercial)
- 226 Victoria Rd, Gladesville (commercial)
- West Ryde Car Park Site
- Herring Road Air Space Rights

The properties within this portfolio are under review as part of the updating of the Asset Management Plans to ensure that Council clearly identifies those properties that are held as an investment, which may also include commercial properties and other operational assets that may be earmarked for future development. Once this review is complete, it will be reported to Council for consideration.

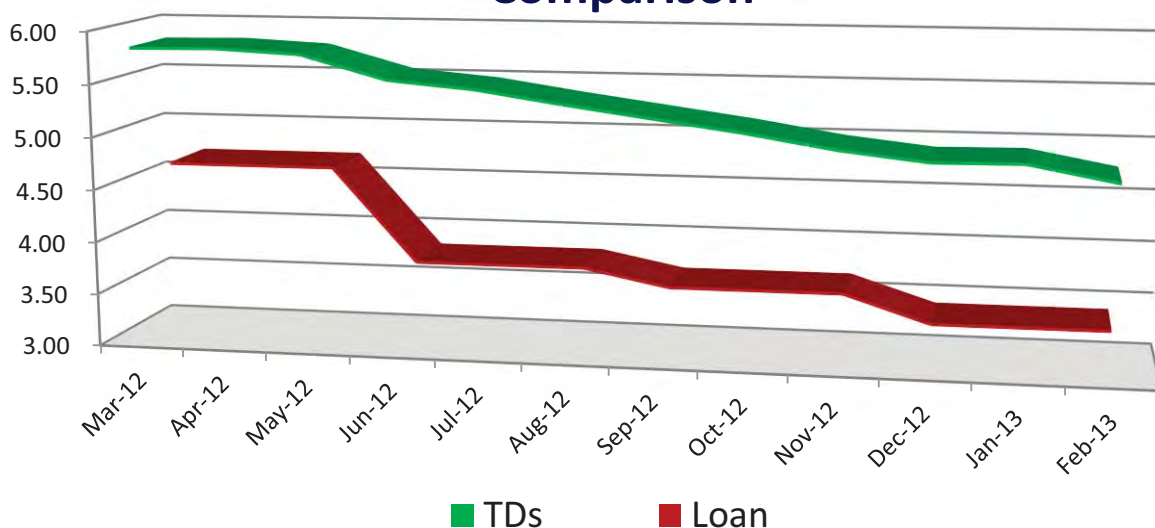
ITEM 6 (continued)

Loan Liability

Council’s loan liability as at 28 February 2013 was \$3.7 million which represents the balance of one loan taken out in 2004 for the Civic Centre Redevelopment and refinancing the West Ryde Tunnel. This loan was for 15 years and was negotiated at a very attractive rate for Council at 90 Day BBSW + 20 basis points and is reset every quarter.

There is no advantage to Council in changing these arrangements or repaying this loan earlier than planned. Council is receiving a better rate of return on its investments than it is paying on the loan. The following graph shows the gap between the average interest rate earned on Council’s term deposits (top line) compared to the interest rate applying to this loan (bottom line).

Term Deposits/Loan Interest Rate Comparison



Debt Service Ratio

It should be noted that whilst Council’s debt service ratio is low, all of Council’s funds are committed to operational costs and projects of a capital and non-capital nature. This means that Council does not have the capacity to take on any additional debt without a new dedicated revenue stream to fund the loan repayments or by cutting services.

Debt Service Ratio		
Category 3 Councils	2010/11	2.87%
City of Ryde	2011/12	0.75%

ITEM 6 (continued)

Types of Investments

The following are the types of investments held by Council:

- **At Call** refers to funds held at a financial institution, and can be recalled by Council either same day or on an overnight basis.
- A **Floating Rate Note (FRN)** is a debt security issued by a company with a variable interest rate. This can either be issued as Certificates of Deposit (CD) or as Medium Term Notes (MTN). The interest rate can be either fixed or floating, where the adjustments to the interest rate are usually made quarterly and are tied to a certain money market index such as the Bank Bill Swap Rate.
- A **Fixed Rate Bond** is a debt security issued by a company with a fixed interest rate over the term of the bond.
- A **Floating Rate Collateralised Debt Obligation (CDO)** is an investment backed by a diversified pool of one or more classes of debt. These investments are for longer terms and offer a higher rate of interest. Credit ratings are assigned to these investments as detailed in the portfolio.

Credit Rating Information

Credit ratings are generally a statement as to an institution's credit quality. Ratings ranging from AAA to BBB- (long term) are considered investment grade.

A general guide as to the meaning of each credit rating is as follows:

- AAA: the best quality companies, reliable and stable
- AA: quality companies, a bit higher risk than AAA
- A: economic situation can affect finance
- BBB: medium class companies, which are satisfactory at the moment
- BB: more prone to changes in the economy
- B: financial situation varies noticeably
- CCC: currently vulnerable and dependent on favourable economic conditions to meet its commitments
- CC: highly vulnerable, very speculative bonds
- C: highly vulnerable, perhaps in bankruptcy or in arrears but still continuing to pay out on obligations
- D: has defaulted on obligations and it is believed that it will generally default on most or all obligations

Note: Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

A "p" after the rating is a commonly used shorthand method of indicating that the investment principal is given a rating, but the interest is not. This is most commonly used for capital protected products, where the income stream is derived from a number of factors and/or variables which are unable to be reliably estimated, such as share prices.

ITEM 6 (continued)
INVESTMENT SUMMARY AS AT 28 FEBRUARY 2013

Issuer	Investment Name	Investment Rating	Invested at 28-Feb-13 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2012	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Westpac	1. Westpac At Call	AA-	7,155	2.93	3.53	3.35	8.01	7,155	100.00%
Westpac	2. Westpac Term Deposit 2	AA-	1,000	4.93	4.93	4.93	1.12	1,000	100.00%
Bank of Queensland	3. Bank of Queensland TD	BBB+	750	4.48	5.56	5.34	0.84	750	100.00%
Westpac	4. St George Term Deposit	A+	1,000	4.40	5.13	5.02	1.12	1,000	100.00%
NAB	5. NAB Term Deposit	AA-	1,000	4.60	5.28	5.05	1.12	1,000	100.00%
Westpac	6. Westpac Term Deposit	AA-	1,000	5.15	5.15	5.15	1.12	1,000	100.00%
Westpac	7. Westpac Term Deposit	AA-	500	4.95	4.95	4.95	0.56	500	100.00%
NAB	8. NAB Term Deposit	AA-	1,000	6.60	6.60	6.60	1.12	1,000	100.00%
Westpac	9. Westpac Term Deposit	AA-	500	4.88	4.88	4.88	0.56	500	100.00%
NAB	10. NAB Term Deposit	AA-	1,000	4.70	5.20	5.01	1.12	1,000	100.00%
Police & Nurses Ltd	11. Police & Nurses Ltd	Unrated	500	4.24	5.19	4.93	0.56	500	100.00%
CBA	12. Bankwest TD	AA-	1,000	4.12	5.42	5.14	1.12	1,000	100.00%
CBA	13. Bankwest TD	AA-	1,000	4.27	5.16	4.76	1.12	1,000	100.00%
CBA	14. Bankwest Term Deposit	AA-	1,000	4.22	5.11	4.88	1.12	1,000	100.00%
NAB	15. NAB Term Deposit	AA-	1,000	4.72	5.34	5.03	1.12	1,000	100.00%
Defence Bank	16. Defence Bank TD	Unrated	500	4.12	5.50	5.22	0.56	500	100.00%
Railways CU	17. Railways CU	Unrated	500	4.40	5.25	4.91	0.56	500	100.00%
New England Credit Union	18. Community Mutual Group TD	Unrated	500	4.27	4.74	4.51	0.56	500	100.00%
Qld Police CU	19. Qld Police CU TD	Unrated	500	4.53	5.05	4.72	0.56	500	100.00%
Bendigo and Adelaide Bank	20. Bendigo Bank TD	A-	1,000	4.96	5.23	4.96	1.12	1,000	100.00%
Hunter United Credit Union	21. Hunter United Credit Union TD	Unrated	500	4.30	4.90	4.79	0.56	500	100.00%
Coastline CU	22. Coastline Credit Union TD	Unrated	500	4.70	5.15	4.94	0.56	500	100.00%
Peoples Choice CU	23. Peoples Choice CU	BBB+	500	4.44	4.96	4.65	0.56	500	100.00%
Australian Defence Credit Union	24. Australian Defence CU TD	Unrated	500	4.81	5.18	4.96	0.56	500	100.00%
Rural Bank	25. Rural Bank	A-	1,000	6.48	6.48	6.48	1.12	1,000	100.00%
Banana Coast CU	26. Banana Coast CU TD	Unrated	500	4.65	5.28	5.07	0.56	500	100.00%
B&E Ltd	27. B & E Building Soc TD	Unrated	500	4.30	4.98	4.68	0.56	500	100.00%
Victoria Teachers CU	28. Victoria Teachers CU	Unrated	500	4.36	5.10	4.80	0.56	500	100.00%
CBA	29. CBA TD	AA-	2,000	5.76	5.76	5.76	2.24	2,000	100.00%
Me Bank	30. ME Bank TD	BBB	1,000	5.07	5.38	5.20	1.12	1,000	100.00%
Macquarie Bank	31. Macquarie Bank Term Deposit	A	500	4.86	5.21	4.86	0.56	500	100.00%
CBA	32. Bankwest Term Deposit	AA-	1,000	7.00	7.00	7.00	1.12	1,000	100.00%
Summerland CU	33. Summerland CU TD	Unrated	250	5.05	5.44	5.10	0.28	250	100.00%
Wide Bay CU	34. Wide Bay CU TD	BBB	500	4.55	5.27	4.91	0.56	500	100.00%
Northern Beaches CU	35. Northern Beaches CU TD	Unrated	500	4.76	4.86	4.86	0.56	500	100.00%
Queenslanders CU	36. Queenslanders CU TD	Unrated	500	4.70	5.22	5.05	0.56	500	100.00%
Warwick CU	37. Warwick CU TD	Unrated	500	4.42	5.30	5.00	0.56	500	100.00%
Maitland Mutual	38. Maitland Mutual Bldg Soc TD	Unrated	500	4.55	5.20	4.96	0.56	500	100.00%
AMP	39. AMP eASYSaver	A	2,916	3.91	4.29	4.07	3.27	2,916	100.00%
South West CU	40. South West CU TD	Unrated	500	4.47	4.47	4.47	0.56	500	100.00%
CBA	41. CBA Term Deposit	AA-	1,000	4.45	5.05	4.87	1.12	1,000	100.00%
Gateway CU	42. Gateway CU TD	Unrated	500	4.48	5.06	4.79	0.56	500	100.00%
Rabobank	43. Rabobank TD	AA-	500	5.01	5.51	5.27	0.56	500	100.00%
Newcastle Perm Bldg Soc	44. Newcastle Perm Bldg Soc	BBB+	1,000	4.47	5.06	4.84	1.12	1,000	100.00%
QT Mutual Bank	45. QT Mutual Bank	Unrated	500	4.30	5.25	4.96	0.56	500	100.00%

ITEM 6 (continued)

Issuer	Investment Name	Investment Rating	Invested at 28-Feb-13 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2012	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
ING	46. ING TD	A	1,000	4.36	6.43	6.34	1.12	1,000	100.00%
Greater Bldg Soc	47. Greater Bldg Soc TD	BBB	1,000	4.41	5.26	5.03	1.12	1,000	100.00%
The Rock Bldg Soc	48. The Rock Bldg Soc TD	BBB-	500	4.35	4.98	4.49	0.56	500	100.00%
Bank of Queensland	49. BoQ TCD	BBB+	2,000	4.53	5.20	4.97	2.24	2,009	100.44%
Suncorp-Metway	50. Suncorp Metway FRN	A+	1,000	4.25	4.84	4.52	1.12	1,002	100.21%
Intech CU	51. Intech CU TD	Unrated	500	4.32	5.23	4.83	0.56	500	100.00%
AMP	52. AMP TD	A	1,000	7.14	7.14	7.14	1.12	1,000	100.00%
Rabobank	53. Rabobank TD	AA-	500	5.05	5.47	5.26	0.56	500	100.00%
Bendigo and Adelaide Bank	54. Bendigo and Adelaide Bank FRN	A-	1,000	4.57	5.23	4.91	1.12	1,003	100.30%
WaW CU	55. WAW CU Coop	Unrated	500	4.35	4.35	4.35	0.56	500	100.00%
Community First CU	56. Community First CU TD	Unrated	500	4.40	5.06	4.61	0.56	500	100.00%
Heritage Bank	57. Heritage Bank	BBB-	1,000	4.50	5.19	4.93	1.12	1,000	100.00%
CBA	58. CBA TD	AA-	1,000	5.00	4.95	4.99	1.12	1,000	100.00%
Rabobank	59. Rabodirect At-call	AA	969	3.77	4.25	4.01	1.09	969	100.00%
Me Bank	60. ME Bank At Call Account	BBB	1,531	3.82	4.34	4.08	1.71	1,531	100.00%
NAB	61. NAB FRN	AA-	1,001	4.36	4.93	4.59	1.12	1,018	101.67%
NAB	62. NAB FRN	AA-	998	4.47	5.04	4.70	1.12	1,015	101.67%
CBA	63. CBA FRN	AA-	999	4.22	4.91	4.66	1.12	1,016	101.66%
Westpac	64. Westpac FRN	AA-	997	4.36	4.98	4.75	1.12	1,013	101.59%
CBA	65. CBA FRN	AA-	998	4.28	4.96	4.71	1.12	1,015	101.66%
NAB	66. NAB FRN	AA-	993	4.65	5.24	4.89	1.11	1,010	101.67%
Westpac	67. Westpac FRN	AA-	998	4.29	4.91	4.69	1.12	1,012	101.43%
NAB	68. NAB FRN	AA-	993	4.63	5.21	4.86	1.11	1,010	101.67%
CBA	69. CBA FRN	AA-	993	4.44	5.14	4.89	1.11	1,009	101.66%
ANZ	70. ANZ FRN	AA-	992	4.56	5.19	4.96	1.11	1,008	101.59%
Rabobank	71. Rabobank FRN	AA	989	4.59	5.29	5.01	1.11	1,000	101.11%
Police CU (SA)	72. Police CU - SA	Unrated	500	5.70	5.70	5.70	0.56	500	100.00%
Investec	73. Investec TD	BBB-	250	5.24	5.55	5.24	0.28	250	100.00%
NAB	74. NAB Fixed MTN	AA-	994	5.97	6.28	6.27	1.11	1,066	107.22%
Bankstown City CU	75. Bankstown City CU TD	Unrated	250	4.50	5.18	4.85	0.28	250	100.00%
Westpac	76. Westpac Fixed MTN	AA-	996	5.87	6.18	6.18	1.12	1,068	107.24%
ING	77. ING Direct	A	1,000	4.67	5.53	5.25	1.12	1,000	100.00%
Macquarie Bank	78. Macquarie Bank TD	A	500	6.50	6.50	6.50	0.56	500	100.00%
CBA	79. CBA Retail Bond	AA-	956	4.80	5.26	5.11	1.07	953	99.73%
Bank of Cyprus (Aust)	80. Bank of Cyprus TD	Unrated	250	6.05	6.05	6.05	0.28	250	100.00%
Rural Bank	81. Rural Bank TD	A-	1,000	4.81	5.05	5.02	1.12	1,000	100.00%
Me Bank	82. ME Bank TD	BBB	1,000	5.09	5.16	5.15	1.12	1,000	100.00%
CBA	83. CBA Retail Bonds	AA-	490	5.01	5.40	5.32	0.55	489	99.73%
CBA	84. CBA Retail Bonds	AA-	490	5.05	5.40	5.35	0.55	489	99.73%
Bank of Queensland	85. Bank of Queensland TD	BBB+	1,000	4.81	5.05	5.05	1.12	1,000	100.00%
Bank of Queensland	86. Bank of Queensland TD	BBB+	1,000	4.70	4.86	4.86	1.12	1,000	100.00%
Investec	87. Investec TD	BBB-	250	6.15	6.15	6.15	0.28	250	100.00%
IMB	88. IMB TD	BBB	500	4.50	4.75	4.75	0.56	500	100.00%
CBA	89. CBA Retail Bond	AA-	491	4.97	5.16	5.16	0.55	490	99.73%
Westpac	90. St George TD	AA-	1,000	4.24	4.91	4.91	1.12	1,000	100.00%
CBA	91. CBA Retail Bond	AA-	491	4.95	5.13	5.13	0.55	490	99.73%
Rural Bank	92. Rural Bank TD	A-	1,000	5.06	5.06	5.06	1.12	1,000	100.00%
ING	93. ING Floating Rate TD	A	1,000	5.53	5.76	5.76	1.12	1,000	100.00%
IMB	94. IMB TD	BBB	1,000	4.24	4.64	4.64	1.12	1,000	100.00%
Westpac	95. St George TD	AA+	1,000	4.91	4.91	4.91	1.12	1,000	100.00%
Bank of Queensland	96. Bank of Queensland TD	BBB+	1,000	4.45	5.00	5.00	1.12	1,000	100.00%
NAB	97. NAB TD	AA-	1,000	4.80	4.80	4.80	1.12	1,000	100.00%
Westpac	98. St George TD	AA-	600	4.92	4.92	4.92	0.67	600	100.00%
Me Bank	99. ME Bank TD	BBB	1,000	4.35	4.76	4.76	1.12	1,000	100.00%
Bank of Queensland	100. Bank of Queensland FRN	BBB+	2,000	4.79	4.79	4.79	2.24	2,010	100.52%
Beirut Hellenic Bank (Aust)	101. Beirut Hellenic Bank TD	Unrated	250	4.68	4.75	4.75	0.28	250	100.00%
			89,280	4.67	5.17	5.00	100	89,613	

ITEM 6 (continued)

*Monthly returns when annualised can appear to exaggerate performance

**Market valuations are indicative prices only, and do not necessarily reflect the price at which a transaction could be entered into.

Return including Matured/Traded Investments

Weighted Average Return	4.67	5.21	5.10
Benchmark Return: UBSA 1 Year Bank Bill Index (%)	2.97	3.73	3.41
Variance From Benchmark (%)	1.70	1.48	1.69

Investment Income

	\$000's
This Period	1,057
Financial Year To Date	3,757
Budget Profile	<u>2,307</u>
Variance from Budget - \$	<u>1,450</u>

I certify that as at the date of this report, the investments listed have been made and are held in compliance with Council's Investment Policy and applicable legislation.



John Todd Date: 06/03/2013

Council's Investment Powers

Council's investment powers are regulated by Section 625 of the Local Government Act, which states:

- (1) A council may invest money that is not, for the time being, required by the council for any other purpose.
- (2) Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.
- (3) An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.
- (4) The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.

Council's investment policy requires that all investments are to be made in accordance with:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order (of the Minister) dated 12 January 2011
- The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
- Local Government (Financial Management) Regulation 1993
- Investment Guidelines issued by the Department of Local Government

ITEM 6 (continued)**Overview of Investments**

An overview of all investments held by the City of Ryde as at 28 February is provided below:

1. **Westpac at Call Account (AA-):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
2. **Westpac Term Deposit (AA-):** This investment is a 212 day term deposit, paying 4.88% (4.93% annualised), and matures on 5 April 2013.
3. **Bank of Queensland TD (BBB):** This investment is a 180 day term deposit, paying 4.40% (4.48% annualised), and matures on 31 July 2013.
4. **St George Term Deposit (AA-):** This investment is a 183 day term deposit, paying 4.35% p.a. (4.40% annualised), and matures 7 May 2013.
5. **NAB Term Deposit (AA-):** This investment is a 180 day term deposit, paying 4.55% p.a. (4.60% annualised), and matures 6 May 2013.
6. **Westpac Term Deposit (AA-):** This investment is a one year term deposit, paying 5.15% % (5.15% annualised, and matures 30 May 2013.
7. **Westpac Term Deposit (AA-):** This investment is a three year term deposit, paying 4.95% pa, and matures 21 September 2015.
8. **NAB Term Deposit (AA-):** This investment is a three year term deposit, paying 6.60% p.a., and matures 4 April 2014.
9. **Westpac Term Deposit (AA-):** This investment is a 273 day term deposit, paying 4.85% (4.88 annualised), and matures 28 June 2013.
10. **NAB Term Deposit (AA-):** This investment is a 181 day term deposit, paying 4.65% p.a. (4.70% annualised), and matures 16 May 2013.
11. **Police & Nurses Credit Union (Unrated):** This investment is a one year term deposit, paying 4.24% (4.24% annualised) and matures on 25 February 2014.
12. **Bankwest Term Deposit (AA-):** This investment is a 60 day term deposit, paying 4.05% p.a. (4.12% annualised), and matures 22 April 2013.
13. **Bankwest Term Deposit (AA-):** This investment is a 71 day term deposit, paying 4.20% p.a. (4.27% annualised), and matures 28 March 2013.
14. **Bankwest Term Deposit (AA-):** This investment is a 62 day term deposit, paying 4.15% p.a. (4.22% annualised), and matures 8 April 2013.
15. **NAB Term Deposit (AA-):** This investment is a 365 day term deposit, paying 4.72% p.a. (4.72% annualised), and matures 26 November 2013.

ITEM 6 (continued)

- 16. Defence Bank Term Deposit (Unrated):** This investment is a 63 day term deposit paying 4.05% (4.12% annualised) and matures on 29 April 2013.
- 17. Railways CU Term Deposit (Unrated):** This investment is a 181 day term deposit paying 4.35% (4.40% annualised) and matures on 5 August 2013.
- 18. Community Mutual CU Term Deposit (Unrated):** This investment is a 91 day term deposit paying 4.20% (4.27% annualised) and matures on 22 April 2013.
- 19. Queensland Police CU (Unrated):** This investment is a 150 day term deposit paying 4.47% (4.53% annualised) and matures on 8 March 2013.
- 20. Bendigo Bank Term Deposit (A-):** This investment is a 181 day term deposit paying 4.90% (4.96% annualised) and matures on 7 March 2013.
- 21. Hunter United Credit Union (Unrated):** This investment is a 181 day term deposit paying 4.25% (4.30% annualised) and matures on 12 August 2013.
- 22. Coastline CU Term Deposit (Unrated):** This investment is a one year term deposit, paying 5.25% (5.34% annualised), and matures on 11 October 2013.
- 23. Peoples Choice CU Term Deposit (Unrated):** This investment is a 182 day term deposit, paying 4.39% (4.44% annualised), and matures on 6 May 2013.
- 24. Australian Defence Credit Union Term Deposit (Unrated):** This investment is a 180 day term deposit paying 4.75% (4.81% annualised) and matures on 4 March 2013.
- 25. Rural Bank Term Deposit (A-):** This investment is a five year term deposit, paying 6.48% p.a., and matures on 21 March 2017.
- 26. Bananacoast CU Term Deposit (Unrated):** This investment is a 188 day term deposit paying 4.40% (4.45% annualised) and matures on 5 April 2013.
- 27. B & E Ltd Building Society Term Deposit (Unrated):** This investment is a 179 day term deposit paying 4.40% (4.45% annualised) and matures on 5 April 2013.
- 28. Victoria Teachers CU Term Deposit (Unrated):** This investment is a 120 day term deposit paying 4.30% (4.36% annualised) and matures on 11 April 2013.
- 29. CBA Term Deposit (AA-):** This investment is a three year term deposit paying 5.76% p.a. and matures on 8 December 2014.
- 30. ME Bank Term Deposit (BBB):** This investment is a 180 day term deposit paying 5.01% (5.07% annualised) and matures on 4 March 2013.
- 31. Macquarie Bank Term Deposit (A):** This investment is a 181 day term deposit paying 4.80% (4.86% annualised) and matures on 28 March 2013.

ITEM 6 (continued)

- 32. Bankwest TD (AA-):** This investment is a four year term deposit paying 7.00% (7.00% annualised) and matures on 13 February 2015.
- 33. Summerland CU Term Deposit (Unrated):** This investment is a three year term deposit paying 5.05% pa and matures on 21 September 2015.
- 34. Wide Bay CU Term Deposit (BBB):** This investment is a 180 day term deposit paying 4.50% (4.55% annualised) and matures on 2 July 2013.
- 35. Northern Beaches CU Term Deposit (Unrated):** This investment is a 180 day term deposit paying 4.70% (4.76% annualised) and matures on 23 April 2013.
- 36. Queenslanders Credit Union Term Deposit (Unrated):** This investment is a 181 day term deposit paying 4.65% (4.70% annualised) and matures on 25 July 2013.
- 37. Warwick CU Term Deposit (Unrated):** This investment is a 91 day term deposit paying 4.35% (4.42% annualised), and matures 8 April 2013.
- 38. Maitland Mutual Building Society (Unrated):** This investment is a 181 day term deposit paying 4.50% (4.55% annualised) and matures on 29 April 2013.
- 39. AMP eASYsaver at call account (A):** This investment is an at-call account earning 3.85%. No fees are payable by Council on this investment.
- 40. South West CU Term Deposit (Unrated):** This investment is a 120 day term deposit paying 4.40% (4.47% annualised) and matures on 14 March 2013.
- 41. CBA Term Deposit (AA-):** This investment is a 181 day term deposit paying 4.40% (4.45% annualised) and matures on 29 April 2013.
- 42. Gateway Credit Union Term Deposit (Unrated):** This investment is a 91 day term deposit paying 4.41% (4.48% annualised) and matures on 18 March 2013.
- 43. Rabodirect Term Deposit (AA):** This investment is a 181 day term deposit, paying 4.95% (5.01% annualised), and matures on 11 March 2013.
- 44. Newcastle Permanent Building Society (BBB+):** This investment is a 90 day term deposit, paying 4.40% (4.47% annualised), and matures on 11 March 2013.
- 45. QT Mutual Bank (Unrated):** This investment is a 182 day term deposit paying 4.25% (4.30% annualised) and matures on 15 July 2013.
- 46. ING Term Deposit (A):** This investment is a 179 day term deposit paying 4.31% (4.36% annualised) and matures on 16 August 2013.
- 47. Greater Building Society Term Deposit (BBB):** This investment is a 123 day term deposit, paying 4.35% (4.41% annualised), and matures on 4 June 2013.

ITEM 6 (continued)

- 48. The Rock Building Society Term Deposit (BBB-):** This investment is a 182 day term deposit, paying 4.30% (4.35% annualised), and matures on 5 June 2013.
- 49. Bank of Queensland FRN (BBB):** This is a certificate of deposit issued at a margin of 140 points above 90 day BBSW, maturing 11 November 2013.
- 50. Suncorp Metway FRN (A+):** This is a floating rate note purchased at a margin of 106 points above 90 day BBSW, maturing 18 June 2013.
- 51. Intech CU Term Deposit (Unrated):** This investment is a 122 day term deposit, paying 4.25% (4.32% annualised), and matures on 3 April 2013.
- 52. AMP Term Deposit (A):** This investment is a four year term deposit paying 7.14% which matures on 16 February 2015.
- 53. Rabobank Term Deposit (AA):** This investment is a one year term deposit paying 5.05% pa and matures on 3 September 2013.
- 54. Bendigo & Adelaide Bank FRN (A-):** This is a floating rate note issued at a margin of 140 points above 90 day BBSW, maturing 17 March 2014.
- 55. WAW CU TD (Unrated):** This investment is a 90 day term deposit paying 4.28% (4.35% annualised) and matures on 22 May 2013
- 56. Community First CU TD (Unrated):** This investment is a 180 day term deposit paying 4.35% (4.40% annualised) and matures on 30 July 2013.
- 57. Heritage Bank Term Deposit (BBB-):** This investment is a 365 day term deposit paying 4.50% (4.50% annualised), and matures on 12 December 2013.
- 58. CBA Term Deposit (AA-):** This investment is a 212 day term deposit paying 4.95% (5.00% annualised), and matures on 27 March 2013.
- 59. Rabodirect At-Call (AA):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
- 60. Members Equity Bank At-Call Account (BBB):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
- 61. National Australia Bank Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note paying 115 above BBSW. This investment matures 21 June 2016.
- 62. National Australia Bank Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note paying 125 above BBSW. This investment matures 21 June 2016.

ITEM 6 (continued)

- 63. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 120 above BBSW. This investment matures 2 August 2016.
- 64. Westpac Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 123 above BBSW. This investment matures 9 May 2016.
- 65. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 125 above BBSW. This investment matures 2 August 2016.
- 66. National Australia Bank FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 142 above BBSW. This investment matures 21 June 2016.
- 67. Westpac Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 117 above BBSW. This investment matures 9 November 2015.
- 68. National Australia Bank FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 140 above BBSW. This investment matures 21 June 2016.
- 69. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 140 above BBSW. This investment matures 2 August 2016.
- 70. ANZ FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 142 above BBSW. This investment matures 9 May 2016.
- 71. Rabobank FRN (AA):** This investment is a senior, unsecured floating rate note purchased at a yield of 151 above BBSW. This investment matures 27 July 2016.
- 72. Police CU (SA) Term Deposit (Unrated):** This investment is a two year TD paying 5.70% (5.70% annualised) and matures 18 April 2014.
- 73. Investec Term Deposit (BBB-):** This investment is a one year TD paying 5.24% (5.24% annualised) and matures 10 July 2013.
- 74. NAB Fixed MTN (AA-):** This is a fixed rate bond paying 6.18% (6.30% annualised) and matures 15 February 2017.
- 75. Bankstown City CU Term Deposit (Unrated):** This investment is a 182 day term deposit paying 4.45% (4.50% annualised) and matures 20 May 2013.
- 76. Westpac Fixed MTN (AA-):** This is a fixed rate bond paying 6.00% (6.14% annualised) and matures 20 February 2017.

ITEM 6 (continued)

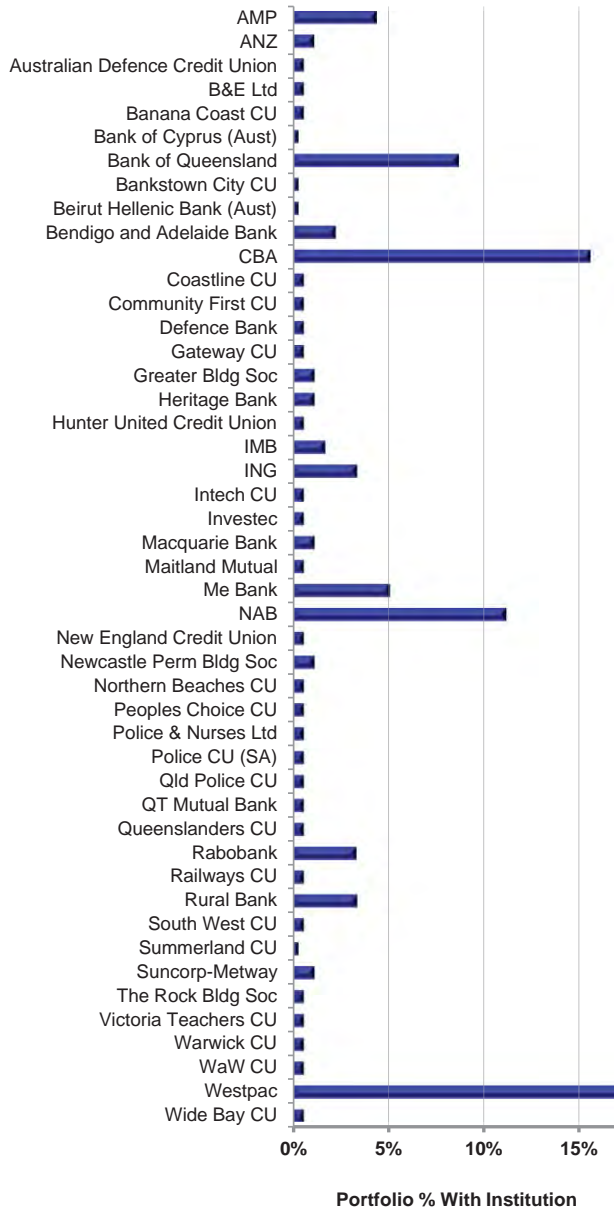
- 77. ING Direct Term Deposit (A):** This is a 182 day term deposit paying 4.62% (4.67% annualised) and matures 22 April 2013.
- 78. Macquarie Bank Term Deposit (A):** This is a five year term deposit paying 6.50% (6.50% annualised) and matures 3 April 2017.
- 79. CBA Retail Bond (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 24 December 2015.
- 80. Bank of Cyprus Term Deposit (Unrated):** This investment is a five year term deposit paying 6.05% p.a. and matures on 15 May 2017.
- 81. Rural Bank Term Deposit (A-):** This investment is a 120 day term deposit paying 4.73% p.a. (4.81% annualised) and matures on 27 March 2013.
- 82. ME Bank Term Deposit (BBB):** This investment is a 180 day term deposit paying 5.01% p.a. (5.07% annualised) and matures on 4 March 2012.
- 83. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 182 above BBSW. This investment matures 24 December 2015.
- 84. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 184 above BBSW. This investment matures 24 December 2015.
- 85. Bank of Queensland Term Deposit (BBB+):** This investment is a 182 day term deposit paying 4.75% (4.81% annualised) and matures 20 May 2013.
- 86. Bank of Queensland Term Deposit (BBB+):** This investment is a 181 day term deposit paying 4.65% (4.70% annualised) and matures 29 April 2013.
- 87. Investec Bank Term Deposit (BBB-):** This investment is a five year term deposit paying 6.95% on maturity (6.15% annualised) and matures 15 August 2017.
- 88. IMB Term Deposit (BBB):** This investment is a 180 day term deposit paying 4.45% (4.50% annualised), and matures 14 May 2013.
- 89. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 175 above BBSW. This investment matures 24 December 2015.
- 90. St George Term Deposit (AA-):** This investment is a 182 day term deposit paying 4.20% (4.24% annualised) and matures on 26 August 2013.
- 91. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 174 above BBSW. This investment matures 24 December 2015.

ITEM 6 (continued)

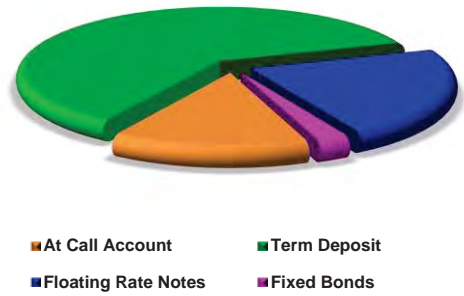
- 92. Rural Bank Term Deposit (A-):** This investment is a 182 day term deposit, paying 5.00% (5.06% annualised), and matures on 5 March 2013.
- 93. ING Floating Rate Term Deposit (A):** This is a five year floating rate term deposit paying 2.30% above 90 day BBSW, and matures 4 September 2017.
- 94. IMB Term Deposit (BBB):** This is a 179 day term deposit paying 4.20% (4.24% annualised) and matures 19 July 2013.
- 95. St George Term Deposit (AA-):** This is a 180 day term deposit paying 4.85% (4.91% annualised) and matures 20 March 2013.
- 96. Bank of Queensland Term Deposit (BBB+):** This is a 179 day term deposit paying 4.40% (4.45% annualised) and matures 16 August 2013.
- 97. NAB Term Deposit (AA-):** This is a 2.25 year term deposit paying 4.80% pa and matures 18 December 2014.
- 98. St George Term Deposit (AA-):** This is a 180 day term deposit paying 4.86% (4.92% annualised) and matures 27 March 2013.
- 99. Members Equity Bank Term Deposit (BBB):** This is a one year term deposit paying 4.35% (4.35% annualised) and matures 20 February 2014.
- 100. Bank of Queensland FRN (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 7 December 2015.
- 101. Beirut Hellenic Bank Term Deposit (Unrated):** This investment is a 90 day term deposit paying 4.60% (4.68% annualised) and matures on 17 April 2013.

ITEM 6 (continued)

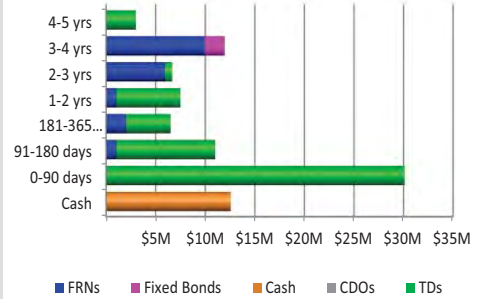
Active Investment by Institution



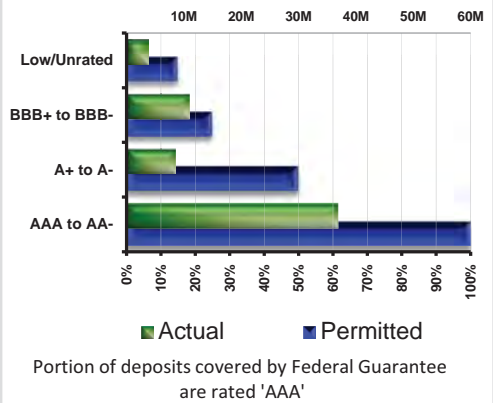
Summary by Investment Type



Summary by Duration

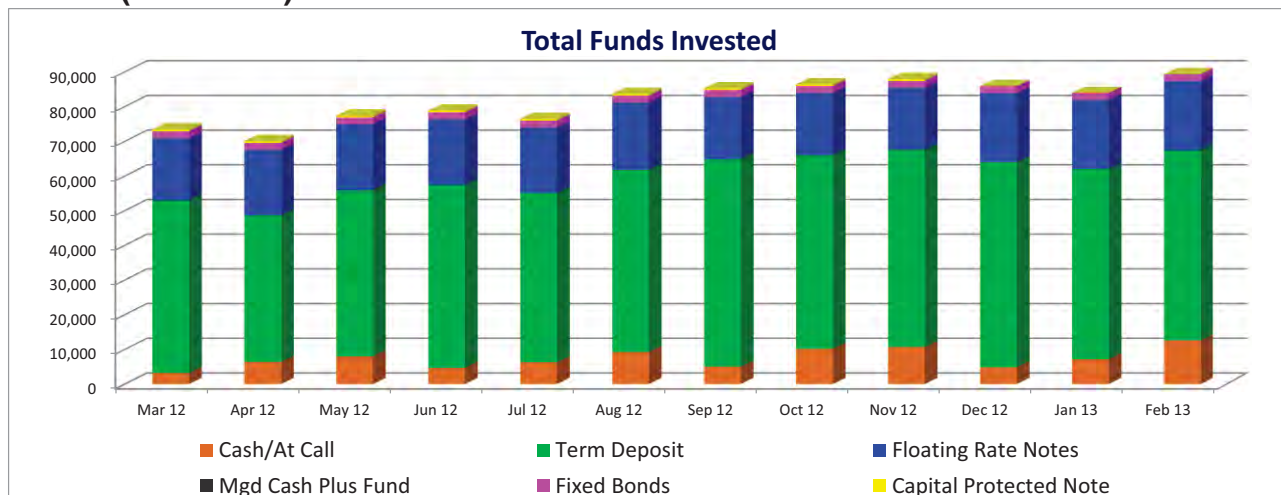


Investment Summary by Rating

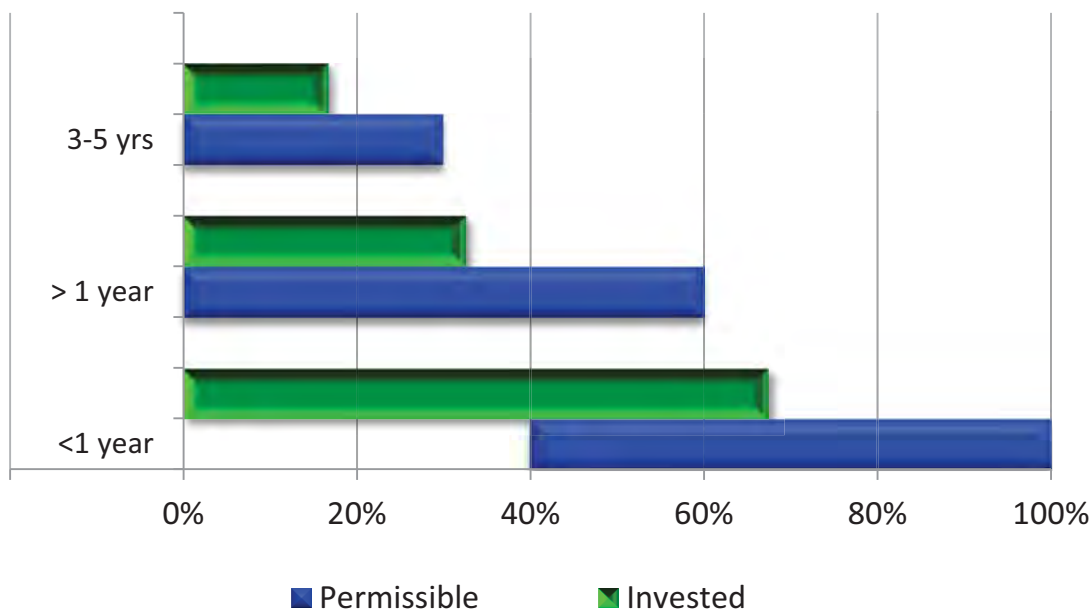


	>365 days	<365 days
Cash/TDs	\$10.3M	\$57.2M
FRNs	\$16.9M	\$3.0M
Fixed Bonds	\$2.0M	\$0.0M
Mgd Funds	\$0.0M	\$0.0M
Other	\$0.0M	\$0.0M
CDO's	\$0.0M	\$0.0M
Total	\$29.1M	\$60.2M

ITEM 6 (continued)



Policy Limits on Maturities



Context

The recommendation is consistent with Section 625 of the Local Government Act, which deals with the investment of surplus funds by Council's.

Financial Implications

Income from interest on investments and proceeds from sales of investments totals \$3.76M, being \$1.45M above budget projections as per the Delivery and Operational Plan, which will not improve Council's Working Capital result as at 30 June 2013.

ITEM 6 (continued)

This is due to estimated further cuts in the official cash rate anticipated by the RBA, \$976K from the sale of the Oasis CDO and the payment of two (2) investments of the Grange / Lehman IMP which will be transferred to the Financial Security Reserve. The other factor is an increase in interest due to the Section 94 Contributions Reserve due to the projected balance of \$18.85M on hand at 30 June 2013. Interest on these funds is required to be transferred to the Section 94 Reserve and this will be brought to account in the next Quarterly Budget Review.

Adjustments to the budgeted amount of Interest on Investments Income for 2012/13, will be reviewed in completing the March Quarterly Budget Review.

The Financial Security Reserve has a current balance of \$3.056M.

7 COMMUNITY STRATEGIC PLAN REVIEW - Ryde 2021

Report prepared by: Coordinator - Change Management Projects
File No.: COR2013/245 - BP13/378

REPORT SUMMARY

Following the recent Council workshop this report seeks Council's endorsement of a three phased approach for conducting the review of the Community Strategic Plan. The three phased approach ensures Council meets its legislative requirements, to submit a Community Strategic Plan to the Division of Local Government by 30 June 2013, without compromising the opportunity to conduct a holistic review of the Community Strategic Plan. The more extensive review has been prompted by feedback received from Councillors and community members that the current Community Strategic Plan is not effective in reflecting the needs of the Ryde community in a manner that is easily understood by its intended audience. The approach outlined in this report provides an opportunity for greater community engagement and ownership of the community's Strategic Plan.

The three phased approach (preferred approach) will allow for public exhibition then adoption of our Community Strategic Plan in its current form, incorporating minor amendments. Following this, Council will implement a comprehensive engagement strategy to gain genuine involvement from community members to shape the direction and content of the community strategic plan, and the Delivery Plan. The results of this second engagement are likely to be more significant changes to the Community Strategic Plan which can then be re-adopted by Council in February 2014.

RECOMMENDATION:

- (a) That Council endorse the recommended three phased approach to review The City of Ryde's Community Strategic Plan.
- (b) That Council support inclusion of this project in the draft Four Year Delivery Plan for 2014-2016 and Operational Plan 2013/14 under the Outcome of Progressive Leadership.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Juanita Ford
Coordinator - Change Management Projects

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 7 (continued)**Discussion**Legislative requirements

It is a requirement of the Local Government Act 1993 that each local government has a Community Strategic Plan. Council adopted the current Community Strategic Plan on 28 June 2011. This Community Strategic Plan must be reviewed and rolled forward by four years, to cover a minimum timeframe of 10 years, by 30 June in the year following the local government elections.

The Act states that Council can do one of three things when reviewing its plan:

1. Endorse the existing plan in its current form
2. Endorse amendments to existing plan
3. Develop and endorse a new plan

Advice received from the Department of Local Government suggests that Group 3 Councils, for the purpose of implementing the Integrated Planning and Reporting framework, are not expected to conduct a significant review of their Community Strategic Plans, as the current plans were only adopted in June 2011.

As a minimum, the review must include the implementation of a Community Engagement Strategy and public exhibition of the draft plan for a period of at least 28 days. Comments from the community must be received and considered prior to the endorsement of the final Community Strategic Plan. The preferred option will ensure Council is compliant with the Legislation.

Community and Councillor Feedback

Recent feedback from Councillors and the community suggest that a more comprehensive review of the Community Strategic Plan is required.

Dr Jana Bowden-Everson from Macquarie University was commissioned to undertake a research project on behalf of The City of Ryde in July 2012. The findings of this research were presented to Council at a workshop on 15 November 2012.

This research presented the following findings:

- Residential ratepayers perceive themselves as relatively highly engaged with and satisfied with their community...[but, in contrast]...being relatively disengaged and dissatisfied with Council
- The Outcomes and Goals are not appropriate for use as a means of communication to the community without significant modification in terms of both their conceptualisation and their language
- Residents do not feel adequately engaged in the planning and decision making process

ITEM 7 (continued)

In addition to the community feedback, we have also taken into consideration the feedback received from Councillors at the Councillor Workshops on the 9 February and 5 March 2013 that:

- Councillors are committed to providing opportunities for real community engagement
- The current Community Strategic Plan document is considered too academic and does not connect with the community
- We need to define and communicate a strategy for the City of Ryde
- This is an opportunity to build community trust
- Councillors want to be involved in developing and finalising the Community Strategic Plan

Council now has an opportunity to respond to this feedback and create a Community Strategic Plan that captures the community sentiment and vision for their city, with outcomes and goals that resonate with them and that can be used as the basis for the development of future years Four Year Delivery Plans.

History

Following a period of councillor and community engagement, beginning in late 2008 and incorporating over 4,000 contributions from numerous community groups, advisory committees, focus groups, government agencies, not for profits and individuals, Council developed the Ryde 2021 Community Strategic Plan.

On 28 June 2011 Council resolved:

That Council adopt the Ryde 2021 – Community Strategic plan with the proposed changes as detailed in the report.

Since adoption, Council has revised its supporting plans and organisation structure to support the Outcomes Framework established in this Community Strategic Plan. In addition, Council has aligned its brand and corporate identity with brand of the Community Strategic Plan.

While the current Community Strategic Plan was formed following extensive community engagement over a 2 year period, little follow-up engagement was undertaken since the plans adoption to integrate the Community Strategic Plan's Outcomes, Goals and Strategies with the community. This has contributed to the views expressed by participants involved in the Macquarie University research.

ITEM 7 (continued)**Preferred Method for review – Approach 3**

Council staff developed three approaches for the consideration of Councillors and presented these at a Councillor workshop on 5 March 2013. The preferred approach, as agreed by those Councillors present at the workshop, ensures Council meets its legislative requirements without compromising the opportunity to conduct a holistic review of the Community Strategic Plan. Details of the other two approaches considered by Council are provided in the Approaches also considered section of this report.

This preferred approach satisfies both the need to comply with Council's legislative requirements and addresses community and Council concerns about the current Community Strategic Plan. This approach provides Council with an opportunity to strengthen its relationship with the community and respond directly to the feedback received through the Macquarie University research.

In addition, this approach will initiate the broader conversation with the community on their priorities for Council and the levels of service they expect from Council. Through this process Council will further align our Four year Delivery Plans, Operational Plans and our Resourcing Strategy with the Community Strategic Plan.

Council's preferred approach involves three phases:

Phase 1: Interim approval of the current Community Strategic Plan

Council will meet legislative requirements by placing our Community Strategic Plan on public exhibition, along side the draft Four Year Delivery Plan 2013-2017 and 1 year Operational Plan 2013/14, throughout May. Following exhibition, any feedback and recommended changes to the Community Strategic Plan will be presented to Council for adoption.

The phase 1 process would be as follows:

- 1) A report to Council requesting approval to roll the current plan forward four years and place on a draft public exhibition will be presented to Council in April. The Draft *Ryde 2025 Community Strategic Plan* will incorporate a few minor changes to the document (updates to the Mayor and GM message, for example). The draft Community Strategic Plan would go on exhibition for 28 days as soon as possible following Council approval. This exhibition period will be supported by the standard advertising processes.
- 2) A report will be presented to Council prior to the 30 June 2013 outlining the recommended amendments to the draft Plan based on any feedback received in the exhibition period. This report will request Council adopt *Ryde 2025 Community Strategic Plan*.

ITEM 7 (continued)Phase 2: Implement an Engagement Plan

In order to make more significant changes to the Community Strategic Plan, Council will undertake a more comprehensive engagement plan, providing opportunities for discussion on the community's hopes and aspirations for the future of Ryde. This engagement will inform the review of Community Strategic Plan, the Four Year Delivery Plan 2014-18 and key projects.

The comprehensive engagement plan incorporates:

- 1) Pre-engagement - focusing on community education and an awareness campaign about the topics of discussion.
- 2) Engagement - using various methods focusing on the participants strategic aspirations for the City. This Engagement will also include workshops with Councillors, advisory committees and the Citizens Engagement Advisory Committee.
- 3) Post-engagement - to communicate back to the community involved in the engagement what we heard from them and advise them of the next steps (ensuring that the communication loop with community is complete).
- 4) Analysis of data collected from the community and Councillors. This analysis will inform a revision of the Community Strategic Plan with a report to Council proposing the resulting changes to the Community Strategic Plan.

Phase 3: Revise the Community Strategic Plan and re-adopt

The comprehensive engagement phase will lead into the development of a revised Community Strategic Plan that captures the community sentiment.

The phase 3 process would be as follows:

- 1) Councillors, with the Executive Team, consider the analysis of feedback generated through the extensive engagement of phase 2 and the recommended changes to the Plan. Once agreement is reached a revised Community Strategic Plan will be prepared.
- 2) Public exhibition of the revised Community Strategic Plan, this time with broad promotion to encourage feedback and test the draft Community Strategic Plan with the community through further focus groups. All feedback throughout this exhibition period will be reported back to Council with recommendations for revision and adoption of the revised Community Strategic Plan.

ITEM 7 (continued)**Benefits and Risks**

The benefit of undertaking this holistic approach when reviewing the Community Strategic Plan is the opportunity this provides Council to make more significant changes to the Community Strategic Plan. The City of Ryde will have a plan that is based on the community's feedback and that responds to the community's aspirations for Ryde.

This approach will ensure that Council is compliant with DLG review timeframes however there is a risk that the community feels Council is conducting the consultation after the decision has been made, adding to the negative perceptions of Council. In order to mitigate this risk Council will develop a clear message regarding this approach, explaining that adopting the current Community Strategic Plan addresses the legislative requirements but that Council is listening to community feedback and will make changes to the Community Strategic Plan in the next year to capture the communities views.

The pre-engagement phase and broad marketing and communication supporting this approach will minimise any risk of the community not taking the engagement opportunities provided.

Consideration has been given to two other approaches for reviewing the Community Strategic Plan, outlined in detail below as Approach 1 and Approach 2. These approaches are not recommended as they involved little or no community engagement and have a higher risk of disengaging the community and adding to the community's mistrust of Council.

Financial Implications

It is recommended that Council support inclusion of this project in the draft Four year Delivery Plan for 2014-2016 and Operational Plan 2013/14 under the Outcome of Progressive Leadership.

The work to be undertaken in the current financial year, including the advertising of the required public exhibition period and adopting the Community Strategic Plan, will be funded within the existing base budget (Strategy and Organisation Development) and is estimated to be less than \$3,000.

Context

This opportunity to engage with the community around their hopes and concerns for their City, and the development of a new Community Strategic Plan comes at a time when Council needs to rebuild its relationship with the community and is looking to the community to provide guidance on their priorities for the future. Undertaking an extensive engagement program through this review will open the discussion for any future engagement on services and rate variation.

ITEM 7 (continued)

By proceeding with the preferred approach, Council will engage in consultation with a broad cross-section of the community. Conducting focus groups with residents, forums with business and not-for-profit sectors, and utilise the Citizens Engagement Advisory Committee and other committees of Council.

A detailed engagement plan will be developed to ensure that engagement reaches all areas of the community, including young people and the CALD groups. Updated information will be presented to Council via Board Vantage as the project is planned and delivered.

Approaches also considered

Approach 1: That Council endorse the existing Community Strategic Plan in its current form.

The main goal of this approach is compliance. This does not address the issues raised by Council or by Community.

The process would be as follows:

- 1) The current Community Strategic Plan would be rolled forward four years and go on exhibition as soon as possible as the Draft *Lifestyle and opportunity at @ your doorstep - the Ryde 2025 Community Strategic Plan* incorporating a few minor changes to the document (i.e.: Mayor and GM message). There would only be the standard exhibition promotion.
- 2) Post exhibition we will review the community feedback and any Councillor feedback.
- 3) A report will be presented to Council prior to the 30 June 2013 outlining the recommended changes to the draft Plan based on this initial feedback. This report will request Council adopt *Lifestyle and opportunity at @ your doorstep - the Ryde 2025 Community Strategic Plan*.

In this approach, there will be no structural changes to the strategy but rather cosmetic changes and simplification of some of the language.

Whilst compliant, the risk with approach 1 will be to further disengage the community as a result of the low level of engagement and the Community Strategic Plan won't reflect the community or Council sentiment. Council will miss an opportunity to demonstrate their commitment to real engagement and the community will continue to think that Council does not inform or consult with them.

Approach 1 would be funded within the existing base budget of the General Manager's Office, Strategy and Organisation Development Service Unit (<\$3,000).

ITEM 7 (continued)

Approach 2: That Council endorse amendments to existing plan.

This approach is considered “middle ground” between approach 1 and approach 3. It incorporates a level of community engagement, however given that the community involvement and its impact on the final document will be minimal this approach could run the risk of the community feeling it lacks credibility.

The process would be as follows:

- 1) Roll the plan forward four years and exhibit the draft *Ryde 2025 Community Strategic Plan* incorporating the recent Councillor feedback; the DLG feedback and the feedback from Macquarie Uni focus groups; and a few minor changes to the document (i.e.: Mayor and GM message).
- 2) This exhibition would be supported by a more in depth promotion campaign to encourage a larger response rate. Council and the Citizens Engagement Advisory committee would also be approached to collate their feedback on the plan.
- 3) The draft Community Strategic Plan would then be ‘tested’ with a Community focus group made up of community members who made a submission during the exhibition period and also with the Citizens Engagement Advisory Committee.
- 4) Following the exhibition period and Council workshops all feedback would be reported to Council with recommendations to amend and adopt the revised *Ryde 2025 Community Strategic Plan*.

Given the more extensive consultation undertaken prior to exhibiting the draft plan, this approach is unlikely to comply with a June 30 deadline for DLG.

Approach 2, although possibly non compliant with the DLG timeframe for the review, will provide moderate opportunity for community consultation. However the risk with approach 2, similar to approach 1, is that where the moderate level of community consultation, where the community cannot really effect any change can appear inauthentic and can further disengage the community. The opportunity to build trust with Council is compromised.

On this basis approach 3, as detailed in the body of the report, is preferred.

8 NSROC CODE OF CONDUCT REVIEWERS PANEL

Report prepared by: Manager - Risk and Audit**File No.:** COR2012/269/4/1 - BP13/379

REPORT SUMMARY

This report is to advise Council that the Northern Regional Organisation of Council's (NSROC) has finalised the process to appoint a regional Conduct Reviewers panel. This is in accordance with section 3.1 and 3.2 of the Model Code of Conduct as reported to Council at its 12 February 2013 meeting.

It is intended that each of the participating NSROC Council's will be able to select a Conduct reviewer(s) from this panel to undertake Code of Conduct reviews and investigations in accordance with the requirements of the Model Code of Conduct.

This report recommends Council's acceptance of and participation in this regional panel that has been established for a period of 4 years.

RECOMMENDATION:

- (a) That Council adopt the NSROC Regional panel of Code of Conduct reviewers.
- (b) That Council utilise this panel to select Conduct reviewers to undertake reviews and investigations in accordance with the requirements of the Code of Conduct.

ATTACHMENTS

- 1 NSROC Recommended Regional Code of Conduct Reviewer Panel

Report Prepared By:

John Schanz
Manager - Risk and Audit

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 8 (continued)

Discussion

In 2008 the NSROC member councils agreed to jointly appoint a Panel of Conduct Reviewers to investigate Code of Conduct complaints. This Panel comprised twelve (12) conduct reviewers who were available for specific appointments by member Councils since this time.

In 2012 the Division of Local Government (DLG) commenced a review of its Code of Conduct and accompanying procedures. The new Model Code of Conduct was released in January 2013 and came into force on 1 March 2013.

It includes a changed selection criteria and process for conduct reviewers and required new Panels to be established by 30 September 2013. The new Model Code of Conduct continues to allow for councils to jointly appoint a regional Panel of Conduct Reviewers.

The 2008 NSROC Panel of Conduct Reviewers had expired in September 2012 but was extended by the NSROC General Managers Advisory Committee pending the finalisation of the Code of Conduct Review by the DLG. Following the release of the new Model Code in January 2013, NSROC called for Expressions of Interest under the new Model Code Procedures and has recommended a Panel for council endorsement.

Advertisements for the Panel were placed in the Sydney Morning Herald, regional papers and through the NSROC Tenderlink network. Applications opened on 17 January and closed on 15 February 2013.

A total of thirty six (36) Expressions of Interest were received and included applications from organisations and individuals.

An evaluation panel comprising the NSROC Executive Director, the General Manager of Willoughby Council and the Risk & Audit Manager from Hornsby Council assessed the applications against the following selection criteria.

*Expressions of interest will be assessed against the following **core requirements**:*

- *Experience with, and understanding of, the operations and conduct of Local Government.*
- *Knowledge of investigative processes including but not limited to procedural fairness requirements and the requirements of the Public Interest Disclosures Act 1994.*
- *An understanding of the Model Code of Conduct for Local Councils in NSW 2013 and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 2013 and other relevantly applicable Legislation including but not limited to the Local Government Act 1993.*

ITEM 8 (continued)

- *Knowledge and experience of one or more of the following:*
 - *investigations or law, or public administration or public sector ethics or alternative dispute resolution.*
- *Not precluded from eligibility as a “conduct reviewer” under Clause 3.6 of the Procedures for Administration of the Model Code of Conduct for Local Councils in NSW 2013.*

*Further consideration will be given to service providers with **additional requirements**:*

- *Independence and freedom from contractual arrangements in relation to local councils in the NSROC region.*
- *The ability to prepare a report to Councils on the investigations findings and recommendations.*
- *The ability to provide the service at a high standard and at a reasonable rate that reflects value for money*
- *The ability to communicate effectively and work in partnership with officers of Council.*
- *The ability to provide flexibility and availability of time whenever as assessment or investigation as required.*
- *The ability to travel throughout the NSROC region, the Councils of Hornsby, Hunter’s Hill, Ku-ring-gai, Lane Cove, North Sydney, Ryde and Willoughby being the constituent Councils of NSROC.*

The Executive Director of NSROC has advised that following this assessment a panel of seventeen members has been established. Details of the panel members are **ATTACHED** to this report.

Given the new Panel will be working with a new Code and Procedures, the NSROC Executive Director will seek ongoing feedback from Councils and Panel members on the effectiveness of the new Code process. In consultation with the NSROC General Managers Advisory Committee, the NSROC Executive Director may suggest that additional working protocols be devised or if feedback should be forwarded to the Division of Local Government.

Financial Implications

The use of panel members will incur a cost. A provision has been made within the base budget for such costs. Any costs incurred over Council’s base budget will be monitored and reported back to Council during the quarterly financial review process.

ITEM 8 (continued)**Consultation with relevant external bodies**

The selection of the regional Conduct Reviewers panel has been undertaken by NSROC on behalf of its member Councils.

ITEM 8 (continued)

ATTACHMENT 1



Attachment A - NSROC Recommended Regional Code of Conduct Reviewer Panel

1. Cripps Consulting - Alison Cripps
2. DMB Independent Consultants – David Madden
3. GVK Consulting – Wendy Klassen
4. Elayne Hayes
5. Frances Howatt
6. IAB Group - Shane Boyd
7. Inconsult –Mitchell Morley
8. JBSA – Julie Baker Smith
9. John Kleem Consulting
10. LKA Group – Andrew Hedges and Graham Evans and multiple officers
11. Mandel and Associates – Duane Mandel and Cassandra Budgen
12. Mediate Today – Robert and Lorraine Lopich
13. Shaw Reynolds Lawyers – Chris Shaw
14. Sinc Solutions – Kath Roach
15. Annette Simpson
16. SRS Solutions – Rob Ryan
17. Train Reaction Pty Ltd - Kathy Thane

**9 NATIONAL COMMUNITY SAFETY AND SECURITY CONFERENCE -
Melbourne - 4 to 5 June 2013**

Report prepared by: Councillor Support Coordinator
File No.: CLR/07/8/73 - BP13/428

REPORT SUMMARY

To advise Council of the upcoming National Community Safety and Security Conference being held at the Hotel Windsor in Melbourne from Tuesday, 4 June to Wednesday, 5 June 2013 and to confirm if Council is to attend this conference.

RECOMMENDATION:

That Council consider and determine the Councillors to attend the National Community Safety and Security to be held in Melbourne from Tuesday, 4 June to Wednesday, 5 June 2013.

ATTACHMENTS

- 1 National Community Safety and Security 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 9 (continued)

Discussion

The National Community Safety and Security Conference will provide knowledge and practical solutions for improving public safety and security in Australian communities.

Featuring expert advice, practical case studies and interactive discussion, this event will showcase examples of successful crime prevention and community safety initiatives of local governments and other community-focused organisations.

This conference and its presentations will be relevant to those seeking to address community safety issues in both metropolitan and regional communities.

Conference Topics will include:

- Strategies for improving public safety
- Community crime prevention programs
- Creating safer public spaces through improved urban design
- Use of CCTV, public lighting and other crime prevention technologies
- Achieving successful community engagement
- Tackling Graffiti and Vandalism
- Working with young people to reduce crime and anti-social behaviour
- Reducing violence in the community

An invitation was placed in the Councillors' Information Bulletin dated 07 March 2013 calling for expressions of interest for Councillors to attend this Conference. Councillors Maggio and Yedelian OAM have indicated an interest to attend.

The Conference program is **ATTACHED** (Attachment 1).

Financial Implications

Early-bird registration cost for the Conference is \$880 for the first delegate and \$770 for the second delegate and includes attendance to all sessions, lunch and tea on both days and a Networking Drinks Event on Tuesday 4 June. Early-bird registration date closes on 5 April 2013, after which the registration cost is increased to \$990 and \$825 respectively.

Accommodation for 2 nights has been secured at the Hotel Windsor for two (2) people at a cost of \$370 per person. Additional costs for flights and meals would also be incurred which are estimated to be \$350 per person.

Total costs for attending this Conference will be approximately \$1600 per person.

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

ITEM 9 (continued)

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
Balance				\$16,785

Policy Implications

There is no policy implication through adoption of the recommendation. 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.

ATTACHED (Attachment 2) are the Guidelines for Councillor Attendance at 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.

Other Options

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

Conclusion

The National Community Safety and Security Conference 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 9 (continued)

ATTACHMENT 1

Conference Presentations Include:

Day 1 – Tuesday, June 4

8:30am – Registration & Morning Coffee

9:00am – Conference Welcome

Building Safer Communities: 'one community at a time'

Alan Peucker, Chief Executive, Australian Safe Communities Foundation

This presentation will outline the Safe Communities concept, which is an internationally recognised, evidence-based best practice model for addressing community safety issues at the local level. It incorporates both general health promotion concepts and strategies for grass roots participation. The underlying philosophy is to address all kinds of safety and prevent injuries in all areas, for all ages, in all environments and situations, involving government, non-government and community sectors.

SESSION: ALCOHOL MANAGEMENT & THE NIGHT-TIME ECONOMY

Chapel St: A Case Study in Alcohol Management

Kelly Martini, Coordinator Corporate and Community Planning, City of Stonnington, and Simon Pratt, Managing Director, Pratt Hospitality Group

Chapel Street, well known for its boutique shopping and cool night life, became the focus of community and media interest when the negative impacts of alcohol related antisocial behaviour peaked in 2009 and 10. Through a community development approach, safety campaigns and regulatory changes, the City of Stonnington has worked in partnership with residents, licensed venues and local police to improve alcohol management on this iconic strip.



Rethinking alcohol in the night time economy

Suzie Matthews, Manager Business Precincts, Late Night Economy & Safe City, City of Sydney

Globally, cities are facing the challenge of rapid urbanisation and growth in alcohol-based night time economies.

The night time economy undoubtedly brings a great economic contribution to communities across

Australasia, but at the same time alcohol costs our communities significantly in terms of perceptions of safety, policing, hospital admissions, waste and cleansing, violence and anti-social behaviour.

To meet this challenge and strike the right balance between a vibrant night time economy and amenity and safety, future night time cities need to radically rethink the role of alcohol in their cities at night – how we work with this sector, manage impacts and find new ways of sustainable growth.

This presentation offers a case study of OPEN Sydney – Future Directions for Sydney at Night. OPEN Sydney provides a clear vision and direction for the development of Sydney's night time economy over the next 20 years.

10:30am - MORNING TEA

CALM: a Collaborative Approach to Liquor Management – Collaboration and Partnerships = a key to success

Lynda Fraser, Community Development Officer, Sunshine Coast Regional Council

The CALM Liquor Accord program has received multiple awards recognising the collaborative approach the Sunshine Coast Council and its partners have adopted in working towards creating and maintaining a safer and more welcoming environment for the local community, business, and visitors to the region. This session provides a case study on how the CALM program has become the success that it is and examines the question "what makes an effective partnership effective".



The Rapid Assessment of Venue Risk Factors in Reducing Alcohol-Related Aggression

Anthony McFadden, Southern Cross University

During the last decade, alcohol-related assault and injury in the night economy has increased significantly to become an issue of growing community concern. The direct and indirect socio-economic costs related to this problem are significant and escalating. Despite the efforts of governmental agencies, premises accords and community groups seeking to mediate disorder, the number of alcohol-related violence incidents continues to rise.

New research has measured alcohol-related aggression by surveying night economy workers on their perceptions of violence risk in Melbourne CBD venues. Venue risk factors were measured using adapted best-practice venue observation instruments. Key associations between alcohol-related aggression and observed risk factors were identified.

The model of rapid assessment venue observation adopted in this study has demonstrated venue risk factors may be audited in short periods of time and across multiple venues per night. This indicates targeted and evidence based enforcement of high risk premises may be achieved by the use of adaptive and flexible venue risk auditing tools.

DISCUSSION PANEL: Creating and Maintaining a Safe Night-Time Environment

A panel of experts will discuss how local governments and other agencies can engage with local venues and the community to minimise violence and anti-social behaviour in public areas and precincts while fostering a vibrant night-time economy.

1:00pm - LUNCH

SESSION: CCTV SYSTEMS FOR SAFER COMMUNITIES

Case Study: City of Melbourne - Safe City

The Value of a Monitored CCTV System leads to other Initiatives

Cameron Bartkowski, Manager Community Safety and Parking, City of Fremantle

ITEM 9 (continued)

ATTACHMENT 1



- Starting
- Location
- Protection
- Staff identification & training
- Stats
- The start for other Initiatives



Developing and Delivering a CCTV Project: A practical real life example
Amanda Collins, Community Safety Planning Officer, City of Ballarat

This presentation will provide an overview of the City of Ballarat's involvement with Closed Circuit Television (CCTV) from 2005, through to its most recent Public Place CCTV installation completed in late 2012. It will cover the development and implementation of the Public Place Stages 1-3 at a total project cost of over \$1 million, and provide insights into key project considerations and management for Local Government.

Does CCTV make an area safer?

Stephen Williamson, Community Services Safety Field Officer, Rockdale City Council

Stephen will detail why CCTV should only be considered as one part of an integrated crime prevention strategy.

With this in mind, Rockdale City Council has addressed this problem by installing fully portable CCTV Systems that can be moved and rotated around our LGA, without the cost of a fixed CCTV System that may cost in excess of \$100,000.

Council has strategically placed these fully portable CCTV cameras around the local area with the aim in reducing illegal dumping and anti-social behaviour. These CCTV cameras are part of Council's contribution to making a safer community.

3:30pm - AFTERNOON TEA

SESSION: STRENGTHENING COMMUNITY SAFETY

A Tale of two Places: addressing perceptions of safety in a complex environment

Lee Robson, Manager Community Engagement, and Dave Hamra, Team Leader Community Development, City of Greater Dandenong

Dandenong, in Melbourne's South East, is a busy metropolitan hub and regional centre for business and services. It's also one of the most disadvantaged communities in Victoria and experiences poor perceptions of public safety amongst its residents and visitors, which is a barrier to investment and participation. The City of Greater Dandenong is working in two localities within Dandenong to address complex issues with multiple stakeholders: the Dandenong Railway Station area and in a small shopping precinct in Dandenong North.

This session will explore the complex nature of working collaboratively to address poor perceptions of safety in the railway station area. This is an environment where the Council has limited direct influence but has taken on the role of advocate and coordinator of the many stakeholders for improved outcomes.

A second project in Dandenong North is underway where a community development and place-based approach is being implemented to reflect the community voice in planning a range of activities, improvements and programs to lift perceptions of safety and civic pride. This presentation will explore the learnings and outcomes to date of these complex and challenging projects.



'Safe & Sound' - building a strong and confident community

Ross Park, Manager Community and Cultural Development, Glenorchy City Council

This presentation will focus on Glenorchy City Council's 2012 Community Safety Framework and Action Plan (Safety Strategy), Graffiti Management Plan, Safer by Design CCTV installation and graffiti recording smart phone app/GIS recording system as part of council's overall crime prevention and community safety strategy.

Glenorchy City Council has for over 20 years fostered a whole of government, whole of community approach to responding to crime prevention and community safety issues. The Glenorchy Community Safety Framework & Action Plan embraces the theory that localised, community based crime prevention usually involves a mix of social and crime prevention measures.

This presentation will focus on key elements underpinning Council's Community Safety Strategy.

Key elements of the strategy include:

- Employing social and environmental crime prevention approaches
- Fostering partnerships and implementing action or implementation plans, regular monitoring and review
- Promoting evidenced based social marketing and community engagement

5:00pm - NETWORKING DRINKS

An outstanding opportunity to network with community safety and community development professionals from across Australia.

DAY TWO – Wednesday, June 5

8:30am – Day 2 Registration & Morning Coffee

9:00am – Day 2 Conference Welcome

Neighbourhood Watch - connecting with changing communities

ITEM 9 (continued)

ATTACHMENT 1



Gill Metz, State Manager, Neighbourhood Watch Victoria

Neighbourhood Watch has been operating for 30 years but to be relevant to today's communities it has needed to change. A new focus and new tools and the need to revamp and extend partnerships to better support community needs.

SESSION: PREVENTING GRAFFITI & VANDALISM



Graffiti In Paradise

Nina Sprake, Executive Coordinator Community Safety & Development, Gold Coast City Council

Since 2002, the City of Gold Coast has adopted a holistic approach to graffiti management and prevention, in order to enhance the city's safety and amenity. Council currently implements a range of initiatives including a rapid removal policy and service; community service program for graffiti offenders; mural and diversionary art projects; school education modules; police enforcement operations; and annual graffiti clean-up day. In 2011, Council was recognised with an Australian Crime and Violence Prevention Award for its graffiti program.



Imagine Campania - A Community Development Response to Anti-social Behaviour

Andrew Benson, Deputy General Manager, Southern Midlands Council

"Vandalism Park" was the name dubbed by Council's field workforce to Flour Mill Park, in the rural village of Campania in the Southern Midlands of Tasmania. Every Monday morning the Council team would arrive in Campania to be confronted by senseless destruction of Council assets and a Community that were quite disappointed and fearful of what this delightful village was being transformed into. This is the story of our journey and the benefits that have ensued.

10:30am - MORNING TEA

SESSION: REDUCING ALCOHOL AND DRUG-RELATED HARM IN THE COMMUNITY

Interventions that can help reduce the harmful impact of alcohol and other drugs on the community

Debbie McGenniskin, Team Leader and Family Counsellor, Eastern Access Community Health

Debbie will present current statistical data on what we know in relation to substances that are being used in the community. The presentation will showcase communities that have piloted models of good practice. This will incorporate an overview of two interventions that can reduce the harmful impact of alcohol and other drugs in the community.

The Mount Druitt Community Leadership Project: A community development approach to alcohol misuse issues

Tony Barnden – Manager Community Development, Blacktown City Council and Robyn Reeve – Community Leader / Resident

Community safety is often addressed using top down strategies. This presentation describes a community development process where residents reframed State Agency processes and resource allocation to deliver a range of new services into their community



Tackling Alcohol Related violence – three-pronged approach to shifting local drinking culture

Edyta Wrobel, Youth and Community Development Officer, Wagga Wagga City Council

Consumption of alcohol has consistently been linked with the aggression and violence, particularly in the vicinity of late night trading venues.

The City of Wagga Wagga has sought to be proactive in addressing the issue of alcohol misuse and determining the way forward in alcohol management within the local community. A culture of drinking to get drunk seems to be quite prominent in Wagga Wagga, especially among younger generation, 19-29 years of age.

The clear identification of alcohol related issues and emerging community needs resulted in the development of the Wagga Wagga City Council's Alcohol Management Strategy 2011-2015.

Our Alcohol Management Strategy aims to provide a significant step forward for a major generational shift towards a responsible drinking culture and a better understanding and achievement of holistic prevention strategies and harm minimisation strategies.

The Alcohol Related Assault Reduction project fell directly out of Wagga Wagga City Council's Alcohol Management Strategy. This project demonstrated best practice from both a community engagement and project management perspective. The project's success could be largely attributed to the strong steering committee with representation from police, the Community Drug Action Team, the local liquor accord and owners of licensed premises. This strong stakeholder engagement in addition to extensive liaison with youth ensured the strategies adopted in tackling alcohol related violence were relevant, responsive and accessible to the target group.

12:30pm - LUNCH

DISCUSSION PANEL: IMPROVING SAFETY IN YOUR COMMUNITY

Drawing on the discussions and knowledge shared during the course of the conference, this panel will analyse the key action points that conference attendees should implement to foster safer local communities.

3:30pm – CONFERENCE CLOSE

ITEM 9 (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

10 AUDIT AND RISK COMMITTEE - APPOINTMENT OF COUNCILLOR REPRESENTATIVES

Report prepared by: Manager - Risk and Audit
File No.: COR2012/269/4/1 - BP13/403

REPORT SUMMARY

Council's Audit and Risk Committee is comprised of two independent external representatives and two Councillor representatives. Following the election in September 2012, there was only one Councillor representative with no alternates remaining on the Audit and Risk Committee.

At its meeting of 14 August 2012, Council endorsed a 1 year extension of the independent members up to the last meeting anticipated to be in November 2013.

The report recommends that Council determine the remaining Councillor representative as well as nominating two alternates to join the Independent external representatives on Council's Audit and Risk Committee.

RECOMMENDATION:

That Council determines the remaining Councillor representative and two alternates for membership of Councils Audit and Risk Committee

ATTACHMENTS

- 1 Division of Local Government Circular 10-22 - Revised Internal Audit Guidelines
- 2 Audit and Risk Committee Terms of Reference

Report Prepared By:

John Schanz
Manager - Risk and Audit

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 10 (continued)**Discussion**

Council's Audit and Risk Committee was initially formed in June 2009 and is an advisory committee to Council.

The composition of the Audit and Risk Committee was established in accordance with the Division of Local Government Internal Audit Guidelines. The composition of the membership of the committee prior to the September 2012 elections was as follows:

- Two Councillor representatives (Councillor Etmekdjian and former Councillor Butterworth with former Councillor Tagg as the alternate)
- Two independent (external) members, Ms Elizabeth Gavey (Chair) and Mr John Gordon

Given the current vacancies caused by the departure of the two former Councillors, the Audit and Risk Committee runs the risk of not having a quorum if one member is unable to attend.

At its meeting on Tuesday 27 November 2012, Council considered nominations for a number of its advisory committees following an external Expression of Interest process for community based members. The Audit and Risk Committee does not have any community based members and hence was not included in this process.

Councillors were also asked to provide nominations for Councillor representation on the advisory committees via the Councillor Information Bulletin. Only one nomination has been received and this is from Councillor Etmekdjian.

Therefore Council now needs to determine the other Councillor representative to join the Audit and Risk Committee. In addition, two alternates to these representatives need to be appointed.

Advice received from the Division of Local Government (Circular 10-22) (provided under **ATTACHMENT 1**) and as outlined in their Revised Internal Audit Guidelines publication, the Division recommends that the Mayor should not be a member of the Committee.

A copy of the Audit and Risk Committee Terms of Reference (**ATTACHMENT 2**) are attached for the information of Councillors and this outlines the role of the Audit and Risk Committee members.

Council should also note that at its meeting of 14 August 2012, a 1 year extension of the independent member engagement up November 2013 was endorsed. It is intended that Council will run a new procurement process commencing around July 2013.

ITEM 10 (continued)**Financial Implications**

Adoption of the recommendation will have no financial impact.

Critical Dates

The next meeting of the Audit and Risk Committee is due to be held in mid April 2013. Without the confirmation of Councillor representative and alternates there is a risk that a quorum will not be achieved if a member is unable to attend.

ITEM 10 (continued)

ATTACHMENT 1



Circular No. 10-22
Date 3 September 2010
Doc ID. A209127

Contact Investigations and Review Branch
02 4428 4100
dlg@dlg.nsw.gov.au

REVISED INTERNAL AUDIT GUIDELINES

The purpose of this circular is to announce the release of revised Internal Audit Guidelines for local councils in NSW. The revised Internal Audit Guidelines are Director General's Guidelines for the purposes of section 23A of the *Local Government Act 1993*.

In 2009 the Division of Local Government conducted a survey of councils to ascertain the progress made towards implementing the *Internal Audit Guidelines* issued in October 2008. Thank you to all councils that participated in that survey.

The results of the survey revealed that while considerable progress had been made toward the implementation of the *Internal Audit Guidelines*, there were some areas where further benefits could be achieved by strengthening or clarifying the Guidelines. These included:

- providing more guidance on the requirements for an independent audit committee – such as characteristics of an independent member; ensuring that staff are not members of the committee; recommending that the Mayor is not a member of the committee
- expanding the conflict of interests provisions of the Guidelines; and
- clarifying the role of the general manager in the internal audit function.

Revised Internal Audit Guidelines have now been prepared that take into account the findings of the survey.

In preparing the revised Guidelines, comments were sought from the Local Government Internal Auditors Network (LGIAN) and the Institute of Internal Auditors (NSW Chapter) (IIA). Their assistance in the revision of the Guidelines, to ensure that they comply with better practice internal audit, is gratefully appreciated.

I anticipate that the revised Internal Audit Guidelines will provide further assistance to local councils in implementing this most important component of the governance framework of local councils.

Councils should review and update their internal audit arrangements to ensure they are consistent with the revised Internal Audit Guidelines.

The revised Internal Audit Guidelines can be found on the Division's website (under "Recent Publications") at www.dlg.nsw.gov.au.



Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

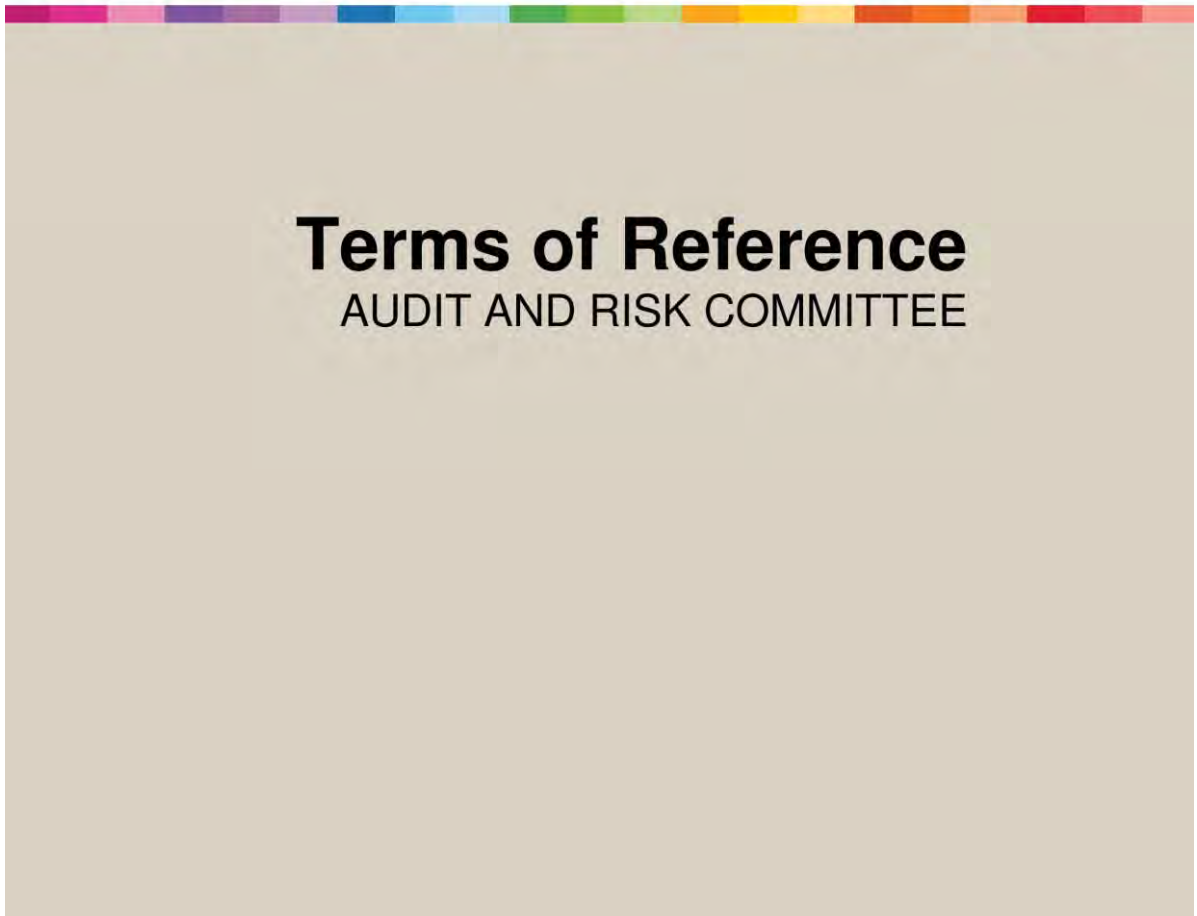
Department of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E dlg@dlg.nsw.gov.au W www.dlg.nsw.gov.au ABN 99 567 863 195

ITEM 10 (continued)

ATTACHMENT 2



 City of Ryde
Lifestyle and opportunity @ your doorstep



ITEM 10 (continued)

ATTACHMENT 2



Copyright © 2010 City of Ryde
All Rights Reserved
No part of the contents of this document may be reproduced or distributed in any form or by any means without the prior written permission of City of Ryde

Document Version Control

Document Name:	Terms of Reference - Audit and Risk Committee
Document Title:	As above
Document ID:	N/A
Document Status:	Draft – presented to Council for consideration
Version Number:	Version 1.2
Date:	March 2013
Author:	City of Ryde
Authorised By:	Council on March 2013
Distribution:	Council

Change History

Version	Issue Date	Author	Reason for Change
1.1	18 May 2010	John Schanz	To bring in line with the Resolution of Council 20 April 2010 - Provision for casual vacancies: page 6 - 7
1.2	14 March 2013	John Schanz	To bring in line with the Resolution of Council March 2013



ITEM 10 (continued)

ATTACHMENT 2



CONTENTS

1. Role and Authority.....	4
2. Membership, Chairperson and Voting	6
3. Meetings.....	9
4. Responsibilities of the Audit and Risk Committee.....	10
5. Communications & Reporting.....	12
6. Code of Conduct and other Council Policies	13



ITEM 10 (continued)

ATTACHMENT 2

1. Role and Authority

1.1 The primary role of the Audit and Risk Committee of the City of Ryde (referred to in these Terms of Reference as the “Committee” or the “Audit and Risk Committee”) is to:

- To provide a forum for communication between all stakeholders i.e. the Council, General Manager, Senior Management and Internal and External Audit.
- To ensure and support the independence of the Internal Audit function.
- To monitor the resources allocated to the Internal Audit function and to make recommendations to the General Manager where required to ensure that sufficient and appropriate resources are made available.
- To review and endorse the annual and long term Audit planning as developed by the Internal Auditor.
- To endorse, review and monitor the outcomes of the Annual Internal Audit plan and Internal Audit function.
- To help facilitate and promote sound governance procedures throughout the City of Ryde.
- To assist the Internal Audit function to provide independent assurance and assistance to City of Ryde in the effective discharge of its responsibilities in relation to:
 - Risk Management
 - Internal Control
 - Governance
 - External Accountability Responsibilities
 - Financial reporting
 - Compliance with laws and regulations

Roles and responsibilities are further discussed in section four of this charter.

1.2 Authority

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- a) Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
- b) Discuss any matters with the External Auditor or other external parties (subject to confidentiality considerations).
- c) Request the attendance of any employee or Councillor at Committee meetings.

ITEM 10 (continued)

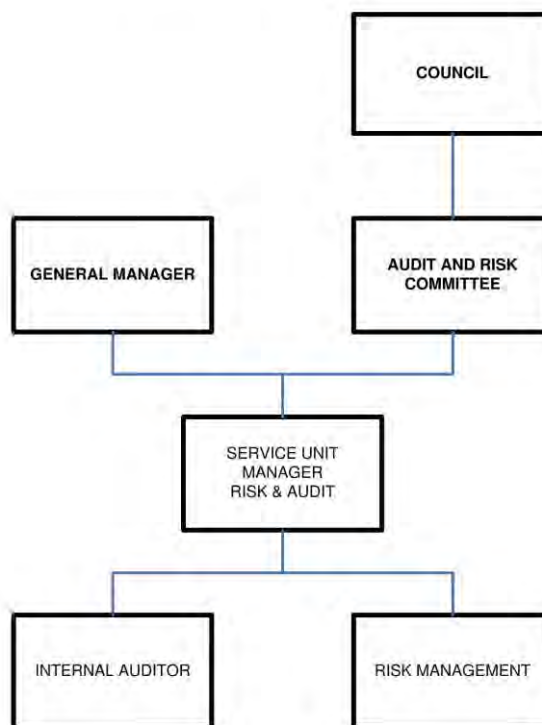
ATTACHMENT 2

- d) Request external legal or other professional advice considered necessary to meet its responsibilities.

1.3 Reporting relationships

The Audit and Risk Committee's relationships with Council, other Council Committees and internal reporting relationships are represented diagrammatically below;

INTERNAL AUDIT REPORTING STRUCTURE



ITEM 10 (continued)

ATTACHMENT 2

2. Membership, Chairperson and Voting

2.1 Membership of the Audit and Risk Committee will comprise:

2.1.1 Voting Members

- a) Independent external members - two
- b) Councillors - two

2.1.2 Non-voting advisors (these persons will ordinarily attend all or relevant parts of the meetings)

- a) General Manager
- b) Service Unit Manager Risk and Audit
- c) Internal Auditor

2.1.3 Other persons

The Audit and Risk Committee may request the following persons to attend all or part of the meetings to present relevant information as required:

- a) Other Council officers.
- b) Representative of the External Auditor.
- c) Other external parties.
- d) Other Councillors.

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

2.1.4 Alternates

The two Councillor members of the Audit and Risk Committee shall each have a nominated alternate. These alternates shall be nominated by resolution of Council and can only attend meetings in place of the member where that member is unable to attend the meeting and has registered an apology.

2.1.5 Casual Vacancy

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 Committee meeting and record it appropriately in the Minutes, and highlight it in the report to the next available Council or Committee of the Whole Meeting.
- (ii) The Committee Facilitator will provide a report to next available Council or Committee of the Whole 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).

ITEM 10 (continued)

ATTACHMENT 2

- (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

2.2 Chairperson

The Audit and Risk Committee will be chaired by one of the Independent External members. 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, the other independent member of the Committee or a Councillor member shall chair the meeting.

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.

2.3 Tenure

The Independent External Members will be appointed for a term of two years, after which they may be eligible for extension or re-appointment.

2.4 Assessment of Committee performance

The Chairperson of the Committee will initiate a review of the performance of the Committee every twelve months. This review will consider the performance of individual members of the Committee as well as overall performance. The review will be conducted on the following basis:

- Self-assessment by the Committee.
- An assessment by stakeholders with input sought from the Council, the General Manager, the Service Unit Manager Risk and Audit, the Internal Auditor and the External Auditor.

The assessment will be conducted utilising a standard evaluation format. The assessment of the performance of the Audit and Risk Committee will be presented to Council for its review. Any action proposed that arises from this review can only be taken as a result of a decision of Council.

ITEM 10 (continued)

ATTACHMENT 2

2.5 Competencies

At least one member of the Committee shall have accounting or related financial management experience with understanding of accounting and auditing standards in a public sector environment.

2.6 Induction and Training

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

2.7 Administrative Support

The Audit and Risk Committee will be provided with administrative support by the Office of the General Manager.

2.8 Responsibilities of Members

Members of the Committee are expected to:

- a) Understand the relevant legislative and regulatory requirements appropriate to City of Ryde.
- b) Contribute the time needed to study and understand the papers provided.
- c) Apply good analytical skills, objectivity and good judgment.
- d) Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.
- e) Abide by the City of Ryde's Code of Conduct.

2.9 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.

2.10 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.

2.11 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.

ITEM 10 (continued)

ATTACHMENT 2

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.

2.12 Attendance at meetings

The attendance by members at meetings of the Audit and Risk Committee shall be recorded. Where a member does not attend and does not provide an apology for 2 consecutive meetings, this will be reported to Council and a determination will be made by Council as to their ongoing tenure on the Committee. The attendance at meetings by all members will be presented in Council's Annual report.

3. Meetings

3.1 Scheduling of meetings

The Audit and Risk Committee will meet four (4) times per year with one of these meetings to include review of the annual audited financial reports and external audit opinion. Another of these meetings will specifically consider the Annual and Long Term Internal Audit plans.

3.2 Additional meetings

The Chairperson of the Audit and Risk Committee may convene additional meetings if required. Other Committee members may submit requests to the Chairperson for additional meetings.

3.3 Forward meeting plan

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit and Risk Committee Charter.

3.4 Distribution of agenda and working papers

The agenda & meeting papers shall be circulated to members at least 5 working days prior to meeting. Each meeting shall be properly recorded by the taking of minutes.

3.5 Conflicts of Interest

Committee members must declare any conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chairperson of the Committee.

3.6 Quorum

A minimum of three (3) members of the Audit and Risk Committee will need to be in attendance to constitute a quorum, including at least one independent member. Meetings can be held in person or by telephone or video-conference.

ITEM 10 (continued)

ATTACHMENT 2

3.7 Public Participation

Due to the often confidential nature of the items presented at the meetings, all meetings of the Committee will be closed to the public.

3.8 Record keeping

The agendas and minutes of the Committee shall be stored as a permanent record of Council, as determined by the General Manager. 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. Minutes will be completed within 2 weeks of the Committee meeting and then reported to the next available meeting of the Council.

4. Responsibilities of the Audit and Risk Committee

The Committee has no executive powers, except those expressly provided by the Council. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Council and the General Manager as defined by the Local Government Act.

In addition to the role outlined under section 1.1 above, the Committee's responsibilities include an oversight function in the following specific areas:

4.1.1 Risk Management – review whether or not

- a) Management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud. Ensure that these risks are taken into account when formulating Internal Audit planning.
- b) A sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

4.1.2 Control Framework – review whether or not

- a) Management has adequate and sound internal controls in place.
- b) Management has in place relevant policies and procedures, and these are periodically reviewed and updated.
- c) Appropriate processes are in place to assess whether policies and procedures are complied with.
- d) Appropriate policies and procedures are in place for the management and exercise of delegations.

ITEM 10 (continued)

ATTACHMENT 2

- e) Management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

4.1.3 External Accountability

- a) Review the financial statements and External Audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.
- b) Consider contentious financial reporting matters in conjunction with Council's management and External Auditors.
- c) Periodically review External Audit plans and reports in respect of planned or completed External Audits, and monitor the implementation of audit recommendations by management.
- d) Consider significant issues raised in relevant External Audit reports and better practice guides, and ensure appropriate action is taken.

4.1.4 Legislative Compliance

- a) Determine whether management has used best endeavours in appropriately considering legal and compliance risks as part of risk assessment and management arrangements as guided by the Department of Local Government.
- b) Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

4.1.5 Internal Audit

- a) Act as a forum for communication between the Council, General Manager, senior management, Internal Audit and External Audit.
- b) Review the Internal Audit coverage and Internal Audit Plan, ensure the plan has considered the Risk Management Framework, and endorse the plan for approval by Council.
- c) Consider the adequacy of Internal Audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan.
- d) Review audit reports and consider significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of better practices.
- e) Monitor the implementation of Internal Audit recommendations by management.

ITEM 10 (continued)

ATTACHMENT 2

- f) Periodically review the Internal Audit Charter to ensure appropriate organisational structures, authority, access and reporting arrangements are in place.
- g) Periodically review the performance of Internal Audit.

5. Communications & Reporting

5.1 Reporting

The Committee shall report back to Council following each meeting. The report shall provide Council with the following as applicable:

- Minutes of each meeting
- Any significant issues

The Committee through the Chairperson shall also submit and present a formal report outlining its major achievements, issues identified and other relevant matters to a closed session of a Council meeting on an annual basis.

5.2 Other reports

The Committee can also elect to report to Council at other times. Examples where this may be required include proposed significant changes to the scheduled Audit tasks as per the endorsed Internal Audit plan.

5.3 Information requirements of the Audit and Risk Committee

The Audit and Risk Committee will be presented with the following standing information for each meeting.

- Progress against the adopted Annual Internal Audit Plan
- Suggested amendment to the Annual Internal Audit Plan
- Status of completed Internal Audit reports
- A report outlining any relevant correspondence received from regulatory authorities such as the Independent Commission Against Corruption (ICAC), the NSW Ombudsman's Office, Department of Local Government or the NSW Auditor General.
- The Annual Internal Audit Plan shall be presented to the Audit and Risk Committee for endorsement at the meeting held prior to the commencement of the ensuing financial year.

ITEM 10 (continued)

ATTACHMENT 2



6. Code of Conduct and other Council Policies

6.1 Code of Conduct

Each Committee member who is not otherwise a Councillor or staff member shall be provided with a copy of Council's Code of Conduct 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.

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



11 MACQUARIE PARK FORUM - TERMS OF REFERENCE

Report prepared by: Place Manager**File No.:** ENV/08/3/8/14 - BP13/371

REPORT SUMMARY

This report provides Council with a summary of details of the Macquarie Park Forum Advisory Committee. As resolved by Council, at its first meeting this Committee reviewed the 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 for the Macquarie Park Forum Advisory Committee, noting the following minor changes:

- 'Transport Infrastructure Development Corporation' (TIDC) has been renamed Transport Construction Authority (TCA)
- Reference to the Forum compromising about 40 members be deleted

ATTACHMENTS

1 Macquarie Park Forum Terms of Reference – February 2013

Report Prepared By:

John Brown
Place Manager

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 11 (continued)**Discussion**

At the Council meeting held on 27 November 2012 (conducted 4 December 2012), Council resolved that the Economic Development Advisory Committee (which included the Macquarie Park Forum) would be separated into two separate Committees.

Council further resolved to extend the Expressions of Interest for the Macquarie Park Forum from 20 December 2012 to 31 January 2013.

At the Council meeting of 12 February 2013, Council considered and endorsed the nominations for the Macquarie Park Forum. Subsequently, the Forum conducted its first meeting on 28 February 2013 where the draft Terms of Reference (TOR) was reviewed. Only minor word changes were suggested as described below:

- 'Transport Infrastructure Development Corporation' (TIDC) is now known as the 'Transport Construction Authority' (TCA) ... and the name was updated
- Reference to the Forum 'compromising about 40 members' was removed ... as it was deemed unnecessary to specify a particular number of members

Financial Implications

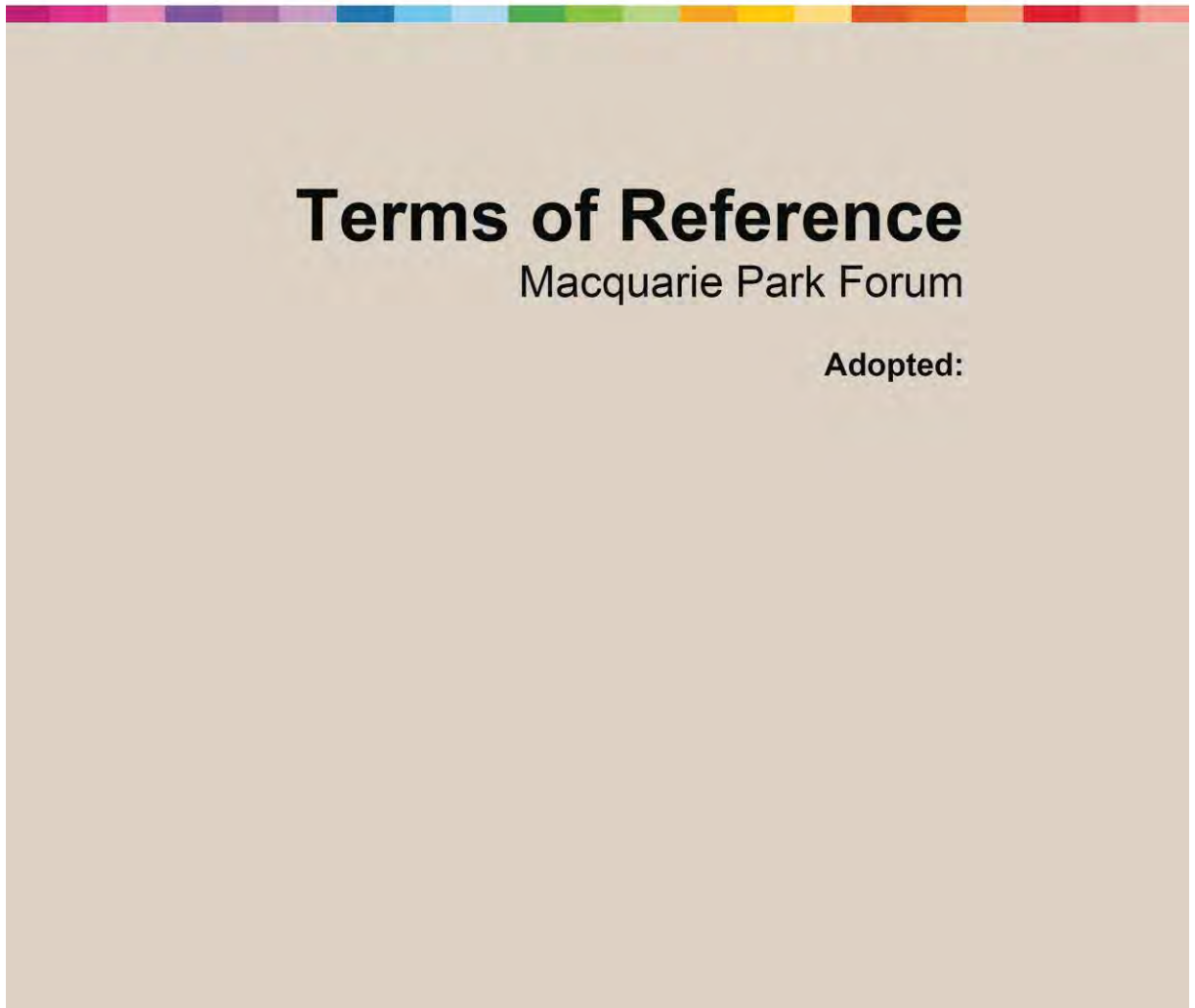
No financial implications.

ITEM 11 (continued)

ATTACHMENT 1



 City of Ryde
Lifestyle and opportunity @ your doorstep



ITEM 11 (continued)
ATTACHMENT 1

Copyright © 2010 City of Ryde
 All Rights Reserved
 No part of the contents of this document may be reproduced or distributed in any form or by any means without the prior written permission of City of Ryde

Document Version Control

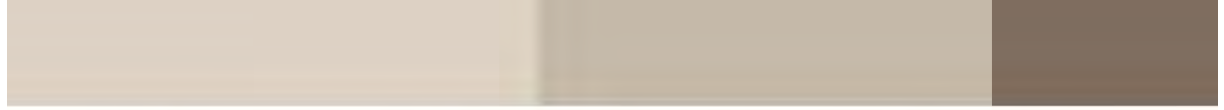
Document Name:	Terms of Reference – Macquarie Park Forum
Document ID:	D12/85676 (Standard)
Document Status:	Draft – presented to Council for consideration
Version Number:	Version 4
Date:	6 February 2013
Author:	John Brown, Place Manager Major Centres
Authorised By:	Council
Distribution:	Council

Change History

Version	Issue Date	Author	Reason for Change
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	25/0/5/10	Nick Chapman 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
1.4	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.
1.5	24/8/11	Shane Sullivan	Reformat to align with City of Ryde branding. Insert paragraph linking role to Community Strategic plan

ITEM 11 (continued)

ATTACHMENT 1



1.6	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.
1.7	6/2/13	Lorie Parkinson	Removal of reference to "Committee of the Whole", as it is no longer in existence.
1.8	28/2/13	John Brown	TOR was reviewed by Macquarie Park Forum at its first meeting.

Contents

1. Roles	4
2. Responsibilities	4
3. Membership, Chairperson and Voting	5
4. Meetings	8
5. Communications and Reporting	8
6. Code of Conduct and Other Council Policies	8



ITEM 11 (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 Macquarie Park Forum is to:

- Assist Council in the refinement and implementation of the Macquarie Park Master Plan vision and objectives to achieve sustainable growth in Macquarie Park.
- Assist Council to scope and oversee research, consultation and planning for a range of programs and activities to achieve the vision and objectives for Macquarie Park e.g. refinement of environmental planning instruments and guidelines for Macquarie Park, promotion of sustainable economic development, implementation of quality urban design.
- Provide guidance and support to Council in the development and implementation of sustainable infrastructure programs for Macquarie Park e.g.: roads, stormwater, catchment improvements, water and sewerage, flood management, community facilities, parks and open space.
- Contribute to the development and implementation of activities to enhance and promote the qualities of Macquarie Park, for example through participation in working groups and implementation of joint initiatives with public or private stakeholder groups e.g.: workplace travel plans, integrated road and public transport strategies and programs, best practice public domain, water sensitive urban design.
- Support Council's efforts to consult with a range of stakeholder and community groups, in particular the business community in Macquarie Park and key government agencies.
- Receive briefings from Council on the allocation of funds collected from Macquarie Park landowners via the Special Levy.

2. Responsibilities

The Committee is responsible for:

- Addressing, to the best of its ability, issues and opportunities which may impact positively or negatively on Macquarie Park's future as a nationally significant, vibrant, innovative and sustainable business, research, education and employment centre.

ITEM 11 (continued)

ATTACHMENT 1

3. Membership, Chairperson and Voting

Membership of the <Committee> comprises:

- No less than one (1) Councillor appointed annually
(Resolution of Council, 7 October 2008)

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

No less than one Councillor appointed annually and appropriate representation from the following stakeholder groups:

- Commercial landowners in Macquarie Park
- Macquarie Centre (AMP)
- Property Council
- **Transport Construction Authority (TCA)**
- Macquarie University
- Residents of Macquarie Park and environs
- Tenants in Macquarie Park
- Relevant business groups (e.g. Chamber of Commerce)
- Relevant State Government entities (e.g. Transport for NSW)
- Relevant education providers

~~It is anticipated that the Forum will comprise about 40 members.~~

Additionally a number of Forum Working Groups may be established to focus on specific interests, issues or concerns. Working Groups are to be chaired and/or facilitated by Forum members or councillors. Non-Forum members may be co-opted onto individual working groups, to contribute particular skills or expertise.

Local residents, tenants and business group members shall be appointed by resolution of Council following advertisement for nominations in at least one local newspaper, on Council's website and 'City View' publication. Nominations are to be in writing and are to be circulated in full to Council for evaluation. Forum members will not be involved in the evaluation or selection process of any local resident, tenant or business group member.

Council officers will provide professional advice and administrative support. Forum Minutes will be taken by the Place Manager Major Centres or nominated Council officer. It should be noted that employees of the Council are not subject to the direction of the Forum or any members thereof.

ITEM 11 (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)

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 11 (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)

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 11 (continued)

ATTACHMENT 1

4. Meetings

Meeting Schedule and Procedures

Meetings are to be held on the every 4 months, usually on the 1st Thursday of the relevant month from 4.00 - 6.00pm at the venue to be confirmed by Council. The Chairperson has the authority to call 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.

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 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 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.

12 SUPPORT TO THE RYDE HUNTERS HILL SYMPHONY ORCHESTRA

Report prepared by: Manager - Community Relations and Events**File No.:** GRP/09/4/8 - BP13/424

REPORT SUMMARY

At its meeting on 11 December 2012, Council resolved to support the Ryde Hunters Hill Symphony Orchestra (RHHSO) through the payment of their public liability insurance and provision of rehearsal venue at Coxs Road Community Hall.

Additionally, Council resolved to:

In principle agree to provide logistical and administrative support to the orchestra and further that the General Manager meet with the Chair of the Board to determine the scope of services requested. A further report to then be provided to Council nominating the budget and resourcing implications for inclusion in the budget. The scope is expected to include the advertising of upcoming concerts and events, provision of space in the Mayoral Column, City View and on Council's website to encourage community sponsorship and assistance with seeking the orchestra to apply for appropriate grant funding.

The General Manager and Group Manager Community Life met with the RHHSO to determine the level of support requested of Council, in addition to the payment of the Public Liability insurance, provision of venue for rehearsals and promotion of the orchestra's activities through Ryde City View, Council Column and website. The extent of the requested support is outlined and costed as Option 3 in this report.

This report recommends Council consider providing partial support to the RHHSO similarly to that provided to other cultural community groups such as Ryde City Concert Band and Ryde Eisteddfod. These groups currently have a cash contribution and in-kind support, where required.

RECOMMENDATION:

- (a) That Council, in addition to the existing agreed support, provides the Ryde Hunters Hill Symphony Orchestra with a support as outlined in Option 2A of this report, to the value of \$21,618, effective 1 July 2013, until 30 June 2016 (the term of the Current Delivery Plan).
- (b) That Council request the above allocation be made in the Draft Delivery Plan 2013-2016.

ATTACHMENTS

There are no attachments for this report.

ITEM 12 (continued)

Report Prepared By:

Derek McCarthy
Manager - Community Relations and Events

Report Approved By:

Tatjana Domazet
Acting Group Manager - Community Life

ITEM 12 (continued)

Background

At its meeting on 11 December 2012, Council considered and resolved as follows:

In principle agree to provide logistical and administrative support to the orchestra and further that the General Manager meet with the Chair of the Board to determine the scope of services requested. A further report to then be provided to Council nominating the budget and resourcing implications for inclusion in the budget. The scope is expected to include the advertising of upcoming concerts and events, provision of space in the Mayoral Column, City View and on Council's website to encourage community sponsorship and assistance with seeking the orchestra to apply for appropriate grant funding.

In addition, Council resolved to congratulate the RHHSO and permit the use of Council logo, payment of their Public Liability insurance, make use of Coxs Road Community Hall for rehearsals and write to Hunters Hill Council seeking support, all of these recommendations have been completed.

Discussion

History of Ryde Hunters Hill Symphony Orchestra

The Ryde Hunters Hill Symphony Orchestra was established in May 2012 and performed its inaugural concert before a near capacity audience at the Bro Emilian Hall at St Joseph's College, Hunters Hill. The concert featured works by Mirzoyan, Schubert, Christopher Gordon, Massenet and Khachaturian. Since that first concert, the group has performed two additional concerts and are planning for further concerts in 2013 with a performance scheduled at St. Josephs College Hunters Hill on Sunday, 5 May 2013.

The Orchestra has over 50 classical musicians as members, and residents from the Ryde and Hunters Hill Local Government areas are encouraged to join the group.

The organisation combines a vibrant passion for music with enrichment and appreciation for both players and listeners, additionally the orchestra is establishing a Junior String Ensemble for young string players from primary school to high school.

RHHSO Levels of Support

As per the Council resolution on 11 December 2012, Council has recently commenced supporting the RHHSO by paying their Public Liability Insurance, providing venue for rehearsals free of charge and promoting their activities. This support will equate to \$7,456 at the end of 2012/13 financial year.

ITEM 12 (continued)

Following discussions with the General Manager and Group Manager Community Life, the RHHSO has suggested consideration of the following further support:

- Venue Hire - Provision of free of charge venue for rehearsals and up to 5 concert performances per annum, subject to availability
- Marketing and promotion – free promotion of the orchestra’s activities through Ryde City View, Council Column and website and possible advertising in local papers
- Insurances – payment for Public Liability and Volunteer Insurance
- Administration support – employment of a part time staff to seek sponsorship and grants opportunities for the orchestra, as well as manage volunteers and administration (estimated 2 days per week)
- Office Expenses – included cost of printing etc.

All options have been itemised and costed in the table below.

	Option 1 Current status	Option 2A Partial Support	Option 2 B – Partial Support	Option 3 Full Support
Venue – rehearsals	\$13,338	\$13,388	\$13,388	\$13,388
Venue -Performances	N/A	\$5,280	\$5,280	\$5,280
Insurance	\$956	See note below		\$1,956
Marketing	N/A	N/A	N/A	\$6,000
Part time staff	N/A	N/A	N/A	\$25,610
Office expenses	N/A	N/A	N/A	\$5,000
Cash contribution	N/A	\$3,000	\$5,000	N/A
TOTAL	\$14,294	\$21,618	\$23,668	\$57,184

It should be noted that all options would include promotion of activities through Ryde City View, Mayoral Column and website and that the venue hire fees are based on current fees and charges for commercial hire.

Note: Should Council decide to proceed with option 2 or 2B, the cash contribution could be used to offset the cost of insurance and office expenses.

These types of arrangements are currently in place with other community cultural groups and the cash contribution is used for operating expenses, whilst the in-kind support is provided through the venues hire free of charge and promotion of activities through Council media. This partial support is outlined in Option 2.

Whilst the level of support requested in Option 3 appears significantly higher than in the previous options, the majority of the cost can be attributed to the support staff position that will focus on seeking sponsorship and grants and promoting the orchestra, thus making the orchestra a sustainable and self-funded operation in a long run.

ITEM 12 (continued)

Following previous resolution of Council, the expectation of the RHHSO was that Council could absorb the Public Liability and Volunteer Insurance through Councils existing premiums. However, Councils Risk and Audit Unit have advised that this type of arrangement is not allowed under Council's policy for any groups that do not provide a Council run service. Should Council decide to auspice the service, these costs could be partially absorbed within the current premium.

Council Support for other Cultural Community Groups

Council currently supports a number of cultural community organisations similar to the RHHSO by providing both cash and in-kind support which includes venue hire, promotional material, event support infrastructure (toilets, road closures etc) and administrative support. The level of Council support for these groups is outlined in the table below:

Organisation	Cash Support	In-kind Support	Total	Summary Community Benefit
Ryde Eisteddfod	\$1,000	\$35,000 venue hire \$7,000 school prize & scholarship	\$43,000	Group in its 25 th year. Cultural performances over a 2 month period for over 5,000 participants
Ryde City Concert Band	\$3,000	Nil	\$3,000	Local non-profit band with approx. 50 members, performs at community events, citizenship ceremonies etc.
Ryde Art Exhibition (Ryde Art Society)	\$2,500	\$22,000 venue hire	\$24,500	Annual Art Exhibition for local artists and community attendance
Ryde Rivers Festival	\$3,500	\$1,500 (for road closures, toilets)	\$5,000	Free Community event attracting over 5,000 people with funds raised going to local projects
Community Xmas Carols (Rotary Club)	\$3,500	\$1,500 (road closures, toilets)	\$5,000	Free Community Event attracting over 10,000 people
Combined Schools (Ryde Schools Spectacular)	\$3,000	\$1,000 venue hire	\$4,000	Performance event at Opera House for approx. 500 local school students
Total	\$16,500	\$68,000	\$84,500	

All groups also receive support through promotion of activities in Ryde City View, Mayoral Column and website and venue rates are based on current fees and charges for commercial hirers.

Policy Implications

All options, except option 3, allow Council to provide level of support in an equitable manner with that of similar organisations and maintains the responsibility for the management of the orchestra with the group.

ITEM 12 (continued)

Option 3 will give Council greater management and financial responsibility for the orchestra and may provide an unequitable level of support, which if provided to other organisations would have significant budget implications for Council. .

Financial Implications

To date, Council has approved \$7,456 worth of support, comprising of \$956 for Public Liability insurance and \$6,500 for venue hire for rehearsal use.

All options would come at the cost to Council as outlined in the table below. Should Council resolve to provide additional support to the orchestra, the financial impact of each option is for 2013/14 is outlined below:

	Option 1 Current status	Option 2 Partial Support	Option 2 B – Partial Support	Option 3 Full Support
TOTAL Additional Funds	\$14,294	\$21,618	\$23,668	\$57,184

No funds are currently available within the existing operational budget. Additional funding to support either of the three options would need to be incorporated in the draft Delivery Plan and be offset with savings in another program, for example in the Community and Cultural Program or Customer and Community Relations Program area. This recommendation would be made as part of the draft budget process for 2013/14.

Although Council has written to Hunters Hill Council, the level and type of support from Hunters Hill Council (in kind or cash) is unknown at this point in time.

13 PROCUREMENT PROCESS - SUPPLY OF ELECTRICITY FOR LARGE SITES AND STREET LIGHTING, SMALL SITES AND THE SUPPLY OF GAS TO LARGE SITES

Report prepared by: Manager - Risk and Audit
File No.: COR2012/269/4/1 - BP13/409

REPORT SUMMARY

Agreements for the supply of Council's large electricity sites as well as the large market gas site (Ryde Aquatic Leisure Centre) expire on 30 June 2013.

This report provides:

1. Council with information regarding the proposed procurement process that is to be undertaken in regard to Council's Large Market Electricity/Street lighting sites. It is recommended that this process be undertaken through the Southern Sydney Regional Organisation of Councils (SSROC) utilising the services of Procurement Australia. This will involve the participation of SSROC Councils and several other Councils to achieve the maximum scale benefits of the participating Councils combining their business, with an expected outcome of the improved competition.

The City of Ryde was involved in a similar process that was conducted through SSROC in 2010 and this achieved significant savings of 7% when compared to the benchmark "777 State Government contract". This collaborative approach is again expected to generate benefits to participating Councils through the strong level of competition between energy retailers.

2. An outline of the process undertaken in relation to the previously untested market for the supply of electricity and gas for Council's small market electricity and gas site and seeks endorsement of the outcomes of this process.
3. Information in relation to proposed procurement process for the RALC (large market) gas site and the separate GreenPower procurement process for its top 12 electricity consuming sites that serves to reduce the organisations greenhouse gas profile by .5% per annum.

Current expenditure in all of the above categories amounts to in excess of \$1.9m per annum, with large market sites/street lighting accounting for \$1.43m in 2011/12. Expenditure on small market sites equates to \$357k and the large market gas site approximately \$120k per annum (both based on current tariffs, usage and budgets).

ITEM 13 (continued)

The adoption of the recommendations outlined in this report will ensure that this significant level of expenditure is subject to rigorous market testing that is conducted in accordance with the requirements of the Local Government Act. It will also ensure that Council is in a position where it can take advantage of the expected financial benefits from economies of scale to be gained through this collaborative approach to the procurement of Council's energy requirements.

RECOMMENDATION:

- (a) That Council endorses Councils continued participation in the procurement process for large market electricity sites to be conducted through SSROC with the assistance of the prescribed body Procurement Australia
- (b) That, in accordance with the Tender evaluation report, the Acting General Manager be delegated authority to enter into an agreement with the Origin Energy in relation to the supply of electricity to Councils small market electricity and gas sites
- (c) That Council endorses the recommended procurement process to be undertaken with respect to the large market gas site and that the Acting General Manager be delegated authority to enter into a supply agreement with a suitable supplier.
- (d) That given the significant regulatory and taxation changes since the last energy supply contracts, Council determine its position in relation to its investment in GreenPower.

ATTACHMENTS

- 1 Memorandum of Understanding COR and SSROC - CIRCULATED UNDER SEPERATE COVER - CONFIDENTIAL
- 2 Tender Evaluation Report Small Market Electricity - CIRCULATED UNDER SEPERATE COVER - CONFIDENTIAL

Report Prepared By:

John Schanz
Manager - Risk and Audit

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 13 (continued)**Discussion**

Council's energy supply requirements relate to four areas.

1. Electricity for Large market and Street lighting
2. Electricity and gas for Small Market Sites
3. Large Market Gas sites (RALC)
4. Green power investment in renewable energy technologies

The Large market and Street lighting electricity sites are generally defined as having consumption in excess of 160MWh/yr and account for the majority of Council expenditure in this area with a combined spend of approximately \$1,434k in the 2011/12 financial year (excluding streetlighting service charges).

The small market electricity sites are those with a consumption of less than 160MWh/yr and account for expenditure based on current tariffs of approximately \$357k annum.

Council's only large market gas site is the RALC. A large market gas site is defined as utilising more than 10 Terrajoules per annum. Budgeted expenditure for the 2012/13 year is \$119k. However, this is based on expected consumption of approximately 13 Terrajoules. With the impact of the cogeneration plant at the RALC, gas usage is expected to increase by approximately 6.5 Terrajoules per annum. However it is expected that this will be offset by a substantial reduction in electricity consumption.

A small project team was assembled with the task of investigating Council's procurement of these supply contracts. This report outlines the various methods of procurement proposed and/or the outcomes of the procurement process undertaken in relation to each of the categories above. These are outlined below;

1. Electricity for Large Market and Street lighting

At its Committee of the Whole meeting on 16 February 2010, Council received a report outlining the results of a joint Tendering process involving the participation of 17 Councils in the calling of a joint tender for the Supply of Electricity for Large Sites, Street Lighting and Green Power. This was coordinated by the Southern Sydney Regional Organisation of Councils (SSROC). This recommended the acceptance of a nominated provider for a period of 3 years from 1 July 2010.

The resultant agreement will expire on 30 June 2013 and Council has again been approached through SSROC to participate in a Collaborative Retail Energy Contract (CREC). The aim of this is to provide participating Councils with best value for money.

ITEM 13 (continued)

A Memorandum of Understanding (MOU) has been signed by the Acting General Manager to confirm Council's intention to participate in this process. A copy of this MOU is **CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL**. The MOU also outlines the procurement process proposed.

The previous tender arranged through SSROC resulted in significant financial savings of approximately 7% (or approximately \$100k) when compared with the benchmark NSW Government 777 contract. A total of 18 Councils have confirmed their participation in this joint tender process and it is expected that this will involve over 100 major electricity accounts with combined consumption of 100,000 MWh/yr. This level of collaborative consumption is expected to attract a strong level of interest from major electricity retailers and it is felt resultant economies of scale from participating Councils will again create competition between retailers and drive down electricity costs for the group benefit.

As a fallback position however, should the collaborative tender not better the existing 777 State Government Contract, it is SSROC's intention to opt into the final year of the 777 contract. Advice from SSROC is that this is unlikely though.

For this process, SSROC is utilising the services of Procurement Australia to assist in the running of this complex tendering process. Procurement Australia is now a "prescribed body" under the Section 55 of the NSW Local Government Act. This removes the need for reporting of Tender processes to Council for resolution when the process is undertaken by a prescribed body. The other prescribed body under the Act is Local Government Procurement.

The participation of Procurement Australia is seen to be of particular importance as a number of the electricity retailers will only keep their bids valid for very short periods of time necessitating an intense evaluation protocol. This effectively means that the window for acceptance will be very limited and SSROC/Procurement Australia will need to accept a bid on behalf of the participating Councils.

Options

If Council is not of a mind to participate in this tender it would need to:

- Advise SSROC as soon as possible to ensure that their tender process remains valid
- Commence approaches to the market as an individual Council through a specialist Independent Energy Consultant

Given the historic savings Council has achieved in joint tendering, this option is not recommended.

ITEM 13 (continued)**2. Electricity for Small Market Sites**

Council has been sourcing the supply of electricity for its small market sites through Energy Australia or Integral Energy under Government regulated tariffs. These are not market based rates and generally do not represent best value. A decision was therefore made to go to the market as there is potential for savings to be achieved.

Council engaged the services of a specialist independent Energy consultant, Negawatt Business Solutions to assist in the procurement of its small market electricity and gas sites as well as the large market gas site at the RALC. This was primarily due to the complexities involved in the electricity and gas market place and the poor responses to Council run procurement processes (relating to Gas supply) in the past. This decision was also made as a result of the SSROC Tender process only covering large market electricity and street lighting sites.

A component of the review undertaken by Negawatt Business Solutions was to review the classification of tariffs applicable for each property type. This was to ensure that Council is taking advantage of any appropriate tariff available to it. They will also review initial billing and then conduct an annual review of billing to ensure that the rates charged align with the tendered rates.

In addition to the confirmation of the correct tariff classification, as part of the review currently underway on the Community Lease and Licensing process Council is moving to an arrangement that tenants are billed directly by the Electricity provider, at a lower rate that recognises their not for profit status. This will ensure that the best value is achieved.

A selective tender process was called with tenders being invited from a list of pre-qualified electricity providers. A total of 8 providers were invited to respond to the Request for Tender. These providers were selected based on listings utilised by a number of state government bodies.

At closing time of the tenders, a total of three submissions were received. They were from;

1. Energy Australia
2. Origin Energy
3. Power direct (Fully owned subsidiary of AGL)

An evaluation panel consisting of the following panel members reviewed responses and the analysis provided by Negawatt Business Solutions.

Manager Risk and Audit
Tenders and Contracts Manager
Manager Ryde Aquatic Leisure Centre
Manager Environment
Senior Sustainability Coordinator - Transport and Environment
Manager Asset Systems

ITEM 13 (continued)

A Tender evaluation report is **CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL**. Pursuant to Section 10A(2)(d) of the Local Government Act 1993, these documents are listed as confidential as they contain commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the persons who supplied it. Furthermore, it is considered that discussion in open meeting would, on balance, be contrary to the public interest as it could affect Council's ability to secure the preferred vendor.

Based on this, the panel agrees that the offer submitted by Origin Energy provides the best value to Council and recommends that an agreement to supply should be entered into.

It should be noted that this offer is valid until 2 April 2013.

3. Large Market Gas site (RALC)

Council's large market gas site (RALC) has been subject to market testing in the past. At its meeting on Tuesday 10 May 2011, Council considered a report on a tender process to engage a supplier of gas to the RALC. There was only one non-conforming submission received and Council resolved to decline the submission and to enter into negotiations with suitable providers. A contract to supply was agreed to with AGL. This contract expires on 30 June 2013.

Council has also engaged Negawatt Business Solutions to assist in the procurement of its large market gas site. This will involve the following process;

- Invitation to Tender to suitable/qualified providers through Negawatt
- Receipt of tender submissions (Council)
- Analysis, review and clarification of submissions by Negawatt
- Submission of a report on the analysis of all submissions received to Council's evaluation panel
- Review and consideration of submissions received and this report
- Recommendation by the evaluation panel through to the General Manager

It is envisaged that this process will commence with tenders being sent to providers in Mid-late March 2013 with submissions closing mid April 2013.

Council's current budget for the supply of gas for 2012/13 is \$119k. However gas usage at this site is expected to increase by approximately 50% with the introduction of the cogeneration plant. However the reduction in electricity usage is expected to be around 48%. This will result in savings being achieved in the RALC's overall energy costs given that the cost of electricity has a higher per unit tariff.

The contract term for gas contracts is usually based on a 2-3 year term renewable annually. Based on current expenditure, this could amount to a total of \$360k - \$500k (based on current tariffs) over a contract term of say 3 years allowing for increases caused by the impact of the increased usage.

ITEM 13 (continued)

The participation of Negawatt is seen to be of particular importance as a number of the Gas retailers will only keep their bids valid for short periods of time necessitating an intense evaluation protocol. This effectively means that the window for acceptance will be very limited and the General Manager may need to accept a bid on behalf of Council.

It is therefore recommended that Council endorse this procurement approach and delegate the Acting General Manager the authority to enter into a supply agreement with an appropriate provider.

4. Greenpower

At its meeting of 9 October 2007, Council resolved as follows;

- (B) That Council's contribution to green power across its top 12 energy accounts listed in the energy savings action plan be maintained at 10% for each account, as approved in the greenhouse gas reduction action plan 2007-10 and the City of Ryde undertake an education program to its community.*

Given the significant regulatory and taxation changes since the last energy supply contracts, Council needs to make a decision as to its intention with GreenPower.

As noted in recent correspondence with SSROC, "a number of Councils are either reducing or eliminating their GreenPower purchases due to factors including the introduction of the Commonwealth Renewable Energy Target Scheme, the introduction of a carbon price and a growing number of alternative and potentially lower cost options to abate greenhouse emissions. These Councils are instead opting to increase their investment in energy efficiency or on-site renewable energy, or alternatively to directly purchase renewable energy certificates or other carbon offset products. The level of GreenPower purchases and/or the direct purchase of Renewable Energy Certificates are options that will remain open to any Council independent of their main electricity account".

Negawatt Business Solutions had also been engaged to conduct a separate procurement process in relation to Council's GreenPower requirements. However this process has been deferred pending direction from Council as to its intentions in relation to GreenPower.

Critical Dates

The current Small Market Electricity offer is valid up to 2 April 2013.

Financial Implications

The cost of Council's energy requirements is allowed for in the base budget.

ITEM 13 (continued)**Consultation****External**

Southern Sydney Regional Organisation of Councils (SSROC)
Negawatt Business Solutions

Internal Consultation

As indicated a number of service units across Council have been involved in this process.

14 REQUEST FOR TENDER - (COR-RFT-21/12) FOR THE UPGRADE, INSTALLATION AND MAINTENANCE OF MACQUARIE PARK PARKING METERS

Report prepared by: Team Leader - Business Administration

Report approved by: Manager - Regulatory Services; Group Manager -
Environment & Planning

Report dated: 5/03/2013

File Number: GRP/09/3/10 - BP13/420

REPORT SUMMARY

Council is seeking to upgrade the internals of the current Parking Meters to meet Europay, Mastercard and Visa card (EMV) compliance standards. This upgrade must be completed by April 2014 to avoid penalties imposed by EMV credit card providers.

This internal upgrade of the parking meters will enable secure live credit card transactions, and chip technology functionality to minimise revenue leakage through fraudulent credit card activity and improve credit data security to customers. An upgrade will ensure the operability of the meters for a further ten (10) years.

A Request for Tender (COR-RFT-21/12) went out for the Upgrade, Installation, Maintenance and Cash Collection of Macquarie Park Parking Meters. On 4 December 2012 the request for tender closed.

The upgrade and maintenance contract as well as the cash collection contract will be for an initial three (3) year period with an option to extend for a further two by one (1) year options.

The Tender Evaluation Panel assessed all conforming tenders and recommends that Council accept the tenders from Reino International Pty Ltd to upgrade and maintain Parking Meters and for the collection of cash for Parking meters from ECS International Security and Investigations.

This project will be funded from the Macquarie Park Special Levy.

RECOMMENDATION:

- (a) That Council accept the tender from Reino International Pty Ltd for the upgrade and maintenance of seventy-seven (77) Parking Meters in Macquarie Park to the amount of \$420,330 over three years as recommended in the Tender Evaluation Report.
- (b) That Council accept the tender from ECS International Security for the collection of cash from seventy-seven (77) Parking Meters in Macquarie Park for three years to the amount of \$27,048 as recommended in the Tender Evaluation Report.

ITEM 14 (continued)

- (c) That Council delegate to the Acting General Manager the authority to enter into a contract with Reino International Pty Ltd and ECS International Security and Investigations 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.
- (d) That Council approve the advisory of all respondents of Council's decision.
- (e) That Council allocate the amount of allocation of \$447,378 from the Macquarie Park Corridor Special Levy for the purposes of the upgrade and maintenance of, and the collection of cash from seventy-seven (77) Parking Meters in Macquarie Park, and that the amount also be consolidated into the next Quarterly Review.

ATTACHMENTS

- 1 Macquarie Park Parking Scheme Revenue and Losses - CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 2 Tender Evaluation Report - (COR-RFT-21/12) For The Upgrade, Installation and Maintenance Of Macquarie Park Parking Meters - CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL

Report Prepared By:

Claudia Micallef
Team Leader - Business Administration

Report Approved By:

Leon Marskell
Manager - Regulatory Services

Dominic Johnson
Group Manager - Environment & Planning

ITEM 14 (continued)

Background

The significant redevelopment within the Macquarie Park Corridor has increased the demand for on-street parking. This resulted in a Council resolution to install ticket parking machines (parking meters) in September 2006.

On 27 July 2011 Council adopted the Macquarie Park Corridor Parking Study which recognised that parking meters fulfil a valuable role in helping to establish commercial benchmark costs for car parking in the area, which is essential part of helping manage the future transition of the area. Metered parking has been identified as an appropriate and necessary component of traffic management in Macquarie Park with this view being confirmed in the Macquarie Park Corridor Parking Study. The report also recognised that parking pricing (supported by parking meters) is one of the most effective mechanisms to encourage commuters to access transport alternatives.

Since Council introduced metered parking community acceptance has been confirmed through an increase in the utilisation as shown by the gross revenue. Metered parking also provides a significantly improved, efficient and effective traffic management solution.

The need for the Parking Meter Upgrade

The need for the parking meter upgrade is driven by two main factors. Firstly, the current meters are now 7 years old and subsequently, without an upgrade to the systems that operate the meters, the reliability of the meters will decrease and reactive maintenance cost will increase. Over the last 4 years, reactive maintenance costs have amounted to \$66,150.

Secondly, the financial sector is moving towards the use of “EMV” chips in credit cards. The current meters are not EMV compliant, increasing our exposure to fraudulent transactions and the potential for increased merchant fees. Over the last 4 years \$251,055 has been lost to faulty transactions.

The parking meters currently operate on a batch system where the transaction data of a meter is uploaded after the transaction has occurred. This means that customers are being provided a ticket for providing us with payment details, without confirming that the payment details are legitimate.

The batch system does not comply with the current standards set by financial institutions and therefore needs to be upgraded. The EMV system greatly reduces the chances of fraud liability when compared to the batch system.

The EMV is a joint financial sector effort to ensure security and global interoperability and defines the interaction at all levels (physical, electrical, data and applications).

ITEM 14 (continued)

If the meters are not EMV compliant penalties can be imposed by EMV credit card providers. Financial institutions may increase merchant fees or even suspend the merchant facility due to the higher risk of fraud liability.

An upgrade will ensure the operability of the meters for a further ten (10) years.

Existing Contracts

There are three existing contracts directly associated with the parking meters:

1. Saltbush Parking Services Limited (Reino International)
 - a. Maintenance of meters
 - b. Hosting management system and hotline facility
 - c. Communication costs between meters and management system.
2. First Data International
 - a. Provision of Electronic Fund Transfer services.
3. TDN Group Pty Ltd
 - a. Parking meter cash collection service.

The initial contracts with Saltbush Parking Services and First Data International expired on 8 May 2012, however Council negotiated a six (6) months Contract Extension to allow Council to undertake the current Tender. The contract with TDN Group is ongoing. All contractors require thirty (30) days' notice in writing in the event these services are no longer required.

Proposed Contracts

There are two proposed contracts directly associated with the parking meters:

1. Reino International Pty Ltd
 - a. Upgrade of meters
 - b. Maintenance of meters
 - c. Hosting management system and hotline facility
 - d. Communication costs between meters and management system.
 - e. Provision of Electronic Fund Transfer services.
2. ECS International Security and Investigations
 - a. Parking meter cash collection service.

Both contracts with Reino International Pty Ltd and ECS International Security and Investigations will be for an initial three (3) year period, with an option to extend for a further two years in one (1) year periods.

ITEM 14 (continued)

During this Request for Tender process there has been ongoing consultation with the Service Unit Manager, Risk and Audit and the Chief Financial Officer.

Financial Implications

Council needs to be mindful of the following:

- The high cost of parking studies
- The significant investment made in the installation of the meters to date
- The income stream of metered parking
- The reduced enforcement costs

The loss of the revenue currently provided by metered parking and the associated infringement revenue would have operational budget implications which would result in programme cuts, and the need to source alternative funding or identify savings.

The table below indicates the current revenue levels expected over the next ten (10) years (at four per cent (4%) growth). Over the last five years eighty three (83%) of Parking Meter Revenue has been from credit card transactions; also indicated below are the projected levels of credit card revenue expected over the next ten (10) years (at the current rate of eighty three per cent of projected revenue).

	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22
Total Revenue (with upgrade)	\$962,845	\$1,001,359	\$1,041,413	\$1,083,070	\$1,126,392	\$1,171,448	\$1,218,306	\$1,267,038	\$1,317,720	\$1,370,429
Credit Card Revenue	\$799,161	\$831,128	\$864,373	\$898,948	\$934,906	\$972,302	\$1,011,194	\$1,051,642	\$1,093,707	\$1,137,456
Cash Revenue	\$163,684	\$170,231	\$177,040	\$184,122	\$191,487	\$199,146	\$207,112	\$215,397	\$224,012	\$232,973

The required funding for the upgrade and maintenance of the meters and for the collection of cash from the meters (\$447,378 over three years) will be sourced from the Macquarie Park Special Levy.

The initial cost (including the upgrade of the meters) is \$350,430, with the remaining expenditure (maintenance and collection) split over years 2 and 3 as indicated in the table below.

Year 1	Year 2	Year 3
\$350,430	\$48,249	\$48,699

ITEM 14 (continued)**Policy Implications**

The removal of paid on-street metered parking would have significant implications on Council's current planning policies and growth management strategies for Macquarie Park.

Short Term Parking

Since the introduction of metered parking Council has made a number of operational changes, including a reduction of time restrictions in Talavera Road, tariff reduction along certain roads from \$10 to \$6 per day, two-hour free parking in Alma and Wicks Roads and the removal of ten parking meters in Culloden Road and eleven in Talavera Road.

Over the past three (3) years various attempts have been made to reduce parking occupancy levels in the high volume areas, and increase occupancy in low volume areas through the introduction of tariff reductions in the low volume areas. However this direction has not been as successful as first thought.

The current parking meter review has allowed the business manager to carry out a review of the current Macquarie Park Parking Scheme and in doing so put forward further suggestions to enhance the parking availability and parking turnover in the Macquarie Park Corridor.

The availability of short term parking is a major obstacle for motorists under the current scheme. The only available short term parking is within commercial premises or the Macquarie Shopping Centre. The influx of fast food, mixed use and cafes within the area has significantly increased the demand for short term parking, in the immediate vicinity of these businesses over the past 7 years. Council has increasingly received a number of requests for the introduction of short term parking restrictions to facilitate visitors to businesses needing anywhere between 30 minutes to 3 hours parking to attend meetings, medical appointments etc.

A report will be put to the Traffic Committee Council in the near future to review this information and to consider the introduction of 3P parking restrictions in areas where the occupancy level exceeds 80%, and that 1/2P is introduced in areas of mixed uses. This will assist in addressing the occupancy levels and facilitate short term parking which will also assist the businesses in these areas.

15 PERFORMANCE DEVELOPMENT SYSTEM (PDS)

Report prepared by: Manager - Strategy and Organisational Development
File No.: GRP/09/7/2/2 - BP13/375

REPORT SUMMARY

In accordance with NSW State Award every employee of the Council is subject to a formal review process each year. To conduct the reviews Council has been using a paper based system that was developed in 2001. In 2010 feedback was provided by staff that this system was long and unsatisfactory.

As a result of this feedback the then Executive commenced a review of the system and determined that an electronic based system with improved transparency would be more suitable. This report examines this system at the end of Stage one and responds to the request from Council for information on the cost benefit of proceeding, and the anticipated benefits to the community of the next stage.

The Council resolution of 12 February 2013 was:

That this matter be deferred and a further report be submitted in March 2013 with additional detail to enable Councillors to make an informed decision about the appropriateness of the system and arrangement and the expected benefits to be delivered to the community.

To provide independence to the review, KPMG were commissioned to conduct the required analysis and report on the appropriateness of the system, as well as the expected benefits to be delivered to the community. The conclusion of the KPMG report supports proceeding with Stage 2 of the project, on the basis of financial return and expected efficiency dividends.

On the basis of these findings it is recommended to proceed with the final stage of the project. The full report is Circulated Under Separate Cover - Confidential.

RECOMMENDATION:

That Council receive and note the findings of the KPMG report – Review of the Performance Development System.

ATTACHMENTS

- 1 Ryde Performance Development System (PDS) review 18 March 2013 KPMG Final report Re: LGSS and CPR - CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL

ITEM 15 (continued)

Report Prepared By:

Beki Boulet
Manager - Strategy and Organisational Development

Report Approved By:

Danielle Dickson
Acting General Manager

ITEM 15 (continued)

Discussion

This report addresses the Council resolution of 12 February 2013, as follows:

That this matter be deferred and a further report be submitted in March 2013 with additional detail to enable Councillors to make an informed decision about the appropriateness of the system and arrangement and the expected benefits to be delivered to the community.

Given Council's role in scoping and co-developing the software it was considered appropriate to undertake the above review independent of the organisation. The scope of the work was defined as follows, and KPMG were procured to complete the study in the required timeframe.

Scope:

An independent cost benefit analysis of the PDS project (stage 1 & 2) including:

- Quantification of the organisational efficiency and alignment benefits expected from the new system. i.e. independent confirmation of the veracity of the business case for this initiative
- An analysis of the net position of Council over a 5 year & 10 year life cycle of the project (i.e. determine when is the breakeven point on the investment)
- Identify any indirect benefits to the community
- A market analysis on the likely market uptake of the end system in relation to its on sale (i.e. how feasible this is) and estimation of likely forward income.
- A review of Council's contractual arrangements with LGSS for development and future on-sale (risk, governance, sharing of benefits, term etc)
- An analysis of the potential benefit or dis-benefit to Council of discontinuing the project now
- Details on our contractual arrangements with the software developer, and the Minister's exemption.

The independent KPMG report has addressed each of these points in depth and in detail. The report is **CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL**.

Financial Implications

The project has approved funding for next year (\$50,000) and there will be no additional financial impact if Council proceeds to Stage 2.

16 REPORTS DUE TO COUNCIL

Report prepared by: Section Manager - Governance**File No.:** GRP/12/5/5/5 - BP13/293

REPORT

This Report is submitted to Council to review the status of outstanding reports and confirm the date reports are due to be provided to Council as at 19 March 2013 (listing **ATTACHED**).

There are currently 52 reports listed. Following consideration of this report there will be two overdue reports due to Council.

RECOMMENDATION:

That the report on Outstanding Council Reports be endorsed.

ATTACHMENTS

1 Outstanding Council Reports - as at 19 March 2013

Report Prepared By:

Amanda Janvrin
Section Manager - Governance

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 16 (continued)

ATTACHMENT 1

Outstanding Reports

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE 15/11 - CUDAL RESERVE PUTNEY AND SMALLS ROAD RYDE	23/10/2012	<i>Consultation with Department of Planning and Infrastructure and Relevant State Ministers undertaken.</i>
Meeting Date 22/11/2011	(a) That the Mayor and General Manager pursue meetings with the relevant State Government Ministers with the purpose of:	Anticipated date 9/04/2013	<i>Still awaiting response from the relevant State Ministers.</i>
Group Community Life	(1) ensuring that both sites remain in public ownership;	Officer Simon James	<i>Followed up with correspondence sent to State Minister.</i>
	(2) ensuring that the zoning of both sites reflects public ownership;		
	(3) obtaining the dedication of Cudal Reserve as a park under the care, control and management of the City of Ryde in perpetuity at no cost to Council;		
	(4) obtaining the dedication of the ovals within the former school site at Smalls Road as a park under the care, control and management of the City of Ryde in perpetuity at no cost to Council.		
	(b) That this matter be reported back to Council.		

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Works and Community</p>	<p>Resolution SKATEBOARD CLINICS FOR ALL AGES AND ABILITIES IN THE CITY OF RYDE - COMPLETED</p>	<p>Due Date of Report 5/03/2013</p>	<p>Comments/Update <i>Skateboard Clinics were held in July 2012. Further skate clinics were provided in October school holidays with 66 young people in attendance.</i></p>
<p>Meeting Date 13/12/2011</p>	<p>(e) That a further report be presented to Council in February 2013 at the conclusion of the series of skate clinics.</p>	<p>Anticipated date 5/03/2013</p>	<p><i>Report to be provided in 2013.</i></p>
<p>Group Community Life</p>		<p>Officer Simon James</p>	<p><i>Report has been given the to the Works and Community Committee on 5 March 2013.</i></p> <p><i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i></p>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	DEEBLE STREET - Submissions on Public Notification of Proposed Lease - COMPLETED	1/05/2012	<p><i>Council staff are negotiating with the property owner. The report will not be finalised until if or when satisfactory agreement is reached. If Council is unable to reach a satisfactory agreement the report maybe delayed.</i></p> <p><i>Remains on-going - no updated information yet available.</i></p>
Meeting Date	That this matter be deferred for one month to allow staff to liaise with the legal representative of the property owners and for a further report for the Committee's consideration.	Anticipated date	<p><i>Updated 25/6/12: Anticipated date of report amended now to 23 October 2012.</i></p>
27/03/2012		19/03/2013	<p><i>Updated 8/10/12: Deferred until 27 November 2012 - awaiting communication from resident's Solicitor.</i></p>
Group		Officer	<p><i>Updated 13/11/12: Deferred until 4 December 2012 - letter sent to property owner requesting urgent response to previous requests, by 19 November 2012.</i></p>
Public Works		Russell Nash	<p><i>Updated 26/11/12:</i></p>

ITEM 16 (continued)

ATTACHMENT 1

19-Mar-13

Page 4 of 50

*Deferred until 26 March 2013 -
further investigation relating to
Legal situation.*

*Updated 13/03/13
Report brought forward to the
Works and Community
Committee meeting on 19 March
2013.*

*COMPLETED (To be removed
following Council meeting to be
held 26 March 2013).*

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	BEST VALUE REVIEW - SPORTSGROUND ALLOCATION AND MANAGEMENT	2/04/2013	<i>To be reported on 23 October 2012 following review and consultation.</i>
Meeting Date 27/03/2012	That Council fund and support the recommendations for the implementation of the Best Value Review, subject to a comprehensive review of the season charges being undertaken in consultation with the sport clubs and associations with costed options for consideration and that all results of the review be brought back to Council. The options to include:- (i) No increase; (ii) 7% increase for 3 years; (iii) Any other options.	Anticipated date 2/04/2013	<i>Matter to be reported to the Works and Community Committee following consultation with the Sport and Recreation Advisory Committee (April 2013).</i>
Group Community Life		Officer Simon James	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	FEASIBILITY STUDY ON MULTIPURPOSE SYNTHETIC (ARTIFICIAL) FIELDS	11/06/2013	<i>The Workshop on Synthetic Fields has been scheduled for 8 August 2012.</i>
Meeting Date	1. That the General Manager prepare a feasibility study on multipurpose synthetic (artificial) fields to be installed in the City of Ryde. This study should outline a comprehensive consultation process, projected financial impacts, construction cost estimates and a funding and grants program with all sports facility users and stakeholders in the LGA.	Anticipated date	<i>To be reported to the Works and Community Committee on 20 November 2012.</i>
10/04/2012	2. A report detailing possible sports funding grants through the State and Federal Governments in the next financial year to assist in this project should also be undertaken.	11/06/2013	<i>The Workshop was attended by 50 people including the NSW State Minister for Sport and Recreation.</i>
Group	3. A feasibility study cost be funded through the 2012/13 First Quarter Budget review.	Officer	<i>Participating in the NSROC project on regional approach for provision of synthetic fields.</i>
Community Life		Simon James	<i>Project brief completed and quotes sought from consultants. Funds requested as part of Quarterly Review Process, as per Council Resolution. Once funds are allocated, the project will commence.</i>
			<i>Funds allocated on 4 December at Council meeting.</i>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	COX'S ROAD MASTERPLAN - COMPLETED	14/05/2013	<i>Report to be submitted to Council meeting in June 2013.</i>
Meeting Date	(b)That a further report be provided to Council following the public exhibition period.	Anticipated date	<i>The exhibition period has been completed and the submission to the Cox's Rd Master Plan are currently being considered. A report will be put to Council when the verification and assessment of submissions is complete.</i>
24/04/2012		26/03/2013	
Group		Officer	
Environment and Planning		Meryl Bishop	<i>The verification of submissions is complete and assessment of the issues raised is underway.</i>
			<i>Report prepared for Council Meeting of 26 March 2013.</i>
			<i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	TRAFFIC & PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE MEETING held on 24 May 2012 - (g) NELSON ROAD, GLADESVILLE - Request for 2P Restrictions - COMPLETED	20/11/2012	<i>Report to Council anticipated 20 November 2012.</i>
Meeting Date	iii. A further report be brought back to this committee in three (3) months time to advise on the “effectiveness” of the parking changes.	Anticipated date	<i>Update 12 November 2012: Consultation with affected residents scheduled for November 2012 has been delayed and it is anticipated this will be completed by end-November 2012 when a report will be prepared and scheduled for February 2013.</i>
19/06/2012		19/03/2013	
Group		Officer	<i>Update 14 February 2013: Tabled at Traffic Committee held 31 January 2013. Traffic Committee report to be presented to Works and Community Committee on 19 March 2013.</i>
Public Works		Ramesh Desai	<i>COMPLETED (To be removed following Council Meeting on 26 March 2013).</i>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution GLADESVILLE VACATION CARE SERVICE- Transfer to Gladesville Public School P&C	Due Date of Report 19/11/2013	Comments/Update <i>This report will be provided on 19 November 2013, after a duration of 12 months as per the resolution.</i>
Meeting Date 26/06/2012	(c)That Council staff review and report to Council on the above arrangements (to ensure service continues to meet the needs of families) after 12 months.	Anticipated date 19/11/2013	
Group Community Life		Officer Baharak Sahebekhtiari	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	DEFERRED REPORT: WEBCASTING OF COUNCIL MEETINGS	13/08/2013	<i>Software and hardware currently being sourced. Despite best efforts there have been some technical issues which are currently being investigated. Updates will be provided to Councillors through the Councillor Information Bulletin.</i>
Meeting Date	(c)That a report be provided to Council following the conduct of the 2012 Local Government Election outlining the outcomes of the trial and recommending appropriate changes to Council's Code of Meeting Practice.	Anticipated date	
17/07/2012		13/08/2013	
Group		Officer	
Corporate Services		Shane Sullivan	<i>The provisions for webcasting have already be included in the draft Code of Meeting practice.</i>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution PLANNING PROPOSAL - 108 HERRING ROAD MARSFIELD	Due Date of Report 28/05/2013	Comments/Update <i>As per the Council resolution Council has sent a letter to the Department of Planning and Infrastructure requesting a gateway determination.</i>
Meeting Date 23/10/2012	(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.	Anticipated date 9/04/2013	<i>The exhibition of the proposal will be from 20 February 2013 to 8 March 2013.</i>
Group Environment and Planning		Officer Meryl Bishop	<i>Exhibition completed, report to Council April 2013.</i>

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution 958 VICTORIA ROAD, WEST RYDE. LOT 8 DP 819902. Local Development Application for alterations and additions to existing dwelling. LDA2012/0047</p>	<p>Due Date of Report 7/05/2013</p>	<p>Comments/Update <i>Mediation meeting held 14 November 2012. Amended plans to be submitted and then renotified. Not yet received.</i></p>
<p>Meeting Date 23/10/2012</p>	<p>That Local Development Application No. 2012/47 at 958 Victoria Road, West Ryde being LOT 8 DP 819902 be deferred to enable a mediation to occur between the applicant and the Group Manager – Environment and Planning with an outcome in a timeframe that does not unduly delay the development application for the applicant and that the matter be returned to the Planning and Environment Committee for further determination within three months.</p>	<p>Anticipated date 7/05/2013</p>	<p><i>Amended Plans have still not been received as at March 2013.</i></p>
<p>Group Environment and Planning</p>		<p>Officer Liz Coad</p>	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	62 DARVALL ROAD, EASTWOOD. LOT 11 DP 6247. Local Development Application for demolition of existing dwelling and erection of a attached dual occupancy. LDA2011/380 - COMPLETED	19/03/2013	<i>Mediation meeting held 21 November 2012. Amended plans to be submitted and then re notified. Not yet received.</i>
Meeting Date	23/10/2012	Anticipated date	<i>Amended Plans received 24 January 2013. Renotification closed 12 February 2013. One submission was received.</i>
Group	That Local Development Application No. 2011/380 at 62 Darvall Road, Eastwood being LOT 11 DP 6247 be deferred for a mediation to be undertaken between the applicant, objectors and the Group Manager – Environment and Planning with an outcome in a timeframe that does not unduly delay the development application for the applicant and that the matter be returned to the Planning and Environment Committee for further determination within three months.	19/03/2013	<i>Report prepared for Planning and Environment Committee Meeting of 19 March 2013.</i>
Environment and Planning		Officer	<i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i>
		Liz Coad	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Works and Community</p>	<p>Resolution UPDATE ON WOLFE ROAD RESERVE</p>	<p>Due Date of Report 21/05/2013</p>	<p>Comments/Update <i>Further report may need to be generated if this approach fails by May 2013.</i></p>
<p>Meeting Date 6/11/2012</p>	<p>(c)Should this approach fail within 6 months, that Council seek legal advice on the issue of encroachment and report the matter back to the Works and Community Committee.</p>	<p>Anticipated date 21/05/2013</p>	<p>* Council staff are maintaining the upper and lower part of the reserve. * Bushland contractor engaged to undertake bush regeneration work. * RFS reviewed the fire breaks around the adjoining properties. * Personal items of encroachment to be removed by the end of April 2013.</p>
<p>Group Community Life</p>		<p>Officer Simon James</p>	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Works and Community</p>	<p>Resolution FLOODING AT FIRST AVENUE, EASTWOOD</p>	<p>Due Date of Report 19/03/2013</p>	<p>Comments/Update <i>Following Council's above resolution at its meeting held on 6 November 2012, a report will be prepared for the Works & Community Committee at its meeting to be held on 19 March 2013.</i></p>
<p>Meeting Date 6/11/2012</p>	<p>(b)That a further report be brought to Council on the results of the consultation with the residents of 11 First Avenue to take into account their preferences.</p>	<p>Anticipated date 2/04/2013</p>	<p><i>Update: Report moved back to 2 April 2013. Staff need to speak with resident before putting report to Works and Community Committee. Unable to meet with resident as she is out of the country.</i></p>
<p>Group Public Works</p>		<p>Officer Anthony Ogle</p>	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Works and Community</p>	<p>Resolution CHILDREN'S PLAY IMPLEMENTATION PLAN FOR THE CITY OF RYDE - COMPLETED</p>	<p>Due Date of Report 19/03/2013</p>	<p>Comments/Update <i>On public exhibition until the 1st of March 2013.</i></p>
<p>Meeting Date 6/11/2012</p>	<p>(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 Children's Play Implementation Plan.</p>	<p>Anticipated date 19/03/2013</p>	<p><i>Community engagement plan to commence December 2012 through to March 2013.</i></p>
<p>Group Community Life</p>		<p>Officer Simon James</p>	<p><i>Report prepared for Works & Community Committee meeting on 19 March 2013.</i></p> <p><i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i></p>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MATTER OF URGENCY – REFERENCE TO RYDE COUNCIL IN THE SYDNEY MORNING HERALD	25/06/2013	<i>This matter was reported to Council as an attachment to a Mayoral Minute at Council's Meeting on 12 February 2013.</i>
Meeting Date	That the General Manager provide a detailed report to Councillors on the allegations made in the Sydney Morning Herald in relation to Ryde Council's association with Direct Health Solutions and any other company operated by the Obeid family. This report should detail the circumstances and approval processes that operated and provide an explanation (if necessary) on why the normal tendering process allegedly did not take place.	Anticipated date	<i>As advised in the report, Council has endorsed completing a full investigation into the two matters by an independent external party.</i>
Group		Officer	<i>This investigation and report back to Council is anticipated to be completed by 30 June 2013.</i>
Corporate Services		John Schanz	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution MAYORAL MINUTE 15/12 - REVIEW OF POLICIES REGARDING VISITING OVERSEAS DELEGATIONS AND SISTER CITY RELATIONSHIPS	Due Date of Report 25/06/2013	Comments/Update <i>Council resolved that a Workshop be conducted to allow Council to reconsider its policy with regard to Visiting Overseas Delegations and all aspects of existing sister city relationships. This Workshop is currently scheduled for May 2013.</i>
Meeting Date 13/11/2012	(b)That the General Manager bring back a report to Council of existing sister city relationships.	Anticipated date 25/06/2013	
Group Corporate Services		Officer Shane Sullivan	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution PLANNING PROPOSAL - 461 - 495 VICTORIA ROAD, GLADESVILLE	Due Date of Report 27/08/2013	Comments/Update <i>On 13 November 2012 Council resolved to forward the planning proposal to the Minister for a Gateway Determination. This will occur by 14 December 2012.</i>
Meeting Date 13/11/2012	(c)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.	Anticipated date 27/08/2013	<i>As the Department of Planning and Infrastructure shuts down for 2-3 weeks in December / January it is anticipated that the Gateway Determination will not be processed until late February. Subject to receipt of the Gateway determination; community consultation will likely commence mid March 2013 and run for at least 28 days to mid April 2013. It is anticipated that a report concerning the outcomes of community consultation will be presented to Council late July / early August 2013.</i>
Group Environment and Planning		Officer Meryl Bishop	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - PEDESTRIAN SAFETY THROUGHOUT THE CITY OF RYDE	9/04/2013	
Meeting Date	<p>That the General Manager conduct an audit of Pedestrian Safety throughout the City of Ryde. That the report include examination of the adequacy of existing pedestrian crossings, refuges and footpaths including the adequacy of disabled and pram access and the inclusion of 40km zones where appropriate. Specific focus should be given to areas where there are:</p>	Anticipated date	
13/11/2012	<ol style="list-style-type: none"> 1.Schools or Early Childhood Centres 2.Community Facilities 3.Public Transport Nodes 4.Commercial Enterprise 5.High Pedestrian Flows 6.An unusual incidence of pedestrian misadventure 	9/04/2013	
Group	<p>The report should inform Council of recent changes to traffic legislation and the obligations and responsibilities of Council to ensure it meets its obligations under the relevant Acts and should include consultation with relevant authorities, City of Ryde Advisory Committees and the Ratepayers of Ryde. The report should specifically detail the</p>	Officer	
Public Works		Harry Muker	
19-Mar-13		Page 20 of 50	

ITEM 16 (continued)

ATTACHMENT 1

estimated costs and solicit input from residents about specific concerns they have with respect to their safety as pedestrians within the City of Ryde.

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	PUBLIC EXHIBITION OF DRAFT PARRAMATTA RIVER ESTUARY COASTAL ZONE MANAGEMENT PLAN	28/05/2013	<i>Currently on exhibition until 29 March 2013.</i>
Meeting Date	(b)That a further report on the Parramatta River Estuary Coastal Zone Management Plan be presented for Council's consideration after the public exhibition period has finished and all submissions have been considered by the Parramatta River Estuary Management Committee.	Anticipated date	
20/11/2012		28/05/2013	
Group		Officer	
Environment and Planning		Sam Cappelli	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution ADVISORY COMMITTEES - APPOINTMENT OF REPRESENTATIVES	Due Date of Report 25/06/2013	Comments/Update <i>Advisory Committee Meetings are currently being scheduled and changes to Terms of Reference will be reported to Council as required.</i>
Meeting Date 27/11/2012	(c)That following Council's endorsement of the above recommendations, each Advisory Committee be requested to review their Terms of Reference at their first meeting and report back to Council for confirmation on this matter.	Anticipated date 25/06/2013	
Group Corporate Services		Officer Shane Sullivan	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	7-9 RUTLEDGE STREET, EASTWOOD, LOT 23 DP 4231 and LOT 24 DP 653568. Local Development Application for a mixed use development, containing 6 retail/commercial tenancies, 79 units & basement parking for 155 cars & strata subdivision. LDA 2011/0612.	11/06/2013	<i>Amended plans and information to be submitted and then renotified. Not yet received.</i>
Meeting Date	Application for a mixed use development, containing 6 retail/commercial tenancies, 79 units & basement parking for 155 cars & strata subdivision. LDA 2011/0612.	Anticipated date	<i>Amended plans not yet received as at March 2013.</i>
27/11/2012	That Local Development Application No. 2011/0612 at 7-9 Rutledge Street, Eastwood, being LOT 23 DP 4231 and LOT 24 DP 653568 be deferred pending receipt of the information required by the deferred commencement conditions including amended plans etc and exhibition of this information with a further report to Council for consideration in 2013.	11/06/2013	
Group		Officer	
Environment and Planning		Liz Coad	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	3-5 TRELAWNEY STREET, EASTWOOD, LOTS A and B in DP 401296. Local Development Application for a mixed use development, containing 6 retail /commercial tenancies, 61 units & basement parking for 108 cars & strata subdivision. LDA 2011/0611.	11/06/2013	<i>Amended plans and information to be submitted and then renotified.</i>
Meeting Date	That Local Development Application No. 2011/0611 at 3-5 Trelawney Street, Eastwood, being LOTS A and B in DP 401296 be deferred pending receipt of the information required by the deferred commencement conditions including amended plans etc and exhibition of this information with a further report to Council for consideration in 2013.	Anticipated date	<i>Amended Plans have been received and public exhibition closed on 20 February 2013.</i>
27/11/2012		11/06/2013	
Group		Officer	
Environment and Planning		Liz Coad	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution 66A PELLISIER ROAD, PUTNEY. LOT B DP 419543. Local Development Application for new dual occupancy. LDA2012/0106.</p>	<p>Due Date of Report 16/04/2013</p>	<p>Comments/Update <i>Mediation meeting being arranged. Attempting to arrange a date prior to Christmas 2012 but this may not be able to be achieved until after the Christmas and school holiday period due to the availability of various parties.</i></p>
<p>Meeting Date 27/11/2012</p>	<p>That Local Development Application No. 2012/106 at No. 66A Pellisier Road, Putney, being LOT B DP 419543, be deferred for the Group Manager Environment and Planning to undertake a mediation with the applicant and objectors to bring the dual occupancy into closer compliance with DCP 2010 and a further report be presented to the Planning and Environment Committee within three (3) months.</p>	<p>Anticipated date 16/04/2013</p>	<p><i>Mediation meeting held on 30 January 2013. A report will be forwarded to the Planning and Environment Committee following the receipt, renotification and assessment of amended plans addressing the outcomes of the mediation meeting. Amended plans have not yet been received.</i></p>
<p>Group Environment and Planning</p>		<p>Officer Liz Coad</p>	<p><i>Amended Plans received 20 February 2012. Re-notification commenced - notification period closed 5 March 2013.</i></p>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution GENERAL MANAGER'S PERFORMANCE OBJECTIVES 2012/13	Due Date of Report 12/02/2013	Comments/Update <i>On hold pending recruitment of new General Manager.</i>
Meeting Date 27/11/2012	That a sub-committee comprising all Councillors work with the General Manager to prepare the performance objectives for 2012/2013 and report back to the first Council meeting in 2013.	Anticipated date	
Group General Manager		Officer Not required	
Meeting Type Council	Resolution NOTICE OF MOTION - EFFECTIVENESS OF THE RYDE CITY VIEW	Due Date of Report 16/07/2013	Comments/Update <i>A business case has been submitted seeking funding in the 2013/2014 budget to review our existing methods of communication (including the Ryde CityView). Information derived from this review will assist the Communications and Media Unit communicate more effectively with our target audiences in the future.</i>
Meeting Date 27/11/2012	That the General Manager review the effectiveness of the Ryde City View as a means of communicating with ratepayers and presents a report to Council which examines options for wider and more effective communication with the Ryde community.	Anticipated date 16/07/2013	
Group General Manager		Officer Angela Jones- Blayney	
19-Mar-13			Page 26 of 50

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Works and Community</p>	<p>Resolution DRAFT URBAN FOREST AND STREET TREE MASTERPLAN</p>	<p>Due Date of Report 2/04/2013</p>	<p>Comments/Update <i>Exhibition period closes on 1st March 2013. Report to be submitted to Works & Community Committee in April 2013.</i></p>
<p>Meeting Date 4/12/2012</p>	<p>(b)That a report be submitted to Council on the results of the exhibition period.</p>	<p>Anticipated date 2/04/2013</p>	
<p>Group Community Life</p>		<p>Officer Simon James</p>	

<p>Meeting Type Works and Community</p>	<p>Resolution WATER BOTTLE REFILL STATIONS - UPDATE</p>	<p>Due Date of Report 18/06/2013</p>	<p>Comments/Update <i>Refill station to be installed during February 2013 for a 3 month trial. Matter to be reported to the Works and Community Committee in June 2013.</i></p>
<p>Meeting Date 4/12/2012</p>	<p>(b)That a report be submitted to Council on the outcomes of the trial with consideration of wider installation of water refill station across the City's open spaces.</p>	<p>Anticipated date 18/06/2013</p>	
<p>Group Community Life</p>		<p>Officer Tatjana Domazet</p>	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution BOARDING HOUSES POLICY - Draft Enforcement Policy and Draft Development Control Plan	Due Date of Report 13/08/2013	Comments/Update <i>Draft policy to be exhibited in March/April 2013.</i>
Meeting Date 11/12/2012	(c)That Council receive a further report on the outcomes of the exhibition of draft Boarding Houses Policy comprising:	Anticipated date 13/08/2013	
Group Environment and Planning	1. Draft Enforcement Policy: Boarding Houses 2. City of Ryde Draft Amending Development Control Plan - Boarding Houses.	Officer Scott Cox	
Meeting Type Council	Resolution CHANGES TO FEES & CHARGES - TREES AND PLAQUES	Due Date of Report 9/04/2013	Comments/Update <i>Public exhibition process closes on the 8th of March 2013. Report to be submitted to Council late March - early April 2013.</i>
Meeting Date 11/12/2012	(b) That a further report be presented to Council for consideration after the public exhibition period addressing any submissions made.	Anticipated date 9/04/2013	
Group Community Life		Officer Simon James	
19-Mar-13		Page 28 of 50	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RYDE HUNTERS HILL SYMPHONY ORCHESTRA - COMPLETED	26/03/2013	<i>Report to be submitted to Council in March 2013 after a meeting with the RHHS Orchestra, General Manager, and the Group Manager of Community Life, to discuss their needs.</i>
Meeting Date	(d) In principle agree to provide logistical and administrative support to the orchestra and further that the General Manager meet with the Chair of the Board to determine the scope of services requested. A further report to then be provided to Council nominating the budget and resourcing implications for inclusion in the budget. The scope is expected to include the advertising of upcoming concerts and events, provision of space in the Mayoral Column, Cityview and on Council's website to encourage community sponsorship and assistance with seeking the orchestra to apply for appropriate grant funding.	Anticipated date	<i>Report prepared for Council Meeting on 26 March 2013.</i>
11/12/2012		26/03/2013	<i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i>
Group		Officer	Derek McCarthy
Community Life			

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RYDE RIVER WALK - PUBLIC EXHIBITION OF DESIGN AND STATEMENT OF ENVIRONMENTAL EFFECTS	21/05/2013	<i>Update 14 February 2013: Public Exhibition period commenced Friday 18 January 2013 and closes on Friday 19 April 2013.</i>
Meeting Date	(b) That a further report be submitted to Council following the Public Exhibition period.	Anticipated date	
11/12/2012		21/05/2013	
Group		Officer	
Public Works		Gordon Malesevic	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution GLADESVILLE RSL DEVELOPMENT PROPOSAL</p>	<p>Due Date of Report</p>	<p>Comments/Update <i>Council has met with proponents to view draft community consultation plan. Date for report to be determined as a result of outcomes.</i></p>
<p>Meeting Date 11/12/2012</p>	<p>(b) Following the community consultation, including key stakeholders, that a further report be provided to Council by the Gladesville RSL Club including details of the following:</p>	<p>Anticipated date</p>	<p><i>The RSL Club has scheduled consultation events throughout March 2013 - the date of the report is to be confirmed pending the results of the consultation.</i></p>
<p>Group Environment and Planning</p>	<p>(i) Indicative built form and uses; (ii) Parking management (particularly during the construction phase); and (iii) Results of the community consultation process.</p>	<p>Officer Dominic Johnson</p>	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution CODE OF MEETING PRACTICE - COMPLETED</p>	<p>Due Date of Report 12/03/2013</p>	<p>Comments/Update <i>Report to be provided to Council following the close of the exhibition period.</i></p>
<p>Meeting Date 11/12/2012</p>	<p>(d)That a further report be provided to Council in March 2013 to consider adoption of the draft Code of Meeting Practice.</p>	<p>Anticipated date 12/03/2013</p>	<p><i>Report provided to Council Meeting of 12 March 2013.</i></p>
<p>Group Corporate Services</p>		<p>Officer Shane Sullivan</p>	<p><i>COMPLETED (To be removed following Council Meeting of 26 March 2013).</i></p>
<hr/>			
<p>Meeting Type Council</p>	<p>Resolution CITY OF RYDE TENNIS COURTS</p>	<p>Due Date of Report 28/05/2013</p>	<p>Comments/Update <i>Expression of Interest/Requests for proposal to be advertised in early February 2013. Anticipated closing date April 2013. To be reported to Council early May 2013.</i></p>
<p>Meeting Date 11/12/2012</p>	<p>(f) That a further report be submitted to Council following an Expression of Interest/Requests for Proposals process.</p>	<p>Anticipated date 28/05/2013</p>	
<p>Group Community Life</p>		<p>Officer Simon James</p>	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	RIGHT OF CARRIAGEWAY OVER 36A STATION STREET WEST RYDE- NEWQUEST PROJECTS PTY LTD ON BEHALF OWNERS OF 29-31 GAZA ROAD WEST RYDE	18/06/2013	
Meeting Date	(c) That a further report be provided following the finalisation of negotiations in respect of the level of compensation payable to Council in granting the right of carriageway over 36A Station Street West Ryde to the owners of 29-31 Gaza Road West Ryde.	Anticipated date	
5/02/2013		18/06/2013	
Group		Officer	
Public Works		Rod Drummond	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	TRAFFIC AND PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE MEETING held on 22 November 2012 - MIRIAM ROAD, WEST RYDE - No Parking (Kiss and Ride)	2/07/2013	<i>Updated 14 February 2013: Report will be tabled at Traffic Committee meeting to be held on 23 May 2013. The Traffic Committee's recommendations will be put to the Works and Community Committee on 2 July 2013.</i>
Meeting Date	That Council undertake a six (6) month trial in relation to the provision of a single 'No Parking' space along the side frontage (Miriam Road) of No.52 West Parade and that a follow up report be submitted to the Committee following the completion of the trial period confirming its use and whether the installation should be supported permanently.	Anticipated date	
5/02/2013		2/07/2013	
Group		Officer	
Public Works		Harry Muker	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution NIGHT WORKS PERMIT - Macquarie Shopping Centre Development - COMPLETED	Due Date of Report 26/03/2013	Comments/Update <i>Monitoring of night works underway.</i>
Meeting Date 12/02/2013	11. That a review of these arrangements be undertaken within a month and be brought to Council.	Anticipated date 12/03/2013	<i>Report to Council Meeting on 12 March 2013.</i>
Group Environment and Planning		Officer Scott Cox	<i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution NOTICE OF MOTION - SUPPLY AND DEMAND OF CRICKET PRACTICE FACILITIES ACROSS THE LGA	Due Date of Report 28/05/2013	Comments/Update <i>Report to be prepared for Council meeting in May 2013.</i>
Meeting Date 12/02/2013	That Council prepares a report regarding the supply and demand of cricket practice facilities across the LGA. As part of preparing this report discussions should be facilitated by Council with the governing Cricket Associations, Local Cricket Clubs and Cricket NSW regarding contribution towards the program (60/40) and the cost/access sharing arrangements for the future management and maintenance options for these facilities. Implementation of this proposal will ensure that the management of teams and their training requirements can be met in a more suitable manner. The report is to be tabled with Council prior to the adoption of the 13/14 Delivery Plan.	Anticipated date 28/05/2013	
Group Community Life		Officer Simon James	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution NOTICE OF MOTION - SOCIAL MEDIA - COMPLETED</p>	<p>Due Date of Report 12/03/2013</p>	<p>Comments/Update <i>Report to Council on 12 March 2013.</i></p>
<p>Meeting Date 12/02/2013</p>	<p>(b) That the Acting General Manager prepare a report outlining the cost benefit together with the overall benefits to the community of such a position and how it links in with the existing communication framework of Council.</p>	<p>Anticipated date 12/03/2013</p>	<p><i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i></p>
<p>Group General Manager</p>		<p>Officer Angela Jones-Blayney</p>	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - GRAFFITI VANDALISM AND THE CITY OF RYDE	23/04/2013	5 March 2013 <i>NOM directed to Derek McCarthy – Service Unit Manager for Community & Events in Community Life</i>
Meeting Date	<p>(b) That a report on this matter, include, but not be limited to:</p> <ol style="list-style-type: none"> 1. The establishment of key area ‘watch’ programs involving local residents, community groups, police and staff to identify at-risk locations and perpetrators. 2. Methods of communication to assist awareness of measures to reduce graffiti vandalism in key areas. 3. Promotion of anti-graffiti messages and penalties against culprits. 4. Detailing the rising cost of graffiti removal in the City of Ryde. 5. That Council look at further initiatives to engage with the youth including the Ryde Youth Council in order to address this issue. 	Anticipated date	<i>Gathering information and responsibilities for the report to Council on 23 April 2013.</i>
Group	<p>(c) That the report indicate the process and the timeframe to develop the above into a Graffiti Action Plan.</p>	Officer	
Community Life		Derek McCarthy	

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution NOTICE OF MOTION - ACKNOWLEDGEMENT OF VOLUNTARY CONTRIBUTION OF JOCK CUNNINGHAM - COMPLETED</p> <p>That the Acting General Manager prepare a report to be brought back to Council at its next meeting including details on the process to be followed in nominating members of the community for Community Service Awards.</p>	<p>Due Date of Report 26/03/2013</p>	<p>Comments/Update <i>Report to Council on 26 February 2013.</i></p>
<p>Meeting Date 12/02/2013</p>	<p>Anticipated date 26/03/2013</p>	<p><i>COMPLETED (To be removed following Council meeting to be held on 26 March 2013).</i></p>	
<p>Group Community Life</p>	<p>Officer Derek McCarthy</p>		

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution PERFORMANCE DEVELOPMENT SYSTEM (PDS) - COMPLETED</p>	<p>Due Date of Report 26/03/2013</p>	<p>Comments/Update <i>KPMG are providing a quote early this week (starting 4th March) to carry out a cost benefit analysis assessment.</i></p>
<p>Meeting Date 12/02/2013</p>	<p>That this matter be deferred and a further report be submitted in March 2013 with additional detail to enable Councillors to make an informed decision about the appropriateness of the system and arrangement and the expected benefits to be delivered to the community.</p>	<p>Anticipated date 26/03/2013</p>	<p><i>Letter of engagement was signed on 11 March, KPMG will be preparing their report to be ready for 18th march ready for 26th March Council Meeting. At this point in time, KPMG expect to meet the deadline.</i></p>
<p>Group General Manager</p>		<p>Officer Beki Boulet</p>	<p><i>Report prepared for Council Meeting on 26 March 2013.</i></p> <p><i>COMPLETED (To be removed following Council meeting to be held 26 March 2013).</i></p>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RYDE CITY BOWLING CLUB UPDATE	26/11/2013	<i>(a) Council report submitted to Council Meeting on 26 February 2013. COMPLETED (To be removed following Council Meeting to be held 26 March 2013).</i>
Meeting Date 12/02/2013	(a) That the Council request the Acting General Manager to provide a report to Council at the next Council meeting which identifies:-	Anticipated date 26/11/2013	<i>(b) Negotiations completed and licence signed on 8 March 2013. COMPLETED (To be removed following Council Meeting to be held 26 March 2013).</i>
Group Community Life	1. Assets located at the property 2. Who contributed and paid for the assets 3. Proof of ownership (b) That Council request the General Manager to continue negotiations with the Golden Goal Pty Ltd and make the following amendments to the draft license agreement: i. That Council agree to only seek to recoup 50% of the costs of entry of the premises from Golden Goal. ii. That Council endorse the amount of the Bond/Security be a standard three months' rent as requested by Golden Goal. iii. That upon receiving confirmation from Golden Goal of their commitment to hold the Sydney FC community football schools at the Ryde Bowling Club site, the term of the	Officer Tatjana Domazet	<i>(c) Subject to arbitration regarding fixtures, due improvements to commence shortly. Anticipated completion date late March - early April.</i> <i>(d) Later in the year - report to Council October/November.</i>

ITEM 16 (continued)

ATTACHMENT 1

19-Mar-13

Page 42 of 50

temporary license be extended till the end of December 2013.

(c) That Council proceed with an EOI/Tender process for the site, once the issues outlined in the body of this report are resolved.

(d) That Council note that the further report considering the future of the Ryde Park including the Ryde City Bowling Club and Argyle Centre sites as to the future development, use and management will proceed following progress of Part (c) above.

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - ACKNOWLEDGEMENT OF VOLUNTARY CONTRIBUTION OF KAREN WAUD - COMPLETED	5/03/2013	<i>Report to be provided to the Works and Community Committee Meeting on 5 March 2013.</i>
Meeting Date	That the Acting General Manager prepare a report to be brought back to Council at its next meeting including details on the process to be followed in nominating members of the community for Community Service Awards.	Anticipated date	<i>Report to Council on 26 February 2013.</i>
12/02/2013		Officer	<i>COMPLETED (To be removed following Council meeting to be held on 26 March 2013).</i>
Group		Derek McCarthy	
Community Life			

ITEM 16 (continued)

ATTACHMENT 1

<p>Meeting Type Council</p>	<p>Resolution NOTICE OF MOTION - FOOTPATHS ON RAYMOND STREET</p>	<p>Due Date of Report 21/05/2013</p>	<p>Comments/Update <i>Update: 7 March 2013 Report to be presented to the Works & Community Committee on 19 March 2013.</i></p>
<p>Meeting Date 12/02/2013</p>	<p>That Council requests the Works and Community Committee to re-prioritise scheduled works in West Ward so that footpaths on both sides of Raymond Street are completed in the 2013/2014 financial year.</p>	<p>Anticipated date 21/05/2013</p>	<p><i>Update: 13 March 2013: Report put back to 2 April 2013</i></p>
<p>Group Public Works</p>		<p>Officer Anthony Ogle</p>	<p><i>Works and Community Committee. Outcomes from Councillor Budget Workshop on 12 March is required for inclusion in the report. This timeframe will miss the Governance report deadline for 19 March 2013 meeting.</i></p>

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution COMMERCIAL RECREATIONAL VENTURES WITHIN THE PORTERS CREEK SITE	Due Date of Report 14/05/2013	Comments/Update <i>Resolution referred to Public Works.</i>
Meeting Date 26/02/2013	That the Acting General Manager conducts a feasibility study on any future opportunities for commercial recreational ventures within the Porters Creek site. Should these opportunities exist, Council to proceed to an EOI process for this part of the site and the future of this EOI process is reported back to Council for consideration.	Anticipated date 14/05/2013	
Group Public Works		Officer Julius Pucci	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RYDE CIVIC CENTRE - PRIORITY MAINTENANCE	9/04/2013	<i>The report for a Ryde Civic 5 year costed maintenance plan will be submitted for the Council meeting on 9 April.</i>
Meeting Date	That the Acting General Manager report back to Council providing a costed maintenance schedule for the building for the upcoming five years	Anticipated date	
26/02/2013		9/04/2013	
Group		Officer	
General Manager			

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution SPORTING FACILITIES	Due Date of Report 10/12/2013	Comments/Update <i>Report to be returned to Council by early December 2013.</i>
Meeting Date 26/02/2013	That Council receive a report that lists all works Council officers have planned or are proposed for future works within the City on sporting facilities and related amenities blocks.	Anticipated date 10/12/2013	
Group Community Life	The report also to outline ways the officers seem to prioritise works to be done on these planned works and/or proposed works including if known the funding or proposed funding for such works. The report to be returned before the end of the calendar year, and if this cannot be achieved, Councillors to be advised in the CIB of a future reporting date	Officer Simon James	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	ILLEGAL DUMPING	21/05/2013	
Meeting Date	That the Acting General Manager prepare a report outlining:	Anticipated date	
26/02/2013		21/05/2013	
Group	<ul style="list-style-type: none"> • the extent of illegally dumped rubbish in the City of Ryde; • the current approach to managing and responding to the issue; • strategies for better managing and responding to illegally dumped rubbish in the City of Ryde. 	Officer	
Public Works	The report be presented to the Works Community Committee – May meeting if possible.	Jude Colechin	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution FITNESS EQUIPMENT WITHIN THE CITY OF RYDE	Due Date of Report 23/07/2013	Comments/Update <i>Report to Council in July 2013.</i>
Meeting Date 26/02/2013	That the Acting General Manager reviews the provision of fitness equipment within the City of Ryde and in particular at Kissing Point Foreshore Park Putney and report back to Council on the community needs for this type of equipment in our parks. The review to include any partnerships with private sector organisations or sponsorship opportunities.	Anticipated date 23/07/2013	
Group Community Life		Officer Simon James	

ITEM 16 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	BRUSH FARM PARK & LAMBERT PARK - Masterplan and Archaeological Management Plan - COMPLETED	5/03/2013	<i>Reported to Works and Community Committee on 5 March 2013.</i>
Meeting Date	(a)That Council place on exhibition the draft Masterplan for Brush Farm Park and Lambert Park for a period of 4 weeks.	Anticipated date	<i>COMPLETED (To be removed following Council meeting to be held on 26 March 2013).</i>
5/03/2013	(b)That 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 Masterplan.	5/03/2013	
Group		Officer	
Community Life		Simon James	

17 DEFERRED REPORT: POLICY ON THE PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR THE MAYOR AND OTHER COUNCILLORS

Report prepared by: Manager - Governance
File No.: CLR/07/8/9/6/2 - BP13/283

This report was deferred from the Council Meeting held on 12 March 2013.

REPORT SUMMARY

This report was prepared in response to the Council resolutions from the meeting of 12 February 2013. It is provided to Council prior to the re-exhibition of this draft Policy, to confirm the proposed changes to the policy regarding mobile phones. It also proposes changes to legal expense provision as a result of a request from the Mayor and subsequent advice from the Division of Local Government.

This report recommends that Councillors are provided with the option of Council purchasing a mobile phone outright, and paying the monthly call costs directly (Option 1).

Secondly it recommends amendments to the clause on Legal Assistance (Clause 17.5) to provide clarification in respect of the Division of Local Government Guidelines, and to ensure compliance with the Local Government Act.

These changes and those previously endorsed by Council are set out in the **ATTACHED (Under Separate Cover)** with additions shown in ***bold italics*** and deletions shown in ~~strikethrough~~.

RECOMMENDATION:

- (a) That Council endorse the provision of mobile phones and payment of calls as set out in this report and as **ATTACHED (Under Separate Cover)**.
- (b) That Council endorse the proposed changes to Clause 17 of the Policy, relating to Legal Assistance Provision and Expenses as detailed in the report and as **ATTACHED (Under Separate Cover)**.
- (c) That Council endorse the public exhibition of the revised Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy (**ATTACHED - Under Separate Cover**) for a period of at least 28 days, noting that a copy of the draft will be provided to the Division of Local Government for comment.
- (d) That after the exhibition period of the draft policy, a further report be provided to Council seeking the adoption of the draft Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy and detailing any submissions received.

ITEM 17 (continued)**ATTACHMENTS**

- 1 Further Draft February 2013 - Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors - CIRCULATED UNDER SEPARATE COVER

Report Prepared By:

Shane Sullivan
Manager - Governance

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 17 (continued)

Discussion

The *Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy* must comply with the *Local Government Act 1993* (the Act). This Policy ensures that there is accountability and transparency in the facilities provided to Councillors and the reimbursement of expenses incurred by Councillors in carrying out their civic duties.

In accordance with the requirements of the Division of Local Government (the Division) and the Act, Council is required to annually adopt a Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors. In accordance with Section 252 of the Act, adoption is required “*within 5 months of the end of the year*”, which would have been by the end of November 2012.

After Council adopts the policy, Council is required to submit the policy, a copy of the public notice, and any submissions received, to the Chief Executive of the Division.

The policy was last adopted by Council on 22 November 2011.

History

The *Draft Policy on the Payment of Expenses and Provisions of Facilities for the Mayor and Other Councillors*, was initially provided to Council on 23 October 2012. There followed a Notice of Rescission, and the item was reconsidered at the following Council meeting of 13 November 2012, where Council resolved:

1.
 - (a) *That Council endorse the public exhibition of the revised Payment of Expenses and Provision of Facilities for the Mayor and other Councillors Policy for a period of at least 28 days.*
 - (b) *That after the exhibition period of the draft policy, a further report be provided to Council seeking the adoption of the draft Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy and detailing any submissions received.*
 - (c) *That Council approve the appropriate disposal of the Mayoral vehicle*
 - (d) *That Clause 28 be amended to include access for meeting rooms at the library as available for the purposes of Councillors meeting with the public during operating hours and free of charge.*
2. *That Council staff bring a further report to Council detailing options on how Councillors reimbursement of expenses can be streamlined.*

Following the public exhibition and submission period, during which no submissions were received, a Council report was prepared. This report included a review of the Councillor Expenses reimbursement process, and addressed:

- the processes followed in other Councils, including all Category 3 and NSROC Councils;

ITEM 17 (continued)

- the relevant legislation and regulations; and
- the opportunity for technological improvements, in the form of an online reimbursement claim process.

At its meeting held 12 February 2013, Council resolved as follows:

- That Council re-exhibit the Policy on the Payment of Expenses and Provisions of Facilities for the Mayor and Other Councillors.*
- That Council commence a trial, as soon as practicable, of the electronic submission process for Claims for Reimbursement of Councillor Expenses for six months with Councillor feedback to be sought through the Councillor Information Bulletin.*
- That Council provide the option to Councillors of either Council to supply all Councillors with all technology and communication equipment, and make payment for all the associated operating and usage charges or allow Councillors to continue with the flexibility to source their own telephone technology and seek reimbursement.*
- That staff engage with the Council during the exhibition period to review the computer technology issued to Councillors.*

This report is provided to Council prior to re-exhibition to confirm the proposed changes to the policy regarding mobile phones, and to advise Council of an additional change that has been requested by the Mayor with regard to legal assistance provisions and expenses.

Provision of mobile phones and payment of call costs

As resolved by Council, consideration has been given to the provision of all technology and communication equipment with particular regard to mobile phones. Consideration has not, at this time, been given to internet connectivity costs at Councillors' home offices.

It is noted that Council resolved that Councillors have flexibility to either use Council provided equipment and connectivity or to continue to source their own telephone technology and seek reimbursement.

Clause 1.6.6 of the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW (Division of Local Government 2009), provides that:

Councils must agree and set monetary limits to all expense provisions in their policies, where practicable and where appropriate.

ITEM 17 (continued)

Furthermore Clause 2.3.9 of the Guidelines specifies that:

Councils should establish a monthly monetary limit for the cost of official mobile, landline and facsimile calls made by councillors. A system should also be established to reconcile all telephone call costs claimed with account statements.

Following a review of the possible processes for the provision of a phone and call costs, the following option is recommended to Councillors. This option resembles the current process for the provision of iPads to Councillors:

Proposed Option: Telstra managed service including an iPhone and call costs.

This would be a cost of \$1,920 over 2 years.

It is noted that there will be a small proportion of private/personal use associated with this provision.

To support this recommendation, it is proposed that the following clause be endorsed as set out in the **ATTACHED (Under Separate Cover)** policy as clause 13(4):

Council may provide Councillors with a mobile phone and call plan in lieu of the individual Councillor seeking reimbursement for mobile telephone costs. It is noted that there will be a small proportion of private/personal use.

Clause 7.12 of Council's Code of Conduct provides as follows

You must use council resources ethically, effectively, efficiently and carefully in the course of your official duties, and must not use them for private purposes (except when supplied as part of a contract of employment) unless this use is lawfully authorised and proper payment is made where appropriate.

As the proposed provision of a complete managed service provides a single cost for the phone, all calls and data usage, it is felt that acknowledging the small amount of private mobile phone usage complies with the requirements of the Code of Conduct.

Computer Technology Issued to Councillors

As resolved by Council, during the exhibition period there will be further consultation with Councillors regarding the specific equipment provided. Staff will consult with Councillors to establish their requirements and to propose possible solutions to their Information technology needs.

ITEM 17 (continued)**Legal Assistance Provision and Expenses**

The Mayor has provided staff with advice he has obtained regarding these provisions in the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors. The advice provided suggests that the provisions regarding legal assistance are non-compliant (in particular clause 17(5)):

The provisions of this section shall not apply in respect of any enquiry, investigation or hearing initiated at the request of, or to any legal proceedings taken by, the Council itself.

The adopted Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors is forwarded annually to the Division of Local Government who has never raised concerns about this provision, which has been in place since 2006. Indeed, in the 2010 Promoting Better Practice Review report regarding the City of Ryde this policy was identified as a noteworthy practice.

Therefore, this suggestion of non-compliance was questioned by staff, and advice was sought from the Division of Local Government. The Division advised as follows on 4 March 2013:

Ryde City Council's Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors is arguably not consistent with the Division of Local Government's Guidelines and the Local Government Act 1993.

The Guidelines provide that the legal costs may be provided where the investigative or review body makes a finding that is not substantially unfavourable to the councillor.

Also Section 731 of the Act provides that councillors, council staff and members of a committee of the council are not be subject to any liability for any actions undertaken in good faith.

Further, it is important that the Council has a clear approvals process in place to ensure approval is sought and gained, where possible, prior to legal expenses being incurred.

As a result of the above advice, a complete review has been undertaken of Council's Policy regarding Legal Assistance Provision and Expenses.

The content of the policy is a matter for Council's determination and it is always prudent to clarify and improve Council policies. To this end the relevant section of the Division of Local Government guideline (Clause 2.3.6 - Legal Expenses) is set out below and recommended City of Ryde Policy clauses and amendments are provided, with additions shown in ***bold italics*** and deletions shown in ~~strikethrough~~:

ITEM 17 (continued)

Guideline/Issue	Proposed or current clause/comments
<p>DLG Guideline The policy should specify that the reasonable legal expenses of a Councillor in defending an action arising from the performance in good faith of a function under the Local Government Act or defending an action in defamation, provided that the outcome of the legal proceedings is favourable to the Councillor.</p>	<p>Current Clauses in the Policy: (1) Council may, if requested, indemnify or reimburse the reasonable legal expenses of:</p> <p>(a) a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act; or</p> <p>(b) a Councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act;</p>
<p>DLG Guideline Reasonable legal costs may also be available for an inquiry, investigation or hearing into a Councillor's conduct by an appropriate investigative or review body including:</p> <ul style="list-style-type: none"> - Local Government Pecuniary Interest and Disciplinary Tribunal - Independent Commission Against Corruption - Office of the NSW Ombudsman - Division of Local Government - NSW Police Force - Director of Public Prosecutions - Council's Conduct Review Committee <p>This is provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and that the matter before the body has proceeded past any initial assessment phase to a formal investigation or review.</p>	<p>Current and Proposed Clauses: (1) Council may, if requested, indemnify or reimburse the reasonable legal expenses of:</p> <p>(c) a Councillor for proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an appropriate investigative or review body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigative or review body makes a finding substantially favourable to the Councillor.</p> <p>Clause (c) applies only when the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review.</p>
<p>DLG Guideline In the case of a conduct complaint made against a Councillor, legal costs should only be made available where a matter has been referred by a General Manager to a conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with the procedures in the Model Code of Conduct.</p>	<p>Proposed Clause in the Policy:</p> <p><i>In the case of a conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer or conduct review panel to make formal enquiries into that matter in accordance with Council's Code of Conduct.</i></p>

ITEM 17 (continued)

Guideline/Issue	Proposed or current clause/comments
<p>DLG Guideline In the case of a pecuniary interest or misbehaviour matter legal costs should only be made available where a formal investigation has been commenced by the Division of Local Government.</p>	<p>Proposed Clause in the Policy:</p> <p><i>In the case of a pecuniary interest or misbehaviour matter legal costs will only be made available where a formal investigation has been commenced by the Division of Local Government.</i></p>
<p>DLG Guideline Legal costs must only be provided where the investigative or review body makes a finding that is not substantially unfavourable to the Councillor.</p>	<p>Already provided for in Clause 1(c) above</p>
<p>DLG Guideline A Council must not meet the legal costs of a legal proceedings initiated by a Councillor under any circumstance</p>	<p>Current Clauses in the Policy:</p> <p>4 Council must not meet the legal costs of legal proceedings initiated by a councillor under any circumstance.</p>
<p>DLG Guideline A Council must not meet the legal costs of a Councillor seeking advice in respect of a possible defamation, or in seeking a non-litigious remedy for possible defamation.</p>	<p>Current Clauses in the Policy:</p> <p>3 Council will not meet the costs of an action in defamation taken by a Councillor as plaintiff in any circumstances and will not meet the costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.</p>
<p>DLG Guideline Legal costs must not be met for legal proceedings that do not involve a Councillor performing their role as a Councillor</p>	<p>Current Clauses in the Policy:</p> <p>2 Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.</p>
<p>DLG Guideline A Council may lawfully obtain insurance cover against the risk of having to meeting the reasonable costs of a Councillor, or to reimburse those costs, provided that the costs or reimbursements are ones that the Council is authorised to meet</p>	<p>Current Clauses in the Policy:</p> <p>16(1) In accordance with Section 382 of the Local Government Act, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.</p>

ITEM 17 (continued)

Guideline/Issue	Proposed or current clause/comments
	16(3) Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
<p>DLG Guideline It is important that Council has a clear approvals process in place to ensure approval is sought and gained where possible, prior to legal expenses being incurred.</p> <p>Division of Local Government Circular 11-27 Significant or potentially contentious expenses will require prior approval at a full meeting of the Council (eg: legal expenses or discretionary trips)</p>	<p>Proposed Clause</p> <p><i>Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution of Council at a Council Meeting prior to costs being incurred.</i></p>
<p>Clause 17(5) of the Current Policy <i>The provisions of this section shall not apply in respect of any enquiry, investigation or hearing initiated at the request of, or to any legal proceedings taken by, the Council itself.</i></p>	<p>Based on advice received from the Division of Local Government it is proposed that Clause 17(5) of the current policy be deleted</p>

As a result of the above comments and proposed changes, the revised Clause 17 – Legal assistance provisions and expenses, will read as follows with additions shown in ***bold italics*** and deletions shown in ~~strikethrough~~:

- 1 Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
 - (a) a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act; or
 - (b) a Councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act;
 - (c) a Councillor for proceedings before ~~the Local Government Pecuniary Interest and Disciplinary Tribunal or an~~ ***appropriate*** investigative ***or review*** body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and ~~the Tribunal or~~ investigative ***or review*** body makes a finding substantially favourable to the Councillor.

ITEM 17 (continued)

Clause (c) applies only when the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review.

In the case of a conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer or conduct review panel to make formal enquiries into that matter in accordance with Council's Code of Conduct.

In the case of a pecuniary interest or misbehaviour matter legal costs will only be made available where a formal investigation has been commenced by the Division of Local Government.

- 2 Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 3 Council will not meet the costs of an action in defamation taken by a Councillor as plaintiff in any circumstances and will not meet the costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
- 4 Council must not meet the legal costs of legal proceedings initiated by a councillor under any circumstance.
- ~~5 The provisions of this section shall not apply in respect of any enquiry, investigation or hearing initiated at the request of, or to any legal proceedings taken by, the Council itself.~~
- 5 ***Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution of Council at a Council Meeting prior to costs being incurred.***

The above changes to Council's Policy better align to the DLG's guidelines and the Local Government Act. Council should note that despite the possible variances of Council's current policy to the Local Government Act, the legislation would always override the policy.

ITEM 17 (continued)

Reporting timeframe of the draft policy

In accordance with the requirements set by the Division, Council is required to publicly exhibit the draft policy for a minimum of 28 days. If Council endorses the public exhibition of the draft policy at its meeting of 12 March 2013, it is proposed that the exhibition commence on 18 March 2013 and conclude on 15 April 2013.

Following the public exhibition, it is anticipated that the revised policy will be submitted to Council on 14 May 2013 for final adoption. The report to Council will include any submissions received during the exhibition of the draft policy. At this meeting, Council can resolve to make further amendments to the policy. However, if the amendments are considered to be significant, Council would be required to place the policy on public exhibition again for a period of 28 days, before it can be adopted.

It is proposed that a copy of the draft Policy will be provided to the Division of Local Government for comment during the exhibition period.

The **ATTACHED (Under Separate Cover)** draft policy sets out the changes as previously endorsed by Council and those identified in this report with additions shown in ***bold italics*** and deletions shown in ~~strike through~~.

Financial Implications

With regard to the provision of mobile phones and calls, it is estimated that this will result in a cost of \$1,920 per phone over a period of 2 years. It is anticipated that this cost can be met from within the current budget allocation, however staff will monitor this expenditure.

With regard to the proposed change to the provision for Legal Expenses, it is noted that the principal intent of the clause has not changed. For example, there remains a requirement that the Councillor has acted in good faith. There is also a provision that reimbursement must be approved by Council prior to the expense being incurred. As a result, it is not anticipated that the change to this provision will result in any additional cost to Council.

Critical Dates

Section 252 of the *Local Government Act 1993* required that adoption occurred "within 5 months of the end of the year", that is, by the end of November 2012. As this has been significantly delayed, it is important that this matter is soon resolved.

Council should be aware that further amendments can be made to the Policy. However, if the amendments are considered to be significant, Council would be required to place the Policy on public exhibition again for a period of 28 days, before it can be adopted.

ITEM 17 (continued)

It is noted that this Policy has yet to be adopted by Council. The provision included in the policy as outlined in this report will not take effect until the 28 day exhibition period has concluded, submissions have been considered and the policy adopted by Council.

Options

With regard to the provision of legal expenses clause in the Policy, Council may resolve to maintain the current wording, amend the entire section or make only some amendments to the provisions. However, it is noted that the recommended amendments are in accordance with the Division of Local Government guideline, advice from the Division of Local Government and the Local Government Act.

PRECIS OF CORRESPONDENCE**1 THANK YOU LETTER TO COUNCIL FOR \$1000 DONATION TOWARDS
ERIN'S PLACE INC WOMEN'S REFUGE**

Report prepared by: Administration Officer
File No.: GRP/09/4/1/7 - BP13/385

CORRESPONDENCE:

Submitting correspondence from Child Support Work Christen Raynal on behalf of Erin's Place Inc, dated 6 February 2013, regarding Council's donation of \$1000 for Erin's Place Inc Women's Refuge. This letter of thanks is in recognition of Council's resolution made on 13 November in support of victims of domestic violence.

RECOMMENDATION

That the correspondence be received and noted.

ATTACHMENTS

- 1 Thank you letter from Erin's Place Christen Raynal for \$1000 cheque

Report Prepared By:

Linda A Smith
Administration Officer

Report Approved By:

Tatjana Domazet
Acting Group Manager - Community Life

Precis of Correspondence 1 (continued)

ATTACHMENT 1

ERIN'S PLACE INC.

F O R W O M E N A N D C H I L D R E N



6th February 2013

1 Devlin St, Ryde NSW 2112

Dear Manager,

On behalf of the staff and clients of Erin's Place we would like to thank you for your generosity. We appreciate you thinking of us and sending a cheque for \$1000. Your generosity helped us to give the children of Erin's Place a relaxing and enjoyable holiday period. We wish you all the best for the year ahead and we look forward to your continuing support in the coming years.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Christen Raynal'.

Christen Raynal
Child Support Worker

**2 JOINT REGIONAL PLANNING PANELS OPERATIONAL PROCEDURES -
TIMEFRAME FOR COMPLETION OF COUNCIL'S ASSESSMENT REPORT**

Report prepared by: Executive Assistant to Group Manager
File No.: GRP/09/6/5 - BP13/391

CORRESPONDENCE:

Submitting correspondence from The Hon Brad Hazzard MP – Minister for Planning and Infrastructure NSW, dated 22 February 2013, regarding changes to the timeframe identified for the completion of Council's assessment report for Joint Regional Planning Panel, which is included in the revised Joint Regional Planning Panels Operational Procedures (September 2012).

RECOMMENDATION

That the correspondence be received and noted.

ATTACHMENTS

- 1 Timeframes for assessment report, Joint Regional Planning Panel revised operation procedures. Minister for Planning and Infrastructure, Brad Hazzard

Report Prepared By:

Sandra Warbrick
Executive Assistant to Group Manager

Report Approved By:

Dominic Johnson
Group Manager - Environment & Planning

Precis of Correspondence 2 (continued)

ATTACHMENT 1



The Hon Brad Hazzard MP
Minister for Planning and Infrastructure
Minister Assisting the Premier on Infrastructure NSW

Mr Dominic Johnson
Group Manager - Environment and Planning
City of Ryde
Locked Bag 2069
North Ryde NSW 1670

13/01615



Dear Mr Johnson

I refer to your letter about the timeframe identified for the completion of council's assessment report, which was included in the revised Joint Regional Planning Panels Operational Procedures (September 2012).

I understand that previous advice given to council was that the assessment of development applications (DAs) to be determined by the regional panel should be completed within 90 days of lodgement. The revised operational procedures now include a benchmark for the assessment report to be completed within 60 days after the close of the public exhibition period. With a typical exhibition period of 28 days, the guideline of 60 days after exhibition for completion is consistent with the previous advice given to council.

The public exhibition period for DAs will vary for different proposals and for different councils, and the exhibition of a DA will sometimes be delayed due to requests for additional information. These variables affect the assessment time of a DA, and setting a benchmark measured from the end of exhibition will enable more consistent monitoring of DAs across all councils. Where assessments are delayed, more active follow-up with the council, applicant and any relevant State government agencies will occur as outlined in the revised operational procedures.

I would like to thank you for your council's support and assistance in the operation of the regional panels to date, and I trust that the positive relationship you have developed with the regional panel will continue into the future. Regional development represents a very significant investment in the State's economy and it is important that applications are processed in as timely a manner as possible.

Should you have any further enquiries about this matter, I have arranged for Michael File, Acting Executive Director – Assessment Systems, of the Department of Planning and Infrastructure to assist you. Mr File can be contacted on telephone number 02 9228 6407.

Yours sincerely



HON BRAD HAZZARD MP
Minister

20 FEB 2013

**3 NORTH RYDE STATION PRECINCT - TENNIS WORLD SITE -
INVESTIGATIONS BY THE DEPARTMENT OF PLANNING AND
INFRASTRUCTURE**

Report prepared by: Executive Assistant to Group Manager
File No.: GRP/09/6/5 - BP13/404

CORRESPONDENCE:

Submitting correspondence from The Hon Brad Hazzard, dated 1 March 2013, regarding the North Ryde Station Precinct and the inclusion of the Tennis World site in the investigations currently being undertaken by the Department of Planning and Infrastructure.

RECOMMENDATION

That the correspondence be received and noted.

ATTACHMENTS

- 1 Letter from the Hon Brad Hazzard MP regarding North Ryde Station Precinct and the inclusion of the Tennis World site in the investigations currently undertaken by the Department of Planning and Infrastructure

Report Prepared By:

Sandra Warbrick
Executive Assistant to Group Manager

Report Approved By:

Dominic Johnson
Group Manager - Environment & Planning

Precis of Correspondence 3 (continued)

ATTACHMENT 1



The Hon Brad Hazzard MP
Minister for Planning and Infrastructure
Minister Assisting the Premier on Infrastructure NSW

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



13/01231

Dear Ms Dickson

I refer to a letter from Mr John Neish, the former General Manager, concerning the North Ryde Station Precinct and the inclusion of the Tennis World site in the investigations currently being undertaken by the Department of Planning and Infrastructure.

I note this letter was sent following a meeting I attended in November 2012 with Councillor Ivan Petch, Mayor of City of Ryde and Mr Neish. At that meeting I advised the Tennis World site had been included in the investigations to allow the impacts of redevelopment of this site to be understood. Any rezoning of the Tennis World site would be carefully considered in light of the investigations undertaken and in consultation with Council.

The investigations undertaken will be publicly exhibited shortly. During the exhibition the community and Council will be able to make submissions and discuss the proposal with the Department. All submissions and feedback received will be reviewed by the Department as part of its assessment.

Should you have any further enquiries about this matter or would like to arrange a meeting with the Department, I have arranged for Ms Ann-Maree Carruthers, Team Leader, Strategic Assessment of the Department of Planning and Infrastructure, to assist. Ms Carruthers can be contacted on 02 9228 6270.

Yours sincerely



HON BRAD HAZZARD MP
Minister 27 FEB 2013

NOTICES OF MOTION**1 DEFERRED NOTICE OF MOTION: SUPPORTING LOCAL BUSINESS LEASING COUNCIL PROPERTIES - Councillor Bill Pickering****File Number: CLM/13/1/4/6 - BP13/341**

This Notice of Motion was deferred from the Council Meeting held on 12 March 2013.

MOTION:

- (a) That the Acting General Manager provide a report including recommendations on improving relations and feedback from small business operators who are leasing properties from the City of Ryde.
- (b) That this report include matters pertaining (but not limited) to:
- Possible consultation frameworks;
 - Improving commercial leasing terms including 'options' to extend a lease after expiry; and
 - Feedback channels for suggestions that include improvements or enhancements to council properties.

2 NATIONAL DISABILITY STRATEGY: NSW IMPLEMENTATION PLAN 2012-2014 - Councillor Denise Pendleton**File Number: CLM/13/1/4/6 - BP13/448**

MOTION:

That Council receive a report that:

- provides an initial assessment of the areas of action required by Councils, as identified in the plan.
- identifies the anticipated resourcing issues.
- outlines the proposed management mechanism/s to plan and coordinate the implementation of the required actions.

3 MONTHLY REPORTING TO COUNCIL - Councillor Denise Pendleton**File Number:** CLM/13/1/4/6 - BP13/449

MOTION:

That a highlights monthly report be developed in conjunction with the Councillors covering key management items including: human resources (sick leave, recreation leave in excess of 20 and 30 days); OH&S; complaints; organisational risk issues; legal actions.

4 ADVERTISING SERVICES - Councillor Jeff Salvestro-Martin**File Number:** CLM/13/1/4/6 - BP13/350

MOTION:

That the General Manager not exercise the option to further extend Contract COR RFT 17/11 for a further 12 months. That the City of Ryde as a monopsonist buyer has a duty to act both in the public interest and with equity and fairness and a such seek revised costs for the provision of Advertising Services from both The Weekly Times and the Northern District Times with a view to evenly splitting the Advertising expenditure between both parties for a period of 2 years. The prices are to include:

- 46 Weekly Mayoral Columns
- General advertising weekly basis ranging in size from ¼ page to full page
- Minimum 6 pages for community related events